

**OPERATING & CAPITAL IMPROVEMENT BUDGET** 



## **PRELIMINARY**









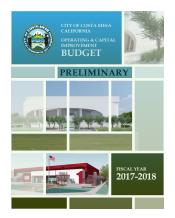








FISCAL YEAR 2017-2018



#### Fire Station 1

When complete, Fire Station No. 1 will feature a new 12,000 square-foot, state-of-the-art facility, including 10 dorm rooms, three administrative offices, one training/classroom, an emergency medical supply room and four utility rooms. The new facility will address out-of-date building code and standard issues, accommodate multi-gender usage and provide an efficient floor plan that aims to improve emergency response time.

#### **Lions Park Projects**

The purpose of the Lions Park projects are to improve library services, and create quality programming and event user space necessary to meet the needs of the community. The projects will re-purpose both the Donald Dungan Library to the adjacent Neighborhood Community Center building and move the NCC to the current library space. Features will include: A new two-story 20,000 square foot library building and a renovated Neighborhood Community Center. The project will also add one acre of programmed park open space that will be utilized as an event lawn and provide residents with a variety of fun, family and educational events.

# CITY OF COSTA MESA, CALIFORNIA PRELIMINARY OPERATING AND

## CAPITAL IMPROVEMENT BUDGET FISCAL YEAR 2017-2018

#### CITY COUNCIL

Katrina Foley Mayor

Sandra L. Genis Mayor Pro Tem

**Allan Mansoor**Council Member

James M. Righeimer
Council Member

John Stephens
Council Member

Thomas R. Hatch City Manager

Prepared by the Finance Department

Stephen G. Dunivent Interim Finance Director

In collaboration with

Raja Sethuraman
Public Services Director





KATRINA FOLEY MAYOR

# Costa Mesa CITY COUNCIL



**SANDRA L. GENIS** MAYOR PRO TEM



ALLAN MANSOOR COUNCIL MEMBER



JAMES M. RIGHEIMER COUNCIL MEMBER



JOHN STEPHENS COUNCIL MEMBER

## For meeting the criteria established to achieve the Operating Budget Excellence Award. Professional Standards and Municipal Finance Officers Recognition Committee Operating Budget Excellence Award Dedicated Excellence in Municipal Financial Reporting Craig Boyer, Chair Californía Society of Fiscal Year 2016-2017 City of Costa Mesa January 31, 2017 Certificate of Award Presented to the John Adams CSMFO President



GOVERNMENT FINANCE OFFICERS ASSOCIATION

## Distinguished Budget Presentation Award

PRESENTED TO

### City of Costa Mesa California

For the Fiscal Year Beginning

July 1, 2016

Offry P. Ener

**Executive Director** 



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#### CITY MANAGER'S BUDGET MESSAGE



May 9, 2017

Honorable Mayor, Members of the City Council, and Citizens of Costa Mesa:

I am pleased to submit the Fiscal Year 2017-18 Preliminary Operating and Capital Budget. The objectives used in developing this budget are to submit a balanced budget to the City Council; to do the best job possible of maintaining current excellent levels of service to the community; to implement City Council's priorities as feasible; and to be prudent in our revenue estimates and cautiously optimistic overall. The City's management team and staff have put together an operating and capital expenditure plan that addresses the City Council's priorities while fulfilling the service requirements of the people who live, work, and play in our community.

The City Council Priorities include the following items:

#### Tier 1: To receive the highest priority attention in FY 2017-18

- Begin Construction of the Lions Park Projects
- Engage in strategies for a safe community, including having a fully-staffed Police Department
- Address homelessness, both locally and on a cooperative basis with other communities
- Address issues related to group/sober living homes
- Maintain focus on fiscal responsibility

#### Tier 2: To be carried out as resources permit in FY 2017-18

- Invest in infrastructure (e.g., sidewalks, streets, safe bike trails)
- Fill City staffing vacancies to provide needed services
- Ensure our land use policies will make life better for our residents and try to keep our residential areas nice places to live
- Formally consider a new ambulance transport system
- Complete the process to create a Master Plan for the Arts
- Pursue economic development with a focus on attracting middle and well-paying jobs and supporting workforce development
- Implement additional measures to enhance our animal control and sheltering services

As presented, this represents a balanced budget for the coming fiscal year without the use of General Fund reserves and provides the highest level of service to the community within existing financial resources.

This Preliminary Budget maintains and, in a few areas, enhances the current level of service from FY 16-17. Having already reduced operating expenditures to a minimum base level in prior years, management used the FY 16-17 budget as the starting point while allowing Departments to make their requests known for new items that they believed met the community and City Council needs.

On March 3, 2015, the Council adopted the financial and budget policies; updated in October 2016. These policies are outlined and refreshed in the Appendix Section. Highlights of these policies as they relate to this budget include:

- Consistency with Council and City Manager priorities
- Balanced budgets with the exception of using dedicated non-General Fund balances for carry-over or one-time items consistent with the purpose of those funds
- Realistic assumptions for revenue forecasts
- New revenue sources pending legislation or grant approval are not included in the base budget request
- A minimum of 5% General Fund revenues dedicated to funding capital projects plus an additional 1.5% of General Fund revenues dedicated to capital facilities
- A goal of \$500,000 budgeted for contingencies
- Provision for an additional \$500,000 payment to reduce unfunded pension liabilities

Below is the Preliminary Budget for FY 17-18 for all funds compared to the FY 16-17 Adopted Budget:

PRELIMINARY BUDGET-ALL FUNDS											
Appropriations		Adopted		Preliminary		Increase/(Dec	rease)				
All Funds		FY 16-17		FY 17-18		<u>Amount</u>	<u>Percent</u>				
Operating Budget	\$	120,781,897	\$	126,526,997	\$	5,745,100	4.8%				
Transfers Out		7,796,786		8,907,435		1,110,649	14.2%				
Capital Budget		16,057,334		19,567,158		3,509,824	21.9%				
Total	\$	144,636,017	\$	155,001,590	\$	10,365,573	7.2%				

#### **GENERAL FUND PRELIMINARY BUDGET**

The General Fund provides 91.4% of the total operating budget for all governmental funds. The total preliminary General Fund budget is \$124.5 million, an increase of \$7.1 million or 6.1% from the current year adopted budget. Table 1 is a summary of the total General Fund resources and requirements for FY 17-18:

Table 1

<u> </u>									
	GEN	IERAL FUND PR	ELII	MINARY BUDG	ET	-			
		Adopted		Preliminary		Increase/(Decrease)			
		FY 16-17		FY 17-18		Amount	Percent		
Estimated Revenues	\$	117,392,897	\$	124,512,589	\$	7,119,692	6.1%		
Transfers In		-		-		-	-		
Use of Fund Balance		-		-		-	-		
Total Resources	\$	117,392,897	\$	124,512,589	\$	7,119,692	6.1%		
Operating Budget	\$	109,596,111	\$	115,605,154	\$	6,009,043	5.5%		
Transfers Out		7,796,786		8,907,435		1,110,649	14.2%		
Total Appropriations	\$	117,392,897	\$	124,512,589	\$	7,119,692	6.1%		

The first set of FY 17-18 General Fund base operating budget requests submitted by the departments to the Finance Department totaled \$124.1 million; 5.7% over the prior year budget. A large part of this increase was due to an increase in pension costs, assumption of increased number of filled positions, increases in utilities and certain other operating costs. In addition, departments requested a net increase of \$1.1 million in budget increases, the largest of these being in Public Services related to operating expense increases. These two amounts totaled \$125.2 million. During the month of March, the Budget Review Team held meetings with each department to review and discuss these budget requests. The total requests were ultimately reduced by \$0.7 million to \$124.5 million. The reductions are noted later is this report.

The first set of FY 17-18 General Fund revenue estimates totaled \$122.7 million using the assumptions of modest economic growth, a gradually improving real estate market and a leveling off of development activity in the City. During the budget review period, revenue assumptions were increased by \$1.8 million to a new total of \$124.5 million. These increases were based on the need to update Fire and Parks fees that are significantly below full cost recovery, Medical Marijuana Measure X business permit and conditional use permit revenues, and six months of new Fire-Paramedic ambulance transportation revenue. Primary revenue sources and assumptions are discussed in detail in the Summaries of Financial Data section of this budget book.

The results of the budget reductions and revenue changes yielded a balanced General Fund budget of \$124.5 million and keeps General Fund reserves intact.

#### FINANCIAL OUTLOOK

As a result of the projection for modest growth in the economy, forecasted changes in revenue sources are projected to be mixed. Modest growth is forecasted for sales and use tax, transient occupancy tax (TOT) and franchise fees. Stronger growth is projected for property tax, licenses and permits, and motor vehicle license fees. Revenues such as fines and forfeitures are projected to be level. The City will continue to evaluate revenues and find ways to mitigate costs. Doing so will continue to stabilize the City's budget, provide necessary services to the community and work towards rebuilding reserves.

The City remains careful about its cash position. With the significant reduction in reserves seven years ago, it is very important for the City to maintain a balanced budget and stabilize cash. Based on the timing of the receipt of certain revenues, the City has periods of time when it uses more cash than it receives. That use of cash is replenished later in the fiscal year with the receipt of property tax revenue. The General Fund had operating surpluses for five of the past six years which helped increase the overall cash position.

#### HIGHLIGHTS OF THE PRELIMINARY BUDGET

The FY 17-18 preliminary budget contains funding for the continuation of existing services to the community. The following highlights reflect some of the facts and changes regarding this budget:

- The budget contains funding for the full annual required contribution for the City's share of employee retirement costs plus an additional payment of \$500,000 to help reduce the unfunded liability associated with pension costs
- General Fund contribution to Capital Projects is 5% of the General Fund budget, which is \$6,006,649, and the 1.5% for Capital Facility Projects is \$1,801,995
- Allocations to the Information Technology (IT) Replacement Fund will increase from \$200,000 to \$250,000 for the accumulation of funds for future IT equipment replacements and upgrades
- Four departments (City Manager, City Attorney, Finance, and IT) have budgets with a growth rate of less than 3.5%
- Both the City Manager's budget and the Development Services budget are staffed to address homelessness, both locally and on a cooperative basis with other communities and to continue to address issues related to group/sober living homes
- Police Department
  - o Funds all full-time positions for a fully-staffed department
  - Funded \$44,000 for ten additional e-citation devices compatible with the county-wide system
  - o Additional uniform costs of \$20,000 for new employees
  - o Additional communications costs of \$24,000 for the Westside Substation
  - Reduction in vacant part-time position costs of \$450,000 will help fund part of the cost to replace an aging Mobile Command vehicle (\$900,000)
- Fire Department

- Funds all full-time positions including the six new positions added midyear FY 16-17 for a fully-staffed department. The cost of the additional positions is to be offset by reduction in overtime spending.
- Inclusion of a partial year of ambulance transportation revenue (\$600,000) will help fund most of the cost to replace an older 1500 GPM pumper truck (\$707,300)
- Continued funding for the part-time Emergency Medical Services Coordinator position approved by Council on February 7, 2017.
- Parks and Community Services
  - Increased 5.5 full-time equivalent part-time positions
  - Added \$61,374 for the reinstated mobile recreation program
- Public Services Department
  - Includes the new park maintenance contract and deleted a total of eleven (five full-time and six part-time) vacant positions and positions to be vacated by attrition or reassignment due to the new contract
  - Reduced discretionary park maintenance items by \$86,345
  - Reduced the parks and parkways water account by \$90,000 based on lower usage
  - Reduced bulky debris item removal by \$62,589
  - Budgeted existing staff levels will ensure the Fire Station 1, Lions Park projects and other capital projects are managed efficiently and on a timely basis
- Capital Projects include \$6.2 million for the cash funding of the construction of the new Fire Station 1, \$2.8 million for second year of a four-year plan to accumulate funds for the Lions Park projects as a way to minimize new debt. A debt financing of about \$18.5 million for the Lions Park projects is planned for issuance during FY 17-18
- Contingency appropriations are \$500,000

#### **GENERAL FUND RESERVES/USE OF FUND BALANCE**

The General Fund – Total Fund Balance was \$64.5 million as of June 30, 2016. The City continues to maintain a \$14.125 million emergency general operating reserve, in addition to reserves for workers' compensation, general liability claims, and compensated absences. On March 3, 2015 the Council reviewed a new Reserves Study that took a risk-based approach to establishing reserves for economic volatility, major infrastructure failure, natural disasters and other emergencies. The Council approved a reserves goal of \$55 million and a plan to achieve that goal by increasing existing reserves by up to \$1.5 million per year funded by any actual annual operating surplus. As noted in the FY 16-17 Mid-year Budget Report, the City reached and exceeded that goal and reallocated the amount above the \$55 million to important debt reduction and one-time capital items.

A schedule of estimated fund balances for all budgeted funds is found in the Summaries of Financial Data section of this budget book.

#### **CAPITAL IMPROVEMENT PROJECTS**

The preliminary capital budget is recommended in the amount of \$19.6 million, an increase of 21.9%. In reviewing the Capital Improvement budget, it is important to keep in mind that most projects are funded by restricted revenue sources or grants. Consequently, there will potentially be significant differences from year to year in both the numbers of projects adopted and the total dollars budgeted. Primary funding sources for capital projects include the General Fund, Measure M, Gas Tax, Community Development Block Grant, Park Development Fees and Drainage Fees. Key projects include Fire Station 1, Lions Park projects, City-wide street improvements and the Fairview Road traffic signal synchronization project.

Table 2 below illustrates the total capital projects funding by category planned for FY 17-18. Please see the Capital Improvement Program section of this budget for the complete list of projects and project details.

Table 2															
	CAPITAL IMPROVEMENT PROJECTS														
		Adopted	F	Preliminary		Increase (Dec	crease)								
		FY 16-17		FY 17-18		Amount	Percent								
Parkway & Median Improvements	\$	160,000	\$	_	\$	(160,000)	-100.0%								
Fairview Park Program	-	1,820,000		_		(1,820,000)	-100.0%								
Street Improvements & Maintenance		3,501,137		5,423,904		1,922,767	54.9%								
Storm Drain Improvements		600,000		760,193		160,193	26.7%								
Curbs & Sidewalks		400,000		200,000		(200,000)	-50.0%								
Traffic Planning		805,000		1,562,943		757,943	94.2%								
Active Transportation Programs		300,000		230,000		(70,000)	N/A								
Traffic Operations		604,990		1,771,474		1,166,484	N/A								
Park Development & Maintenance		3,885,965		3,069,000		(816,965)	-21.0%								
Building & Equipment Maintenance		1,009,622		407,144		(602,478)	-59.7%								
Capital Facility Projects		1,788,979		6,142,500		4,353,521	243.4%								
Next Gen. 800 MHz Comm. System		1,181,641		-		(1,181,641)	-100.0%								
Total Appropriations	\$	16,057,334	\$	19,567,158	\$	3,509,824	21.9%								
General Funds	\$	7,796,786	\$	7,808,644		11,858	0.2%								
Other Funds		8,260,548		11,758,514		3,497,966	42.3%								
Total Appropriations	\$	16,057,334	\$	19,567,158	\$	3,509,824	21.9%								

#### **BUDGETARY REPORTING AWARDS**

The Preliminary Budget was prepared in accordance with local ordinances, state statutes, and best practices in budgeting recommended by the National Advisory Council on State and Local Budgeting. Additionally, this document will also be prepared in a manner that meets the Budget Awards Program criteria established by the Government Finance Officers Association (GFOA) of the United States and Canada and the California Society of Municipal Finance Officers (CSMFO).

The GFOA presented a Distinguished Budget Presentation Award to the City of Costa Mesa for its annual budget document for the fiscal year beginning July 1, 2016. This is the 16<sup>th</sup> consecutive year that the City has received this prestigious award. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for one year only.

In addition, the CSMFO presented the Excellence in Operational Budgeting, and the Excellence in Public Communications awards to the City of Costa Mesa for its FY 16-17 Adopted Budget.

Staff believes the FY 17-18 Preliminary Operating & Capital Improvement Budget document will continue to conform to the award program requirements. The City will again apply to both GFOA and CSMFO for these awards.

#### **SUMMARY**

Although current economic conditions continue to be favorable, this Preliminary Budget continues to be careful with our reliance on potentially volatile Sales Tax revenue. The budget substantially maintains existing services and supports an important capital improvement program. It proposes a balanced annual budget, maintains, and in a very few areas, enhances the current level of service and enhances infrastructure improvements.

#### ACKNOWLEDGEMENT

The development of the Preliminary Budget takes a great amount of staff time and effort, and has to be completed within a defined timeline. I sincerely appreciate the contribution made by all department directors, division managers, and departmental budget liaisons. Special recognition is extended to the Finance Department budget team and Central Services staff. I thank the City Council for their continued support in making Costa Mesa a financially stable and well-balanced community.

Respectfully submitted,

Thomas R. Hatch City Manager

City of Costa Mesa

#### FY 2017-18 OPERATING & CAPITAL BUDGET IN BRIEF

The Fiscal Year 2017-18 Preliminary Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, and Internal Service Funds. The total preliminary budget for all funds is \$155.0 million, an increase of \$10.4 million, or 7.2% compared to the adopted budget for FY 16-17. Table 1 illustrates these amounts.

#### TABLE 1

		PRELIMIN	AR	Y BUDGET-A	LL	<u>FUNDS</u>		
Appropriations	А	dopted		Preliminary	<u> </u>	ncrease/(De	<u>crease)</u>	FY 17-18
All Funds	<u>F</u>	Y 16-17		FY 17-18		<u>Amount</u>	Percent	% of total
Operating Budget	\$ 12	20,781,897	\$	126,526,997	\$	5,745,100	4.8%	81.6%
Transfers Out		7,796,786		8,907,435		1,110,649	14.2%	5.7%
Capital Budget	1	16,057,334		19,567,158		3,509,824	21.9%	12.6%
Total	\$ 14	14,636,017	\$	155,001,590	\$	10,365,573	7.2%	100.0%

#### **GENERAL FUND BUDGET OVERVIEW**

For all governmental funds, the General Fund comprises 91.4% of the *operating* budget and 79.1% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The preliminary General Fund budget is \$124.5 million, an increase of \$7.1 million, or 6.1% compared to the FY 16-17 adopted budget. Table 2 below illustrates the components and the changes of the preliminary budget as compared to the prior year's budget.

TABLE 2

		GENERAL FUND OPERATING BUDGET											
		Adopted	dopted Preliminary <u>Increase/(Decrease)</u> F										
Expenditure Category		FY 16-17		FY 17-18		<u>Amount</u>	<u>Percent</u>	% of total					
Salaries & Benefits	Ф	80,881,739	Ф	86,802,470	\$	5,920,731	7.3%	69.7%					
Maint. & Operations	\$	28,442,090	\$	27,855,624	Φ	(586,466)	-2.1%	22.4%					
Fixed Assets		272,282		947,060		674,778	247.8%	0.8%					
Transfers Out		7,796,786		8,907,435		1,110,649	14.2%	7.2%					
Total	\$	117,392,897	\$	124,512,589	\$	7,119,692	6.1%	100.0%					

**Salaries & Benefits:** Budgeted personnel costs increased by \$5.9 million, or 7.3%. This increase is attributed to a number of factors including the memorandums of understanding for both the Costa Mesa Police Association and Costa Mesa City Employees Association, increases in CalPERS rates, new positions for Fire Station 6 and increases in workers' compensation insurance. Budgeted positions are set at the level of personnel needed to continue providing expected levels of services to the community.

**Maintenance & Operations (M&O):** The maintenance and operations category includes such things as: office supplies; office equipment; electricity, gas and water for all City owned property including parks, medians, street lights and traffic signals; park and facility maintenance, general liability insurance, the contingency account, and principal and interest payments on outstanding City debt. The preliminary budget for maintenance and operations accounts is \$27.9 million, a net decrease of \$586,466 or 2.1% compared to the FY 16-17 adopted budget. While there is an increase of \$1.3 million primarily due to the parks maintenance contract, that increase is more than offset by reductions in water usage, consulting and a \$500,000 reduction in contingency.

**Transfers Out:** The preliminary budget includes an operating transfer out of 5% of General Fund Revenues, to fund various Capital Improvement Projects and an additional 1.5% Capital Facilities Projects. For FY 17-18 there are also one-time transfers to the Vehicle Replacement Fund to help pay for the replacement Mobile Command Vehicle (\$450,200) and replacement Fire 1500 GPM pumper truck (\$600,000).

The total preliminary FY 17-18 General Fund estimated revenue is \$124.5 million, an increase of \$4.2 million or 3.5% compared to projected revenues for FY 16-17. Table 3 illustrates the General Fund revenue sources that fund City services.

TABLE 3

G	GENERAL FUND ESTIMATED REVENUES												
		Projected		Preliminary	<u>I</u>	ncrease/(De	<u>crease)</u>	FY 17-18					
Revenue Source		FY 16-17		FY 17-18		<u>Amount</u>	<u>Percent</u>	% of total					
Taxes	\$	97,240,961	\$	99,557,928	\$	2,316,967	2.4%	80.0%					
Licenses & Permits		2,276,161		2,561,508		285,347	12.5%	2.1%					
Fines & Forteitures		1,493,653		1,535,000		41,347	2.8%	1.2%					
Use of Money & Property		3,049,850		3,109,749		59,899	2.0%	2.5%					
Other Governmental Agencies		10,734,941		11,097,025		362,084	3.4%	8.9%					
Fees & Charges for Services		4,122,372		5,237,529		1,115,157	27.1%	4.2%					
Other Revenue		1,436,795		1,413,850		(22,945)	-1.6%	1.1%					
Total	\$	120,354,733	\$	124,512,589	\$	4,157,856	3.5%	100.0%					
Note: Excludes Transfers In													

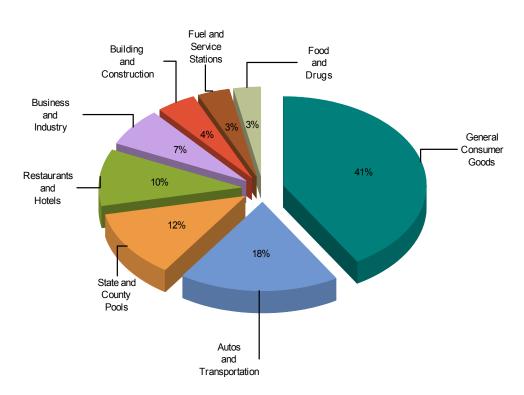
**Revenues:** The City has been experiencing increases in Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building Permit revenue up to and including the current fiscal year. The outlook for these revenues for FY 16-17 is more modest growth.

Taxes include Property Tax, Sales Tax, Transient Occupancy Tax, and various utility Franchise Fees. This group of revenues is projected to grow modestly at 2.4% over the current year projection.

Graph 1 illustrates the categories of businesses and industries that generated sales tax revenue for the City in calendar year 2016. (Source: HdL)

#### **GRAPH 1**

#### **City of Costa Mesa**



Licenses & Permits include building and other permits, dog licenses and a new category of revenue for anticipated Medical Marijuana Measure X business permits (\$215,250). Other Governmental Agencies includes primarily the vehicle license fees from the State projected to grow at the historical rate. Fees and Charges for Services has above-normal growth due to the inclusion of new Medical Marijuana Measure X conditional use permit fees (\$275,080), updated Fire Cost Recovery fees (\$250,000), six months of additional Fire Paramedic Fees for ambulance transportation (\$642,000) and updated Parks fees (\$200,000).

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found in the following Summaries of Financial Data section of this book.

#### **OTHER GOVERNMENTAL FUNDS**

To gain a better understanding of the budget as a whole, the General Fund budget is compared to the entire budget covering all governmental funds. The Operating Transfers Out are excluded from this comparison to avoid duplicate counting of resources. Table 4 illustrates this relationship.

#### TABLE 4

GOVERNMENTAL FUNDS PRELIMINARY BUDGET													
		Adopted		Preliminary		Increase/(Dec	rease)	FY 17-18					
Fund Types		<u>FY 16-17</u>		FY 17-18		<u>Amount</u>	<u>Percent</u>	% of total					
General Fund *	\$	109,596,111	\$	115,605,154	\$	6,009,043	5.5%	74.6%					
Special Revenue Funds		10,010,713		9,402,012		(608,701)	-6.1%	6.1%					
Capital Project Funds		17,379,609		21,173,645		3,794,036	21.8%	13.7%					
Internal Service Funds		7,649,582		8,820,779		1,171,197	15.3%	5.7%					
Total	\$	144,636,017	\$	155,001,590	\$	10,365,575	7.2%	100.0%					
<ul> <li>Excludes Transfers Out</li> </ul>													

#### INTERNAL SERVICE FUNDS

The City uses Internal Service Funds to account for the following activities:

a) Equipment Replacement Fund (ERF) – The funding necessary to replace vehicles is accumulated in the ERF over a number of years based upon an established replacement schedule. This fund accounts for fleet services provided by the Maintenance Services Division to the user-departments. For FY 17-18, the preliminary budget is \$3.1 million and the estimated revenue is \$2.2 million with an additional Operating Transfer In from the General Fund of \$1,050,200. Among the items scheduled for replacement are the Police mobile command vehicle, a fire truck, as well as replacement of aging support vehicles for Police, Public Services, and Parks and Community Services. All will be purchased without incurring additional City debt.

Under the Internal Service Funds method of accounting for fleet services, user-departments are charged monthly internal rent. This rent is split into the estimated cost for future replacement vehicles and actual maintenance charges, including fuel. Staff uses an inflationary factor compounded annually to determine the estimated future replacement cost divided by the estimated life of the vehicles. Maintenance charges are based on actual usage of fuel and service, including labor, materials, and overhead costs.

**b)** <u>Self-Insurance Fund</u> – This fund accounts for the Risk Management Program dealing with workers' compensation, general liability, and unemployment insurance. The FY 17-18 preliminary budget totals \$4.7 million.

The City currently contracts with separate vendors for workers' compensation and managed care services that historically were handled together. Since the City has separated the two, it has been able to take advantage of competitive rates and additional cost savings on medical expenses.

The unemployment insurance portion is based on actual payments to the State Employment Development Department (EDD), which processes the claims for unemployment benefits on behalf of the City. The City reimburses the EDD on a quarterly basis. Departments are charged back based on an established formula.

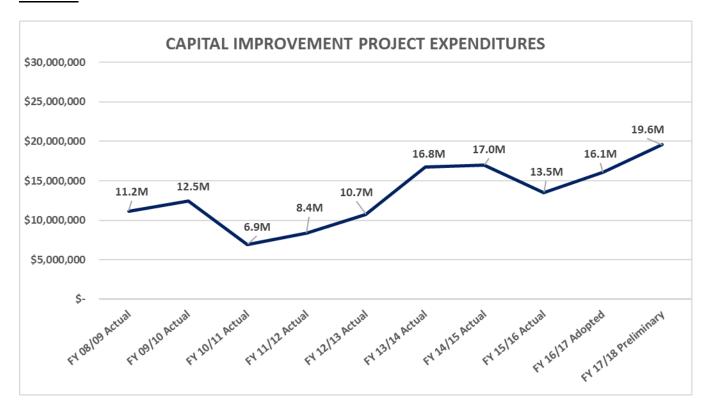
Revenues for the Self-Insurance Fund come from the internal charges to the user-departments based on historical costs of incurred losses, insurance premiums, and other services provided by the Risk Management Division.

#### **CAPITAL IMPROVEMENT PROJECTS**

The City's Seven-Year Capital Improvement Program (CIP) is listed at the end of the Capital Improvement Program section of this budget book. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. It also contains a summary listing of recommended projects by funding source. Please refer to Table 2 in the Budget Message preceding this section for the summary of capital project amounts by program category.

The following graph illustrates how much the City has expended to improve and maintain its infrastructure including streets; curbs and sidewalks; storm drains; traffic operations; parks, parkways, and medians; and buildings and facilities. Over the last 10 years, the City spent/appropriated approximately \$133 million or an average of \$13.3 million a year for capital improvements.

#### **GRAPH 2**



**Use of fund balances:** During times of emergency or due to other needs, the City may utilize its general operating reserve (which is part of the "designated" fund balance) if circumstances warrant, as defined in the Costa Mesa Municipal Code Section 2-205 et seq. The General Fund balance is distinguished from other fund balances. The fund balances of the Special Revenue Funds and Capital Projects Funds are earmarked for specific uses based upon the criteria for which these funds were established. These types of funds may accumulate monies over a period of one or more years for future appropriations. Then, when the City is ready and able to embark upon a capital improvement project or special program that meets the specific requirements for the use of the funds, appropriations from fund balances may be used.

A summary schedule of estimated available fund balances for all funds is found at the beginning of the Summaries of Financial Data section. Table 5 lists the estimated fund balances to be used to support the FY 17-18 preliminary budget.

#### TABLE 5

EST	IMATED	FUND BALA	NC	ES TO BE U	SEC	2	
<u>Fund Name</u>		ojected Bal. 07/01/2017		rojected Bal. 06/30/2018	<u>T</u>	Amount o Be Used	<u>Percent</u>
Gas Tax Fund	\$	597,944	\$	-	\$	597,944	100.0%
Park Dev. Fees Fund		(1,912,880)		(2,123,079)		210,199	-11.0%
Drainage Fees Fund		863,593		365,000		498,593	57.7%
Total	\$	(451,343)	\$	(1,758,079)	\$	1,306,736	-289.5%





## FISCAL YEAR 2017-2018

Thomas R. Hatch City Manager

Richard L. Francis Assistant City Manager Tamara S. Letourneau Assistant City Manager

Thomas Duarte
City Attorney

Stephen G. Dunivent Interim Finance Director

Justin Martin
Parks and Community Services Director

Steve Ely Information Technology Director

Robert Sharpnack
Police Chief

Daniel A. Stefano Fire Chief

Jay Trevino
Interim Economic
and Development Services Director

Raja Sethuraman Public Services Director



#### City of Costa Mesa, California **Organization Chart** Citizens of Costa Mesa **City Council** Mayor and four Council Members 0.48" 53" 0.02" **City Attorney Council Appointed** Senior Parks & Recreation **Planning City Manager** Committees Commission Commission Commission Administration Contracted and Councils City Clerk Human Resources Risk Management **Public Services Police Fire** Administration Administration Police Administration Engineering Services Transportation Services Operations/EMS Police Field Operations Community Risk Reduction Police Support Services Maintenance Services Information **Development Services Finance Parks & Community Technology Services** Administration Administration Recreation Planning **Financial Operations Building Safety** Financial Planning

Visit our Web site at www.costamesaca.gov

Housing and Community Development Successor Agency Community Improvement

#### **BUDGET GUIDE**

The purpose of the City of Costa Mesa's budget is to serve as a "blueprint" for providing City services and as a working financial plan for the fiscal year. It also represents the official organizational plan by which, City policies, priorities, and programs are implemented. It provides the means to communicate to the residents, businesses, and employees how the City's financial sources are used to provide services to the community. The budget includes both the operating costs to manage the City and the capital improvement projects that the City plans to undertake during the fiscal year.

The budget is organized by fund, by department, by division, by program, and by account. A fund is defined as a fiscal accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and balances, which are segregated for the purpose of carrying on specific activities in accordance with special regulations, restrictions, or limitations. A department (e.g., Police Department) is an organizational unit with divisions (e.g., Police Support Services) and within each division is a specific program (e.g., Crime Investigation). "Line" accounts provide the details of the type of expenditure that each department/division/program spends – e.g., salaries, benefits, supplies, and so forth.

After the preliminary budget is submitted by the City Manager to the City Council in May, a budget study session is held on the second Tuesday in June followed by a community meeting. The intent is to adopt the budget by the second Council meeting in June.

**Budget Message:** This section includes the City Manager's transmittal letter to the City Council and describes what is in the budget, including budget issues and policies that lead to the development of the budget.

**Budget Overview:** This section provides a summarized narrative of the budget highlights; explanation on variances both on revenues and expenditures; and other pertinent data about the budget.

**General Information:** This section includes the Budget Guide; describes the budget process; and provides the description of each fund. The funds are listed by fund type: Governmental Funds (include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds); and Proprietary Funds (include the Internal Service Funds).

**Summaries of Financial Data:** This section provides a variety of financial analyses such as the beginning and ending fund balances; pie charts of resources and appropriations; multi-year budget comparisons by fund/by expenditure/by category/by program; revenue details/narratives with historical trends; summary of personnel changes by department; a listing of approved fixed assets, new and replacement vehicles, and building modifications and maintenance projects for the fiscal year.

**Departmental Details:** This section divides the document by department. It starts with the City Council. The reader will find an organization chart; a narrative of the department describing each division, program accomplishments and goals within that department, and multi-year personnel summary. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in several ways — by division, by expenditure category, by funding source, by account, and by program. The last department is the "Non-Departmental" which is not an actual department, it is merely a cost center to house expenditures such as debt service payments and transfers outs, which are not attributed to a specific department.

**Capital Improvement Program:** This section provides a summary of the capital improvement projects planned for the year including their descriptions, funding sources, and the estimated cost of each project. The reader will also find what is called a Capital Improvement Project form, which provides details about each project.

**Appendix:** This is the final section of the budget document which includes a brief history of the City; miscellaneous statistics (such as date of incorporation, form of government, population, etc.); community profile (provides demographics information, among other things); financial policies; a glossary of budget terms; a listing of acronyms used throughout the budget document; various statistical data about the City's debt obligations; and a per capita expenditure comparison with other jurisdictions contiguous to Costa Mesa.

#### **BUDGET PROCESS**

The City's budget process begins in December with a kick-off meeting with Finance and departmental budget liaisons. The City Manager outlines the goals and directives for the development of the coming year's budget. Finance distributes the budget calendar, instructions, forms, and budget worksheets to the departments. Maintenance Services coordinates the departmental building modification and vehicle replacement requests. Engineering coordinates the capital improvement project requests.

After the departments have input their budget requests, Finance compiles the data and calculates the total amount requested including estimated revenues and projected fund balances. The City Manager holds departmental budget hearings. Subsequently, the City Manager makes his recommendations and Finance, along with Central Services, prepares the proposed budget document. The City Manager submits the proposed budget to City Council. The Council conducts a budget study session; sets a public hearing; and, adopts the budget prior to the beginning of the fiscal year.

After the budget is adopted, staff integrates the budgetary data into the City's accounting system and reconciles the labor distribution for actual payroll charges during the year. Staff issues the adopted budget document and submits it for both the national and the state budget awards program. Month-end reports are distributed to the departments to monitor budget performance throughout the year.

Capital Improvement Projects Budget Process: The City maintains a rolling Seven-Year Capital Improvement Program (CIP). In October-November each year, the Public Services Department solicits proposals from the other City departments for inclusion in the coming year's capital improvement projects budget. Around the same time, the Finance Department provides Public Services the estimated fund balances available for appropriation for CIP. These fund balances usually come from Special Revenues Funds and Capital Projects Funds. Both these fund types are earmarked for specific uses. If and when the General Fund provides funding for CIP, cash is transferred to the Capital Outlay Fund, where the project will reside.

Public Services staff then prepares the Capital Improvement Project form, which provides detailed information about the proposed capital improvement project. Typically, a project costing \$30,000 or more (with some exceptions depending on the type of project) is categorized as a capital improvement project. Others, costing less, could be included in what the City calls Building Modification projects. These are the routine maintenance and/or repairs of City buildings and facilities.

During the departmental budget hearings, the City Manager and staff conduct a "walkthrough" of the various proposed projects. After the City Manager's evaluation of what will be included in the proposed budget, the CIP is submitted to the Planning Commission to determine if the projects conform to the General Plan. The proposed CIPs relating to parks is also submitted to the Parks & Recreation Commission for comments and recommendations.

**User Fees & Charges:** As part of the budget cycle, the City considers updates to its fees and charges, usually, after the budget is adopted. The City uses, to some extent, a cost allocation method for administrative and overhead charges as part of the calculation. Administrative costs are based on staff's salaries and benefits which are allocated on a pro-rata basis; overhead charges are for maintenance and operations costs which are also allocated in the same manner. Both these charges are added to the cost of personnel who are directly involved in the activity for which a fee is charged, which is determined by the time spent on that activity multiplied by the hourly rate for salaries and benefits. The City Council conducts a public hearing before adopting the new fees.

**Budget amendments:** Supplemental appropriations, when required during the fiscal year, require approval by the City Council. Budget changes within each department or between accounts are approved by the City Manager. The Finance Department provides a Mid-Year Budget Report to the City Manager and Council in late February/early March.

**Basis of budgeting:** The City uses the modified accrual basis in budgeting governmental funds. This means that obligations of the City, including outstanding purchase orders, are budgeted as expenses and revenues are recognized when they are both measurable and available to fund current expenditures.

#### **BUDGET PROCESS**

The City does not have an enterprise fund. However, the City utilizes the internal service funds for its fleet services operations and for its self-insurance program. Under the internal service funds, the budget is prepared on a full accrual basis. This means expenses are recognized when incurred and revenues are recognized when due the City. Depreciation expense is not included in budgeting for internal service funds but the full purchase price of equipment is included in the budget.

**Basis of accounting:** The City uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities have been incurred. The City's internal service funds use the full accrual basis of accounting; revenues are recorded when earned and expenses are recorded when incurred.

Budgetary control is maintained at the department level within each fund. The City also maintains an encumbrance accounting system budgetary control. Estimated purchase amounts are encumbered prior to the release of purchase orders to vendors. At fiscal year end, all operating budget appropriations lapse, except for ongoing grant projects. Open encumbrances are reported as reservations of fund balances at fiscal year-end.

**Budgetary data:** Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles, except for the following funds for which no expenditure budget is proposed for FY 17-18:

#### **Special Revenue Funds:**

Fund 214 Traffic Impact Fees

Fund 216 Rental Rehabilitation Program

Fund 217 Narcotics Forfeiture

Fund 218 Fire System Development Fees

Fund 219 Local Law Enforcement Block Grant

#### **Capital Projects Funds:**

Fund 403 Measure M Construction

Fund 409 Vehicle Parking District 1 Fund

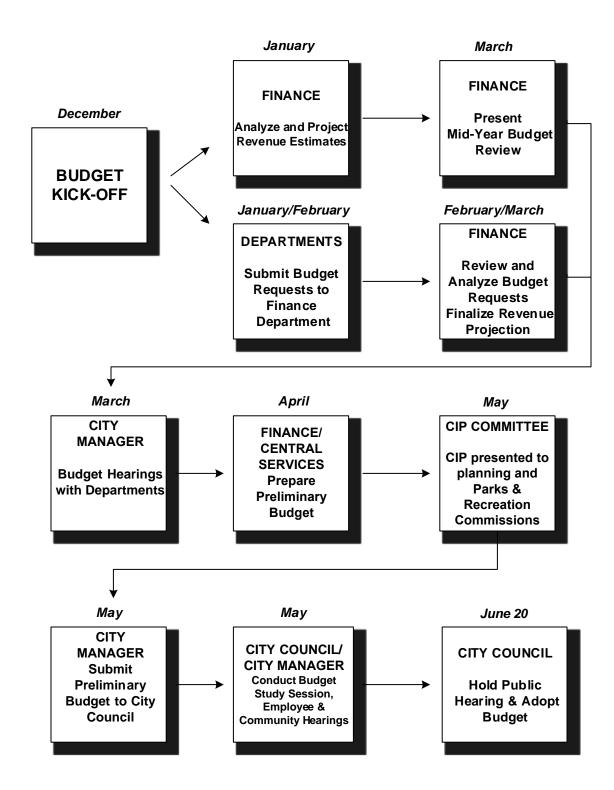
Fund 410 Vehicle Parking District 2 Fund

Fund 414 Measure M Turnback Fund

Fund 603 Information Technology Replacement

The following Flow Chart describes the City's annual budget process.

#### CITY OF COSTA MESA BUDGET PROCESS FLOW CHART FISCAL YEAR 2017-2018



#### **DESCRIPTION OF FUNDS & FUND TYPES**

#### GOVERNMENTAL FUNDS

Governmental funds are used to account for most, if not all, of a government's tax-supported activities. The general fund, special revenues funds, debt service funds, and capital projects funds are considered governmental funds.

#### **GENERAL FUND**

**GENERAL FUND - 101:** The General Fund is the general operating fund of the City. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund.

#### SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for proceeds of specific sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

<u>AIR QUALITY IMPROVEMENT FUND (AQMD) - 203:</u> Established to account for the City's share of funds received under Health & Safety Code Section 44223 (AB 2766) to finance mobile source air pollution reduction programs consistent with the California Clean Air Act of 1988.

<u>COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) - 207:</u> This fund accounts for revenues received from the Department of Housing and Urban Development. These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight, benefit low and moderate income persons, or to meet certain urgent community development needs.

<u>DRAINAGE FEES FUND - 209:</u> Established to account for the construction and maintenance of the City's drainage system. Financing is provided by fees charged to residential and commercial developers.

<u>FIRE SYSTEM DEVELOPMENT FEES FUND - 218:</u> Established to account for the receipt and disbursement of the development impact fees established by Ordinance No 89-1 for future construction of fire protection facilities and equipment for north Costa Mesa.

**GAS TAX FUND - 201:** Established to account for the receipt and disbursement of funds used for construction and maintenance of the road network system of the City. Financing is provided by the City's share of State gasoline taxes.

<u>HOMELESSNESS PREVENTION FUND – 221:</u> Established to account for the receipt and disbursement of funds received under the American Recovery and Reinvestment Act of 2009, and is administered by the Federal Department of Housing and Urban Development. Funds for this program are to be used to provide homelessness prevention assistance to households who would otherwise become homeless as well as to provide assistance to rapidly re-house persons who have recently become homeless.

**HOME PROGRAM FUND - 205:** Established to account for the receipt and disbursement of funds received under the Federal Home Investment Partnership Program of the Department of Housing and Urban Development. These revenues must be expended for acquisition, rehabilitation, and new construction of rental housing.

<u>LOCAL LAW ENFORCEMENT BLOCK GRANT FUND (LLEBG) - 219:</u> Established to account for Federal grant monies provided by the 1998 Appropriations Act, Public Law 105-119. Funds are restricted for projects utilized to reduce crime and improve public safety.

<u>NARCOTICS FORFEITURE FUND - 217:</u> Established to account for receipt and disbursement of narcotic forfeitures received from County, State and Federal agencies pursuant to Section 11470 of State Health and Safety Code and Federal Statute 21USC Section 881.

#### **DESCRIPTION OF FUNDS & FUND TYPES**

<u>OFFICE OF TRAFFIC SAFETY FUND – 220:</u> Established to account for the receipt and disbursement of State monies received from the Office of Traffic Safety. Funds are restricted for projects utilized to enhance traffic safety and to reduce drunk driving within the City.

<u>PARK DEVELOPMENT FEES FUND - 208:</u> Established to account for the development of new park site and playground facilities. Financing is provided by fees charged to residential and commercial developers.

**PROPOSITION 172 FUND - 202:** Established to account for the receipt and disbursement of voter-approved one-half cent permanent increase in the State sales tax in November 1993. These revenues must be expended for public safety purposes.

**RENTAL REHABILITATION PROGRAM FUND - 216:** Established to account for revenues received from the Department of Housing and Urban Development under Section 17 of the U.S. Housing Act of 1937. These revenues must be expended to provide assistance to rehabilitate primarily privately-owned residential rental property.

<u>SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (SLESF) - 213:</u> Established to account for the receipt and disbursement of funds received under the State Citizen's Option for Public Safety (COPS) program allocated pursuant to Government Code Section 30061 enacted by AB 3229, Chapter 134 of the 1996 Statues. These COPS/SLESF funds are allocated based on population and can only be spent for "front line municipal police services" as per Government Code Section 30061 (c) (2).

**TRAFFIC IMPACT FEES FUND - 214:** Established to account for the receipt and disbursement of funds for off-site transportation improvements Citywide. Financing is provided by fees charged to residential and commercial developers.

#### DEBT SERVICE FUNDS

Debt Service Funds are used to account for accumulation of resources for, and the payment of, general long-term debt including principal and interest.

FINANCING AUTHORITY DEBT SERVICE FUND - 380: To accumulate monies for payment of the Lease Revenue Bonds, the 1991 Local Agency Revenue Bonds and the 2003 Refunding Revenue Bonds of the Corporation. The 1990 Lease Revenue Bonds provided for the construction of a fire station and senior center, and the reconstruction of Victoria Street. The 1991 Local Agency Revenue Bonds provided monies for the purchase of the Costa Mesa Community Facilities 1991 Special Tax Bond. The 2003 Refunding Revenue Bonds provided for the refunding of the Costa Mesa City Hall and Public Safety Facilities, Inc. 1966 and 1988 Lease Revenue Bond issues.

#### CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

<u>CAPITAL OUTLAY FUND - 401:</u> Established to account for capital expenditures financed by the City's General Fund and any grant not accounted for in a special revenue fund. This includes 1) *Capital Projects:* with a value greater than \$5,000.00 that are stationary in nature including, but not limited to, publicly owned or operated streets, highways, bridges, sidewalks, curbs, gutters, alleys, storm drains, storm water pump stations, trees and landscaping, medians, parks, playgrounds, traffic signals, streetlights, fences, and walls and 2) *Capital Facilities:* City owned or operated buildings including, but not limited to, City Hall, Civic Center, Police Department, Old Corp Yard, New Corp Yard, fire stations, libraries, and community centers.

<u>GOLF COURSE IMPROVEMENT FUND – 413:</u> Established to account for the Costa Mesa Country Club capital expenditures. The City receives two and one-half percent of the monthly gross receipts of green and tournament fees to finance capital improvements.

#### **DESCRIPTION OF FUNDS & FUND TYPES**

**MEASURE "M" CONSTRUCTION FUND - 403:** Established to account for competitive regional grant monies provided by the April 1991 voter-approved one-half percent sales tax for local transportation improvements.

<u>MEASURE "M" TURNBACK FUND - 414:</u> Established to account for the expenditure of the April 1991 voter-approved one-half percent sales tax for local transportation improvements.

**MEASURE "M" 2 FUND - 415:** Established to account for expenditure of Measure M2 funds allocated based on "competitive" basis in accordance with the November 2006 voter-approved one-half percent sales tax for local transportation improvements.

<u>MEASURE "M" 2 FAIRSHARE FUND - 416:</u> Established to account for expenditure of Measure M2 funds allocated based on "Fairshare" basis in accordance with the November 2006 voter-approved one-half percent sales tax for local transportation improvements.

<u>VEHICLE PARKING DISTRICTS FUND - 409/410:</u> Established under the Vehicle Parking District Law of 1943 to provide vehicle facilities in the downtown area. Financing is provided through specific property tax levies.

#### PROPRIETARY FUNDS

Proprietary funds are used to account for a government's business-type activities. Enterprise funds and internal service funds are considered proprietary funds. The City does not have an enterprise fund.

#### INTERNAL SERVICE FUNDS

Internal Service Funds are used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

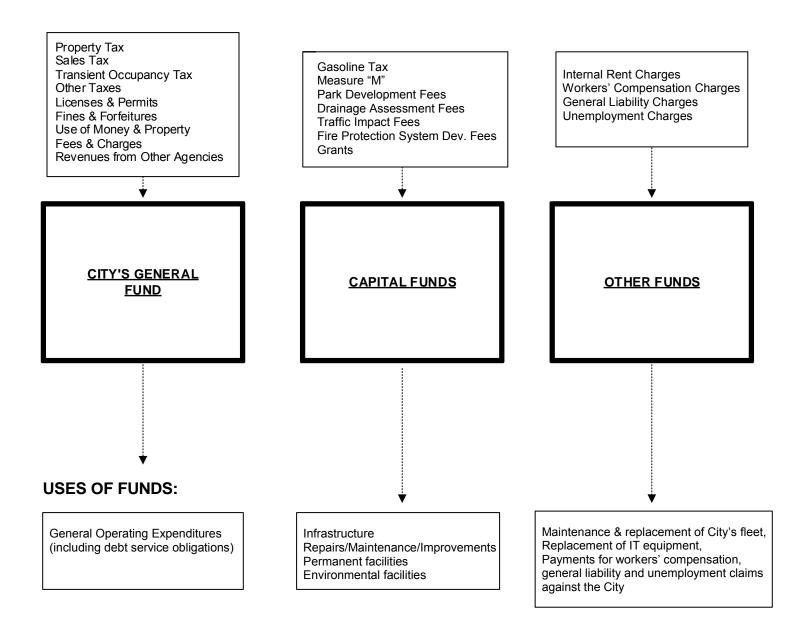
**EQUIPMENT REPLACEMENT FUND - 601:** Established to account for all motorized equipment used by City departments.

<u>SELF-INSURANCE FUND - 602:</u> Established to account for the receipt and disbursement of funds used to pay workers' compensation, general liability, and unemployment claims filed against the City.

**INFORMATION TECHNOLOGY REPLACEMENT FUND – 603:** Established to provide funds for future replacement and upgrade to the City's computer equipment, systems and supporting infrastructure.

# THE CITY'S FLOW OF FUNDS STRUCTURE

#### **REVENUE SOURCES:**







# SUMMARIES OF FINANCIAL DATA

**FISCAL YEAR 2017-2018** 

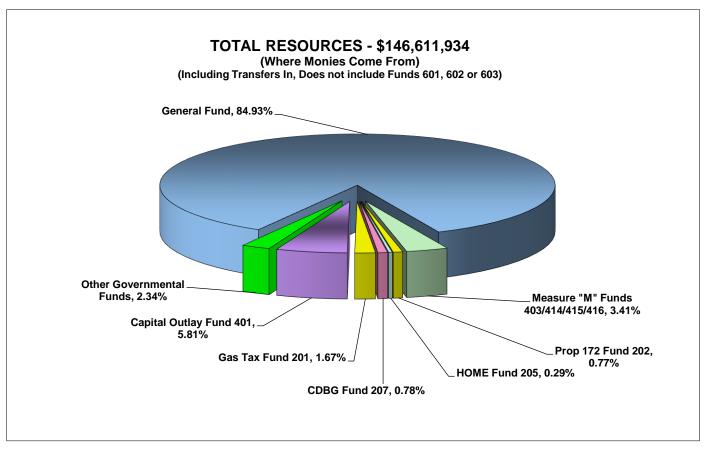
# CALCULATION OF PROJECTED FUND BALANCES for the Fiscal Year Ending June 30, 2018

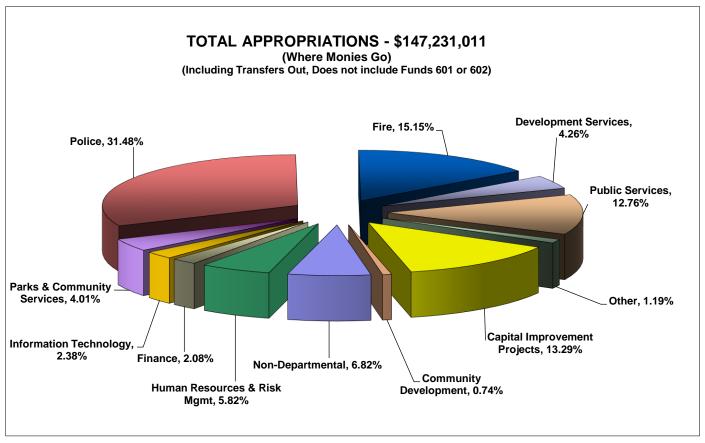
Fund Description		Projected Balances 07/01/2017*		Estimated Revenues FY 17-18	Preliminary Operating Budget FY 17-18
General Fund	\$	57,879,858	\$	124,512,589	\$ 115,605,154
Gas Tax Fund 201		597,944		2,452,558	643,538
Proposition 172 Fund 202		(170,277)		1,126,187	894,259
Air Quality Management District Fund (AQMD) 203		(34,574)		144,354	15,000
HOME Program Fund 205		-		425,177	425,177
Community Development Block Grant Fund (CDBG) 207		(98,584)		1,150,000	670,000
Park Development Fees Fund 208		(1,912,880)		2,515,000	225,199
Drainage Fees Fund 209		863,593		261,600	_
Supplemental Law Enforcement Services Fund 213		-		209,500	258,091
Traffic Impact Fees Fund 214		1,690,229		213,000	-
Rental Rehabilitation Program Fund 216		98,253		500	-
Narcotics Forfeiture Fund 217		57,048		4,400	_
Fire System Development Fees Fund 218		356,524		2,700	-
Local Law Enforcement Block Grant Fund 219		13,967		17,000	
Subtotal Special Revenue Funds	_\$	1,461,244	\$	8,521,976	\$ 3,131,264
Capital Improvement Fund 401	\$	6,501,049	\$	707,540	\$ -
Measure "M" Construction Fund 403		245,759		750	_
Measure "M" Turnback Fund 414		60,971		-	_
Measure "M2" Regional Fund 415		(4,203,854)		2,528,817	-
Measure "M2" Fairshare Fund 416		548,798		2,474,342	20,000
Vehicle Parking District 1&2 Funds 409 and 410		60,327		8,684	_
Subtotal Capital Projects Funds	\$	3,213,051	\$	5,720,133	\$ 20,000
Total Governmental Funds	\$	62,554,153	\$	138,754,698	\$ 118,756,418
Equipment Replacement Fund 601	\$	8,012,512	\$	2,234,424	\$ 3,088,139
Self Insurance Fund 602	•	(5,233,703)	٠	5,649,447	4,682,440
IT Replacement Fund 603		454,576		251,500	- -
Total Internal Service Funds	\$	3,233,385	\$	8,135,371	\$ 7,770,579
GRAND TOTAL	\$	65,787,538	\$	146,890,069	\$ 126,526,997

<sup>\*</sup> Calculated projected balance as of July 1, 2017 using total available and undesignated fund balance as of July 1, 2016 plus projected FY 16-17 revenues and expenditures through June 30, 2017.

Preliminary	Total		Estimated				
Capital	Preliminary		Revenues				Projected
Budget	Budget		Over (Under)				Balances
 FY 17-18	FY 17-18	Pr	eliminary Budget	Transfers In	Tı	ansfers Out	06/30/2018
\$ _	\$ 115,605,154	\$	8,907,435	\$ - \$ 8,907,435		\$ 57,879,858	
 2,406,964	 3,050,502	•	(597,944)	 _		-	 -
-	894,259		231,928	-		_	61,651
75,000	90,000		54,354	-		-	19,780
-	425,177		· -	-		-	- -
480,000	1,150,000		-	-		-	(98,584)
2,500,000	2,725,199		(210,199)	-		-	(2,123,079)
760,193	760,193		(498,593)	-		-	365,000
-	258,091		(48,591)	48,591		-	-
-	-		213,000	-		-	1,903,229
-	-		500	-		-	98,753
-	-		4,400	-		_	61,448
-	-		2,700	-		_	359,224
 -	-		17,000	-		-	30,967
\$ 6,222,157	\$ 9,353,421	\$	(831,444)	\$ 48,591	\$	-	\$ 678,391
\$ 8,376,184	\$ 8,376,184	\$	(7,668,644)	\$ 7,808,644	\$	-	\$ 6,641,049
-	-		750	-		-	246,509
-	-		-	-		-	60,971
2,528,817	2,528,817		-	-		-	(4,203,854)
2,440,000	2,460,000		14,342	-		-	563,140
 -	-		8,684	-		<u>-</u>	69,011
\$ 13,345,001	\$ 13,365,001	\$	(7,644,868)	\$ 7,808,644	\$	-	\$ 3,376,827
\$ 19,567,158	\$ 138,323,576	\$	431,123	\$ 7,857,235	\$	8,907,435	\$ 61,935,075
\$ -	\$ 3,088,139	\$	(853,715)	\$ 1,050,200	\$	-	\$ 8,208,997
-	4,682,440		967,007	-		-	(4,266,696)
-	-		251,500	-		_	706,076
\$ -	\$ 7,770,579	\$	364,792	\$ 1,050,200	\$	-	\$ 4,648,377
\$ 19,567,158	\$ 146,094,155	\$	795,915	\$ 8,907,435	\$	8,907,435	\$ 66,583,452
<u> </u>						·	

# TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS FISCAL YEAR 2017-2018





# FOUR-YEAR BUDGET SUMMARY ALL FUNDS (INCLUDING TRANSFERS)

#### FISCAL YEARS 2014-2015 THROUGH 2017-2018

The following is a four-year budget summary that includes all governmental and proprietary funds. The \$10.7 million increase in taxes is related to the change in the economic condition of Sales Tax, Property Tax and Transient Occupancy Tax revenues compared to FY 14-15 Actuals. The increase in Total Expenditures & Other Uses is attributed to the City's desire to maintian and in some cases, enhances the current level of service from prior years to meet the Community and City Council's needs. Excess appropriations over total estimated resources were/will be funded from available fund balances.

Revenues & Other Sources	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Taxes	\$ 90,019,979	\$ 99,186,927	\$ 96,054,586	\$ 100,692,545
Licenses & Permits	4,513,714	5,618,431	4,485,050	5,513,508
Fines & Forfeits	1,367,190	1,609,134	1,475,000	1,535,000
Intergovernmental	21,615,158	17,489,176	17,987,317	21,001,814
Charges for Services	9,532,838	10,164,302	9,677,219	13,336,400
· ·				
Rental	3,250,083	3,725,818	2,983,221	2,859,749
Investment Income	1,393,406	923,758	465,155	527,205
Miscellaneous	2,302,496	1,681,533	1,086,107	1,423,850
Transfers In	10,749,332	9,324,659	7,796,786	8,907,435
Total Revenues & Other Sources	<b>\$</b> 144,744,195	\$ 149,723,739	\$ 142,010,441	<b>\$</b> 155,797,505
Expenditures & Other Uses	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Preliminary
Protection of Persons & Property	\$ 56,525,447	\$ 59,052,628	\$ 63,516,193	\$ 66,379,323
Community Health & Environment	9,771,822	10,346,441	12,149,936	12,424,091
Transportation	6,657,985	7,398,856	8,170,057	8,847,094
Leisure & Community Services	4,529,894	4,677,074	5,431,031	5,751,662
General Government Support	29,403,785	28,501,125	27,553,988	29,178,763
Capital Improvement Projects	17,011,423	13,526,287	16,057,334	19,567,158
Debt Service:				
Principal Payments*	2,390,000	2,490,000	2,960,178	3,065,178
Interest Payments*	1,169,894	1,048,721	1,000,514	880,886
Transfers Out*	10,824,803	9,324,659	7,796,786	8,907,435
Total Expenditures & Other Uses	\$ 138,285,051	\$ 136,365,792	\$ 144,636,017	\$ 155,001,590
Estimated Ending Balances	\$ 6,459,144	\$ 13,357,947	\$ (2,625,576)	\$ 795,915

<sup>\*</sup> Included under General Government Support in other presentations in the document.

# SCHEDULE OF INTERFUND TRANSFERS

#### **FISCAL YEAR 2017-2018**

FUND	TF	RANSFERS IN	 RANSFERS OUT	_
General Fund - 101	\$	-	\$ 8,907,435	1,2,3
Supplemental Law Enforcement Fund - 213		48,591 <sup>1</sup>	-	
Capital Improvement Fund - 401		7,808,644 2	-	
Equipment Replacement Fund - 601		1,050,200 3	-	
Total	\$	8,907,435	\$ 8,907,435	-

<sup>&</sup>lt;sup>1</sup> Funding of \$48,591 for support of salaries and benefits in the Supplemental Law Enforcement Fund.

<sup>&</sup>lt;sup>2</sup> Funding of \$7,7808,244 for support of projects in the Capital Improvement Fund.

<sup>&</sup>lt;sup>3</sup> Funding of \$1,050,200 for support of purchasing vehicles in the Equipment Replacement Fund.

# REVENUE SUMMARIES

**FISCAL YEAR 2017-2018** 



# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual			FY 16-17 Projected		FY 17-18 Preliminary
Fund 101 - General Fund					-		
Property Tax - Secured	\$ 21,882,259	\$ 23,362,799	\$	23,667,101	\$ 24,570,529	\$	25,806,310
Property Tax - Unsecured	824,705	774,260		800,417	772,375		804,419
Property Tax - Supplemental	595,455	612,279		500,000	613,552		575,000
Property Tax - Homeowners	156,221	155,647		157,584	153,198		156,008
Delinquent Tax - Penalties/Int	58,617	52,889		50,000	52,048		50,000
Property Transfer Tax	541,562	1,040,197		750,000	708,828		650,000
Sales & Use Tax	38,706,304	46,772,382		54,600,000	56,072,000		56,906,000
Sales Tax In-Lieu	12,408,760	10,821,179		-	-		-
Transient Occupancy Tax	7,995,154	8,622,505		8,531,000	8,680,239		8,850,913
Electric Franchise Fee	1,359,603	1,355,237		1,310,319	1,311,000		1,336,525
Cable TV Franchise Fee	1,207,187	1,183,528		1,214,800	943,342		1,161,948
PEG Cable Franchise Fee	108,430	370,728		100,900	222,132		150,000
Gas Franchise Fee	259,858	214,071		252,200	214,000		250,000
Solid Waste Hauler Franchise Fee	1,950,848	1,936,837		2,082,937	2,021,307		1,900,000
Business License	963,238	983,100		953,052	916,990		969,005
Business License Web Fee	(8,830)	(9,579)		(8,200)	(10,579)		(8,200)
Total Taxes	\$ 89,009,372	\$ 98,248,058	\$	94,962,110	\$ 97,240,961	\$	99,557,928
Dog License	\$ 98,437	\$ 99,876	\$	98,400	\$ 96,154	\$	98,400
Fire Permits	99,893	89,264		96,300	111,418		101,115
Building Permits	1,087,612	1,454,538		1,260,000	1,247,898		1,268,000
Electrical Permits	167,601	268,237		187,000	209,229		249,000
Plumbing/Mechanical Permits	201,236	305,100		217,988	242,153		270,000
Street Permits	268,795	321,525		276,545	321,425		320,000
Special Business Permits	215	215		100	215		200
Measure X MM Business Permits	-	-		-	-		215,250
Home Occupation Permits	12,524	12,550		12,000	13,285		12,000
Operator's Permits	2,850	3,675		1,300	3,525		3,000
Other Permits	31,786	29,262		24,300	30,860		24,543
<b>Total Licenses &amp; Permits</b>	\$ 1,970,948	\$ 2,584,241	\$	2,173,933	\$ 2,276,161	\$	2,561,508
Municipal Code Violations	\$ 71,374	\$ 64,145	\$	80,000	\$ 262,097	\$	190,000
Vehicle Code Violations	346,248	327,890		345,000	282,746		345,000
Parking Citations	760,229	1,111,499		1,050,000	928,771		1,000,000
Red Light Camera Violations	27,017	 26,512			 20,039		
Total Fines & Forfeitures	\$ 1,204,868	\$ 1,530,046	\$	1,475,000	\$ 1,493,653	\$	1,535,000

# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	F	FY 17-18 Preliminary
Investment Earnings	\$ 1,142,056	\$ 359,231	\$ 180,800	\$ 255,481	\$	250,000
GASB 31 Adjustment	296,377	814,662	-	-		-
Other Interest	21,426	20,426	-	11,882		-
Buildings/Grounds, Rental	211,913	209,905	212,962	221,897		210,000
Rental - Downtown Comm. Center	19,885	16,282	29,000	19,571		15,000
Rental - Balearic Center	16,382	22,419	19,000	20,789		20,000
Rental - Neighborhood Comm. Ctr.	114,622	93,717	111,180	28,551		-
Senior Center, Rental	81,926	104,492	105,000	87,271		105,000
Rental - Fields	146,214	122,470	157,500	110,147		140,000
Rental - Tennis	49,942	47,799	47,607	45,771		49,749
Rental - Golf Course Operations	2,206,319	2,167,021	2,215,000	2,123,435		2,215,000
Rental - Bus Shelter Ads	85,076	106,627	85,972	125,054		105,000
Total Use of Money & Property	\$ 4,392,138	\$ 4,085,050	\$ 3,164,021	\$ 3,049,850	\$	3,109,749
Motor Vehicle In-Lieu Tax	\$ 48,020	\$ 45,777	\$ 48,000	\$ 51,340	\$	48,000
Vehicle License Fee Swap - Property Tax	9,433,319	9,937,171	9,906,688	10,213,979		10,578,189
Other Federal Grants	494,616	175,616	500,000	44,255		175,000
POST Reimbursements	23,681	16,439	21,300	17,885		20,000
Beverage Container Program	-	29,599	-	28,870		30,000
SB 90 - State Mandated Costs	996,667	60,897	60,000	57,648		30,000
Other State Grants	-	97,429	41,710	144,692		25,000
Other County Grants	116,169	85,901	-	176,272		75,000
Reimb Oth Governmental Agencies	116,662	-	117,720	-		115,836
Total Other Govt. Agencies	\$ 11,229,135	\$ 10,448,830	\$ 10,695,418	\$ 10,734,941	\$	11,097,025
Zoning/Variance/CUP Fees	\$ 136,305	\$ 194,535	\$ 139,713	\$ 170,753	\$	167,000
Measure X MM CUP	-	-	-	-		275,080
Subdivision Map Fees	24,565	40,355	31,878	23,005		25,500
Environmental Impact Fees	27,970	12,859	29,000	22,993		18,000
Plan Checking Fee	342,349	398,840	410,040	410,540		380,020
Vacation/Abandonment of ROW	750	300	500	150		500
Street, Sidewalk, Curb Repairs	24,624	-	-	-		-
Source Reduction/Recycling	15,250	18,910	16,600	14,420		16,600
Special Policing Fees	378,127	395,118	500,000	471,662		450,000
Vehicle Storage/Impound Fees	176,420	196,000	175,822	246,545		195,000
Vehicle Code Violation Fee	4,090	4,130	3,600	3,098		4,000
Repo Vehicle Release Fee	3,450	3,420	3,400	3,675		3,400
DUI/Emergency Response	5,341	(9,239)	6,000	260		6,000
Jail Booking Fees - City	14,900	39,521	38,000	85,106		39,140
Police False Alarms	262,138	190,898	200,000	215,909		200,000
Fingerprinting	60,977	62,329	60,700	55,677		60,700
Fire Cost Recovery	2,592	(1,006)	7,500	(315)		255,000
Fire Inspections	4,260	6,530	4,590	6,360		5,000
Hazmat Disclosure Fee	128,941	133,456	135,275	136,802		139,333

# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Preliminary
EMS - First Responder Fee	\$ 264,116	\$ 231,819	\$ 264,531	\$ 235,809	\$ 222,112
Paramedic Fee - Advanced	279,902	313,452	258,000	346,731	900,000
Medical Supply Reimbursement	128,938	131,932	100,000	128,630	130,000
Fire False Alarms	405	-	1,400	-	1,400
Accident Cost Recovery	32,690	20,461	25,800	18,118	25,800
Park Permits	41,942	39,180	40,755	39,766	42,385
Park Improvements	8,822	10,686	7,294	6,562	7,389
Recreation - Aquatics	81,777	73,789	85,000	69,198	80,000
Recreation - Day Camp	148,464	192,628	143,210	164,478	347,000
Playgrounds	317,464	355,562	302,560	358,045	360,000
Special Events	32,800	34,375	31,240	32,550	34,364
Recreation - Early Childhood	95,981	122,648	125,000	121,551	128,125
Instructional Classes	469,719	517,636	465,000	474,482	476,625
Recreation - Basketball	19,190	17,357	17,500	17,471	21,000
Adult Open Gym	3,895	7,294	5,000	7,534	5,000
Recreation - Softball	111,833	23,328	38,000	37,776	38,000
Adult Sports Futsal	-	-	17,500	1,456	5,000
Teen Camp	33,371	41,968	34,000	36,447	34,000
Senior Center Charges	11,571	10,515	20,000	16,649	10,000
Photocopies	4,375	4,118	3,300	3,611	3,300
Police Reports	26,717	30,871	26,000	29,480	27,560
Police Clearance Letters	4,470	3,965	4,300	4,290	4,515
Sale - Maps & Publications	746	425	900	255	900
Sale - Miscellaneous Supplies	761	1,380	1,700	330	1,500
Central Services Reimb	84,510	74,395	51,700	90,205	75,000
Charges for Other Services	13,760	16,862	14,000	13,205	14,280
Special Assessments	1,695	742	2,000	1,106	2,000
Total Fees & Charges	\$ 3,832,962	\$ 3,964,345	\$ 3,848,308	\$ 4,122,372	\$ 5,237,529

# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRIPTION		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 16-17 Projected		FY 17-18 Preliminary
Contributions	\$	1,500	\$	-	\$	1,500	\$	100	\$	-
Sponsorship Naming Rights		-		_		-		1,500		-
Donations		112,206		101,650		-		100,000		-
Reimb Const. Permit Insp. Fees		83,650		68,750		75,000		59,730		70,000
Damage to City Property		20,804		12,932		25,000		58,030		25,000
Civil Subpoena Costs		13,075		9,440		10,706		10,789		11,000
Settlements		43,518		99		-		-		-
Other Reimbursements		230,241		466,121		200,000		315,378		400,000
Sale - Other Equipment		882		-		900		-		1,000
Gain on Disposal of Assets		-		5,700		-		-		-
Nonoperating Income - Other		626,386		287,740		649,101		649,101		556,850
Other		211,590		183,686		111,900		242,167		350,000
Total Other Revenues	\$	1,343,853	\$	1,136,117	\$	1,074,107	\$	1,436,794	\$	1,413,850
Total Revenues	\$	112,983,276	\$	121,996,687	\$	117,392,897	\$	120,354,733	\$	124,512,589
Operating Transfers In	\$	201	\$	400,505	\$	-	\$	291	\$	-
<b>Total Other Financing Sources</b>	\$	201	\$	400,505	\$	-	\$	291	\$	-
Total Fund 101	\$	112,983,477	\$	122,397,192	\$	117,392,897	\$	120,355,024	\$	124,512,589
Fund 201 - Gas Tax										
Investment Earnings	\$	46,214	\$	103,192	\$	20,000	\$	48,376	\$	50,000
Gas Tax - 2103	Ψ	1,239,870	Ψ	582,814	٣	267,597	Ψ	267,597	Ψ	458,846
Gas Tax - 2105		694,603		636,993		708,602		708,602		666,101
Gas Tax - 2106		448,108		416,452		350,675		350,675		407,105
Gas Tax - 2107.1		894,475		829,452		984,007		984,007		860,506
Gas Tax - 2107.5		20,000		10,000		10,000		10,000		10,000
Other Reimbursements		394,970		58,987		-		99,338		-
Total Fund 201	\$	3,738,240	\$	2,637,889	\$	2,340,881	\$	2,468,595	\$	2,452,558
		<u> </u>								
Fund 202 - Prop 172										
Investment Earnings	\$	91	\$	-	\$	-	\$	-	\$	-
Sales Tax - Public Safety		1,002,064		930,601		1,086,253		1,066,869		1,126,187
Total Fund 202	\$	1,002,155	\$	930,601	\$	1,086,253	\$	1,066,869	\$	1,126,187
Fund 203 - Air Quality										
Investment Earnings	\$	,	\$	,	\$	2,500	\$	609	\$	2,500
AB 2766 - AQMD		138,769		144,554		125,000		145,899		141,854
Other Reimbursements		533		-		-		-		
Total Fund 203	\$	141,184	\$	148,383	\$	127,500	\$	146,508	\$	144,354
<u>Fund 205 - HOME</u>										
Investment Earnings	\$	75	\$	1,123	\$	1,000	\$	25	\$	-
Lien/Loan Repayment		112,626		160,205		-		-		-
HOME Invest/Partnership Grant		255,316		158,765		480,017		380,321		425,178
Total Fund 205	\$	368,017	\$	320,093	\$	481,017	\$	380,346	\$	425,178

# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRI	PTION		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 16-17 Projected		FY 17-18 reliminary
Fund 207 - CDBG											
Investment Earnings		\$	160	\$	33	\$	-	\$	-	\$	-
Interest Earned on Ad	v. To RDA		-		-		-		-		-
Lien/Loan Repayment			185,132		-		-		14,000		-
Community Dev. Block	k Grant		1,720,740		690,451		1,220,347		1,220,347		1,150,000
Other Reimbursement	S		-		6,630		-		-		-
	Total Fund 207	\$	1,906,031	\$	697,115	\$	1,220,347	\$	1,234,347	\$	1,150,000
Fund 208- Park Deve	lopment										
Investment Earnings		\$	16,818	\$	33,218	\$	15,000	\$	28,486	\$	15,000
Park Development Fee	es	·	1,992,098	·	1,952,014	·	1,761,117	,	1,642,450	·	2,500,000
	Total Fund 208	\$	2,008,916	\$	1,985,232	\$	1,776,117	\$	1,670,936	\$	2,515,000
Fund 209 - Drainage	Foos										
Investment Earnings	1 663	\$	6,375	\$	16,034	\$	9,000	\$	7,307	\$	9,600
Drainage Assessment	Fees	Ψ	308,770	Ψ	636,820	Ψ	400,000	Ψ	395,185	Ψ	252,000
Drainage Assessment	Total Fund 209	\$	315,146	\$	652,854	\$	409,000	\$	402,492	\$	261,600
	Total I und 203	Ψ	313,140	Ψ	032,034	Ψ	403,000	Ψ	402,432	Ψ	201,000
Fund 213 - SLESF											
Investment Earnings		\$	-	\$	-	\$	-	\$	-	\$	-
Safety (COPS)			203,370		186,555		203,404		206,820		209,500
	<b>Total Revenues</b>	\$	203,370	\$	186,555	\$	203,404	\$	206,820	\$	209,500
Operating Transfers In	1	\$	87,165	\$	106,583	\$	44,544	\$	126,110	\$	48,591
Total Other F	inancing Sources	\$	87,165	\$	106,583	\$	44,544	\$	126,110	\$	48,591
	Total Fund 213	\$	290,535	\$	293,138	\$	247,948	\$	332,931	\$	258,091
Fund 214 - Traffic Im	pact Fees										
Investment Earnings		\$	17,147	\$	35,481	\$	20,000	\$	15,989	\$	13,000
Traffic Impact Fees			241,897		445,356		150,000		206,112		200,000
Other Reimbursement	S		11,010		-		-		-		-
	Total Fund 214	\$	270,054	\$	480,837	\$	170,000	\$	222,101	\$	213,000
Fund 216 - Rental Re	hab										
Lien/Loan Repayment		\$	_	\$	40,000	\$	_	\$	40,000	\$	_
Investment Earnings			92		553		300		494		500
•	Total Fund 216	\$	92	\$	40,553	\$	300	\$	40,494	\$	500
Fund 217 - Narcotic S	Seizure										
Asset Forfeiture - US		\$	26,724	\$	_	\$	_	\$	_	\$	_
Asset Forfeiture - DOJ	•	Ψ	110,820	Ψ	61,566	Ψ	_	Ψ	_	¥	_
Asset Forfeiture - Cou			24,778		17,522		_		_		_
Investment Earnings			12,251		17,517		12,000		6,908		4,400
	Total Fund 217	\$	174,573	\$	96,605	\$	12,000	\$	6,908	\$	4,400

# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRI	PTION		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted	FY 16-17 Projected			FY 17-18 Preliminary	
Fund 218 - Fire Syste	em Dev.											
Investment Earnings	<del></del>	\$	3,995	\$	3,416	\$	2,700	\$	2,178	\$	2,700	
ge	Total Fund 218	\$	3,995	\$	3,416	\$	2,700	\$	2,178	\$	2,700	
			•		,	-	•		•	-		
Fund 219 - LLEBG												
Investment Earnings		\$	127	\$	285	\$	-	\$	64	\$	-	
Local Law Enforcemen	nt Block Grant		20,994		15,529		-		17,290		17,000	
	Total Fund 219	\$	21,121	\$	15,814	\$	-	\$	17,354	\$	17,000	
Fund 220 - Office of 1	Fraffic Safety											
Other Federal Grants	<del>.</del>	\$	69,940	\$	128,266	\$	-	\$	22,527	\$	-	
	Total Fund 220	\$	69,940	\$	128,266	\$	-	\$	22,527	\$	-	
Fund 404 Conital O	itlav											
Fund 401 - Capital Ou	ullay	æ	E0 240	æ	203,760	\$	140.000	\$	100,000	\$	140 000	
Investment Earnings		\$	58,340	\$	203,760	Ф	140,000	Ф	100,000	Ф	140,000	
ISTEA Grant			500,000		- 004 700		-		-		-	
Other Federal Grants			660,892		894,769		63,000		231,250		567,540	
Other State Grants			401,171		-		-		1,500,000		-	
Other Governmental A	_		7,763		-		-		1,100,000		-	
Other Reimbursement		_	63,631		64,127		-	_	-	_	-	
	Total Revenues	\$	1,691,797	\$	1,162,656	\$	203,000	\$	2,931,250	\$	707,540	
Operating Transfers In		\$	-	\$	-	\$	5,963,263	\$	5,963,263	\$	6,006,649	
Operating Transfers In			-		-		1,788,979		1,788,979		1,801,995	
Operating Transfers In		_	10,652,000		8,827,536			_	4,669,153			
Total Other F	inancing Sources	\$	10,652,000	\$	8,827,536	\$	7,752,242	\$	12,421,395	\$	7,808,644	
	Total Fund 401	\$	12,343,797	\$	9,990,192	\$	7,955,242	\$	15,352,645	\$	8,516,184	
Fund 403 - Measure I	M Regional											
Investment Earnings		\$	6,708	\$	1,301	\$	-	\$	1,500	\$	750	
Measure "M" Regional	Grant		-		-		-		-		-	
	Total Fund 403	\$	6,708	\$	1,301	\$	-	\$	1,500	\$	750	
Fund 414 - Measure I	M Turnback											
Investment Earnings		\$	754	\$	152	\$	-	\$	138	\$	_	
Other Interest		*	-	T	-	•	-	*	-	٠	_	
Other County Grants			_		45,810		-		_		_	
2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	Total Fund 414	\$	754	\$	45,961	\$	_	\$	138	\$		
				*	.0,001			*		<del>-</del>		

# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted		FY 16-17 Projected			FY 17-18 reliminary
TONDIAGGI DEGGKII HON	Aotuai	Aotuai		Adopted		rojecteu	•	reminiar y
Fund 415 - Measure M2 Competitive								
Measure "M2" Regional Grant	\$ 864,202	\$ -	\$	900,000	\$	4,320,160	\$	2,528,817
Other Reimbursements	5,151	-		-		15,931		-
Total Revenues	\$ 869,353	\$ -	\$	900,000	\$	4,336,091	\$	2,528,817
Operating Transfers In	\$ 9,966	\$ (9,966)	\$	-	\$	-	\$	-
<b>Total Other Financing Sources</b>	\$ 9,966	\$ (9,966)	\$	-	\$	-	\$	-
Total Fund 415	\$ 879,319	\$ (9,966)	\$	900,000	\$	4,336,091	\$	2,528,817
Fund 416 - Measure M2 Fairshare								
Investment Earnings	\$ 26,318	\$ 48,643	\$	12,000	\$	17,545	\$	12,000
Measure "M2" Fairshare	2,245,812	2,299,937		1,979,250		2,383,680		2,462,342
Total Fund 416	\$ 2,272,129	\$ 2,348,580	\$	1,991,250	\$	2,401,225	\$	2,474,342
Fund 409 - Veh Prkg Dist. 1								
Property Tax - Secured	\$ 2,902	\$ 2,836	\$	2,000	\$	2,894	\$	2,900
Property Tax - Unsecured	15	13		11		14		15
Property Tax - Supplemental	11	11		10		10		10
Property Tax - Homeowners	3	3		1		3		3
Delinquent Tax - Penalties/Int	1	1		1		1		1
Investment Earnings	75	187		105		89		90
Total Fund 409	\$ 3,008	\$ 3,051	\$	2,128	\$	3,011	\$	3,019
Fund 410 - Veh Prkg Dist. 2								
Property Tax - Secured	\$ 5,585	\$ 5,380	\$	4,200	\$	5,488	\$	5,500
Property Tax - Unsecured	13	11		-		11		-
Property Tax - Supplemental	9	9		-		9		-
Property Tax - Homeowners	2	2		-		2		-
Delinquent Tax - Penalties/Int	1	1		-		1		-
Investment Earnings	141	351		250		161		165
Total Fund 410	\$ 5,751	\$ 5,754	\$	4,450	\$	5,672	\$	5,665

# **REVENUE & OTHER FINANCING SOURCES**

FUND/ACCT DESCRIPTION		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 16-17 Projected	ı	FY 17-18 Preliminary	
Fund 601 - Equipment Replacement											
Investment Earnings	\$	28,145	\$	45,892	\$	30,000	\$	4,755	\$	5,000	
Other Charges for Services		3,874		2,132		2,000		-		-	
Rental of Automotive Equip		1,386,558		1,895,857		742,725		1,755,805		2,219,424	
Damage to City Property		_		(18,228)		-		-		-	
Sale of Automotive Equipment		95,134		51,353		10,000		10,485		10,000	
Sale of Office Furniture		193		831		-		-		-	
Sale of Office Equipment		877		1,434		-		-		-	
Sale of Other Equipment		2,798		7,243		-		29,647		_	
Other		-		<u>-</u>		-		-		_	
Total Revenues	\$	1,517,579	\$	1,986,514	\$	784,725	\$	1,800,693	\$	2,234,424	
Operating Transfers In	\$	_	\$	_	\$	-	\$	1,326,000	\$	1,050,200	
Total Other Financing Sources	\$	-	\$	-	\$	-	\$	1,326,000	\$	1,050,200	
Total Fund 601	\$	1,517,579	\$	1,986,514	\$	784,725	\$	3,126,693	\$	3,284,624	
Fund 602 - Self Insurance											
Investment Earnings	\$	25,254	\$	47,353	\$	•	\$	20,091	\$	20,000	
General Liability Premiums		1,821,732		1,762,513		2,241,479		2,241,480		2,303,196	
Workers' Comp. Premiums		2,348,799		2,348,798		2,601,919		2,644,618		3,240,251	
Unemployment Premiums		42,787		42,787		42,788		85,575		86,000	
Settlements		-		-		-		-		-	
Other Reimbursements		-		130,714		-		317,007		-	
Other		82,714		39,989		-		1,706			
Total Revenues	\$	4,321,286	\$	4,372,154	\$	4,904,186	\$	5,310,477	\$	5,649,447	
Operating Transfers In	\$	-	\$	-	\$	-	\$	1,000,000	\$		
Total Other Financing Sources	\$	-	\$	-	\$	-	\$	1,000,000	\$	-	
Total Fund 602	\$	4,321,286	\$	4,372,154	\$	4,904,186	\$	6,310,477	\$	5,649,447	
Fund 603 - IT Replacement Fund											
Investment Earnings	\$	388	\$	2,207	\$	1,500	\$	1,978	\$	1,500	
Rental of IT Equipment	Ψ	100,000	Ψ	150,002	٣	200,000	Ψ	200,000	Ψ	250,000	
Total Revenues	\$	100,388	\$	152,209	\$	201,500	\$	201,978	\$	251,500	
Operating Transfers In	\$	-	\$	-	\$	-	\$	2,600,000	\$		
Total Other Financing Sources	\$	_	\$	_	\$	_	\$	2,600,000	\$		
Total Fund 603	\$	100,388	\$	152,209	\$	201,500	\$	2,801,978	\$	251,500	
Total Land 000	<u>Ψ</u>	100,000	Ψ	102,203	Ψ	201,000	Ψ	2,001,010	Ψ	201,000	
TOTAL REVENUES	\$	134,004,829	\$	140,399,080	\$	134,213,655	\$	145,235,243	\$	146,890,070	
TOTAL OTHER SOURCES	\$	10,739,366	\$	9,324,659	\$	7,796,786	\$	17,473,797	\$	8,907,435	
GRAND TOTAL ALL FUNDS	\$	144,744,195		149,723,739	\$	142,010,441	\$	162,709,040	\$	155,797,505	
		• •				· · · · ·		<u> </u>	-		

#### SALES & USE TAX

Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for Orange County is 8.00 percent and is broken down as follows:

State General Fund	5.25%
City/County Local Tax	1.00%
Countywide Transportation Tax	0.25%
County Mental Health	0.50%
Public Safety Augmentation Fund (Prop 172)	0.50%
County Transactions Tax (Measure M)	<u>0.50%</u>
Total Rate	8.00%

Sales & Use Tax represents Costa Mesa's single largest revenue source and is estimated at \$56.9 million, or 45.7 percent of the total General Fund revenues estimated for FY 17-18. This amount is based on a projection by HDL, the city's sales tax consultant, who prepares a projection specifically tailored to the City's unique collection of business groups. This amount represents an increase of \$834,000, or 1.5 percent from current year estimates.

The State Board of Equalization administers sales taxes and remits funds to local governments: 30 percent for the first month of each quarter, another 30 percent the following month, and 40 percent at the end of the quarter with a "clean-up" payment. Costa Mesa's sales tax base remains strong with South Coast Plaza; the Harbor Boulevard of Cars; a host of other retailers throughout the City; a variety of restaurants and hotels; and major businesses and industries located within the City.

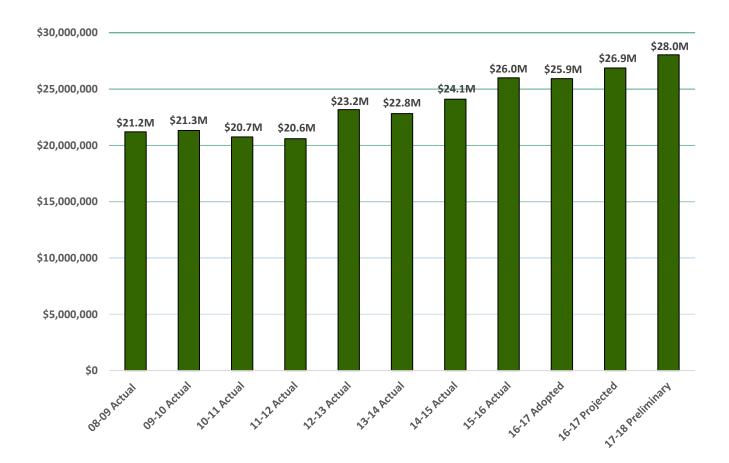


### **PROPERTY TAX**

Property Tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the State, based on the property value rather than on a fixed amount or benefit. Properties are distinguished as secured and unsecured (property for which the value of the lien is not sufficient to assure payment of the tax). Article XIIIA of the State Constitution limits the real property tax rate to 1 percent of the property's assessed value plus rates imposed to fund indebtedness approved by the voters. The City of Costa Mesa's share of the 1 percent is equivalent to 15 cents for every \$1.00 collected by the County for property taxes. With the passage of Prop 13 in 1978, assessed valuations are limited to a 2 percent CPI increase each year when the CPI index exceeds 2 percent.

Costa Mesa's property tax base is made up of both residential and industrial properties. Many residential homes were built during the 1960's and 1970's, and include a large portion of long-time residents. Because of this dynamic and the Prop 13 restriction to assessed values, the assessed value of many properties is still far less than market value. During the economic recession in FY 10-11 and FY 11-12, market values declined causing a reduction in the property tax revenues. Since then, the City has benefited from positive Prop 13 CPI adjustment factors to properties where the assessed value was still lower than the market value as well as some increase in supplemental and property transfer tax from re-sales and home improvements. These positive adjustments have balanced most reductions to properties previously assessed higher than the current market value.

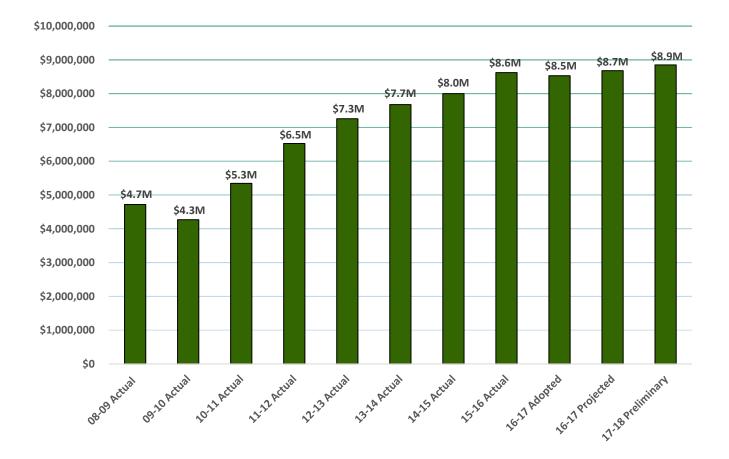
For FY 17-18, estimated revenue from Property Taxes is \$28.0 million, which represents 22.5 percent of the total General Fund revenue. This estimate is an increase of \$1.2 million, or 4.4 percent over current year projected revenue. The City is expecting an increase in revenue due to: property values increasing over the prior year sales of existing homes, and new construction. Included in the estimates are Secured Property Tax at \$25.8 million, Unsecured Taxes at \$804,000, Supplemental Taxes at \$575,000; Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$156,000, Delinquent Taxes at \$50,000; and \$650,000 derived from Property Transfers (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).



#### TRANSIENT OCCUPANCY TAX

Transient Occupancy Tax (TOT) is imposed on persons staying 30 days or less in a hotel, inn, motel, tourist home or other lodging facilities. In November 2010, the voters of Costa Mesa approved a measure to increase the City's rate from 6 percent to 8 percent. The Business Improvement Area (BIA), comprised of ten hotels within the City, imposes an additional 3 percent. The amount collected from the additional 3 percent is remitted to the Costa Mesa Conference and Visitor's Bureau to promote travel and tourism throughout the City. Thirty-three hotels/lodging facilities are located within the City.

TOT is the City's fourth largest revenue source. For FY 17-18, estimated revenue from TOT is \$8.9 million, which represents 7.1 percent of the total General Fund revenue. The projected amount reflects an increase of \$170,000, or 2.0 percent from current year projected revenue.



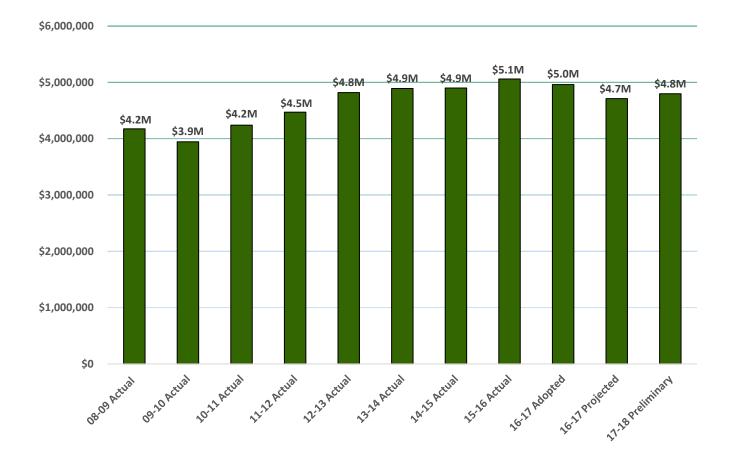
#### FRANCHISE FEES

The City grants a franchise to utility companies for the use of City streets and rights-of-way. Currently, the City collects electric franchise fees from Southern California Edison and gas franchise fees from Southern California Gas Company at the rate of 2 percent of gross receipts arising from use, operation or possession of the franchise; and, cable franchise fees from Spectrum at the rate of 5 percent of receipts, net of bad debt. The electric and gas franchise fees are paid annually while the cable franchise fees are paid on a quarterly basis. By authority of the Public Utility Commission (PUC), electric and gas franchise fees are limited to 2 percent and cable franchise fees are limited to 5 percent of gross receipts. Any growth in franchise revenues would be as a result of utility rate increases imposed by the electric, gas, and cable companies.

On November 15, 2004, the City Council adopted an ordinance to implement a Solid Waste Hauler's Franchise Fee to be effective January 1, 2005. So far, the City has granted non-exclusive franchises to 25 waste haulers. Currently, eleven franchise holders fall into Class "A" – those pay a \$10,000 minimum franchise fee; while fourteen franchisees fall into Class "B" – those pay a \$1,500 minimum franchise fee. The current franchise rate is 16 percent of gross receipts payable quarterly to the City.

For FY 17-18, estimated revenue from all Franchise Fees is \$4.8 million, which represents 3.9 percent of total General Fund revenues.

These amounts include \$150,000 from a PEG (Public, Education and Government) fee paid by the cable franchisee. This amount is received in the General Fund to support the operating costs for cable television services provided by the City.

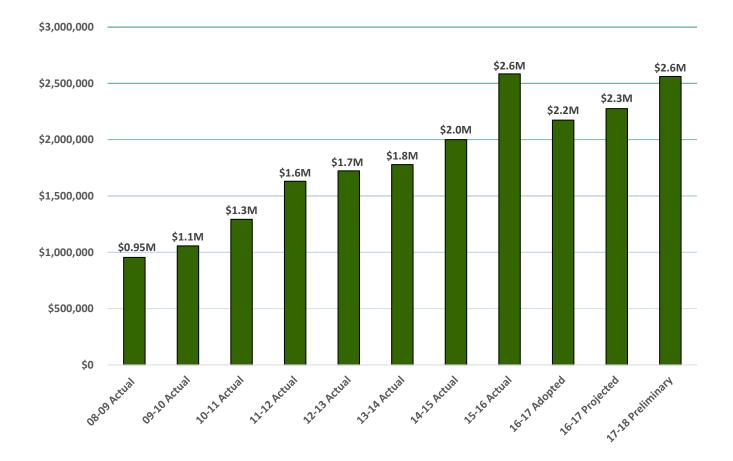


#### LICENSES & PERMITS

Licenses or permits are issued for either regulatory or cost recovery purposes, to applicants who conduct business activities within the City. This regulatory authority provides cities the means to protect the overall community interests.

Examples of licenses issued are animal and bicycle licenses. The types of permits issued include: temporary vendor permits; permits for signs and home occupation; and various building permits including electrical, plumbing, and mechanical. Building permits are set by the Uniform Building Code (UBC); electrical permits are set by the National Electrical Code (NEC); plumbing permits are set by the Uniform Plumbing Code (UPC); and the mechanical permits are set by the Uniform Mechanical Code (UMC).

For FY 17-18, estimated revenue from Licenses & Permits is \$2.6 million, which represents 2.1 percent of total General Fund revenues. This estimate reflects an increase of \$285,000, or 12.5 percent from current year projected revenue. The largest component for this revenue source comes from building permits projected at \$1,268,000, based on City estimates of current activity. The larger than normal increase for this revenue category is the addition of the medical marijuana Measure X business permits estimated at \$215,250.



#### FINES & FORFEITURES

Fines & Forfeitures come from municipal code violations, motor vehicle code violations, parking fines and bail monies forfeited upon conviction of a misdemeanor or municipal infraction. Amounts paid by a defendant include the fine and various penalties, assessments, and restitution. Cities share the revenue from fines and forfeitures with the State and the County.

In 1993, the Legislature decriminalized parking violations and gave the responsibility for administering and collecting parking fines to cities and agencies that issue parking citations. Parking violations are generally violations of "no parking" ordinances. Fines vary depending on the type of violation.

For FY 17-18, estimated revenue from Fines & Forfeitures is \$1.5 million, which represents 1.2 percent of the total General Fund revenue. The estimated amount reflects an increase of \$41,000, or 2.8 percent from current year revenue, based on vehicle code violations and parking citation trends.



#### **USE OF MONEY & PROPERTY**

Revenues derived from the Use of Money & Property come from interest earned from investing the City's cash; interest on loans by the City to the Costa Mesa Redevelopment Agency; and rental from the golf course operations and other City facilities such as the Balearic Center, the Downtown Recreation Center, the Neighborhood Community Center, and the Placentia Street Fire Training Facility. The Neighborhood Community Center was recently closed in preparation for the Lions Park project construction.

For FY 17-18, estimated revenue from Use of Money & Property is \$3.1 million or 2.5 percent of the total General Fund revenue. The estimated revenue reflects an increase of \$60,000, or 2.0 percent from current year estimate, due to current activity levels.

A private company manages the golf course operations on behalf of the City; in return, the City receives between 6 percent and 35 percent of gross receipts on green fees, food and beverages, banquet facilities and the pro shop. Rental revenue from golf course operations is projected at \$2.2 million, about the same as previous years.



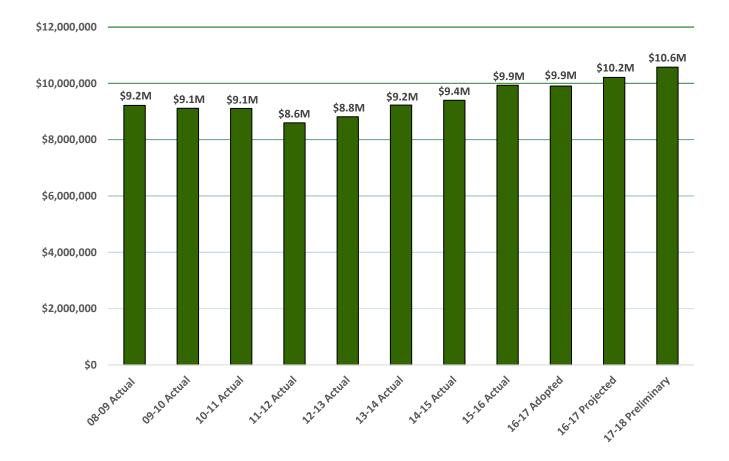
#### MOTOR VEHICLE LICENSE FEES

The Motor Vehicle License Fee (VLF) is a fee charged for operating the vehicle on public streets. This fee is collected by the State Department of Motor Vehicles and disbursed to governmental agencies by the State Controller. VLF is based on a fee equivalent to 2 percent of the market value (based on an 11-year depreciation schedule) of motor vehicles. Cities and counties received 81.25 percent of this revenue based on population.

In 1998, legislation was passed to reduce the VLF paid by the taxpayers by 25 percent and again by 35 percent in 2002. (Subsequently, the VLF rate was permanently reduced to its current rate of 0.65 percent.) As a result of these reductions, cities and counties would have experienced a significant revenue loss. However, when Proposition 1A was passed in November 2004, the League of California Cities and the Governor reached an agreement that the backfill amount will be replaced with a like amount in the form of property taxes but still classified as VLF revenue. This backfill is tied directly to the growth or declines in property values.

Most recently the State legislature passed Senate Bill 89, which eliminates VLF revenue allocated to cities. However, this bill left intact the allocation of the backfill amount.

For FY 17-18, estimated revenue from VLF is \$10.6 million, which represents 8.5 percent of the total General Fund revenue. This estimate reflects an increase of \$364,000, or 3.6 percent from current year projected revenues.



#### FEES & CHARGES FOR SERVICES

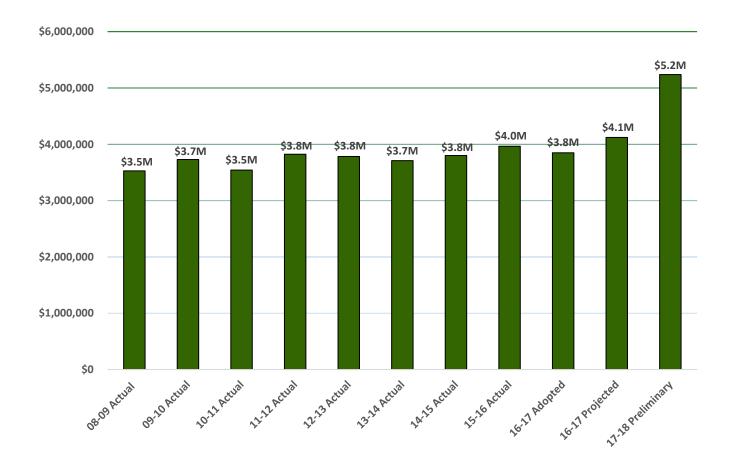
Cities have the general authority to impose fees or charges for services. Fees & Charges are distinguished from taxes in two principle ways: 1) that the amount of the fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged; and 2) that the service or facility for which the fee is charged bears a relationship to the person or entity paying the fee.

Costa Mesa's Fees & Charges include: user fees charged to a person or entity participating in the various Recreation classes offered by the City; plan check fees and other services provided by the Planning Division related to zoning and conditional use permits; fingerprinting, false alarms, police reports, jail booking fees for the Police Department; and, fire inspection, false alarms, paramedic, and hazardous materials disclosure fees for the Fire Department.

When the City reviews its user fees and charges, it submits any changes for Council approval. User fees and charges were revised effective January 1, 2009. For classes offered by the Recreation Division, fee changes are also reviewed and approved by the Parks & Recreation Commission.

For FY 17-18, estimated revenue from Fees & Charges for Services is \$5.2 million, which represents 4.2 percent of the total General Fund revenue. This revenue is about \$1.1 million, or 27.1 percent greater than current year as a result of the following:

- Addition of \$275,080 for medical marijuana Measure X conditional use permit revenue
- Updated Fire cost recovery fees (\$250,000)
- Increased Fire-Paramedic ambulance transportation revenue (\$600,000 for six months)
- Updated Parks and Community Services fees (\$200,000)





# APPROPRIATIONS SUMMARIES ALL FUNDS

**FISCAL YEAR 2017-2018** 



# BUDGET COMPARISON BY FUND/BY DEPARTMENT

Fund/Department		FY 14-15 Actual		FY 15-16 Actual	FY 16-17 Adopted		FY 17-18 Preliminary		
General Fund (101)									
City Council	\$	427,536	\$	364,710	\$	369,993	\$	447,093	
City Manager's Office		7,771,156		8,061,479		8,595,614		8,861,823	
City Attorney's Office		1,305,124		1,223,132		1,000,000		1,020,000	
Finance		2,432,792		2,608,271		2,966,946		3,068,398	
Parks & Community Services		4,538,489		4,700,459		5,444,331		5,902,132	
Information Technology		2,637,899		2,684,491		3,397,359		3,509,452	
Police		35,572,020		36,750,804		42,808,280		45,241,405	
Fire		20,127,674		22,282,663		21,152,202		22,261,231	
Development Services		4,455,717		5,350,853		5,969,010		6,277,726	
Public Services		14,389,644		14,877,128		17,078,740		18,106,825	
Non-Departmental		15,499,882		12,623,162		8,610,422		9,816,505	
Subtotal Fund 101	\$	109,157,932	\$	111,527,151	\$	117,392,897	\$	124,512,589	
Gas Tax Fund (201)									
Capital Improvement Projects	\$	3,979,369	\$	819,312	\$	2,110,287	\$	2,406,964	
Public Services		322,607		1,072,426		778,152		643,538	
Subtotal Fund 201	\$	4,301,976	\$	1,891,738	\$	2,888,439	\$	3,050,502	
Prop 172 Fund (202)									
Police	\$	1,073,138	\$	1,184,092	\$	1,048,055	\$	846,045	
Fire	Ψ	69,868	Ψ	26,342	Ψ	58,214	Ψ	48,214	
Subtotal Fund 202	\$	1,143,006	\$	1,210,435	\$	1,106,269	\$	894,259	
1011D F (1000)									
AQMD Fund (203)	•	007.000	•	007.547	•	224 222	•	75.000	
Capital Improvement Projects	\$	367,290	\$	367,517	\$	304,990	\$	75,000	
Public Services	_	4,390	_	6,887	_	15,000	_	15,000	
Subtotal Fund 203	\$	371,680	\$	374,404	\$	319,990	\$	90,000	
HOME Fund (205)									
Development Services	\$	386,640	\$	294,729	\$	480,018	\$	425,177	
Subtotal Fund 205	\$	386,640	\$	294,729	\$	480,018	_\$	425,177	
CDBG Fund (207)									
Development Services	\$	586,548	\$	542,310	\$	646,622	\$	670,000	
Capital Improvement Projects		1,256,260		154,761		573,725		480,000	
Subtotal Fund 207	\$	1,842,808	\$	697,071	\$	1,220,347	\$	1,150,000	
Park Dev Fees Fund (208)									
Capital Improvement Projects	\$	64,621	\$	72,068	\$	2,370,965	\$	2,500,000	
Non-Departmental	•	21,426		20,405	•	225,199		225,199	

# BUDGET COMPARISON BY FUND/BY DEPARTMENT

Fund/Department	FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 Preliminary	
Drainage Fees Fund (209)								
Capital Improvement Projects	\$	1,063,384	\$	245,701	\$	365,000	\$	760,193
Subtotal Fund 209	\$	1,063,384	\$	245,701	\$	365,000	\$	760,193 760,193
Subtotal Fullu 209	Ψ	1,003,304	Ψ	243,701	Ψ	303,000	Ψ	700,193
SLESF Fund (213)								
Police	\$	273,538	\$	310,134	\$	264,944	\$	258,091
Subtotal Fund 213	\$	273,538	\$	310,134	\$	264,944	\$	258,091
Traffic Impact Fees Fund (214)								
Capital Improvement Projects	\$	547,871	\$	176,372	\$	725,000	\$	_
Subtotal Fund 214	\$	547,871	\$	176,372	\$	725,000	\$	-
Narcotics Forfeiture Fund (217)								
Capital Improvement Projects	\$	50,328	\$	839,803	\$	-	\$	-
Police		983,172	_	271,686				
Subtotal Fund 217	\$	1,033,500	\$	1,111,488	\$		\$	
Fire System Development Fund (218)								
Non-Departmental	\$	-	\$	400,000	\$	-	\$	-
Subtotal Fund 218	\$	-	\$	400,000	\$		\$	-
LLEBG Fund (219)								
Police	\$	35,922	\$	601	\$		\$	
Subtotal Fund 219	\$	35,922	\$	601	\$	-	\$	
Office of Traffic Safety (220)								
Police	\$	72,355	\$	94,785	\$	_	\$	_
Subtotal Fund 220	\$	72,355	\$	94,785	\$		\$	_
		<u>.                                    </u>		·				
Capital Outlay Fund (401)								
Capital Improvement Projects	\$	3,933,388	\$	5,773,471	\$	7,815,242	\$	8,376,184
Subtotal Fund 401	\$	3,933,388	\$	5,773,471	\$	7,815,242	\$	8,376,184
Measure M Fund (403)								
Capital Improvement Projects	\$	618,569	\$	545,401	\$	-	\$	_
Non-Departmental		9,966		(9,966)		-		_
Subtotal Fund 403	\$	628,534	\$	535,435	\$	-	\$	-
Vehicle Prk Dist 1 Fund (409)								
Non-Departmental	\$	70	\$	176	\$	_	\$	-
Subtotal Fund 409	<u> </u>	70 70	\$	176	\$ \$		<u>\$</u>	
Jubiolai i uliu 403	Ψ	70	Ψ	1/0	Ψ		Ψ	

# BUDGET COMPARISON BY FUND/BY DEPARTMENT

Fund/Department	 FY 14-15 Actual	 FY 15-16 Actual	 FY 16-17 Adopted	F	FY 17-18 Preliminary
Vehicle Prk Dist 2 Fund (410)					
Non-Departmental	\$ 131	\$ 330	\$ 	\$	
Subtotal Fund 410	\$ 131	\$ 330	\$ 	\$	
Measure M Turnback Fund (414)					
Capital Improvement Projects	\$ 3,334	\$ 	\$ 	\$	_
Subtotal Fund 414	\$ 3,334	\$ 	\$ 	\$	
Measure M 2 (415)					
Capital Improvement Projects	\$ 2,767,249	\$ 1,420,883	\$ -	\$	2,528,817
Public Services	 14,681	 184	 		
Subtotal Fund 415	\$ 2,781,930	\$ 1,421,067	\$ 	\$	2,528,817
Measure M 2 Fair Share (416)					
Capital Improvement Projects	\$ 2,359,760	\$ 3,110,999	\$ 1,792,125	\$	2,440,000
Public Services	 218,628	 19,530	 20,000		20,000
Subtotal Fund 416	\$ 2,578,388	\$ 3,130,529	\$ 1,812,125	\$	2,460,000
Vehicle Repl Fund (601)					
Finance	\$ 6,029	\$ 51,191	\$ -	\$	-
Public Services	2,595,006	2,396,027	2,967,142		3,088,139
Non-Departmental	 8,062	 	 		
Subtotal Fund 601	\$ 2,609,097	\$ 2,447,218	\$ 2,967,142	\$	3,088,139
Self-Insurance Fund (602)					
City Manager's Office	\$ 5,433,519	\$ 4,630,485	\$ 4,682,440	\$	4,682,440
Subtotal Fund 602	\$ 5,433,519	\$ 4,630,485	\$ 4,682,440	\$	4,682,440
Grand Total	\$ 138,285,051	\$ 136,365,792	\$ 144,636,017	\$	155,001,590

# SUMMARY OF APPROPRIATIONS BY DEPARTMENT/BY FUND

### FY 2017-18 Preliminary Budget

Fund	City Council	City Manager	City Attorney	Finance	Parks & Comm Svcs	I.T.
Fullu	Council	Manager	Attorney	rillalice	& Collin Svcs	1.1.
General Fund - 101	\$447,093	\$ 8,861,823	\$1,020,000	\$3,068,398	\$ 5,902,132	\$ 3,509,452
Gas Tax Fund - 201	-	-	-	-	-	-
Prop 172 Fund - 202	-	-	-	-	-	-
AQMD Fund - 203	-	-	-	-	-	-
HOME Fund - 205	-	-	-	-	-	-
CDBG Fund - 207	-	-	-	-	-	-
Park Devel Fees Fund - 208	-	-	-	-	-	-
Drainage Fund - 209	-	-	-	-	-	-
SLESF Fund - 213	-	-	-	-	-	-
Capital Outlay Fund - 401	-	-	-	-	-	-
Measure M Fund - 403/415/416	-	-	-	-	-	-
Equipment Replacement Fund - 601	-	-	-	-	-	-
Self-Insurance Fund - 602	-	4,682,440	-	-	-	-
Total	\$ 447,093	\$13,544,263	\$1,020,000	\$3,068,398	\$ 5,902,132	\$ 3,509,452

Police	Fire	evelopment Services	Public Services	D	Non- epartmental	CIP	Total
\$ 45,241,405	\$ 22,261,231	\$ 6,277,726	\$ 18,106,825	\$	9,816,505	\$ -	\$ 124,512,589
-	-	-	643,538		-	2,406,964	3,050,502
846,045	48,214	-	-		-	-	894,259
-	-	-	15,000		-	75,000	90,000
-	-	425,177	-		-	-	425,177
-	-	670,000	-		-	480,000	1,150,000
-	-	-	-		225,199	2,500,000	2,725,199
-	-	-	-		-	760,193	760,193
258,091	-	-	-		-	-	258,091
-	-	-	-		-	8,376,184	8,376,184
-	-	-	20,000		-	4,968,817	4,988,817
-	-	-	3,088,139		-	-	3,088,139
-	-	-	-		-	-	4,682,440
\$ 46,345,540	\$ 22,309,445	\$ 7,372,903	\$ 21,873,502	\$	10,041,704	\$ 19,567,158	\$ 155,001,590

# SUMMARY OF APPROPRIATIONS BY ACCOUNT - ALL FUNDS

Description		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted	F	FY 17-18 Preliminary
Regular Salaries - Sworn	\$	18,907,710	\$	18,960,592	\$	22,681,193	\$	22,468,355
Regular Salaries - Non-Sworn	•	16,290,110	•	17,226,925	*	15,906,207	•	19,406,882
Regular Salaries - Part-Time		4,158,702		3,997,523		4,919,701		4,756,732
Overtime		7,141,940		7,442,492		4,577,706		4,319,086
Accrual Payoff - Excess Max.		176,295		153,364		214,472		214,472
Vacation/Comp. Time Cash Out		283,673		226,555		158,094		156,915
Holiday Allowance		759,612		666,029		405,771		475,141
Separation Pay-Off		387,294		333,120		, -		, -
Other Compensation		2,168,183		2,090,312		2,601,313		2,534,159
Cafeteria Plan		4,060,181		4,349,215		4,872,088		5,770,258
Medicare		715,330		732,477		656,895		675,561
Retirement		17,569,927		18,920,026		21,695,544		22,978,752
Longevity		2,568		2,664		2,268		2,760
Professional Development		432,123		518,009		667,219		724,530
Auto Allowance		30,696		31,576		35,662		35,662
Unemployment		71,757		73,699		128,363		128,360
Workers' Compensation		5,085,059		4,911,926		4,962,131		5,561,711
Employer Contr.Retirees' Med.		1,880,229		1,914,220		1,915,100		1,915,100
Salaries & Benefits	\$	80,121,388	\$	82,550,725	\$	86,399,727	\$	92,124,436
Stationery and Office	\$	203,855	\$	216,536	\$	199,413	\$	202,412
Multi-Media, Promos, Subscrpt.		326,378		428,466		458,984		636,769
Small Tools and Equipment		700,054		404,157		448,823		371,470
Uniforms and Clothing		349,614		287,012		393,069		408,169
Safety and Health		287,583		389,710		452,438		479,349
Maintenance and Construction		728,042		773,401		733,230		700,230
Agriculture		125,362		148,065		131,165		102,000
Fuel		521,886		425,298		600,200		600,200
Electricity - Buildings & Fac.		605,593		572,108		587,600		545,708
Electricity - Power		270,833		255,060		269,000		276,400
Electricity - Street Lights		1,045,470		1,022,924		1,100,000		1,100,000
Gas		37,870		42,157		47,000		46,600
Water - Domestic		167,062		134,034		168,075		159,210
Water - Parks and Parkways		692,970		457,467		834,250		689,813
Waste Disposal		148,420		137,240		150,100		150,300
Janitorial and Housekeeping		397,821		448,315		396,056		439,711
Postage		152,667		108,238		99,700		102,400
Legal Advertising/Filing Fees		225,485		221,076		235,400		236,900
Advertising and Public Info.		7,439		9,295		11,750		11,750
Telephone/Radio/Communications		331,995		471,113		479,440		514,186
Meetings and Conferences		48,814		43,956		36,000		37,700
Mileage Reimbursement		2,575		2,192		4,873		5,373
Board Member Fees		29,700		32,700		34,200		34,200
Buildings and Structures		107,141		150,685		120,350		163,550
Landscaping and Sprinklers		1,295,394		1,433,979		1,597,364		2,864,384
Underground Lines		-		5,000		5,000		4,000
Automotive Equipment		166,849		151,720		150,000		151,800
Subtotal Maint. & Operations	\$	8,976,872			\$	9,743,480	\$	11,034,584

# SUMMARY OF APPROPRIATIONS BY ACCOUNT - ALL FUNDS

Description		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted	F	FY 17-18 Preliminary
Office Furniture	ď	16.042	φ	20.025	ď	6.350	φ	6,350
Office Equipment	\$	16,942 641,480	\$	28,035 587,944	\$	6,350 672,593	\$	59,302
Office Equipment Other Equipment		1,153,193		818,649		892,982		902,536
Streets, Alleys and Sidewalks		140,720		813,651		1,150,100		1,089,394
Employment		554,778		418,586		83,300		51,800
Consulting		4,076,305		4,223,210		4,516,890		4,017,141
Legal		354,559		782,924		263,500		283,500
Engineering and Architectural		300,964		402,221		488,584		343,438
Financial & Information Svcs.		157,195		189,146		235,100		227,230
Medical and Health Inspection		131,717		159,947		213,555		213,555
Law Enforcement		506,925		621,542		763,390		722,242
Recreation		427,184		477,962		579,321		548,571
Principal Payments		2,390,000		2,490,000		2,960,178		3,065,178
Interest Payments		1,169,894		1,048,721		1,000,514		880,886
External Rent		737,912		723,543		757,940		762,440
Grants, Loans and Subsidies		634,535		525,508		676,403		609,362
Depreciation		661,723		616,964		-		-
Central Services		151,591		163,770		139,700		146,950
Internal Rent - Maint. Charges		1,129,080		1,197,668		1,556,292		1,540,827
Internal Rent - Repl.Cost		257,478		698,189		749,814		678,597
Internal Rent - IT Replacement		100,000		150,002		200,000		250,000
General Liability		3,807,363		3,452,413		3,841,588		3,903,304
Special Liability		7,402		4,612		4,612		4,612
Buildings & Personal Property		443,522		315,000		286,759		286,759
Faithful Performance Bonds		-		-		7,500		7,500
Taxes and Assessments		177,151		190,839		122,235		122,235
Contingency		(58,882)		(285,744)		1,000,000		500,000
Other Costs		(78)		683		-		-
Assistance		9,425		13,666		20,000		20,000
Acquisition Costs		322,736		-		-		-
Operating Transfers Out		10,824,803		9,324,659		7,796,786		8,907,435
Loss on Disposal of Assets		222,880		29,533		-		, , , <u>-</u>
		,		,				
Maintenance & Operations	\$	40,427,366	\$	38,955,746	\$	40,729,466	\$	41,185,728
Duildings and Structures	Φ	6 020	σ	14 255	ď		φ	
Buildings and Structures Automotive Equipment	\$	6,838 51,299	\$	11,355	\$	- 1 125 110	\$	- 1,135,110
Office Furniture		51,299		21,418 76,998		1,135,110		
		21,518		41,000		4,023		14,626
Office Equipment Other Equipment		,				310,357		974,532
Other Equipment		645,218		1,182,263		310,357		974,532
Fixed Assets	\$	724,874	\$	1,333,034	\$	1,449,490	\$	2,124,268
Total Operating	\$	121,273,628	\$	122,839,504	\$	128,578,682	\$	135,434,432
F 3	<u> </u>	, -,		, ,	<b>T</b>	-,		-,,
Capital Improvements	\$	17,011,423	\$	13,526,287	\$	16,057,334	\$	19,567,158
Total Appropriations	\$	138,285,051	\$	136,365,792	\$	144,636,017	\$	155,001,590

# PROTECTION OF PERSONS AND PROPERTY

**ALL FUNDS (Excludes CIP)** 

GOAL: To promote an environment in which the citizens of Costa Mesa can safely live and feel reasonably secure that they and their properties are protected from harm.

	FY 14-15	FY 15-16	FY 16-17		FY 17-18
	Actual	Actual	Adopted	P	reliminary
Police Protection			•		
Police Administration - 50001	\$ 3,503,000	\$ 3,529,766	\$ 4,013,837	\$	4,481,607
Field Area Policing - 10111	16,702,741	17,755,481	18,386,529		18,908,642
Helicopter Patrol - 10112	237,384	272,300	300,000		300,000
Traffic Enforcement - 10113	2,819,046	3,233,012	3,557,405		3,660,680
Contract & Special Event Policing - 10114	461,006	428,124	514,007		522,129
Crime Investigation - 10120	2,412,335	3,022,594	4,242,107		4,476,591
Vice and Narcotics - 10125	-	45	-		_
Special Investigation Unit - 10127	1,644,765	1,179,795	1,800,936		1,824,874
Records / Information Systems - 10131	2,068,911	1,571,976	2,189,952		2,358,785
Crime Scene Inv./Photographic Svcs - 10132	484,054	506,064	698,895		697,059
Training - 10133	629,076	651,236	911,435		995,564
Youth Crime Intervention - 10135	605,233	1,007,703	1,656,644		1,753,806
Property and Evidence - 10136	394,809	414,081	554,286		585,636
Jail - 10137	1,546,729	724,864	814,580		817,566
Equipment Maintenance - 10138	12,371	1,239	19,628		14,188
Animal Control - 10139	364,814	390,066	383,959		404,999
RAID - 10143	20,120	25,401	99,924		96,722
2010 COPS Hiring Grant - 70210	626,717	17,677	-		-
2012 Justice Assistance Grant - 70907	-	601	-		-
2013 Justice Assistance Grant - 70908	17,896	-	-		-
2014 Justice Assistance Grant - 70909	18,026	-	-		-
AB109-Post Release Comm Superv - 71019	14,554	22,844	-		-
2014 STEP Grant - 71024	6,420	-	-		-
2015 STEP Grant - 71025	65,936	6,360	-		-
2016 STEP Grant - 71026	-	88,424	-		-
BSCC Local Assistance - 71100	 _	45,616	_		_
Total Police Protection	\$ 34,655,942	\$ 34,895,272	\$ 40,144,124	\$	41,898,847
Fire Protection					
Fire Administration - 50001	\$ 1,850,058	\$ 2,185,167	\$ 2,394,594	\$	2,195,136
Response and Control - 10210	16,623,065	17,791,802	17,670,268		18,983,071
Fire Prevention - 10220	567,162	669,454	857,369		880,897
Emergency Medical Aid - 10230	1,157,256	1,662,583	288,185		250,341
Total Fire Protection	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$	22,309,445
Other Public Safety Services					
Building Safety - 20410	\$ 1,671,963	\$ 1,848,351	\$ 2,161,653	\$	2,171,030
Total Other Public Safety Services	\$ 1,671,963	\$ 1,848,351	\$ 2,161,653	\$	2,171,030
Total Protection of Persons and Property	\$ 56,525,447	\$ 59,052,628	\$ 63,516,193	\$	66,379,323

### **COMMUNITY HEALTH AND ENVIRONMENT**

**ALL FUNDS (Excludes CIP)** 

GOAL: To promote, preserve and develop Costa Mesa's physical and social features in order to have a clean and attractive environment in which the citizens of Costa Mesa can live, work, and play.

	FY 14-15	FY 15-16	FY 16-17		FY 17-18	
	Actual	Actual	Adopted	F	reliminary	
Beautification						
Parkway and Median Maintenance - 20111	\$ 1,076,158	\$ 1,090,929	\$ 1,206,146	\$	-	
Fairview Park - 20115	-	-	422,201		542,870	
Street Cleaning - 20120	379,543	767,274	796,463		801,934	
Graffiti Abatement - 20130	243,557	272,462	258,346		224,539	
Park Maintenance - 40111	3,745,429	3,225,963	3,908,965		4,935,762	
Park Development - 40112	283,651	 322,932	 121,556		150,915	
Total Beautification	\$ 5,728,339	\$ 5,679,560	\$ 6,713,677	\$	6,656,019	
Sanitation						
Recycling - 20230	\$ 37,806	\$ 40,097	\$ 160,500	\$	160,500	
Water Quality - 20510	248,735	286,123	341,762		405,699	
Total Sanitation	\$ 286,541	\$ 326,220	\$ 502,262	\$	566,199	
Planning						
Development Services Admin 50001	\$ 642,822	\$ 641,663	\$ 878,665	\$	904,207	
Current Planning - 20320	1,679,565	1,722,274	1,427,929		1,769,583	
Planning Commission - 20360	 25,949	 27,207	27,600		27,600	
Total Planning	\$ 3,055,853	\$ 2,391,144	\$ 2,334,194	\$	2,701,390	
Community Improvement						
Code Enforcement - 20350	\$ -	\$ 854,272	\$ 1,245,800	\$	1,725,305	
Group Home Enforcement - 50255	-	321,506	412,605		-	
Heighborhood Stabilization - 50257	_	 184,026	 114,758			
Total Community Improvement	\$ 	\$ 1,359,804	\$ 1,773,163	\$	1,725,305	
Housing and Community Development						
Code Enforcement - 20350	\$ 9,535	\$ -	\$ -	\$	_	
Public Service Programs - 20421	133,322	147,925	148,552		150,000	
Single Family Housing Rehabilitation - 20422	352,679	233,397	373,215		255,000	
Neighbors for Neighbors - 20426	28	-	-		-	
CDBG Administration - 20427	171,564	145,940	198,070		200,000	
HOME Program -20440	33,960	61,332	55,968		68,071	
HOME Projects -20445	 	 1,120	50,835		102,107	
Total Housing & Community Dev	\$ 701,089	\$ 589,714	\$ 826,640	\$	775,178	
Total Community Health & Environment	\$ 9,771,822	\$ 10,346,441	\$ 12,149,936	\$	12,424,091	

### **TRANSPORTATION**

**ALL FUNDS (Excludes CIP)** 

GOAL: To promote the safe, expeditious, and convenient movement of people and goods for the residents and businesses of Costa Mesa.

	FY 14-15 FY 15-		FY 15-16	16 FY 16-17		FY 17-18		
		Actual		Actual		Adopted	P	reliminary
Administration								
Development - 30310	\$	78,040	\$	81,662	\$	81,287	\$	76,140
Real Estate - 30320		43,888		49,900		48,089		51,610
Public Services Admin 50001		1,431,657		1,473,291		1,374,234		1,888,823
Construction Management - 50002		797,696		1,172,991		1,132,917		1,224,594
Total Administration	\$	2,351,282	\$	2,777,844	\$	2,636,527	\$	3,241,167
Traveled Ways								
Street Maintenance - 30111	\$	574,509	\$	725,911	\$	930,274	\$	870,844
Street Improvements - 30112		538,201		580,530		657,030		752,480
Storm Drain Maintenance - 30121		89,121		147,722		199,973		191,620
Storm Drain Improvements - 30122		150,154		143,223		240,208		263,663
Total Traveled Ways	\$	1,351,985	\$	1,597,386	\$	2,027,485	\$	2,078,607
Traffic Safety								
Traffic Planning - 30210	\$	382,857	\$	364,591	\$	441,495	\$	496,498
Active Transportation Improvements - 30225		-		-		132,564		217,115
Traffic Operations - 30241		2,133,994		2,128,137		2,208,847		2,089,616
Signs and Markings - 30243		437,867		530,898		723,139		724,091
Total Traffic Safety	\$	2,954,718	\$	3,023,626	\$	3,506,045	\$	3,527,320
Total Transportation	\$	6,657,985	\$	7,398,856	\$	8,170,057	\$	8,847,094

### **LEISURE AND COMMUNITY SERVICES**

**ALL FUNDS (Excludes CIP)** 

GOAL: To provide the citizens of Costa Mesa with a variety of year-round recreational activities and facilities for enjoyment, health, relaxation, and cultural enrichment.

	FY 14-15	FY 15-16		FY 16-17		FY 17-18	
	Actual		Actual		Adopted	P	reliminary
Community Facilities							
Downtown Recreation Center - 40121	\$ 157,025	\$	178,917	\$	321,765	\$	225,045
Balearic Community Center - 40122	160,419		195,089		208,174		266,199
Neighborhood Community Center - 40123	 273,269		291,636		374,651		215,085
Total Community Facilities	\$ 590,713	\$	665,641	\$	904,590	\$	706,329
Community Programs							
Recreation Administration - 50001	\$ 855,437	\$	688,930	\$	912,431	\$	1,091,970
Aquatics - 40212	187,771		164,135		209,293		293,699
Tennis - 40213	24,113		24,290		26,600		26,600
Adult Sports Basketball and Volleyball - 40214	26,345		26,638		26,970		35,465
Adult Sports Softball - 40215	52,346		23,474		7,149		10,736
Adult Sports Misc/Field Ambassadors - 40216	462,298		435,351		552,069		548,744
Youth Sports Basketball/Cheerleading - 40218	79,898		102,849		90,494		143,463
Youth Sports Football/Cheer/Soccer- 40219	15		-		-		-
Adult Sports Futsal- 40222	-		4,167		18,400		24,360
Senior Citizens - 40231	930,964		930,949		982,211		1,133,029
Day Camp - 40232	168,521		180,702		135,599		207,648
Playgrounds - 40233	527,726		664,061		749,670		709,092
Teen Programs - 40236	149,845		162,131		155,361		149,734
Concert Programs - 40237	-		4,568		-		-
Early Childhood - 40241	132,059		145,828		146,728		155,528
Adult Instructional Classes - 40242	108,135		105,537		135,992		127,483
Youth Instructional Classes - 40243	233,710		309,436		329,006		286,497
Special Recreation Events - 40244	-		771		5,773		1,941
Mobile Recreation - 40245	-		-		-		61,374
Bark Park - 40248	-		37,458		40,795		36,071
Community Gardens - 40249	 		158		1,900		1,900
Total Community Programs	\$ 3,939,181	\$	4,011,433	\$	4,526,441	\$	5,045,333
Total Leisure and Community Services	\$ 4,529,894	\$	4,677,074	\$	5,431,031	\$	5,751,662

### **GENERAL GOVERNMENT SUPPORT**

**ALL FUNDS (Excludes CIP)** 

GOAL: To formulate City policies and provide effective and efficient administrative support to all City programs.

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	
	 Actual	Actual	Adopted	F	Preliminary
Representation					
City Council - 50110	\$ 427,536	\$ 364,710	\$ 369,993	\$	447,093
Elections - 50120	236,600	94,793	321,558		112,586
Parks & Recreation Comm 50125	4,403	4,300	6,650		6,650
Senior Commission - 50126	1,600	4,400	4,650		4,650
Cultural Arts Committee - 50190	2,592	12,364	1,000		1,000
Historic Resources Committee - 50191		 204	1,000		1,000
Total Representation	\$ 672,730	\$ 480,770	\$ 704,851	\$	572,979
Policy Formulation & Implementation					
City Manager - 50001	\$ 1,852,815	\$ 1,951,410	\$ 2,314,612	\$	2,291,858
City Manager - 50210	2,941	2,272	-		-
City Manager City Council - 50110	-	14,113	-		-
Non-Departmental - 50240	15,539,537	13,032,987	8,835,621		10,041,704
Network for Homeless Solutions - 50250	584,578	293,844	231,520		195,895
Public Communications - 51030	1,262	196	-		-
Communications and Marketing - 51050	 1,164,642	1,220,547	 1,154,246		1,508,461
<b>Total Policy Formulation &amp; Implement</b>	\$ 19,145,774	\$ 16,515,369	\$ 12,535,999	\$	14,037,918
Legal Services					
General Legal Services - 50320	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$	1,020,000
Total Legal Services	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$	1,020,000
City Clerk					
City Council Meetings - 50410	\$ 138,578	\$ 231,902	\$ 325,924	\$	367,820
Public Records - 50420	 263,878	369,426	 438,373		498,066
Total City Clerk	\$ 402,457	\$ 601,328	\$ 764,297	\$	865,886
Financial Services					
Finance Administration - 50001	\$ 396,595	\$ 384,188	\$ 532,767	\$	445,044
Accounting - 50510	713,529	679,424	809,239		870,739
Budget and Research - 50520	235,859	342,274	364,000		398,956
Purchasing - 50530	494,430	538,066	568,747		604,034
Treasury - 50540	 598,408	 715,510	 692,193		749,625
Total Financial Services	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$	3,068,398

### **GENERAL GOVERNMENT SUPPORT**

**ALL FUNDS (Excludes CIP)** 

		FY 14-15	FY 15-16		FY 16-17		FY 17-18		
		Actual		Actual		Adopted	P	reliminary	
Personnel Services									
Human Resources Administration - 50610	\$	1,109,037	\$	1,415,248	\$	1,388,164	\$	1,420,912	
Employee Benefit Administration - 50630		38,596		41,518		42,788		42,788	
Post Employment Benefits - 50650		2,007,763		2,053,472		1,988,546		1,916,000	
Insurance Administration - 50661		402,532		403,650		432,671		550,225	
General Liability - 50662		2,416,673		1,762,768		1,998,979		1,998,979	
Workers' Compensation- 50663		2,985,216		2,836,805		2,640,673		2,640,673	
Total Personnel Services	\$	8,959,816	\$	8,513,460	\$	8,491,821	\$	8,569,577	
Computer Services									
Computer Operations - 50001	\$	-	\$	570	\$	487,253	\$	552,285	
IT Administration - 50710		1,853,570		1,471,506		1,306,565		1,305,727	
Computer Systems Development - 50720		784,329		1,212,415		1,603,541		1,651,440	
Total Computer Services	\$	2,637,899	\$	2,684,491	\$	3,397,359	\$	3,509,452	
Maintenance Services									
Maintenance Services Admin 50001	\$	318,975	\$	358,773	\$	441,256	\$	339,937	
Facility Maintenance - 50910		1,958,796		2,200,944		2,064,640		2,513,283	
Fleet Services - 50920		2,594,322		2,409,348		2,967,142		3,088,139	
Total Maintenance Services	_\$	4,872,093	\$	4,969,065	\$	5,473,038	\$	5,941,359	
Telecommunications									
Operations - 51010	\$	2,917,566	\$	3,346,527	\$	3,347,935	\$	3,603,953	
Technical Support and Maintenance - 51020		423,250		354,543		402,484		455,361	
Emergency Services - 51040		12,952		16,357		226,736		387,379	
Total Telecommunications	\$	3,353,768	\$	3,717,427	\$	3,977,155	\$	4,446,692	
Total General Government Support	\$	43,788,481	\$	41,364,505	\$	39,311,466	\$	42,032,262	



	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
City Council	= 00	= 00	= 00	- 00
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	1.00	1.00	1.00	1.00
Total City Council	6.00	6.00	6.00	6.00
City Manager's Office				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	2.00	2.00	2.00	2.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Recreation Supervisor	1.00	1.00	-	-
Central Services Supervisor	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Code Enforcement Officer	3.00	-	-	-
Community Outreach Worker	-	-	1.00	1.00
Deputy City Clerk	2.00	2.00	2.00	2.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Graphics Designer	1.00	1.00	1.00	1.00
Human Resources Analyst	3.00	3.00	3.00	3.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Principal Human Resources Analyst	2.00	2.00	2.00	2.00
Public Affairs Manager/Assistant to the City Manager	2.00	3.00	3.00	3.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	-	_	_
Website Coordinator	-	-	1.00	1.00
Total City Manager's Office	27.00	24.00	25.00	25.00
Finance Department				
Finance Department Finance Director	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
	1.00	1.00	1.00	1.00
Accounting Specialist I Accounting Specialist II	3.00	3.00	3.00	3.00
Accounting Specialist II  Accounting Supervisor	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00
· · · · · · · · · · · · · · · · · · ·	1.00	1.00	1.00	1.00
Budget Specialist	2.00	2.00	2.00	2.00
Buyer Executive Secretary	1.00	1.00	1.00	1.00
•	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00		
Payroll Coordinator	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00		1.00	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	-
Treasury Specialist	40.00	- 40.00	1.00	1.00
Total Finance Department	18.00	19.00	19.00	19.00

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Parks and Community Services Department				1.00
Parks and Community Services Director	- 1.00	1.00	1.00	1.00 1.00
Administrative Secretary Assistant Recreation Supervisor	2.00	2.00	3.00	3.00
Fariview Park Administrator	2.00	2.00	3.00 -	1.00
Management Analyst	_	- -	1.00	1.00
Recreation Coordinator	1.00	3.00	2.00	2.00
Recreation Manager	1.00	1.00	1.00	-
Recreation Specialist	1.00	-	-	_
Recreation Supervisor	2.00	2.00	1.00	1.00
Senior Center Program Administrator	1.00	1.00	1.00	1.00
Total Parks and Community Svcs Department	9.00	10.00	10.00	11.00
Information Technology Department				
Information Technology Department	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	-
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00
Executive Secretary	-	-	1.00	1.00
Network Administrator	3.00	3.00	3.00	3.00
Programmer Analyst II	-	1.00	1.00	1.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
Total Information Technology Department	10.00	11.00	11.00	11.00
Police Department				
Police Chief	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Animal Control Officer	2.00	2.00	2.00	2.00
Civilian Investigator	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	1.00	-	-
Communications Installer	1.00	1.00	1.00	1.00
Communications Officer	16.00	16.00	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Community Services Specialist	11.00	6.00	6.00	6.00
Court Liaison	-	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	1.00	-	-
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	3.00	4.00	3.00	3.00
Custody Officer	7.00	-	-	-
Electronics Technician	1.00	1.00	1.00	1.00
Emergency Services Administrator	-	-	1.00	1.00
Executive Secretary	2.00	2.00	2.00	2.00
Logistical Support Manager	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Park Ranger	2.00	5.00 2.00	6.00 2.00	6.00 2.00
Police Captain Police Lieutenant	6.00	6.00	6.00	2.00 6.00
Police Officer	97.00	98.00	101.00	102.00
i diloc dilloci	91.00	30.00	101.00	102.00

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Police Department (Continued)				
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Shift Supervisor	3.00	3.00	3.00	3.00
Police Sergeant	23.00	23.00	23.00	23.00
Police Training Assistant	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Public Affairs Manager	-	-	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Senior Communications Officer	1.00	1.00	1.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Senior Police Officer	7.00	6.00	3.00	2.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Total Police Department	217.00	213.00	212.00	212.00
Fire Department				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief - Administration	1.00	-	-	-
Code Enforcement Officer	-	1.00	1.00	1.00
Division Chief - Administration	_	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Executive Secretary	1.00	1.00	1.00	1.00
Fire Captain	15.00	15.00	15.00	19.00
Fire Captain - Administration	13.00	1.00	1.00	19.00
Fire Engineer	18.00	18.00	18.00	18.00
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	39.00	39.00	39.00	42.00
Management Analyst	1.00	1.00	1.00	1.00
Total Fire Department	82.00	84.00	84.00	90.00
Total The Department	02.00	04.00	04.00	30.00
Development Services Department	4.00	4.00	4.00	4.00
Economic & Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Development Services Director	1.00	1.00	1.00	1.00
Assistant Director, Community Improvement Division	-	1.00	1.00	-
Assistant Planner	1.00	1.00	-	1.00
Associate Planner	2.00	3.00	3.00	3.00
Building/Combination Bldg. Inspector	5.00	5.00	5.00	5.00
Building Official	1.00	1.00	1.00	1.00
Building Technician II	2.00	2.00	2.00	2.00
Chief of Code Enforcement	1.00	1.00	1.00	1.00
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	-	1.00	1.00	1.00
Code Enforcement Officer	5.00	9.00	8.00	6.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	3.00	2.00	3.00	3.00

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
<u>Development Services Department (Continued)</u>	4.00	4.00	4.00	4.00
Office Specialist II	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Plan Checker	-	-	-	1.00
Plan Check Engineer	1.00	-	-	1.00
Principal Planner	3.00	1.00	1.00	1.00
Senior Code Enforcement Officer	-	-	1.00	2.00
Senior Combination Inspector	-	-	1.00	-
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator		1.00	1.00	1.00
Total Development Services Department	33.00	37.00	38.00	38.00
Public Services Department				
Public Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	3.00	3.00	3.00	3.00
Assistant Engineer	4.00	4.00	4.00	4.00
Assistant Street Superintendent	1.00	-	-	-
Associate Engineer	2.00	2.00	1.00	4.00
Chief Construction Inspector	-	-	-	1.00
City Engineer	1.00	1.00	1.00	1.00
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	1.00	1.00	1.00	1.00
Engineering Technician II	3.00	3.00	1.00	-
Engineering Technician III	4.00	4.00	6.00	5.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	2.00	2.00	2.00	2.00
Executive Secretary	2.00	2.00	2.00	2.00
Facilities & Equipment Supervisor	1.00	-	-	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	7.00	7.00	7.00	6.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Superintendent	-	3.00	3.00	3.00
Maintenance Supervisor	5.00	5.00	5.00	5.00
Maintenance Worker	10.00	10.00	10.00	5.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist I	-	1.00	1.00	1.00
Principal Civil Engineer	-	1.00	1.00	1.00
Public Right of Way Coordinator	1.00	1.00	1.00	-
Senior Engineer	3.00	3.00	4.00	3.00
Senior Maintenance Supervisor	1.00	-	-	-
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	14.00	11.00	11.00	8.00
Transportation Services Manager	1.00	1.00	1.00	1.00
<b>Total Public Services Department</b>	75.00	74.00	74.00	65.00
Total Full-time Employees	477.00	478.00	479.00	477.00
Filled Positions at Fiscal End	408.00	402.00	403.00	_ :

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
•	•	•		<u> </u>
Part-time Employees FTE's (Full-time Equivalents)				
City Managaria Office	11.01	0.20	12.50	1474
City Manager's Office	11.91	9.29	12.59	14.74
Finance Department	2.21	2.71	2.50	3.25
Parks and Community Services*	44.43	60.77	64.00	69.54
Information Technology Department	0.50	1.48	1.94	2.16
Police Department	18.91	19.63	22.46	23.60
Fire Department	2.75	3.25	3.50	3.50
Development Services Department	4.25	6.50	8.23	7.95
Public Services Department	8.37	7.77	10.82	12.47
Total Part-time FTE's	93.33	111.40	126.04	137.21

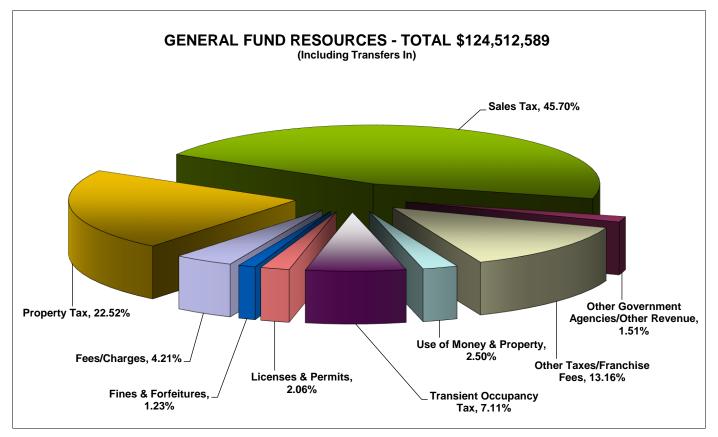
<sup>\*</sup> Division title changed from Recreation in FY 14-15. Previously included in Public Services in prior year.

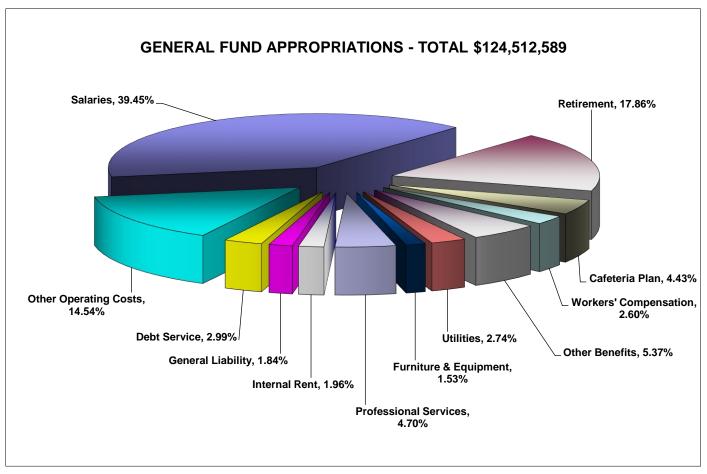


# APPROPRIATIONS SUMMARIES GENERAL FUND

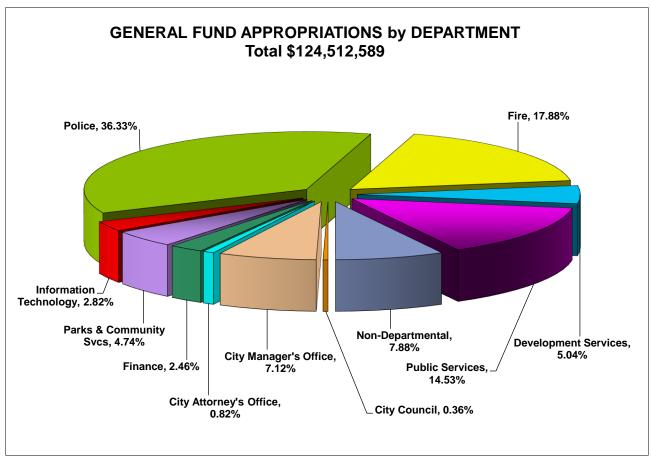
**FISCAL YEAR 2017-2018** 

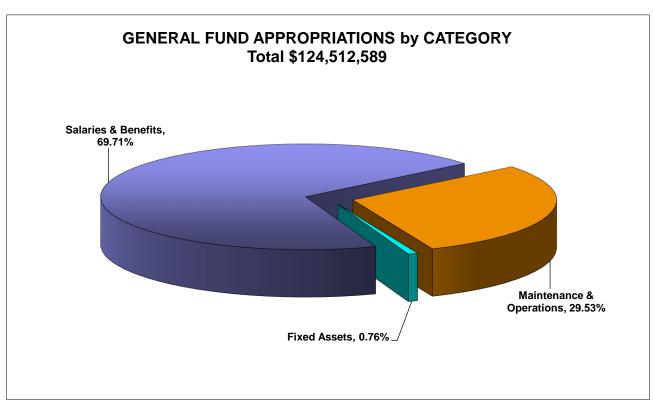
# GENERAL FUND RESOURCES & APPROPRIATIONS FISCAL YEAR 2017-2018





# GENERAL FUND APPROPRIATIONS FISCAL YEAR 2017-2018





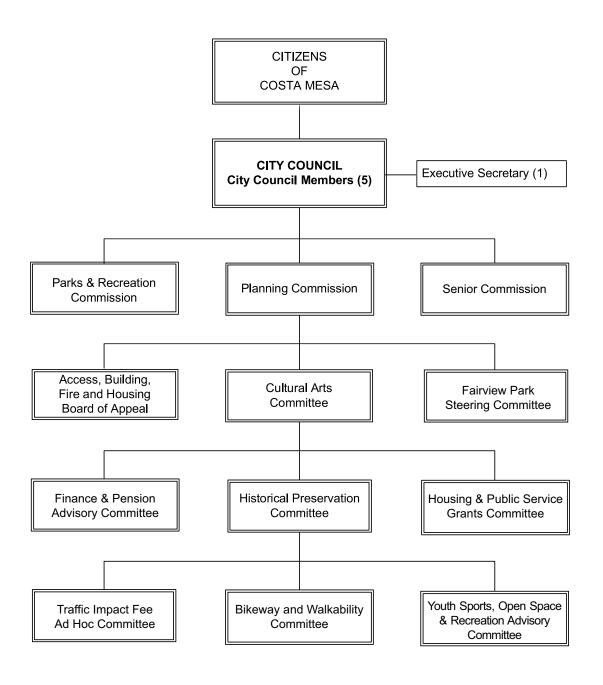
# **SUMMARY OF APPROPRIATIONS**BY ACCOUNT - GENERAL FUND ONLY

		FY 14-15		FY 15-16		FY 16-17		FY 17-18
Description		Actual		Actual		Adopted	I	Preliminary
Regular Salaries - Sworn	\$	18,320,595	\$	18,322,223	\$	22,006,226	\$	21,881,255
Regular Salaries - Non-Sworn	•	15,314,727	,	15,975,179	•	14,689,647	,	18,276,386
Regular Salaries - Part-Time		4,092,264		3,959,820		4,876,796		4,682,633
Overtime		6,617,025		7,124,396		4,532,965		4,273,872
Accrual Payoff - Excess Max.		168,807		147,590		212,072		212,072
Vacation/Comp. Time Cash Out		265,353		214,420		158,094		156,915
Holiday Allowance		733,383		642,765		405,771		475,141
Separation Pay-Off		374,201		320,869		· -		-
Other Compensation		2,076,036		2,001,636		2,497,275		2,438,336
Cafeteria Plan		3,887,212		4,158,495		4,644,694		5,517,694
Medicare		688,814		701,612		628,015		649,414
Retirement		16,928,366		18,003,320		20,948,417		22,244,054
Longevity		2,568		2,664		2,268		2,760
Professional Development		412,175		515,579		657,019		716,330
Auto Allowance		30,696		31,576		35,662		35,662
Unemployment		41,811		41,811		84,599		84,596
Workers' Compensation		2,304,484		2,302,938		2,587,119		3,240,251
Employer Contr.Retirees' Med.		1,880,229		1,914,220		1,915,100		1,915,100
Salaries & Benefits	\$	74,138,746	\$	76,381,115	\$	80,881,739	\$	86,802,470
Stationers and Office	Φ.			242.052	Φ	100.047	Φ.	101.054
Stationery and Office	\$	199,598	\$	213,053	\$	188,847	\$	191,854
Multi-Media, Promos, Subscrpt.		324,181		426,466		454,612		633,853
Small Tools and Equipment		472,484		357,051 284,353		408,035 386,069		339,888 401,169
Uniforms and Clothing Safety and Health		346,365 287,462		389,286		451,938		478,849
Maintenance and Construction		450,557		467,592		462,230		429,230
Agriculture		125,362		148,065		131,165		102,000
Fuel		(935)		140,005		200		200
Electricity - Buildings & Fac.		605,593		572,108		587,600		545,708
Electricity - Power		270,833		255,060		269,000		276,400
Electricity - Street Lights		1,045,470		1,022,924		1,100,000		1,100,000
Gas		37,870		42,157		47,000		46,600
Water - Domestic		167,062		134,034		168,075		159,210
Water - Parks and Parkways		692,970		457,467		834,250		689,813
Waste Disposal		147,699		137,240		149,600		149,600
Janitorial and Housekeeping		396,861		447,327		395,056		438,711
Postage		151,762		107,674		98,600		100,600
Legal Advertising/Filing Fees		219,266		214,189		219,400		219,400
Advertising and Public Info.		7,186		9,033		10,750		10,750
Telephone/Radio/Communications		331,995		471,113		479,440		514,186
Meetings and Conferences		48,814		43,823		36,000		37,000
Mileage Reimbursement		2,244		2,153		3,695		4,195
Board Member Fees		29,700		32,700		34,200		34,200
Buildings and Structures		83,322		99,935		100,350		143,550
Landscaping and Sprinklers		1,295,394		1,433,979		1,597,364		2,864,384
Underground Lines		- ,		5,000		5,000		4,000
Automotive Equipment		_		-		-		1,800
Office Furniture		16,942		28,035		3,850		3,850
Office Equipment		641,401		587,519		671,793		58,402
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# **SUMMARY OF APPROPRIATIONS**BY ACCOUNT - GENERAL FUND ONLY

Streets, Alleys and Sidewalks         140,720         813,651         1,150,100         1,089,394           Employment         552,118         418,586         83,300         558,0238           Consulting         3,674,691         3,670,304         4,053,987         3,550,238           Legal         349,782         778,529         238,500         258,500           Engineering and Architectural Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,555           Law Enforcement         426,351         571,903         763,390         722,242           Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,			FY 14-15		FY 15-16		FY 16-17	FY 17-18	
Other Equipment         \$ 1,137,510         \$ 817,687         \$ 882,982         \$ 892,536           Streets, Alleys and Sidewalks         140,720         813,651         1,150,100         1,089,394           Employment         552,118         418,586         83,300         51,800           Consulting         3,674,691         3,670,304         4,053,987         3,550,238           Legal         283,085         373,105         422,084         276,938           Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,555         213,555           Law Enforcement         426,351         571,903         763,390         722,242         Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000         100,000         2,755,000         2,860,000         2,755,000         2,860,000         2,755,000         2,860,000         2,755,000         2,860,000         2,755,000         2,860,000         2,755,000         2,860,000         2,755,000         2,860,000         2,755,000         2,860,000         2,755,000 </th <th>Description</th> <th></th> <th>Actual</th> <th></th> <th>Actual</th> <th></th> <th>Adopted</th> <th>F</th> <th>Preliminary</th>	Description		Actual		Actual		Adopted	F	Preliminary
Streets, Alleys and Sidewalks         140,720         813,651         1,150,100         1,089,394           Employment         552,118         418,586         83,300         55,800           Consulting         3,674,691         3,670,304         4,053,987         3,550,238           Legal         349,782         778,529         238,500         258,500           Engineering and Architectural Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,555           Law Enforcement         426,351         571,903         763,390         722,242           Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,45	Maintenance & Operations (Cor	ntinu	ed)				-		
Employment         552,118         418,586         83,300         51,800           Consulting         3,674,691         3,670,304         4,053,987         3,550,238           Legal         349,782         778,629         238,500         258,500           Engineering and Architectural         283,085         373,105         422,084         276,938           Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,555           Law Enforcement         426,351         571,903         763,390         722,242           Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,450				\$	817,687	\$	882,982	\$	892,536
Consulting         3,674,691         3,670,304         4,053,987         3,550,238           Legal         349,782         778,529         238,500         258,550           Engineering and Architectural         283,085         373,105         422,084         276,938           Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,555           Law Enforcement         426,351         571,903         763,390         722,242           Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,450           Internal Rent - Maint. Charges         1,115,713         1,182,058         1,529,195         1,517,258 <td>Streets, Alleys and Sidewalks</td> <td></td> <td>140,720</td> <td></td> <td>813,651</td> <td></td> <td>1,150,100</td> <td></td> <td>1,089,394</td>	Streets, Alleys and Sidewalks		140,720		813,651		1,150,100		1,089,394
Legal         349,782         778,529         238,500         258,500           Engineering and Architectural         283,085         373,105         422,084         276,938           Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,555           Law Enforcement         426,351         571,903         763,390         722,242           Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,450           Internal Rent - Maint, Charges         1,115,713         1,182,058         1,529,195         1,517,258           Internal Rent - Fepl.Cost         253,231         689,465         744,682         668	Employment		552,118		418,586		83,300		51,800
Engineering and Architectural	Consulting		3,674,691		3,670,304		4,053,987		3,550,238
Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,651         248,6571         248,000         20,000         28,60,000         20,606         20,605         21,603         21,603         21,614         31,614         31,614	Legal		349,782		778,529		238,500		258,500
Financial & Information Svcs.         157,195         189,146         235,100         227,230           Medical and Health Inspection         131,717         159,947         213,555         213,651         248,6571         248,000         20,000         28,60,000         20,606         20,605         21,603         21,603         21,614         31,614         31,614	Engineering and Architectural		283,085		373,105		422,084		276,938
Law Enforcement         426,351         571,903         763,390         722,242           Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,450           Internal Rent - Maint. Charges         1,115,713         1,182,058         1,529,195         1,517,258           Internal Rent - Repl.Cost         253,231         689,465         744,682         668,656           Internal Rent - IT Replacement         100,000         150,002         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         1,000,000         500,000	Financial & Information Svcs.		157,195		189,146		235,100		227,230
Recreation         427,184         477,962         579,321         548,571           Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,450           Internal Rent - Maint. Charges         1,115,713         1,182,058         1,529,195         1,517,258           Internal Rent - IT Replacement         100,000         150,002         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -         -           Assistance         9,425         13,666         20,000         20,000           Ac	Medical and Health Inspection		131,717		159,947		213,555		213,555
Principal Payments         2,390,000         2,490,000         2,755,000         2,860,000           Interest Payments         1,124,579         1,028,316         980,493         860,865           External Rent         612,764         638,013         757,940         762,440           Grants, Loans and Subsidies         190,345         198,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,450           Internal Rent - Maint. Charges         1,115,713         1,182,058         1,529,195         1,517,258           Internal Rent - Repl. Cost         253,231         689,465         744,682         668,656           Internal Rent - IT Replacement         100,000         150,000         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -         -           Acquisition Costs         322,736         -         -         -	Law Enforcement		426,351		571,903		763,390		722,242
Interest Payments	Recreation		427,184		477,962		579,321		548,571
External Rent 612,764 638,013 757,940 762,440 Grants, Loans and Subsidies 190,345 198,547 150,000 150,000 Central Services 151,474 163,759 139,700 144,450 Internal Rent - Maint. Charges 1,115,713 1,82,058 1,529,195 1,517,258 Internal Rent - Repl.Cost 253,231 689,465 744,682 668,656 Internal Rent - IT Replacement 100,000 150,002 200,000 250,000 General Liability 1,740,140 1,742,501 2,223,407 2,286,314 Taxes and Assessments 87,554 91,368 25,235 25,235 Contingency 1,000,000 500,000 Other Costs (78) 683 1,000,000 Contingency 1,000,000 500,000 Other Costs (78) 683	Principal Payments		2,390,000		2,490,000		2,755,000		2,860,000
Grants, Loans and Subsidies         190,345         190,547         150,000         150,000           Central Services         151,474         163,759         139,700         144,450           Internal Rent - Maint. Charges         1,115,713         1,182,058         1,529,195         1,517,258           Internal Rent - Repl. Cost         253,231         689,465         744,682         668,656           Internal Rent - IT Replacement         100,000         150,002         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         34,590,328         33,982,654         36,238,876         36,763,059 <t< td=""><td>Interest Payments</td><td></td><td>1,124,579</td><td></td><td>1,028,316</td><td></td><td>980,493</td><td></td><td>860,865</td></t<>	Interest Payments		1,124,579		1,028,316		980,493		860,865
Central Services         151,474         163,759         139,700         144,450           Internal Rent - Maint. Charges         1,115,713         1,182,058         1,529,195         1,517,258           Internal Rent - Repl. Cost         253,231         689,465         744,682         668,656           Internal Rent - IT Replacement         100,000         150,002         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures         -         \$ 2,603         \$ -         \$ -           Automot	External Rent		612,764		638,013		757,940		762,440
Internal Rent - Maint. Charges         1,115,713         1,182,058         1,529,195         1,517,258           Internal Rent - Repl.Cost         253,231         689,465         744,682         668,656           Internal Rent - IT Replacement         100,000         150,002         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         34,590,328         33,982,654         36,238,876         36,763,059           Buildings and Structures         -         \$         2,603         \$         -         -           Automotive Equipment         1,404         -	Grants, Loans and Subsidies		190,345		198,547		150,000		150,000
Internal Rent - Repl.Cost         253,231         689,465         744,682         668,656           Internal Rent - IT Replacement         100,000         150,002         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures         \$ -         \$ 2,603         \$ -         \$ -           Automotive Equipment         1,404         -         -         -         -           Office Furniture         -         76,998         4,023         14,626           Office Equipment	Central Services		151,474		163,759		139,700		144,450
Internal Rent - IT Replacement         100,000         150,002         200,000         250,000           General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures         \$         -         \$         2,603         \$         -         -           Automotive Equipment         1,404         -         -         -         -         -           Office Furniture         -         76,998         4,023         14,626           Office Equipment         21,518         41,000         -         -	Internal Rent - Maint. Charges		1,115,713		1,182,058		1,529,195		1,517,258
General Liability         1,740,140         1,742,501         2,223,407         2,286,314           Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures         \$ -         \$ 2,603         \$ -         \$ -           Automotive Equipment         1,404         -         -         -           Office Furniture         -         76,998         4,023         14,626           Office Equipment         21,518         41,000         -         -           Other Equipment         405,936         1,042,782         268,259         932,434           Fixed Assets         \$ 4	Internal Rent - Repl.Cost		253,231		689,465		744,682		668,656
Taxes and Assessments         87,554         91,368         25,235         25,235           Contingency         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures         \$ -         \$ 2,603         \$ -         \$ -           Automotive Equipment         1,404         -         -         -           Office Furniture         -         76,998         4,023         14,626           Office Equipment         21,518         41,000         -         -           Other Equipment         405,936         1,042,782         268,259         932,434           Fixed Assets         \$ 428,858         1,163,383         \$ 272,282         \$ 947,060	Internal Rent - IT Replacement		100,000		150,002		200,000		250,000
Contingency Other Costs         -         -         1,000,000         500,000           Other Costs         (78)         683         -         -         -           Assistance         9,425         13,666         20,000         20,000           Acquisition Costs         322,736         -         -         -         -           Operating Transfers Out         10,814,636         8,934,119         7,796,786         8,907,435           Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures         \$ -         \$ 2,603         \$ -         \$ -           Automotive Equipment         1,404         -         -         -         -           Office Furniture         -         76,998         4,023         14,626           Office Equipment         21,518         41,000         -         -           Other Equipment         405,936         1,042,782         268,259         932,434           Fixed Assets         \$ 428,858         1,163,383         \$ 272,282         \$ 947,060	General Liability		1,740,140		1,742,501		2,223,407		2,286,314
Other Costs         (78)         683         -	Taxes and Assessments		87,554		91,368		25,235		25,235
Assistance       9,425       13,666       20,000       20,000         Acquisition Costs       322,736       -       -       -       -         Operating Transfers Out       10,814,636       8,934,119       7,796,786       8,907,435         Maintenance & Operations       \$ 34,590,328       \$ 33,982,654       \$ 36,238,876       \$ 36,763,059         Buildings and Structures       \$ -       \$ 2,603       \$ -       \$ -         Automotive Equipment       1,404       -       -       -       -         Office Furniture       -       76,998       4,023       14,626         Office Equipment       21,518       41,000       -       -       -         Other Equipment       405,936       1,042,782       268,259       932,434         Fixed Assets       \$ 428,858       \$ 1,163,383       \$ 272,282       \$ 947,060	Contingency		-		-		1,000,000		500,000
Acquisition Costs       322,736       - <td>Other Costs</td> <td></td> <td>(78)</td> <td></td> <td>683</td> <td></td> <td>-</td> <td></td> <td>-</td>	Other Costs		(78)		683		-		-
Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures Automotive Equipment         \$ -         \$ 2,603         \$ -         \$ -           Office Furniture         -         76,998         4,023         14,626           Office Equipment         21,518         41,000         -         -           Other Equipment         405,936         1,042,782         268,259         932,434           Fixed Assets         \$ 428,858         \$ 1,163,383         \$ 272,282         \$ 947,060	Assistance		9,425		13,666		20,000		20,000
Maintenance & Operations         \$ 34,590,328         \$ 33,982,654         \$ 36,238,876         \$ 36,763,059           Buildings and Structures         \$ -         \$ 2,603         \$ -         \$ -           Automotive Equipment         1,404         -         -         -           Office Furniture         -         76,998         4,023         14,626           Office Equipment         21,518         41,000         -         -           Other Equipment         405,936         1,042,782         268,259         932,434           Fixed Assets         \$ 428,858         \$ 1,163,383         \$ 272,282         \$ 947,060	Acquisition Costs		322,736		-		-		-
Buildings and Structures       \$ -       \$ 2,603       \$ -       \$ -         Automotive Equipment       1,404       -       -       -       -         Office Furniture       -       76,998       4,023       14,626         Office Equipment       21,518       41,000       -       -         Other Equipment       405,936       1,042,782       268,259       932,434         Fixed Assets       \$ 428,858       \$ 1,163,383       \$ 272,282       \$ 947,060	Operating Transfers Out		10,814,636		8,934,119		7,796,786		8,907,435
Buildings and Structures       \$ -       \$ 2,603       \$ -       \$ -         Automotive Equipment       1,404       -       -       -       -         Office Furniture       -       76,998       4,023       14,626         Office Equipment       21,518       41,000       -       -         Other Equipment       405,936       1,042,782       268,259       932,434         Fixed Assets       \$ 428,858       \$ 1,163,383       \$ 272,282       \$ 947,060									
Automotive Equipment       1,404       -       -       -       -         Office Furniture       -       76,998       4,023       14,626         Office Equipment       21,518       41,000       -       -         Other Equipment       405,936       1,042,782       268,259       932,434         Fixed Assets       \$ 428,858       \$ 1,163,383       \$ 272,282       \$ 947,060	Maintenance & Operations	\$	34,590,328	\$	33,982,654	\$	36,238,876	\$	36,763,059
Automotive Equipment       1,404       -       -       -       -         Office Furniture       -       76,998       4,023       14,626         Office Equipment       21,518       41,000       -       -         Other Equipment       405,936       1,042,782       268,259       932,434         Fixed Assets       \$ 428,858       \$ 1,163,383       \$ 272,282       \$ 947,060	Buildings and Structures	\$	_	\$	2 603	\$	_	\$	_
Office Furniture       -       76,998       4,023       14,626         Office Equipment       21,518       41,000       -       -         Other Equipment       405,936       1,042,782       268,259       932,434         Fixed Assets       \$ 428,858       1,163,383       \$ 272,282       \$ 947,060		Ψ	1 404	Ψ	2,005	Ψ	_	Ψ	_
Office Equipment         21,518         41,000         -         -           Other Equipment         405,936         1,042,782         268,259         932,434           Fixed Assets         \$ 428,858         1,163,383         \$ 272,282         \$ 947,060			1,707		76 008		4 023		14 626
Other Equipment       405,936       1,042,782       268,259       932,434         Fixed Assets       \$ 428,858       \$ 1,163,383       \$ 272,282       \$ 947,060			21 518				4,023		14,020
Fixed Assets \$ 428,858 \$ 1,163,383 \$ 272,282 \$ 947,060	·				,		269 250		033 434
	Other Equipment		400,800		1,042,702		200,239		932,434
Total Appropriations \$ 109 157 932 \$ 111 527 151 \$ 117 302 897 \$ 124 512 580	Fixed Assets	\$	428,858	\$	1,163,383	\$	272,282	\$	947,060
- 19tai - 16ti, 16ti	Total Appropriations	\$	109,157,932	\$	111,527,151	\$	117,392,897	\$	124,512,589







#### CITY COUNCIL

The City Council is the policy setting body of the City. There are five Council Members and one Executive Secretary in this department. After swearing in and qualifying any newly elected member, the City Council shall elect the Mayor and the Mayor Pro-Tem.

#### CITY COUNCIL - 10100

#### City Council - Program 50110

Council duties include establishing goals and policies, enacting legislation, adopting the City's operating and capital budget, and appropriating the funds necessary to provide services to the City's residents, businesses and visitors. City Council Members also participate in a wide variety of community and regional activities and spend a considerable amount of time interacting with residents, business owners, and community stakeholders.

Clerical staff provides administrative support and customer services to five City Council Members and the public.

#### **BUDGET NARRATIVE**

The FY 17-18 preliminary budget for the City Council is \$447,093, an increase of \$77,100, or 20.8 percent as compared to the adopted budget for FY 16-17. This increase is mainly attributed to an increase in the Professional Development and Cafeteria Plan account.

#### **GOALS**

In March 2017, the City Council set the following strategic goals to receive the highest priority attention in FY 2017-18:

#### Tier 1: To receive the highest priority attention in FY 2017-18

- Begin Construction of the Lions Park Projects
- Engage in strategies for a safe community, including having a fully-staffed Police Department
- · Address homelessness, both locally and on a cooperative basis with other communities
- Address issues related to group/sober living homes
- Maintain focus on fiscal responsibility

#### Tier 2: To be carried out as resources permit in FY 2017-18

- Invest in infrastructure (e.g., sidewalks, streets, safe bike trails)
- Fill City staffing vacancies to provide needed services
- Ensure our land use policies will make life better for our residents and try to keep our residential areas nice places to live
- · Formally consider a new ambulance transport system
- Complete the process to create a Master Plan for the Arts
- Pursue economic development with a focus on attracting middle and well-paying jobs and supporting workforce development
- Implement additional measures to enhance our animal control and sheltering services



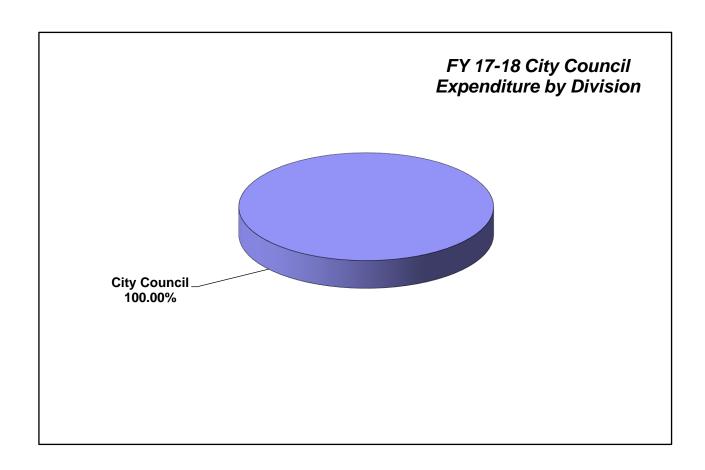
# CITY COUNCIL FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Adopted	Adopted	Adopted	Preliminary
City Council - 10100				_
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	1.00	1.00	1.00	1.00
Subtotal City Council - 50110	6.00	6.00	6.00	6.00
Total Department Full-time Positions Total Department Part-time Positions (in FTE's)	6.00	6.00 -	6.00 -	6.00
TOTAL DEPARTMENT	6.00	6.00	6.00	6.00



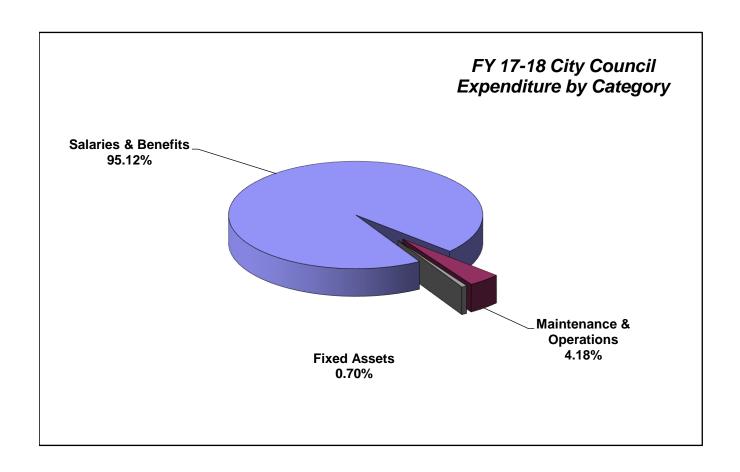
# CITY COUNCIL EXPENDITURE SUMMARY BY DIVISION

	 FY 14-15 Actual	 FY 15-16 Actual	FY 16-17 Adopted	-	FY 17-18 eliminary	Percent Change
<b>Expenditure by Division:</b>						
City Council - 10100	\$ 427,536	\$ 364,710	\$ 369,993	\$	447,093	20.84%
Total Expenditures	\$ 427,536	\$ 364,710	\$ 369,993	\$	447,093	20.84%



# CITY COUNCIL EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	 FY 14-15 Actual	 FY 15-16 Actual	FY 16-17 Adopted	-	FY 17-18 eliminary	Percent Change
Salaries & Benefits Maintenance & Operations Fixed Assets	\$ 343,581 80,805 3,150	\$ 335,398 29,312	\$ 350,768 16,075 3,150	\$	425,268 18,675 3,150	21.24% 16.17% 0.00%
Total Expenditures	\$ 427,536	\$ 364,710	\$ 369,993	\$	447,093	20.84%



	_	FY 14-15 Actual	 FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 eliminary	Percent of Total
Funding Sources:						
General Fund - 101	\$	427,536	\$ 364,710	\$ 369,993	\$ 447,093	100.00%
Total Funding Sources	\$	427,536	\$ 364,710	\$ 369,993	\$ 447,093	100.00%

# CITY COUNCIL EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account #		Y 14-15 Actual		Y 15-16 Actual	-	Y 16-17 Adopted	_	Y 17-18 eliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$	122,660	\$	101,087	\$	109,513	\$	101,938	-7%
Overtime	501400		297		1,030		<u>-</u>		<u>-</u>	0%
Separation Pay-Off	501800		-		206		-		-	0%
Cafeteria Plan	505100		120,025		121,789		119,628		142,560	19%
Medicare	505200		2,241		2,129		1,588		1,478	-7%
Retirement	505300		36,937		19,842		26,217		26,323	0%
Professional Development	505500		61,421		89,315		93,822		152,969	63%
Subtotal Salaries & Benefits		\$	343,581	\$	335,398	\$	350,768	\$	425,268	21%
Stationery and Office	510100	\$	1.172	\$	718	\$	1,250	\$	1,250	0%
Multi-Media, Promotions and Subs	510200	*	9,674	•	2,047	•	1,875	•	1,875	0%
Small Tools and Equipment	510300		901		1,340		1,350		1,350	0%
Uniform & Clothing	510400		-		-		500		500	0%
Safety and Health	510500		715		1,086		-		1,100	0%
Postage	520100		52,595		16		600		600	0%
Meetings & Conferences	520500		10,214		11,971		8,500		10,000	18%
Mileage Reimbursement	520600		-		128		-		-	0%
Employment	530100		-		9,905		-		-	0%
External Rent	535400		4,868		766		500		500	0%
Central Services	535800		666		1,335		1,500		1,500	0%
Subtotal Maintenance & Operation	ons	\$	80,805	\$	29,312	\$	16,075	\$	18,675	16%
Other Equipment	590800	\$	3,150	\$	_	\$	3,150	\$	3,150	0%
Subtotal Fixed Assets		\$	3,150	\$	-	\$	3,150	\$	3,150	0%
Total Expenditures		\$	427,536	\$	364,710	\$	369,993	\$	447,093	21%

# CITY COUNCIL EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
CITY COUNCIL - 10100					
City Council - 50110					
Salaries & Benefits	\$ 343,581	\$ 335,398	\$ 350,768	\$ 425,268	21%
Maintenance & Operations	80,805	29,312	16,075	18,675	16%
Fixed Assets	3,150	-	3,150	3,150	0%
Subtotal City Council	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	21%
Total Expenditures	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	21%





#### CITY MANAGER'S OFFICE

The City Manager's Office is a General Government Support function. The Department is comprised of four divisions, split into different programs and has 25 full-time staff members composed of eight management, 13 professional, and four clerical positions. Part-time staffing consists of 14.74 full-time equivalents. The four divisions are as follows:

- Administration
- City Clerk
- Human Resources
- Risk Management

#### **ADMINISTRATION - 11100**

#### City Manager's Office Administration - 50001

Coordinates and directs the City's functions within the framework of policy established by the City Council; advises Council as to the financial condition and needs of the City and also provides information to the public.

#### **Network for Homeless Solutions - 50250**

The Network for Homeless Solutions (NHS) is responsible for the execution of the Homeless Task Force Implementation Strategy adopted by the City Council in 2012. Community Outreach Workers assist Costa Mesa homeless residents obtain housing and link them to services designed to end their homelessness. The NHS team, consisting of department staff liaisons as well as key stakeholders within the community and mental health workers from the County of Orange, meets weekly to discuss strategies to remediate homelessness and quality of life issues.

#### Communications and Marketing - 51050

Ensures quality communication, both internally and externally, utilizing a variety of platforms such as the website, news blog, social media, TV channel, newsletter, print and more.

#### CITY CLERK - 11200

#### Elections - 50120

As the local elections official, the City Clerk conducts the General Municipal Election by coordinating the filing of candidate nominations, initiatives, referendums, and recall actions. The City Clerk is the Filing Officer for the Political Reform Act and coordinates the filing of campaign financial statements and Conflicts of Interest Statements.

#### **Council Meetings - 50410**

The role of the City Clerk includes serving as Clerk of the City Council and Secretary to the Housing Authority, Successor Agency to the Costa Mesa Redevelopment Agency and the Oversight Board of the Successor Agency to the Redevelopment Agency. As the Brown Act official the Clerk is responsible for preparing and reviewing agendas for all meetings, manages records pertaining to Council legislative actions and proceedings, minutes, ordinances, resolutions, public notices and indices thereof. The City Clerk's office manages the concierge services in the City Hall lobby which is responsible for greeting the public, checking in of guests, and answering the main telephone line to City Hall.

#### Public Records - 50420

As the Public Records Act official, Custodian of Records and City Archivist the Clerk is the administrator for official city documents and records, including indexing, preservation and archiving programs, retention schedules, public records requests responses, and subpoenas for records. The City Clerk is responsible for the execution of the

### CITY MANAGER'S OFFICE

Electronic Document Imaging System including adding records to the database to provide greater access to public documents.

#### **HUMAN RESOURCES - 14100**

#### **Human Resources Administration - 50610**

To provide the full range of traditional and core human resources services to include recruitment and selection; classification and compensation systems; employee development and training; and labor/employee relations. These comprehensive services are provided in compliance and as mandated by Federal and State labor laws, Personnel Rules & Regulations, and current Memorandum of Understanding (MOU).

#### RISK MANAGEMENT - 14400

#### **Employee Benefits Administration - 50630**

Administers group health and welfare benefits and retirement plans for active employees and retirees. Evaluates and makes recommendations on ways to improve benefits, such as utilizing wellness programs, flexible spending accounts and long-term disability insurance; oversees required/optional industrial medical examinations; and the Employee Assistance Program (EAP). Serves as staff/advisor to Benefits Review Committee consisting of labor and management representatives who meet to review and discuss relevant issues related to employee benefits/programs and appropriate cost-effective spending of benefit dollars. Serves as a liaison to the Pension Oversight Committee to review annual and long-term pension and financial matters as it pertains to the City's CalPERS retirement pension obligation. Monitors and ensures compliance with Federal, State and City leave programs such as the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA).

#### Post-Employment Benefits - 50650

Administration of the retiree medical program.

#### **Risk Management Administration - 50661**

Procures and administers the City's comprehensive commercial insurance protection program. Includes property inspections and appraisals as a part of a comprehensive real and personal property insurance program; evaluate levels of coverage for appropriate protection of assets.

#### Liability - 50662

Evaluates and monitors the City's risk of loss, minimizing the financial impact of such risks to the lowest feasible level; and procures and administers the City's self-insured general liability and environmental insurance programs. Claims against the City are jointly handled with the City's third-party administrator or internally as appropriate; Includes loss control program that identifies areas of concerns and acts to mitigate future incidents. Serves as staff/advisors to the City's Safety Coordinating Committee consisting of joint labor-management representatives. Provides staff support to the City's Insurance Committee.

#### Workers' Compensation - 50663

Proactively administers safety and wellness programs for employees as well as the self-insured Workers' Compensation Program and the Occupational Injury/Illness Prevention Plan. Maintains oversight of the third-party workers' compensation claims administrator and consultants for workplace safety, ergonomics, and indoor air quality. Administers and coordinates work-related disability compliance and interactive process, physical and fitness-for-duty examinations and infection control program. Provides training to departments to assist in cost containment/appropriate use of this program.

### CITY MANAGER'S OFFICE

#### BUDGET NARRATIVE

The FY 17-18 preliminary budget for the City Manager's Office is \$13,544,263, an increase of \$266,209, or 2.0%, compared to the adopted budget for FY 16-17.

Increases are mainly attributed to Salaries and Benefits accounts partially offset by a slight decrease in Maintenance and Operations accounts.

#### PRIOR YEAR'S ACCOMPLISHMENTS

- Ensured successful November 2016 election with comprehensive outreach and public information campaigns regarding ballot measures.
- Apprised residents of City information in a timely and easily accessible manner through various means: press releases, brochures and flyers, City's website, CMTV 3, social media channels, the Costa Mesa Minute, Costa Mesa Connected and City Hall Snapshot.
- Hosted and expanded upon the annual Snoopy House event attracting an estimated 30,000 guests and celebrated the 50<sup>th</sup> anniversary of the holiday tradition.
- Prepared multiple letters on bills and legislative issues to area legislators, state bill authors, and the Governor to make sure the City is heard on issues that potentially impact Costa Mesa.
- Continued to assist the 1/5 Support Group in fundraising and awareness efforts for the City's adopted 1<sup>st</sup> Battalion, 5<sup>th</sup> Marine Regiment.
- Network for Homeless Solutions Outreach Team connected approximately 69 individuals with permanent housing in 2016. They currently have an active case load of approximately 104 clients and continue to follow up on 20 individuals who have recently been housed. The collaborative team also reconnected another 17 individuals to family or placement outside of the area.
- City Clerk Division successfully conducted the General Municipal Election including an unprecedented 8 measures on the ballot and 7 City Council candidates.
- City Clerk Division processed a record 783 Public Records Act Requests, a 10% increase over 2015.
- City Clerk Division expanded the Electronic Document Imaging System as Laserfiche was installed in the Building, Planning, Code Enforcement, and Engineering Departments.
- City Clerk Division facilitated the scanning and integration of 250,000 building documents, permits, and plans into the Laserfiche system.
- City Clerk Division researched and initiated the SeamlessDocs program for forms and digital signature solutions, further promoting a paperless organization.
- City Clerk Division upgraded the City's document imaging system from Laserfiche Avante to Laserfiche Rio, in order to add 50 user accounts Citywide, and to begin implementing the public portal (public online access to approved City records).
- City Clerk Division completed the update of the citywide Records Retention Schedule.
- City Clerk Division processed 310 campaign financial statements and 225 Conflict of Interest statements.
- City Clerk Division prepared 30 meeting agendas, processed 86 resolutions, and 18 ordinances.
- In partnership with the Police Department, HR Division maintained an ongoing recruitment process to proactively attract and hire Police Recruits, Police Academy Graduate, Police Officers and Police Reserve Officers.
- Provided ongoing staffing and recruitment solutions to departments in addressing a variety of part-time, full-time and temporary needs.
- Provided assistance to the City's Chief Negotiator with the Costa Mesa City Employee Association and Costa Mesa Fire Association regarding wages, hours, terms and conditions of employment, or meet and confer negotiations following the COIN Ordinance.
- In conjunction with the COIN Negotiation process, HR successfully implemented the agreed upon provisions of the MOU with the Costa Mesa Police Association.
- Created and implemented a program to comply with Title IV of the Civil Rights Act.
- Facilitated implementation of 9/80 alternative work schedule.
- Managed, coordinated and facilitated various employee recognition programs to include the monthly Meet
   & Greet and City Manager Award ceremony, and the annual Employee Service Award ceremony and program.

# CITY MANAGER'S OFFICE

- Facilitated employment law and employee relations training including supervisory, performance management, and mandated harassment training for managers and supervisors through the Orange County Human Resources Consortium.
- Provided managers and supervisors with essential and proactive employee relations counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Proactively managed the City's DOT Drug and Alcohol Testing Policy and Program.
- Continued to administer the ongoing recommendations of the City's Workers' Compensation Organizational Report and diligently worked with the City's third party administrator, AdminSure, regarding Workers' Compensation claims.
- Successfully implemented Accord Affordable Care Act (ACA) reporting and management system.

# **GOALS**

- Ensure the highest level of service to the Costa Mesa community through the development of programs and processes, as set by City Council, and through coordination and direction of activities and departments of the City.
- Administer special programs and projects in a timely manner, as set by the City Council.
- Ensure quality communication, both internally and externally, utilizing a variety of platforms such as website, news blog, social media, TV channel, newsletter and more.
- Maintain accurate records of official documents of the City; publish City legal notices as required by law.
- Identify and evaluate risk and loss exposures to the City in order to efficiently and appropriately mitigate and finance those exposures. Minimize the risk of loss, financial or otherwise through the protection of City resources, which include employees, members of the public, and property; thus insuring compliance with State and Federal regulations/laws and reducing/minimizing long term liabilities to the City. In conjunction, proactively implement procedures, guidelines and training to reduce and mitigate workers' compensation and general liability costs. Provide and maintain a full range of quality benefit programs at a reasonable cost.
- Provide managers and supervisors with ongoing and proactive employee relations training, counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Facilitate organizational efficiency through employee development by assessing and revising the employee
  performance evaluation process, and creating comprehensive training and development programs to meet
  the City's organizational needs.
- Provide the highest quality services and programs to the community; provide professional, timely and cost
  effective services to City staff; strengthen community image and facilitate community problem-solving
  through a commitment to teamwork and customer service.
- Develop and refine internal reporting systems to allow for tracking compliance with new ordinances.
- Establish realistic strategies and make recommendations that address the needs of the Costa Mesa community, residents, businesses, and the homeless.
- Forge additional partnerships in the community and strengthen those that already exist through community outreach, engagement, and integration of services with existing partners.
- Work towards increased cooperation from homeless service providers to focus efforts on Costa Mesa homeless.

# CITY MANAGER'S OFFICE

#### **OBJECTIVES**

- Assist the City Council in guiding municipal operations, coordinate Council's activities and meeting requests, and prepare documents and materials as requested.
- Ensure that policies/directives and program objectives set by the City Council are executed effectively and efficiently.
- Respond to inquiries from the public in a highly responsive manner.
- Ensure the public is made aware of upcoming events, activities, programs, decisions and other City business, as well as network with other government agencies, community leaders, residents, business owners and regional representatives to meet department goals, and to better assist the department and the City.
- Continue to work with Orange County Public Library and its support groups in the community on ways to augment the delivery of library services to Costa Mesa.
- Prepare and distribute the agenda for Council meetings to City Council at least five calendar days prior to the meeting and prepare/distribute the minutes of Council meetings five days prior to the following regular meeting.
- Maintain the filing of City records for immediate retrieval, provide official information within prescribed time
  deadlines, and ensure that City documents are kept safe.
- Engage Costa Mesa homeless residents who have a high probability of successfully ending their homelessness through implementation of ongoing case management. This includes securing or linking them to services through a service provider and connecting them to resources needed to allow stable reintegration into permanent housing.
- Streamline an in-house approach to case management to ensure that seamless service provision is offered even with part-time personnel and a myriad of different clients.
- Follow up on all formerly homeless residents to ensure that they remain housed.
- Facilitate ongoing legal and labor relations training, including harassment training for managers and supervisors through the Orange County Human Resources Consortium.
- Meet the needs of City departments for volunteer assistance by providing on-going coordination of a citywide volunteer program.
- Conduct Citywide training for all clerical support and analyst level staff to inform them of various Human Resources and Payroll procedures.
- Create a policy, materials and pertinent training to comply with Title VI of the Civil Rights Act.
- Report all new work related injuries to the third party administrator within one week of knowledge to mitigate
  work time.
- Provide managers, supervisors and key contacts in departments with ongoing assistance and training for a more comprehensive understanding of the workers' compensation system/process.
- Provide information and assistance to supervisors and employees on benefits-related issues, including coordination during leaves of absence.
- Process liability claims quickly and efficiently to mitigate losses to the City.
- Provide supervisors and employees with assistance and counseling on benefits and leave-related matters.
- Continue to provide highly responsive and cost effective printing, duplicating and postal services to all City departments.
- Continue to provide advice and consultation to all departments on a variety of print projects to help implement cost cutting measures and offer comparable solutions or more appropriate alternatives when necessary.
- Continue to provide support to implement a City-wide document imaging solutions.

# **CITY MANAGER'S OFFICE**

# Performance Measures/Workload Indicators:

Performance Measures:	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Percentage of complaint responses provided within 10 business days	70%	70%	70%
Completed City Council minutes by the following Council meeting	100%	100%	100%
Public record requests to the City Clerk responded to within prescribed time	100%	100%	100%
Employee turnover rate (non-retirements)	7%	5%	6%
Percentage of eligibility lists established within ten (10) weeks of administrative authorization to fill	81%	70%	75%
Percentage of promotional eligibility lists established within (5) weeks of administrative authority to fill	54%	70%	70%
Percentage of work-related injuries reported to third-party administrator within 24-hour notice of injury	100%	100%	100%
Percentage of insurance certificate verification requests reviewed within 5 business days	90%	90%	90%
Percentage of claims filed that are closed without litigation	80%	80%	80%
Percentage of benefit change requests processed within five business days	90%	90%	95%
Percentage of complaints regarding homeless issues responded to within five days	100%	100%	100%
Workload Indicators:	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Number of correspondence letters prepared on legislation	10	10	10
Number of complaints requiring formal written response (including email letters)	150	150	150
Number of weekly informal complaints/inquiries received/processed	800	800	800
Number of press releases and information pieces processed	40	160	170
Number of Council requests and projects processed	1250	1500	1750
Number of City Hall Snapshots distributed	50	50	50
Number of internal newsletters published	*	*	50
Number of proclamations, certificates, speeches, tours, response/congratulatory lettered prepared and other Council-related support activities	650	600	675
Number of formal and informal records & phone calls processed	5,100	5,500	5,750
Number of Costa Mesa Minutes episodes produced	272	270	270
Number of citizens reached through City social media	9,221	8,500	12,000
Number of recruitments processed	60	60	60
Number of public records requests processed	783	700	800
Number of documents scanned into the Laserfiche system	250,000	*	200,000
Number of microfiche images converted to the Laserfiche system	3 million	*	2 million
Number of qualified job applicants placed onto an eligibility list	357	600	525

# CITY OF COSTA MESA, CALIFORNIA

# CITY MANAGER'S OFFICE

Number of volunteers participating in City programs	98	100	100
Number of job applicants processed	5,889	7,000	6,750
Number of open enrollment submissions processed	627	425	600
Number of benefit enrollment changes/submissions processed outside of the open enrollment window	1,002	*	1,300
Number of outgoing mail metered in-house	103,100	120,000	121,000
Number of copies produced by Central Services	1,806,965	1,600,000	1,900,000
Number of individuals placed into permanent housing	69	40	50
Number of individuals placed into temporary housing	30	23	16
Number of linkages to social services made	1000	250	1000
Number of individuals reconnected to family or placement outside the area	17	20	20

<sup>\*</sup> No figures



# CITY MANAGER'S OFFICE FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

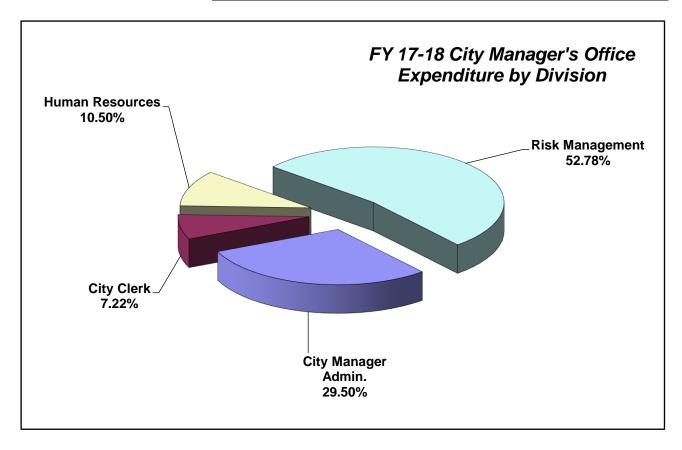
	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
City Manager Administration - 11100		-	-	
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	2.00	2.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Public Affairs Manager/Assistant to the City Manager		-	1.00	<u> </u>
Subtotal City Manager Administration - 50001	5.00	6.00	7.00	6.00
Code Enforcement Officer	3.00	-	-	_
Website Coordinator	-	-	1.00	-
Subtotal Network for Homeless Solutions - 50250	3.00	-	1.00	-
Assistant Recreation Supervisor	0.50	1.00	-	-
Central Services Supervisor	1.00	1.00	1.00	1.00
Graphics Designer	1.00	1.00	1.00	1.00
Public Affairs Manager/Assistant to the City Manager	2.00	3.00	2.00	2.90
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	-	-	-
Website Coordinator				1.00
Subtotal Communications and Marketing - 51050	6.50	7.00	5.00	6.90
Housing Authority - 11500				
City Clerk	-	-	-	0.10
Community Outreach Worker	-	-	-	1.00
Deputy City Clerk	-	-	-	0.05
Public Affairs Manager/Assistant to the City Manager		-	-	0.10
Housing - 20600		-	-	1.25
Community Outreach Worker	-	-	1.00	_
Homeless Prevention - 20605	-	-	1.00	-
Total City Manager Full-time Positions	14.50	13.00	14.00	14.15
Total City Manager Part-time (in FTE's)	8.85	7.00	7.36	8.08

# CITY MANAGER'S OFFICE FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
City Clerk - 11200				
City Clerk	0.50	0.30	0.30	0.30
Deputy City Clerk	0.20	-	0.20	0.10
Subtotal Elections - 50120	0.70	0.30	0.50	0.40
City Clerk	0.25	0.40	0.40	0.30
Deputy City Clerk	0.90	1.00	0.90	0.85
Administrative Secretary	0.50	0.50	0.50	0.50
Subtotal City Council Meetings - 50410	1.65	1.90	1.80	1.65
City Clerk	0.25	0.30	0.30	0.30
Deputy City Clerk	0.90	1.00	0.90	1.00
Administrative Secretary	0.50	0.50	0.50	0.50
Subtotal Public Records - 50420	1.65	1.80	1.70	1.80
Total City Clerk Full-time Positions	4.00	4.00	4.00	3.85
Total City Clerk Part-time Positions (in FTE's)	1.06	0.50	2.50	3.93
Human Resources - 14100				
Assistant City Manager	0.50	-	-	-
Human Resources Manager	0.65	0.65	0.65	0.65
Human Resources Analyst	2.00	2.00	2.10	2.10
Human Resources Office Specialist II	0.70	0.70	0.70	0.70
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
Subtotal Human Resources Admin - 50610	4.85	4.35	4.45	4.45
Total Human Resources Full-Time Positions	4.85	4.35	4.45	4.45
Total HR Part-time Positions (in FTE's)	1.45	1.25	2.25	1.50
Risk Management - 14400				
Assistant City Manager	0.50	-	-	-
Human Resources Manager	0.35	0.35	0.35	0.35
Human Resources Analyst	1.00	1.00	0.90	0.90
Human Resources Office Specialist II	0.30	0.30	0.30	0.30
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
Subtotal Risk Management Admin - 50661	3.15	2.65	2.55	2.55
Total Risk Management Full-time Positions	3.15	2.65	2.55	2.55
Total Risk Mgmt Part-time Positions (in FTE's)	0.55	0.55	0.48	1.23
Total Department Full-time Positions	26.50	24.00	25.00	25.00
Total Department Part-time Positions (in FTE's)	11.91	9.30	12.59	14.74
TOTAL DEPARTMENT	38.41	33.30	37.59	39.74

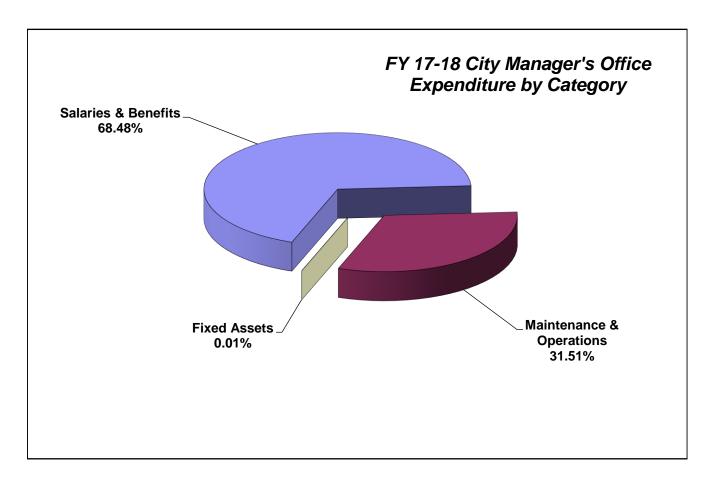
# CITY MANAGER'S OFFICE EXPENDITURE SUMMARY BY DIVISION

Expenditure by Division:	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Percent
	Actual	Actual	Adopted	Preliminary	Change
City Manager Admin 11100	\$ 3,605,802	\$ 3,482,382	\$ 3,700,378	\$ 3,996,214	7.99%
City Clerk - 11200	639,056	696,121	1,085,855	978,472	-9.89%
Human Resources - 14100	1,213,900	1,425,178	1,388,164	1,420,912	2.36%
Risk Management -14400	7,745,916	7,088,283	7,103,657	7,148,665	0.63%
Total Expenditures	\$ 13,204,675	\$12,691,963	\$ 13,278,054	\$ 13,544,263	2.00%



# CITY MANAGER'S OFFICE EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Percent
	Actual	Actual	Adopted	Preliminary	Change
<b>Expenditure by Category:</b>					
Salaries & Benefits	\$ 9,072,867	\$ 8,721,023	\$ 8,918,166	\$ 9,274,791	4.00%
Maintenance & Operations	4,124,131	3,924,219	4,359,178	4,268,762	-2.07%
Fixed Assets	7,677	46,721	710	710	0.00%
Total Expenditures	\$ 13,204,675	\$ 12,691,963	\$ 13,278,054	\$ 13,544,263	2.00%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 7,771,156	\$ 8,061,479	\$ 8,595,614	\$ 8,861,823	65.43%
Self-Insurance Fund - 602	5,433,519	4,630,485	4,682,440	4,682,440	34.58%
Total Funding Sources	\$ 13,204,675	\$ 12,691,963	\$ 13,278,054	\$ 13,544,263	100.00%

# CITY MANAGER'S OFFICE EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$	2,287,300		2,288,806	\$	2,440,117	\$	2,508,914	3%
Regular Salaries - Part time	501300	•	408,238		449,031	*	539,293	•	640,598	19%
Overtime	501400		86,976		69,454		29,000		37,000	28%
Accrual Payoff - Excess Maximum	501500		3,708		4,264		3,400		3,400	0%
Vacation/Comp. Time Cash Out	501600		39,272		36,484		11,200		12,320	10%
Holiday Allowance	501700		12,949		9,182		_		1,780	0%
Separation Pay-Off	501800		2,512		3,873		_		-	0%
Other Compensation	501900		7,454		11,928		47,483		71,999	52%
Cafeteria Plan	505100		339,935		379,291		349,128		428,630	23%
Medicare	505200		44,258		44,138		35,458		36,539	3%
Retirement	505300		1,033,999		789,364		955,470		985,982	3%
Professional Development	505500		80,922		94,040		63,285		95,514	51%
Auto Allowance	505600		19,248		19,248		18,600		18,600	0%
Unemployment	505800		30,886		32,828		87,492		87,492	0%
Workers' Compensation	505900		2,794,980		2,574,872		2,423,140		2,430,922	0%
Employer Contr.Retirees' Med.	506100		1,880,229		1,914,220		1,915,100		1,915,100	0%
Subtotal Salaries & Benefits		\$	9,072,867	\$	8,721,023	\$	8,918,166	\$	9,274,791	4%
Stationery and Office	510100	\$	30,013	\$	36,172	\$	16,780	\$	21,280	27%
Multi-Media, Promotions and Subs	510200	•	89,844	•	114,293	*	94,400	•	260,900	176%
Small Tools and Equipment	510300		53,077		51,177		26,640		26,640	0%
Uniform & Clothing	510400		407		-		1,300		2,300	77%
Safety and Health	510500		16		_		250		1,330	432%
Maintenance & Construction	510600		226		_		500		500	0%
Postage	520100		11,814		8,780		11,025		11,025	0%
Legal Advertising/Filing Fees	520200		13,812		15,978		20,300		20,300	0%
Advertising and Public Info.	520300		5,783		8,000		10,300		10,300	0%
Telephone/Radio/Communications	520400		1,052		1,257		5,150		6,350	23%
Meetings & Conferences	520500		16,973		9,220		5,000		5,000	0%
Mileage Reimbursement	520600		1,337		620		1,125		1,125	0%
Office Furniture	525600		5,741		-		500		500	0%
Office Equipment	525700		289		11,176		800		800	0%
Other Equipment	525800		4,666		1,977		14,500		14,500	0%
Employment	530100		70,307		47,052		21,800		31,800	46%
Consulting	530200		582,736		600,105		1,051,190		733,640	-30%
Legal	530300		164,333		416,532		85,000		85,000	0%
Medical and Health Inspection	530600		67,863		66,782		91,600		91,600	0%
Law Enforcement	530700		83,294		107,191		163,550		153,550	-6%
External Rent	535400		39,821		40,888		49,320		52,520	6%
Grants, Loans and Subsidies	535500		128,405		198,547		150,000		150,000	0%
Central Services	535800		26,189		20,571		14,150		14,150	0%
Internal Rent - Maint. Charges	536100		8,464		10,228		5,896		13,774	134%
Internal Rent - Repl.Cost	536200		3,082		10,406		10,299		10,297	0%
Internal Rent - IT Replacement	536300		10,953		16,430		21,906		27,383	25%
General Liability	540100		2,222,250		1,994,774		2,082,026		2,118,327	2%
Special Liability	540200		7,402		4,612		4,612		4,612	0%
Buildings & Personal Property	540500		443,522		315,000		286,759		286,759	0%
Faithful Performance Bonds	540600		-		-		7,500		7,500	0%
Taxes & Assessments	540700		79,919		88,528		85,000		85,000	0%
Contingency	540800		(58,882)		(285,744)		_		-	0%
Assistance	545300		9,425		13,666		20,000		20,000	0%
Subtotal Maintenance & Operation	ons	\$	4,124,131	\$	3,924,219	\$	4,359,178	\$	4,268,762	-2%
Other Equipment	590800	\$	7,677	\$	46,721	\$	710	\$	710	0%
Subtotal Fixed Assets		\$	7,677	\$	46,721	\$	710	\$	710	0%
Total Expenditures		\$	13,204,675	\$	12,691,963	\$	13,278,054	\$	13,544,263	2%

# CITY MANAGER'S OFFICE EXPENDITURE SUMMARY BY PROGRAM

		FY 14-15 Actual	FY 15-16 Actual		FY 16-17 Adopted	FY 17-18 reliminary	Percent Change
ADMINISTRATION - 11100 City Manager Administration - 50001							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	1,324,604 528,211	\$ 1,277,384 645,160 28,866	\$	1,613,303 701,309	\$ 1,482,109 809,749	-8% 15% 0%
Subtotal City Manager Admin	\$	1,852,815	\$ 1,951,410	\$	2,314,612	\$ 2,291,858	-1%
City Council - 50110							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	-	\$ 1,663 1,690 10,760	\$	- - -	\$ - - -	0% 0% 0%
Subtotal City Council	\$	-	\$ 14,113	\$	-	\$ -	0%
City Manager - 50210							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- 2,941 -	\$ - 2,272 -	\$	- - -	\$ - - -	0% 0% 0%
Subtotal City Manager	\$	2,941	\$ 2,272	\$	-	\$ -	0%
Network for Homeless Solutions - 502	<u>50</u>						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	463,739 119,093 1,746	\$ 140,898 152,410 536	\$	106,520 124,290 710	\$ 62,090 133,095 710	-42% 7% 0%
Subtotal Ntwk for Homeless Sol	\$	584,578	\$ 293,844	\$	231,520	\$ 195,895	-15%
Cable Television Services - 51030							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- 827	\$ - 196	\$	-	\$ -	0% 0% 0%
Subtotal Cable Television Services	\$	827	\$ 196	\$	-	\$ 	0%
Communications and Marketing - 5109	<u>50</u>						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	945,624 218,680 338	\$ 1,029,189 184,785 6,573	\$	947,481 206,765	\$ 1,313,507 194,954	39% -6% 0%
Subtotal Comm and Marketing	\$	1,164,642	\$ 1,220,547	\$	1,154,246	\$ 1,508,461	31%

# CITY MANAGER'S OFFICE EXPENDITURE SUMMARY BY PROGRAM

		FY 14-15 Actual	FY 15-16 Actual		FY 16-17 Adopted			FY 17-18 reliminary	Percent Change
CITY CLERK - 11200									
Elections - 50120									
Salaries & Benefits	\$	109,505	\$	21,909	\$	77,258	\$	68,286	-12%
Maintenance & Operations		127,095		72,884		244,300		44,300	-82%
Fixed Assets		-		-		-		-	0%
Subtotal Elections	\$	236,600	\$	94,793	\$	321,558	\$	112,586	-65%
City Council Meetings - 50410									
Salaries & Benefits	\$	110,790	\$	203,761	\$	298,274	\$	336,720	13%
Maintenance & Operations	•	27,789	•	28,141	•	27,650	•	31,100	12%
Fixed Assets		-		-		-		-	0%
Subtotal City Council Meetings	\$	138,578	\$	231,902	\$	325,924	\$	367,820	13%
Public Records - 50420									
Salaries & Benefits	\$	242,164	\$	251,183	\$	266,733	\$	332,426	25%
Maintenance & Operations		16,914		118,243		171,640		165,640	-3%
Fixed Assets	_	4,800		-		-		-	0%
Subtotal Public Records	\$_	263,878	\$	369,426	\$	438,373	\$	498,066	14%
HUMAN RESOURCES - 14100									
Human Resources Administration - 5	0610	<u>.</u>							
Salaries & Benefits	\$	735,222	\$	788,702	\$	881,884	\$	913,932	4%
Maintenance & Operations		373,022		626,561		506,280		506,980	0%
Fixed Assets	_	793		(15)	_	-	_	-	0%
Subtotal Human Resources Admin	\$_	1,109,037	\$	1,415,248	\$	1,388,164	\$	1,420,912	2%
Risk Mgmt Admin - 50661									
Salaries & Benefits	\$	104,863	\$	9,930	\$	-	\$	-	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets Subtotal Risk Mgmt Admin	\$	104,863	\$	9,930	\$	<del>-</del>	\$	<del>-</del>	0% <b>0%</b>
Subtotal Kisk Wyllit Adılılı	<u> </u>	104,003	Ψ	9,930	Ψ		- P	-	U 70
RISK MANAGEMENT - 14400 Employee Benefit Admin - 50630									
Salaries & Benefits	\$	28,970	\$	30,912	\$	42,788	\$	42,788	0%
Maintenance & Operations	Ψ	9,626	Ψ	10,606	Ψ	<del>-</del>	Ψ		0%
Fixed Assets		-		-		-		-	0%
Subtotal Employee Benefit Admin	\$	38,596	\$	41,518	\$	42,788	\$	42,788	0%

# CITY MANAGER'S OFFICE EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted	FY 17-18 reliminary	Percent Change
Post-Employment Benefits - 50650							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	2,006,788 975 -	\$	2,052,622 850	\$ 1,987,646 900 -	\$ 1,915,100 900 -	-4% 0% 0%
Subtotal Post Employment Benefits	\$	2,007,763	\$	2,053,472	\$ 1,988,546	\$ 1,916,000	-4%
Risk Mgmt Admin - 50661							
Salaries & Benefits	\$	264,337	\$	349,744	\$ 378,766	\$ 490,320	29%
Maintenance & Operations		33,331		43,976	53,905	59,905	11%
Fixed Assets		-		-	-	-	0%
Subtotal Risk Mgmt Admin	\$_	297,668	\$	393,720	\$ 432,671	\$ 550,225	27%
Liability - 50662							
Salaries & Benefits	\$	_	\$	_	\$ _	\$ -	0%
Maintenance & Operations		2,416,673		1,762,768	1,998,979	1,998,979	0%
Fixed Assets		-		-	-	-	0%
Subtotal Liability	\$	2,416,673	\$	1,762,768	\$ 1,998,979	\$ 1,998,979	0%
Workers' Comp - 50663							
Salaries & Benefits	\$	2,736,260	\$	2,563,128	\$ 2,317,513	\$ 2,317,513	0%
Maintenance & Operations		248,956		273,677	323,160	323,160	0%
Fixed Assets		-		-	-	-	0%
Subtotal Workers' Comp	\$	2,985,216	\$	2,836,805	\$ 2,640,673	\$ 2,640,673	0%
Total Expenditures	\$	13,204,675	\$	12,691,963	\$ 13,278,054	\$ 13,544,263	2%

# CITY ATTORNEY Contracted City Attorney



# CITY ATTORNEY'S OFFICE

The City Attorney's Office is classified as a General Government Support function. The City Attorney is a contracted service with the legal firm of Jones & Mayer.

# **CITY ATTORNEY - 12100**

# **Legal Services - Program 50320**

Provides legal counsel and advice during official meetings and study sessions of the City Council and Planning Commission; serves as a legal advisor to City staff; prepares and reviews City ordinances, resolutions, contracts and legal documents; represents the City in civil and criminal litigation; oversees the work of outside private counsel when hired to assist in litigation; and coordinates/reviews claims filed against or for the City with Risk Management.

# **BUDGET NARRATIVE**

The FY 17-18 preliminary budget for the City Attorney's Office is \$1,020,000, an increase of \$20,000, or 2.0%, compared to the adopted budget for FY 16-17.

City of Costa Mesa
FY 17-18 Legal Expenses Budget by Fund and Department/Division/Account

	Ge	neral Fund	Other Fund		Fund Total		Other Fund Description
By Department/Division							
Dev Services/HCD	\$	-	\$	25,000	\$	25,000	Fund 207 CDBG
Dev Services/Planning		8,500		-		8,500	
City Attorney		1,020,000		-		1,020,000	
CEO/Human Resources		85,000		-		85,000	
Total	\$	1,113,500	\$	25,000	\$	1,138,500	
By Account							
Legal	\$	258,500	\$	25,000	\$	283,500	
Consulting		855,000		-		855,000	
Total	\$	1,113,500	\$	25,000	\$	1,138,500	



# CITY ATTORNEY'S OFFICE EXPENDITURE SUMMARY BY DIVISION

	FY 14-15 Actual			FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
City Attorney - 12100	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2.00%
Total Expenditures	\$1,305,124	\$1,223,132	\$1,000,000	\$1,020,000	2.00%

# CITY ATTORNEY'S OFFICE EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

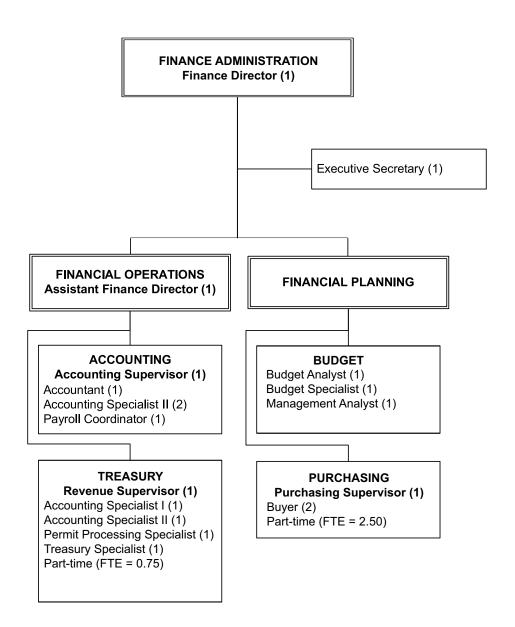
	FY 14-15 Actual	FY 15-16 FY 16-17 Actual Adopted		FY 17-18 Preliminary	Percent Change
Expenditure by Category:					
Salaries & Benefits Maintenance & Operations Fixed Assets	\$ - 1,305,124 -	\$ - 1,223,132 -	\$ - 1,000,000 -	\$ - 1,020,000 -	2.00% -
Total Expenditures	\$1,305,124	\$1,223,132	\$1,000,000	\$1,020,000	2.00%
	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 1,305,124	\$ 1,223,132	\$1,000,000	\$1,020,000	100.00%
Total Funding Sources	\$1,305,124	\$1,223,132	\$1,000,000	\$1,020,000	100.00%

# CITY ATTORNEY'S OFFICE EXPENDITURE SUMMARY BY ACCOUNT

Account Description Num			4-15 tual		15-16 ctual		16-17 opted		17-18 minary	Percent Change
Subtotal Salaries & Benefits		\$	-	\$	-	\$	-	\$	-	0%
Postage	520100	\$	1	\$	_	\$	_	\$	_	0%
Consulting	530200	1,11	9,674	9	37,436	8	55,000	8	55,000	0%
Legal	530300	18	5,449	2	85,665	1	45,000	10	65,000	14%
Subtotal Maintenance & Ope	rations	\$1,30	5,124	\$ 1,2	23,101	\$ 1,0	00,000	\$ 1,02	20,000	2%
Subtotal Fixed Assets		\$		\$	_	\$		\$		0%
Total Expenditures		\$ 1,30	5,124	\$ 1,2	23,101	\$ 1,0	00,000	\$ 1,02	20,000	2%

# CITY ATTORNEY'S OFFICE EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
CITY ATTORNEY'S OFFICE - 12100 Legal Services - 50320					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,305,124	1,223,132	1,000,000	1,020,000	2%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services	\$1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2%
Total Expenditures	\$1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2%





# FINANCE DEPARTMENT

The Finance Department is a General Government Support function. The Department has 19 full-time staff members composed of two management, three supervisory, 13 professional staff, and one clerical position, plus 3.25 part-time positions to assist in the Purchasing and Treasury programs. The department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

- Finance Administration
- Financial Operations
- Financial Planning

## FINANCE ADMINISTRATION - 13100

# Administration - 50001

Provides the Department's overall administrative direction and policy implementation; advises the City Manager, City Council, and the Finance and Pension Advisory Committee.

# FINANCIAL OPERATIONS - 13200

### Accounting - 50510

Maintains the accounting and fixed assets systems; provides payroll and accounts payable services to departments; reconciles monthly bank statements; coordinates annual financial audit; provides internal and external financial reports including publication of the Comprehensive Annual Financial Report (CAFR); provides accounting and budgeting for the Successor Agency of the previous Redevelopment Agency, the Housing Authority, and the Costa Mesa Foundation; coordinates applications and implementation of grants received by the City.

#### **Treasury - 50540**

Provides centralized cashiering and collections; performs investment functions under direction of the Finance Director/City Treasurer; monitors accounting for Transient Occupancy Tax, Business Improvement Area Assessments; franchise taxes and lease revenues; issues permits for special events, sidewalk sales, non-profit solicitations, and firework stands; administers the City's business and animal license programs; generates billings for various receivables; reviews audits performed by outside consultants for Transient Occupancy Tax and waste hauler franchises; and prepares the monthly Treasurer's Report.

# Successor Agency - 20610

Provides support to the Successor Agency. The Successor Agency's purpose pursuant to California Assembly Bill X126 is to wind up the affairs and to preserve the assets of the former Costa Mesa Redevelopment Agency, so as to pay off the Agency's existing enforceable obligations to full dissolution. Provides support for the Oversight Board.

### FINANCIAL PLANNING - 13300

#### Budget & Research - 50520

Prepares and administers the City's annual budget; prepares and monitors revenue projections; prepares budget performance reports including the mid-year budget review; performs special research projects or surveys as assigned by the Finance Director, City Manager and/or City Council; analyzes requests for year-end carryover; coordinates State-mandated costs reimbursement claims (SB 90); and coordinates the annual update of User Fees & Charges.

# Purchasing - 50530

Procures services, supplies, and equipment for City departments; coordinates bidding procedures; maintains warehouse inventory; tags and conducts inventory of fixed assets; and coordinates sale of surplus items no longer needed by the City.

# FINANCE DEPARTMENT

#### **BUDGET NARRATIVE**

The FY 17-18 preliminary budget for the Finance Department is \$3,068,398, a slight increase of \$101,452, or 3.42% compared to the adopted budget for FY 16-17. Increases are mainly attributed to Salaries and Benefits accounts.

Finance is also responsible for the Successor Agency, the replacement entity of the former Costa Mesa Redevelopment Agency, which was dissolved February 1, 2012. The Successor Agency's budget is presented for approval to the Successor Agency, the Oversight Board, and the California Department of Finance twice annually. It is not included as part of the City's budget.

#### PRIOR YEAR'S ACCOMPLISHMENTS

- Obtained Council approval of:
  - City Financial and Budget Policies
  - o The City's first risk-based approach Reserves Study
  - Capital Asset Needs ordinance
- Developed the Library/NCC/Park/Fire Station 1 financing plan.
- Prepared the June 30, 2016 CAFR incorporating new GASB pronouncements and reporting requirements, and closed FY 2015-16 with a general fund surplus of \$10,656,510.
- Created and refined the City's first multi-dimensional five-year financial plan model.
- Implemented purchase requisition and contract log (City-wide Master Contract Tracking Report) to allow for increased code compliance; began bi-weekly posting of updated versions to the intranet.
- Continued to receive the budgeting, financial reporting, and procurement awards from GFOA and CSMFO.
- Received Federal, State, and private grants for other City departments and for many different activities.
- Continued to revise the City's purchasing ordinance for new purchasing thresholds and changes to the California Uniform Public Construction Cost Accounting Act.
- Successfully converted banking and merchant services to a new financial institution while maintaining current internal and external customer services

# **GOALS**

- Complete Purchasing Policy & Procedures and department training; clear findings from a prior audit
- Implement online Animal Licensing System

#### **OBJECTIVES**

- Account for the City's fiscal activities in an accurate and timely manner within Generally Accepted Accounting Principles (GAAP) and other legal requirements
- Complete internal preparation of the City's financial statements in a timely manner
- Assist the City Chief Executive Officer in preparation of a balanced budget and maintain established operating reserves for contingencies
- Safeguard the City's assets and invest available cash within the City's adopted investment policy
- Provide financial services such as accounts payable, payroll, cash receiving, to departments
- Provide purchasing and warehouse services to take advantage of volume discounts
- Coordinate bidding procedures for all departments
- Update user fees for Council adoption

# FINANCE DEPARTMENT

# **Performance Measures/Workload Indicators:**

Performance Measures:	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Number of Audit Adjustments (Auditor Recommended)	1	1	1
Years Received GFOA CAFR Award	36	37	38
Years Received GFOA Distinguished Budget Award	15	16	16
Accuracy Forecasting Expenditures – General Fund	100%	100%	100%
Accuracy Forecasting Revenues – General Fund	100%	100%	100%
Average days to process purchase order (informal bids)	32	25	25
Percentage of items posted/sold via online auction	5%	32.5%	32.5%
Inventory turnover ratio per fiscal year	4.00	4.00	4.00
Workload Indicators:	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
City budgeted funds monitored (Millions)	\$136.4	\$144.6	\$155
Number of budget adjustments processed	15	20	15
Number of budget transfers	145	250	175
Accounts Payable checks issued	9,182	10,000	10,000
Number of payroll checks issued	15,958	15,750	15,750
Number of Journal Entries prepared	532	500	500
Number of purchase orders issued	1,305	900	1,500
Average days to process purchase order (informal bid) (new in 16-17)	7	25	7
Number of contracts issued	231	180	350
Number of surplus items (new in 16-17)	235	917	0
Percentage of surplus items posted/sold via auctioneer (new in 16-17)	100%	32.5%	0%
Dollar value of online auction sales (new in 16-17)	\$169,251	\$57,539	\$25,000
Number of Transient Occupancy Tax (TOT) audits	10	11	11
Number of animal license renewals processed	4,001	4,000	4,000
Number of new animal licenses processed	605	1,000	1,000
Number of accounts receivable invoices processed	2,776	3,000	3,000
Number of special event permits issued	62	65	65
Number of cash register transactions processed	13,309	13,000	13,000
Number of Finance Advisory Committees meetings	12	12	12
Number of Pension Committee meetings	12	12	*

<sup>\*</sup> Finance Advisory and Pension Committees combined as Finance and Pension Advisory Committee as of January 2017.

# CITY OF COSTA MESA, CALIFORNIA

Workload Indicators (Continued)	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Business Licenses:			
Number of business license renewal notices mailed	11,308	11,000	11,000
Number of business license past due and delinquent notices mailed	3,151	3,000	3,000
Number of business license renewal submitted on-line	3,274	3,500	3,500
Number of business license renewal submitted by mail or over counter	8,438	9,500	9,500
Number of business license new application submitted on-line	1,134	1,500	1,500
Number of business license new application submitted by mail or over counter	1,204	1,500	1,500

# FINANCE DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Finance Administration - 13100	•	•	•	
Finance Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Subtotal Administration - 50001	2.00	2.00	2.00	2.00
<b>Total Finance Administration Full-time Positions</b>	2.00	2.00	2.00	2.00
Financial Operations - 13200				
Assistant Finance Director	0.65	0.65	0.60	0.58
Accountant	1.00	1.00	1.00	0.95
Accounting Specialist II	2.00	2.00	2.00	2.00
Accounting Supervisor	1.00	1.00	1.00	0.95
Payroll Coordinator	1.00	1.00	1.00	1.00
Subtotal Accounting - 50510	5.65	5.65	5.60	5.48
Assistant Finance Director	0.35	0.35	0.40	0.38
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	-	-
Treasury Specialist		-	1.00	1.00
Subtotal Treasury - 50540	5.35	5.35	5.40	5.38
Total Financial Operations Full-time Positions	11.00	11.00	11.00	10.85
Total Financial Operations Part-time Positions		-	-	0.75
Financial Planning - 13300				
Budget Analyst	1.00	1.00	1.00	1.00
Budget Specialist	1.00	1.00	1.00	1.00
Management Analyst	-	1.00	1.00	1.00
Subtotal Budget & Research - 50520	2.00	3.00	3.00	3.00
Buyer	2.00	2.00	2.00	2.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Subtotal Purchasing - 50530	3.00	3.00	3.00	3.00
Total Financial Planning Full-time Positions	5.00	6.00	6.00	6.00
Total Fin Planning Part-time Positions (in FTE's)	2.21	2.71	2.50	2.50

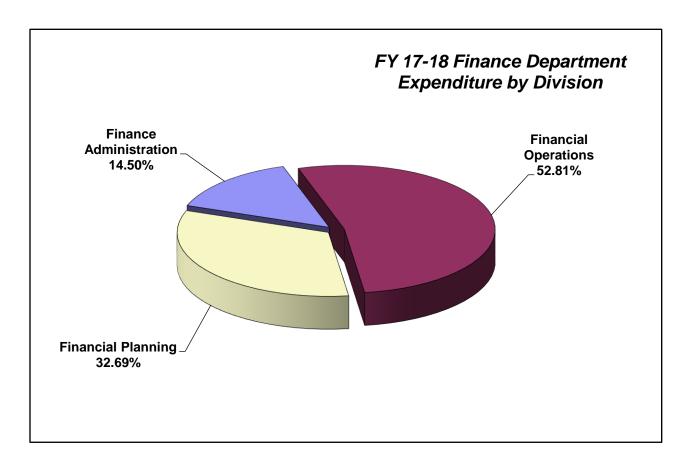
# CITY OF COSTA MESA, CALIFORNIA

# FINANCE DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Housing Authority - 11500				
Assistant Finance Director	-	-	-	0.05
Accounting Supervisor	_	-	-	0.05
Subtotal Housing - 20600	-	-	-	0.10
Accountant		-	-	0.05
Subtotal Civic Center Barrio - 20635		-	-	0.05
Total Housing Authority Full-time Positions		-	-	0.15
Total Department Full-time Positions Total Department Part-time Positions (in FTE's)	18.00 2.21	19.00 2.71	19.00 2.50	19.00 3.25
TOTAL DEPARTMENT	20.21	21.71	21.50	22.25

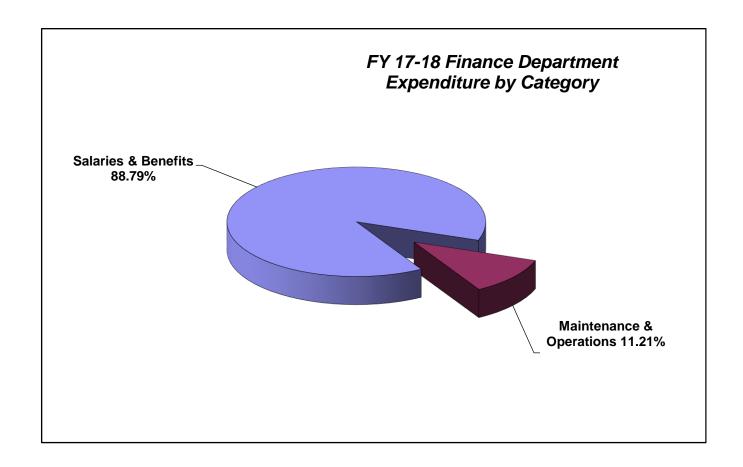
# FINANCE DEPARTMENT EXPENDITURE SUMMARY BY DIVISION

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
Finance Admin 13100	\$ 396,595	\$ 384,197	\$ 532,767	\$ 445,044	-16.47%
Financial Operations - 13200	1,311,937	1,394,925	1,501,432	1,620,364	7.92%
Financial Planning - 13300	730,289	880,340	932,747	1,002,990	7.53%
Total Expenditures	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,398	3.42%



# FINANCE DEPARTMENT EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
<b>Expenditure by Category:</b>					
Salaries & Benefits Maintenance & Operations Fixed Assets	\$ 1,999,199 439,621 -	\$ 2,130,896 527,964 602	\$ 2,589,864 377,082	\$ 2,724,572 343,827	5.20% -8.82% 0.00%
Total Expenditures	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,398	3.42%



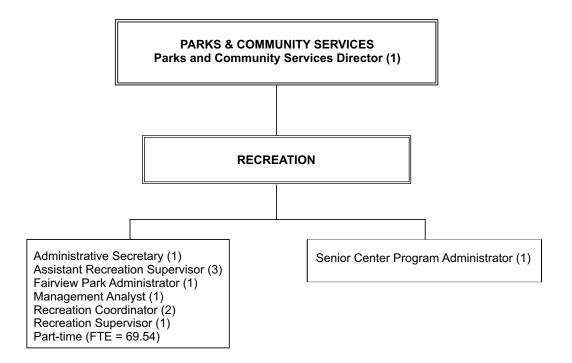
	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 2,432,792	\$ 2,608,271	\$ 2,966,946	\$ 3,068,398	100.00%
Equipment Replacement Fund - 601	6,029	51,191	-	-	
Total Funding Sources	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,398	100.00%

# FINANCE DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number		Y 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		Y 17-18 eliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$	962,096	\$	1,089,491	\$	1,587,805	\$	1,630,341	3%
Regular Salaries - Part time	501300	*	357,127	•	377,647	•	149,973	•	181,167	21%
Overtime	501400		20,954		21,014		12,700		7,700	-39%
Accrual Payoff - Excess Maximum	501500		1,228		, -		· -		, -	0%
Vacation/Comp. Time Cash Out	501600		3,850		7,823		_		_	0%
Holiday Allowance	501700		2,631		2,362		_		_	0%
Separation Pay-Off	501800		8,324		3,771		_		_	0%
Other Compensation	501900		6,132		7,969		15,957		21,912	37%
Cafeteria Plan	505100		160,718		191,403		230,700		267,517	16%
Medicare	505200		21,923		24,235		23,143		23,768	3%
Retirement	505300		407,939		388,618		496,912		513,816	3%
Professional Development	505500		9,600		8,072		18,415		12,103	-34%
Unemployment	505800		1,446		1,446		1,446		1,443	0%
Workers' Compensation	505900		35,232		7,046		52,813		64,805	23%
Subtotal Salaries & Benefits		\$	1,999,199	\$	2,130,896	\$	2,589,864	\$	2,724,572	5%
Stationery and Office	510100	\$	17,816	\$	13,662	\$	16,150	\$	16,150	0%
Multi-Media, Promotions and Subs	510200	Ψ	2,795	Ψ	603	Ψ	4,000	Ψ	2,300	-43%
Small Tools and Equipment	510300		604		2,034		1,550		1,050	-32%
Uniform & Clothing	510400		-		730		250		250	0%
Safety and Health	510500		260		344					0%
Maintenance & Construction	510600		20,859		90,760		_		_	0%
Postage	520100		26,940		26,238		23,075		25,075	9%
Legal Advertising/Filing Fees	520200		868		94		500		500	0%
Meetings & Conferences	520500		1,874		_		_		_	0%
Mileage Reimbursement	520600		218		86		_		_	0%
Office Equipment	525700		2,467		3,845		4,800		5,050	5%
Employment	530100		154,554		150,720		41,500		, -	-100%
Consulting	530200		1,152		3,324		, _		_	0%
Financial & Information Svcs	530500		157,195		189,146		235,100		227,230	-3%
External Rent	535400		2,519		(153)		2,600		, -	-100%
Central Services	535800		17,455		17,199 <sup>°</sup>		10,000		15,000	50%
Internal Rent - Maint. Charges	536100		692		935		3,204		2,188	-32%
Internal Rent - Repl.Cost	536200		_		3,318		3,680		4,164	13%
Internal Rent - IT Replacement	536300		4,129		6,194		8,258		10,323	25%
General Liability	540100		27,302		18,201		22,415		34,548	54%
Other Costs	540900		(78)		683		, _		, -	0%
Subtotal Maintenance & Operation		\$	439,621	\$	527,964	\$	377,082	\$	343,827	-9%
Other Equipment	590800	\$	_	\$	602	\$	-	\$	_	0%
Subtotal Fixed Assets	223000	\$		\$	602	\$		\$		0%
		_	0.400.000		0.050.405	_	0.000.045	_	0.000.000	•••
Total Expenditures		\$	2,438,820	\$	2,659,462	\$	2,966,946	\$	3,068,398	3%

# FINANCE DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual			FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
FINANCE ADMINISTRATION - 13	3100	)							
Finance Admin - 50001									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	288,257 108,338	\$	275,732 108,456	\$	410,994 121,773	\$	348,924 96,120	-15% -21% 0%
Subtotal Finance Administration	\$	396,595	\$	384,188	\$	532,767	\$	445,044	-16%
Acctg. & Financial Rprt 50510									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- -	\$	9	\$	- -	\$	-	0% 0% 0%
Subtotal Acctg. & Financial Rprt.	\$	-	\$	9	\$	-	\$	-	0%
FINANCIAL OPERATIONS - 1320 Acctg. & Financial Rprt 50510	00								
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	629,520 84,009	\$	94,040		714,419 94,820 -	\$	756,439 114,300	6% 21% 0%
Subtotal Acctg. & Financial Rprt.		713,529	\$	679,415	\$	809,239	\$	870,739	8%
<u>Treasury - 50540</u>									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	499,843 98,566 -	\$	560,019 155,492	\$	578,613 113,580	\$	663,145 86,480	15% -24% 0%
Subtotal Treasury	\$	598,408	\$	715,510	\$	692,193	\$	749,625	8%
FINANCIAL PLANNING - 13300 Budget & Research - 50520									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	189,927 45,932	\$	315,673 26,601	\$	353,750 10,250	\$	386,956 12,000	9% 17% 0%
Subtotal Budget & Research	\$	235,859	\$	342,274	\$	364,000	\$	398,956	10%
Purchasing - 50530									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	391,653 102,777 -	\$	143,366 602		532,088 36,659 -	\$	569,108 34,926 -	7% -5% 0%
Subtotal Purchasing	\$	494,430	\$	538,066	\$	568,747	\$	604,034	6%
Total Expenditures	\$2	2,438,820	\$2	2,659,462	\$2	2,966,946	\$	3,068,398	3%





The Parks and Community Services Department provides the citizens of Costa Mesa with a diverse variety of high quality Recreation facilities, programs, and services. The Department operates two community centers, the Downtown Aquatics Center, and the Costa Mesa Senior Center; allocates and monitors athletic field use, and provides Youth, Teen, and Adult Recreation classes. The Department manages the operating agreements for the Costa Mesa Golf and Country Club, the Costa Mesa Tennis Center, the Balearic Community Center, Childs Pace, Historical Society building, and Major League Softball.

The department is budgeted for 11 full-time and 69.5 (FTEs) part-time staff members.

# RECREATION - 14300

# Recreation Administration - 50001

Serves as the administrator of parks, reservations, model aircraft fly permits, recreation classes and programs, and recreation activities. Provides staff support to the Parks and Recreation Commission, Senior Commission, the Cultural Arts Committee, the Historic Preservation Committee, and the Youth Sports Council.

### Downtown Recreation Center (DRC) - 40121

Operates the programs in the Downtown Recreation Center located at 1860 Anaheim Avenue. This facility includes one gymnasium, one gymnastics room and one 25-yard outdoor pool, two multi-purpose rooms, and one kitchen. This facility provides a variety of programs; some free and others fee-based. The gymnasium provides free open gym time for youth to play basketball, free drop-in pickle ball for seniors, fee-based drop-in basketball, volleyball, and futsal for adults, recreational adult basketball league, and is suitable for rentals. Rentals have included City recreation youth basketball League, NLA Sports Dodgeball, Akua Mind & Body, the Freedom Committee, and the MIKA C3 Tournament. The gym also hosts multiple special events for the Teen Center including a movie night and various sports activities.

One multi-purpose room, the kitchen, and one office is designated for the Childs-Pace Inc. program. The gymnastics room is designated for gymnastics contract classes.

The open multi-purpose room is suitable for meetings, staff led birthday rentals and moderately sized contract classes including Tai Chi, CPR, line dancing, and foreign language classes. During the school year a free Teen Center is offered to teens (grades 7-12), and during the summer a free nine-week summer program for children (grades 1-6) is offered.

# Balearic Community Center (BCC) - 40122

Operates the programs in the Balearic Community Center located at 1975 Balearic Dr. This center includes two rental rooms available for meetings and receptions, with a maximum capacity of 125 people. These rooms are utilized for the summer R.O.C.K.S program, holiday and Summer Day Camps, and the City's Early Childhood Program, known as L.E.A.P 2 Success. Adjacent to the center is a fenced playground with play equipment, sandlot park playground, basketball courts, and a large athletic field.

# Neighborhood Community Center (NCC) – 40123

This facility is currently closed and is set to reopen in the current Donald Dungan County Library. Staff from this facility are utilized to assist with relocated group rentals at other City facilities.

# RECREATION – 14300 (Continued)

# **Aquatics** - 40212

Provides seasonally operated year-round aquatics programming, including adult and youth swim instruction for beginner to advanced swimmers, aqua aerobics, summer youth aquatics camp, junior lifeguard preparation classes, an introduction to swimming competitively, and a swim instructor aid program for advanced youth swimmers. The Aquatics program offers seasonal family open swim as well as year-round drop-in, adult lap swimming and senior aquatics hours. This program also provides American Red Cross-certified First Aid, Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), Lifeguard training, and statemendated Title 22 training for aquatic staff as well as Basic first aid, CPR, and AED training to general recreation staff.

# Tennis - 40213

Administers the contract for the Costa Mesa Tennis Center, located at TeWinkle Park, 880 Junipero Drive. The Center, open seven days a week, includes 12 lighted courts and a pro shop with professional tennis staff to assist the public. Programs include: lessons, tournaments, leagues and open play.

### Adult Sports Basketball and Volleyball - 40214

Provides year-round adult recreational basketball leagues, weekly open gym volleyball and drop-in fee- based basketball play in the DRC gym.

### Adult Sports Softball - 40215

Administers the contract with Major League Softball for the operation of a City softball league. The league operates year-round, Sunday through Friday, for adult men, women, and co-ed teams at TeWinkle Park Athletic Complex.

# Fields/Ambassadors - 40216

Coordinates field reservations and scheduling of City and Newport Mesa Unified School District (NMUSD) athletic fields in accordance with the Joint Use Agreement. Fields are used by City and community organizations playing soccer, tackle and flag football, rugby, baseball, softball, and other field games. Field ambassadors monitor field use, regulate light use (portable and permanent), and open/close athletic fields. Field ambassadors regularly audit field users to confirm local residency within each organization. Field ambassadors also assist in resolving field disputes in accordance with the Field Use and Allocation Policy.

Program staff also assist Park Rangers in patrolling areas such as Lions Park (to ensure the safety of the facility users) and at Fairview Park (to ensure that the protected areas remain unused). Other duties include assistance at the monthly car show and a miscellaneous special events as assigned.

# Youth Sports - 40218

Includes basketball, cheerleading, running, and general fitness, for children entering into grades one through six. Basketball provides a clinic, practices, and eight (8) weeks of league play (January through March). Cheerleading provides a clinic, practices, and cheering for the eight (8) weeks of league basketball play (January through March). Happy Feet Youth Running Club provides seven (7) weeks of practice (twice a week), and concludes by participating in the Costa Mesa 5K Community Run on week eight. General fitness provides nutritional and physical activity once a week for the R.O.C.K.S. afterschool program and Summer Program participants. The program encourages skill development, teamwork, healthy competition, and sportsmanship.

# RECREATION – 14300 (Continued)

# Adult Sports Futsal – 40222

Provides year-round, adult, recreational futsal league and drop-in play. Futsal mirrors soccer but is played in an indoor facility. Games are played at the Downtown Recreation Center.

### Senior Center – 40231

Maintains and operates the Costa Mesa Senior Center, located at 695 W. 19<sup>th</sup> Street. The center opens Monday-Friday for senior services and provides a facility for Costa Mesa seniors to gather and participate in social, recreational, and personal development programs designed to encourage a healthy and active senior social lifestyle. The staff, with assistance of the Senior Commission, have approved the vision as: "The Costa Mesa Senior Center is dedicated to improvement of the lives of older adults by creating a place that offers opportunity to become more educated about health and wellness, share skills and talents with peers, interact and develop communication with friends, family, and others, and be advocates for older adults." Under the umbrella of the Senior Center, the Senior Mobility Program (SMP), Medical Transportation Program (MTP), and Senior Serv program are administered. The SMP is funded by a grant from the Orange County Transportation Authority (OCTA), while the MTP is funded through a grant by Hoag Hospital. The Senior Serv program is funded by federal grants, as well as private donations.

# **Day Camp - 40232**

Provides day camp programs for children entering grades one through six. The summer camp program is 9 weeks long and is held at Estancia Park. Camp programs run during Winter Recess, Presidents Week, and Spring Break and are held at the Balearic Community Center (1-2 weeks long). This program includes daily games, sports, arts and crafts, drama, songs, skits, educations/historical classes, character-building activities, and weekly excursions that emphasize active and healthy lifestyles.

#### Recreation on Campus for Kids (ROCKS) – 40233

Provides a fee-based after school program for children in grades kindergarten through six at eleven (11) NMUSD elementary schools throughout the school year. Offers free summer activities for children entering into grades one through six for nine (9) weeks at three (3) locations, with an additional week at one (1) location. This program focuses on four areas: education, fitness, recreation, and enrichment in a structured environment. The program also provides staff for a free after school program at the Orange County Fair Grounds Centennial Farm named the "Ranch Program," for children interested in basic fundamentals of gardening and farm animals.

#### Teen Programs - 40236

Provides free afterschool activities for teens in 7<sup>th</sup> – 9<sup>th</sup> grade at three (3) locations: Costa Mesa High School, TeWinkle Middle School, and the Downtown Recreation Center. This program offers games, sports, arts and crafts, and six (6) teen special events throughout the year including a Back to School Pool Party, Holiday Movie Night, Valentine's Party and Dodgeball Tournament as examples. Teen Summer Camp is a fee-based summer camp (9 weeks) designed for teens that offers games, sports, arts and crafts, and weekly excursions that emphasize an active and healthy lifestyle.

# RECREATION – 14300 (Continued)

### **Concerts - 40237**

Provides administration and coordination to support the City's annual "Concert in the Park" series. Concerts in the Park take place each Tuesday evening in July in Costa Mesa Fairview Park (2525 Placentia Ave.). The free series features live music, gourmet food trucks, a beer and wine garden, and children's activities. The event begins at 5:00 p.m. with the music beginning at 6:00 p.m.

### Early Childhood Program - 40241

This program for children aged 3-5 years encourages a positive and social learning experience through the implementation of recreation activities that include directed play, games, arts and crafts, and music. The program is designed to prepare participants for entrance into kindergarten. The program is known as L.E.A.P. 2 Success: Learn, Explore, and Play 2 Success. A summer camp component, Camp Mini Explorers, allows participants to continue growing during the summer months.

#### Adult Instructional Classes - 40242

Provides quarterly recreational, social, and sports programs for adults on a participant fee basis at City facilities, parks, and local business establishment.

# Youth Instructional Classes - 40243

Provides quarterly recreational, social, enrichment, arts, adaptive and sports programs for youth on a participant fee basis at City facilities, parks, and local business establishments.

# Special Rec Events – 40244

Provides administration and coordination to support the City's offering of special events. Specific events change annually but they do include the Costa Mesa Community Run, Costa Mesa Fish Fry, Scarecrow Festival and Movies in the Park. These events provide fun and recreational opportunities for all Costa Mesa residents.

### **Mobile Recreation - 40245**

A traveling playground program on wheels that provides enrichment opportunities through both structured and unstructured recreational and educational activities, in areas of the community that have insufficient access to, or financial constraints to, City programs and/or parks. The Mobile Recreation Program consists of a vansize vehicle full of items like: athletic equipment, art supplies, games and puzzles, music, tables and chairs and healthy snacks. Serves as entertainment and marketing avenue at City special events.

#### **Bark Park - 40248**

Provides for a social, off-leash, open-play environment for dog owners and their licensed dog(s). Separate areas exist for both small and large dogs. Includes staffing, dog-related special events, classes and workshops, and partnerships with community organizations.

# RECREATION – 14300 (Continued)

# Community Gardens – 40249

Provides for the management and operation of two City-owned community gardens. The Del Mar Community Garden at 170 Del Mar St. has 60 parcels. The Hamilton Community Garden at 523 Hamilton St. has 42 parcels. Both gardens have water service, a portable toilet, and a trash dumpster. The parcels are used by Costa Mesa residents to grow vegetables, flowers, fruits and plants for their personal consumption and use.

#### Parks & Recreation Commission – 50125

Assists City Council and various City departments with parks and recreation-related matters. Provides staff support to the Parks & Recreation Commission, a five-member advisory board to the City Council on parks and recreation-related matters.

# Senior Commission – 50126

Assists City Council and the City departments with Senior Center and senior community matters. Provides staff support to the Senior Commission, a seven-member advisory board to the City Council on senior-related matters.

### **Cultural Arts Committee – 50190**

Maintains, educates, enriches, and promotes cultural arts programs and resources throughout the City. Host two (2) annual art based events, ARTventure and ACTION Arts in the Park. Funding for committee projects and activities are provided by donations, sponsorships, and the general fund.

#### **Historical Preservation Committee - 50191**

Maintains, educates, enriches, and promotes historical programs and resources throughout the City. Funding for committee projects and activities are provided by donations, sponsorships, and the general fund.

# **BUDGET NARRATIVE**

The FY 17-18 preliminary budget for the Parks and Community Services Department is \$5,902,132, an increase of \$457,801, or 8.4%, compared to the adopted budget for FY 16-17. The department increase is mainly attributed to Salaries and Benefits accounts.

#### PRIOR YEAR'S ACCOMPLISHMENTS

- Managed eleven R.O.C.K.S. afterschool program sites with monthly average of 1K youth.
- Increased R.O.C.K.S Program participant registration by 8% and daily attendance by 9%.
   Implemented a monthly R.O.C.K.S Newsletter, highlighting one site and one staff, available to parents online and also at the school sites.
- Offered a total of 591 youth classes and 250 adult classes with a combined total enrollment of 4227 participants. 79% of participants live in Costa Mesa.
- Additional duties were allocated to the Fields Ambassador Program staff to increase: presence at Fairview Park; customer service satisfaction and City event facilitation.
- Continued implementation and addition of a Code of Conduct to the FUAP.
- Partnered with NMUSD to offer a free, four-week summer day camp offering instruction in sports, music and arts. The camp, "SMART CAMP," was held at Costa Mesa High School for youth in grades four through eight. A total of 311 participants attended the program. A new program addition of stage acting was successfully introduced.
- Registered more than 1100 new members for the Senior Center's free membership.
- Coordinated with 50 active volunteers in groups such as, travel, volunteer instructors, volunteer group leaders, greeters, and front desk office support at the Senior Center.
- Awarded with the designation of being a "Playful City" by the Kaboom! Organization for the second year in a row.
- Hosted two, themed, bi-annual K9 events at the Costa Mesa Bark Park for 375 patrons.
- Established 1-, 3-, and 5-year goals for the Senior Center which led to increased programming by more than 100% in the span of 18 months.
- Implemented Administrative Regulation 7.1: Processing of credit card refunds.
- Camp Costa Mesa filled all weeks to capacity at 90 participants.
- Hosted four "Movies in the Park" (Summer Fall) at two parks. Total attendance of 1,500.
- Happy Feet Youth Running Club filled to capacity with 70 youth participants.
- Summer aquatic programming had a 99% satisfaction rate.
- Introduced a new, free pickleball program at the DRC; participation of 350 since inception.
- Adult Basketball league filled to capacity every season.
- Adult Softball league play increased to approximately 90 teams per season.
- Field ambassadors successfully hosted multiple tournaments at Jack Hammett Sports Complex including the first ever lacrosse tournament and various soccer tournaments.
- Maximized field use by allocating space to 20+ user groups during the Fall 2016 season.
- Futsal drop-in program hosted approximately 30 participant's weekly.
- Won multiple pieces of outdoor fitness equipment that was installed at the Senior Center.
- Hosted two successful art festivals: ARTventure (fall) and Action Arts in the Park (spring).
- Managed the relocation of all ongoing facility rental user groups from the Neighborhood Community Center.
- Provided new "Nature Programs" to residents of all ages, free of charge.
- Increased CDBG funding by 45%.
- Received CPRS Award of Excellence for Innovative Programming The Ranch Program.

#### PARKS AND COMMUNITY SERVICES DEPARTMENT

#### **GOALS**

Provide an expanded range of program opportunities through the efficient use of Parks and Community Services Department resources, utilizing the best practices of the Recreation profession and through consultation with resident groups to focus on those areas that are not being met through current program initiatives.

#### **OBJECTIVES**

- Provide facilities for the community including community centers, athletic fields and facilities, parks and picnic shelters, and ensure there is an equitable allocation process for these facilities.
- Utilize best practices in the Field Allocation process by working in partnership with the NMUSD and youth sports organizations to maximize the use of athletic fields.
- Maintain an above-average satisfaction rating by patrons as scored by customer service surveys.
- Increase community participation in recreational programs and provide access to City facilities by giving priority to local groups.
- Coordinate with local non-profit agencies on after school, arts, music, and recreational program opportunities.
- Increase number of senior classes/activities at no charge to the participants. Designed to keep Costa Mesa's seniors healthy, active, socially involved, and positively engaged.
- Provide services to seniors such as social services, health services, hi-cap, AARP, legal services.
- Increase volunteer opportunities for all ages, to increase community involvement and engagement.
- Expand use of the DRC gymnasium to a greater number of athletic and recreational groups.
- Assist youth to acquire a fundamental understanding of water safety and to teach advanced stroke and fitness techniques through a variety of fitness classes.
- Provide patrons with a safe environment by staffing well trained lifeguards and water safety instructors to supervise all aquatic programming.
- Reintroduce Family, Teens and Kids Night Out type events.
- Reintroduce the Mobile Recreation Program as a form of physical and social youth enhancement.
- Retain the designation for Costa Mesa as a "Playful City," through the Kaboom! Organization.
- Successfully execute six (6) Teen Program Events and two (2) large Teen Program Art Projects.
- Successfully execute two (2) dog-related public events at the Costa Mesa Bark Park.
- Increase attendance in the summer "SMART CAMP" and offer additional areas of programming.
- Increase R.O.C.K.S Program participation at underserved schools: Pomona & Rea Elementary.
- Rebrand summer and school year youth fitness programs to create a more dynamic program that leads to increased participation.
- Create additional intergenerational opportunities and explore including local partner agencies.
- Continue to develop outreach efforts to market and attract underserved groups in the community.
- Increase patron knowledge of community events through printed materials included with receipts.
- Provide one event at each of the community gardens to promote comradery amongst participants.
- Develop plan to provide four themed special events for youth program families during the school year.
- Provide a well-rounded aquatic program including aquatic fitness classes, lap swim, senior aquatics, open swim, and swim lesson programs for participants of all ages and continue to expand aquatic programming for intermediate to advanced youth swimmers.
- Add a second evening to existing Adult Basketball program, thus increasing participation by 50%.
- Continue to increase the presence and effectiveness of Field Ambassadors at Fairview Park.
- Develop and implement a strong nature programming component offering for youth and adults.

## PARKS AND COMMUNITY SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Percent of Recreation Programs meeting or exceeding Cost Recovery Guidelines	100%	100%	100%
Percent of Recreation survey respondents rating overall satisfaction with programs/services as above average	95%	96%	96%
Average monthly ridership on City Senior Mobility Program (SMP) & Medical Transportation Program (MTP)	900	800	900
Number of hour permitted on athletic fields (all user groups)	64,300	65,000	67,000
Number of classes offered and percentage cancelled	843/13%	859/20%	859/20%
Number of children served in Day Camp Programs	1,000	1,100	1,100
Number of daily participants in Drop-In Recreation Programs	20,000	21,100	21,150
Annual number of daily ROCKS program participants	94,000	100,000	110,000
Park reservations issued and percentage of non-residents	780(8%)	800(8%)	800(8%)

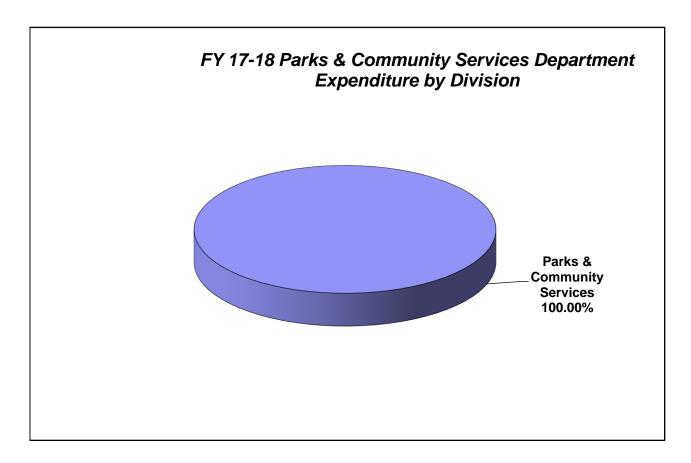
## PARKS & COMMUNITY SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Parks & Community Services - 14300				
Parks and Community Services Director	-	-	-	1.00
Recreation Manager	1.00	1.00	1.00	-
Senior Center Program Administrator	1.00	-	-	-
Administrative Secretary	1.00	1.00	1.00	1.00
Management Analyst Recreation Supervisor	2.00	2.00	1.00 1.00	1.00 1.00
Asst Recreation Supervisor	2.00 -	1.00	1.00	0.70
Subtotal Administration - 50001	5.00	5.00	5.00	4.70
Subtotal Hammiduation 5000 i	0.00	0.00	0.00	7.70
Fairview Park Administrator		-	-	1.00
Subtotal Fairview Park - 20115		-	-	1.00
Assistant Recreation Supervisor	0.20	_	0.30	_
Recreation Coordinator	-	_	0.25	0.25
Subtotal Downtown Recreation Center - 40121	0.20	-	0.55	0.25
A : 4 4 B	0.00	0.00	0.50	0.50
Assistant Recreation Supervisor	0.30	0.30	0.50	0.50
Subtotal Balearic Community Center - 40122	0.30	0.30	0.50	0.50
Assistant Recreation Supervisor	-	-	0.50	-
Recreation Coordinator	0.60	0.60	_	-
Subtotal Neighborhood Community Ctr - 40123	0.60	0.60	0.50	_
Assistant Recreation Supervisor	0.10	_	_	_
Recreation Coordinator	1.00	2.00	0.75	0.75
Subtotal Aquatics - 40212	1.10	2.00	0.75	0.75
	0.10			0.10
Assistant Recreation Supervisor	0.10	-	-	0.10
Recreation Coordinator	- 0.10		0.10	- 0.10
Subtotal Adult Basketball&Volleyball - 40214	0.10	-	0.10	0.10
Assistant Recreation Supervisor	0.10	_	-	0.10
Recreation Coordinator		-	0.10	
Subtotal Adult Sports Softball - 40215	0.10	-	0.10	0.10
Assistant Recreation Supervisor	0.50	_	_	0.70
Recreation Coordinator	-	_	0.70	-
Subtotal Fields/Field Ambassadors - 40216	0.50	-	0.70	0.70
Assistant Degraction Constitute	0.40	0.40		
Assistant Recreation Supervisor	0.10	0.10		
Subtotal Youth Basketball/Cheerleading - 40218	0.10	0.10		<del>-</del>
Assistant Recreation Supervisor	-	-	-	0.10
Recreation Coordinator			0.10	
Subtotal Adult Sports Futsal - 40222	-		0.10	0.10
Recreation Coordinator	_	_	_	1.00
Sr Ctr Program Administrator	_	1.00	1.00	1.00
Senior Center - 40231		1.00	1.00	2.00
	•			

## PARKS & COMMUNITY SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

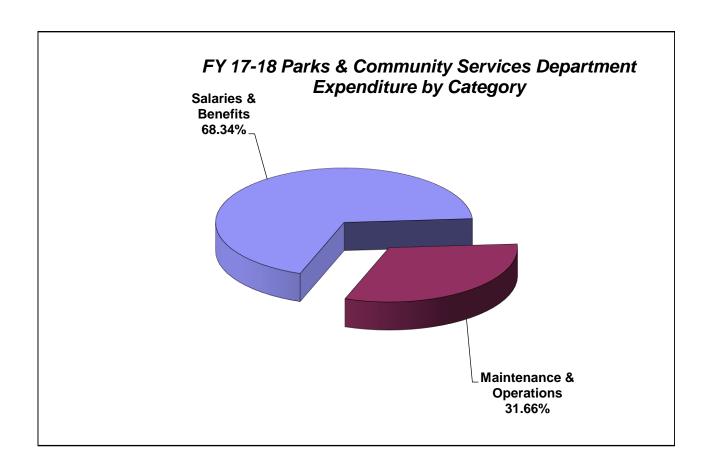
	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Parks & Community Services - 14300 (continued)	7 taoptou	7 taoptou	7 taoptoa	<u> </u>
Assistant Recreation Supervisor	0.10	0.10	-	-
Subtotal Day Camp - 40232	0.10	0.10	-	-
Assistant Recreation Supervisor	0.25	0.25	0.25	0.25
Subtotal ROCKS (Playgrounds) - 40233	0.25	0.25	0.25	0.25
Assistant Recreation Supervisor	0.10	0.10	-	
Subtotal Teen Programs - 40236	0.10	0.10	-	-
Assistant Recreation Supervisor	0.15	0.15	0.25	0.25
Subtotal Early Childhood - 40241	0.15	0.15	0.25	0.25
Assistant Recreation Supervisor	-	-	0.10	0.15
Recreation Coordinator	0.20	0.20	-	
Subtotal Adult Instructional Classes - 40242	0.20	0.20	0.10	0.15
Assistant Recreation Supervisor	-	_	0.10	0.15
Recreation Coordinator	0.20	0.20	-	-
Subtotal Youth Instructional Classes - 40243	0.20	0.20	0.10	0.15
Total Department Full-time Positions	9.00	10.00	10.00	11.00
Total Department Part-time Positions (in FTE's)	44.43	60.77	64.00	69.54
TOTAL DEPARTMENT	53.43	70.77	74.00	80.54

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
Parks & Comm Svcs - 14300	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,132	8.41%
Total Expenditures	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,132	8.41%



# PARKS & COMMUNITY SERVICES DEPARTMENT EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
Expenditure by Category:					
Salaries & Benefits Maintenance & Operations Fixed Assets	\$ 2,568,507 1,823,005 146,976	\$ 2,783,817 1,911,709 4,933	\$ 3,466,715 1,977,616	\$ 4,033,599 1,868,533	16.35% -5.52% 0.00%
Total Expenditures	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,132	8.41%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,132	100.00%
<b>Total Funding Sources</b>	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,132	100.00%

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 457,163	\$ 584,187	\$ 703,289	\$ 882,976	26%
Regular Salaries - Part time	501300	1,492,849	1,577,270	1,813,495	1,972,994	9%
Overtime	501400	7,051	11,383	-	-	0%
Vacation/Comp. Time Cash Out	501600	2,417	1,278	-	-	0%
Holiday Allowance	501700	186	475	-	-	0%
Separation Pay-Off	501800	-	3,719	-	-	0%
Other Compensation	501900	4,933	5,918	77,768	73,726	-5%
Cafeteria Plan	505100	86,166	127,125	131,233	180,660	38%
Medicare	505200	28,770	32,241	10,269	12,925	26%
Retirement	505300	382,772	345,111	618,576	776,949	26%
Professional Development	505500	10,771	11,427	18,185	18,485	2%
Unemployment	505800	1,476	1,476	1,476	1,476	0%
Workers' Compensation	505900	93,952	82,208	92,424	113,409	23%
Subtotal Salaries & Benefits		\$ 2,568,507	\$ 2,783,817	\$ 3,466,715	\$ 4,033,599	16%
Stationery and Office	510100	\$ 29,081	\$ 29,793	\$ 26,650	\$ 27,150	2%
Multi-Media, Promotions and Subs	510200	34,584	67,793	45,314	46,014	2%
Small Tools and Equipment	510300	176,664	112,320	89,820	63,070	-30%
Uniform & Clothing	510400	29,971	27,798	30,200	32,100	6%
Safety and Health	510500	12,897	15,299	20,810	38,810	86%
Maintenance & Construction	510600	5,528	17,238	6,450	10,450	62%
Electricity - Buildings & Fac.	515100	131,970	132,442	130,800	88,800	-32%
Electricity - Power	515200	22,741	22,633	24,000	24,000	0%
Gas	515400	17,109	18,370	21,000	18,000	-14%
Water - Domestic	515500	19,406	18,137	16,575	6,575	-60%
Janitorial and Housekeeping	515800	105,290	129,768	139,639	94,798	-32%
Postage	520100	32,092	37,044	32,600	32,600	0%
Legal Advertising/Filing Fees	520200	102	-	-	-	0%
Advertising and Public Info.	520300	111	566	200	200	0%
Telephone/Radio/Communications	520400	14,162	14,709	11,500	11,053	-4%
Meetings & Conferences	520500	1,555	44	-	-	0%
Mileage Reimbursement	520600	-	395	-	500	0%
Board Member Fees	520800	5,700	8,700	10,200	10,200	0%
Buildings and Structures	525100	5,381	1,293	5,300	5,300	0%
Office Furniture	525600	10,701	26,785	2,750	2,750	0%
Office Equipment	525700	840	830	4,725	4,725	0%
Other Equipment	525800	22,236	20,126	26,421	23,921	-9%
Employment	530100	23,819	-	-	-	0%
Consulting	530200	31,580	28,449	30,000	30,000	0%
Medical and Health Inspection	530600	545	977	807	807	0%
Recreation	530800	427,184	477,962	579,321	548,571	-5%
External Rent	535400	452,878	486,111	485,370	485,370	0%
Grants, Loans and Subsidies	535500	61,000	- FC 622	46 500	46 500	0%
Central Services	535800	30,932	56,622	46,500	46,500	0%
Internal Rent - Maint. Charges	536100	32,651 6,574	48,421 15,214	49,132	49,935	2%
Internal Rent - Repl.Cost Internal Rent - IT Replacement	536200 536300	4,488	15,214 6,732	17,254 8,976	25,519 11,220	48% 25%
General Liability	540100	4,400 54,604	72,806	100,867	115,160	25% 14%
Taxes & Assessments	540700	18,628	16,333	14,435	14,435	0%
Subtotal Maintenance & Operation		\$ 1,823,005	\$ 1,911,709	\$ 1,977,616	\$ 1,868,533	<b>-6%</b>
•			•			
Buildings and Structures	590400	\$ -	\$ 2,603	\$ -	\$ -	0%
Other Equipment	590800	146,976	2,330	-	<u>-</u>	0%
Subtotal Fixed Assets		\$ 146,976	\$ 4,933	\$ -	\$ -	0%
Total Expenditures		\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,132	8%

		Y 14-15 Actual	F	Y 15-16 Actual	_	Y 16-17 Adopted		Y 17-18 eliminary	Percent Change
PARKS & COMMUNITY SERVICES	- 14	<b>4300</b>							
Recreation Admin - 50001									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	662,244 193,193	\$	497,348 191,086 495	\$	714,103 198,328	\$	868,788 223,183	22% 13% 0%
Subtotal Administration	\$	855,437	\$		\$	912,431	\$1	,091,970	20%
Fairview Park - 20115									
Salaries & Benefits	\$	-	\$	-	\$	-	\$	137,170	0%
Maintenance & Operations Fixed Assets		-		-		-		-	0% 0%
Subtotal Fairview Park	\$	-	\$	-	\$	-	\$	137,170	0%
Park Maintenance - 40111									
Salaries & Benefits	\$	-	\$	-	\$	-	\$	_	0%
Maintenance & Operations	•	-		2,118		-		-	0%
Fixed Assets Subtotal Park Maintenance	-\$	-	\$	2,118	\$	-	\$	-	0% <b>0%</b>
							<del>- +</del>		<u> </u>
Downtown Recreation Ctr - 40121									
Salaries & Benefits	\$	66,920	\$	69,583	\$	212,918	\$	135,487	-36%
Maintenance & Operations Fixed Assets		90,105		109,334		108,847		89,558	-18% 0%
Subtotal Downtown Rec Ctr	\$	157,025	\$	178,917	\$	321,765	\$	225,045	-30%
Balearic Community Ctr - 40122									
· · · · · · · · · · · · · · · · · · ·	<b>c</b>	77.055	æ	02.005	æ	00 400	æ	147 560	670/
Salaries & Benefits  Maintenance & Operations	\$	77,955 82,464	\$	83,995 110,124	\$	88,188 119,986	\$	147,562 118,636	67% -1%
Fixed Assets	_	-		970		-		-	0%
Subtotal Balearic Community Ctr	\$	160,419	\$	195,089	\$	208,174	\$	266,199	28%
Neighborhood Comm Ctr - 40123									
Salaries & Benefits	\$	160,682	\$	197,001	\$	268,879	\$	209,085	-22%
Maintenance & Operations Fixed Assets		112,586		94,635		105,772		6,000	-94% 0%
Subtotal Neighborhood Comm Ctr	\$	273,269	\$	291,636	\$	374,651	\$	215,085	<b>-43%</b>
<u>Aquatics - 40212</u>							_		
Salaries & Benefits	\$	183,289	\$	159,201	\$	198,172	\$	279,778	41%
Maintenance & Operations	7	4,482	7	4,934	7	11,121	7	13,921	25%
Fixed Assets Subtotal Aquatics	\$	187,771	\$	164,135	\$	209,293	\$	293,699	0% <b>40%</b>
Subicial Aqualics	Ψ	101,111	Ψ	104,133	Ψ	203,233	Ψ	200,000	40 /0

		Y 14-15 Actual	F	Y 15-16 Actual	_	Y 16-17 Adopted	_	Y 17-18 eliminary	Percent Change
<u>Tennis - 40213</u>									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	24,113 -	\$	24,290	\$	26,600	\$	26,600	0% 0% 0%
Subtotal Tennis	_\$_	24,113	\$	24,290	\$	26,600	\$	26,600	0%
Adult Sports Basketball/Volleyball - 402	<u>14</u>								
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Adult Basketball/Volleyball	\$ 	16,780 9,565 - <b>26,345</b>	\$ <b>\$</b>	17,814 8,824 - <b>26,638</b>	\$ <b>\$</b>	10,100 16,870 - <b>26,970</b>	\$ <b>\$</b>	18,595 16,870 - <b>35,465</b>	84% 0% 0% 31%
•					<u> </u>				
Adult Sports Softball - 40215									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	17,359 34,986	\$	16,673 6,801	\$	7,149 - -	\$	10,036 700	40% 0% 0%
Subtotal Adult Sports Softball	\$	52,346	\$	23,474	\$	7,149	\$	10,736	50%
Fields/Field Ambassadors - 40216									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	165,383 237,742 59,172	\$	213,117 222,234	\$	318,328 233,741 -	\$	308,545 240,199	-3% 3% 0%
Subtotal Fields/Field Ambassadors	\$	462,298	\$	435,351	\$	552,069	\$	548,744	-1%
Youth Sports Basketball/Cheerleading -	402	18							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	65,561 14,337	\$	89,682 13,166	\$	76,144 14,350	\$	129,113 14,350	70% 0% 0%
Subtotal Youth Basketball/Cheer	\$	79,898	\$	102,849	\$	90,494	\$	143,463	59%
Youth Sports Flag Football/Cheerleadin	g/Sc	occer - 402	<u>219</u>						
Salaries & Benefits Maintenance & Operations	\$	15 -	\$	-	\$	-	\$	-	0% 0%
Fixed Assets Subtotal Youth Sports FF/C/S	\$	15	\$	-	\$	<u>-</u>	\$	<u>-</u>	0% <b>0%</b>
Gustotai Toutii Sports FF/0/3	Ψ	13	Ψ		Ψ		Ψ	-	U /0
Adult Sports Futsal - 40222									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	314 3,853	\$	10,100 8,300	\$	18,595 5,765	84% -31% 0%
Subtotal Adult Sports Futsal	\$	-	\$	4,167	\$	18,400	\$	24,360	32%

	F	Y 14-15 Actual		Y 15-16 Actual		Y 16-17 Adopted		Y 17-18 eliminary	Percent Change
Senior Citizens Center - 40231									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	270,147 573,013 87,804	\$	373,832 556,252 865	\$	462,227 519,984	\$	615,383 517,646	33% 0% 0%
Subtotal Senior Citizens Center	\$	930,964	\$		\$	982,211	\$1	,133,029	15%
Day Camp - 40232									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	86,980 81,542	\$	94,116 86,586	\$	34,746 100,853	\$	102,821 104,827	196% 4% 0%
Subtotal Day Camp	\$	168,521	\$	180,702	\$	135,599	\$	207,648	53%
ROCKS (Playgrounds) - 40233									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	498,638 29,087	\$	624,648 39,412	\$	707,158 42,512	\$	666,522 42,569	-6% 0% 0%
Subtotal ROCKS (Playgrounds)	\$	527,726	\$	664,061	\$	749,670	\$	709,092	-5%
Teen Programs - 40236									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	119,683 30,161	\$	131,540 30,591	\$	124,911 30,450	\$	119,284 30,450	-5% 0% 0%
Subtotal Teen Programs	\$	149,845	\$	162,131	\$	155,361	\$	149,734	-4%
<u>Concerts - 40237</u>									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	-	\$	- 4,568	\$	-	\$	-	0% 0%
Subtotal Concerts	\$	-	\$	4,568	\$	-	\$	-	0% <b>0%</b>
Early Childhood - 40241			<u> </u>	, , , ,	<u> </u>		<u> </u>		
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	124,738 7,322	\$	137,805 8,023	\$	137,875 8,853	\$	145,475 10,053	6% 14% 0%
Subtotal Early Childhood	\$	132,059	\$	145,828	\$	146,728	\$	155,528	6%
Adult Instructional Classes - 40242									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	26,013 82,122	\$	29,306 76,231	\$	26,342 109,650	\$	17,833 109,650	-32% 0% 0%
Subtotal Adult Instructional	\$	108,135	\$	105,537	\$	135,992	\$	127,483	-6%

	F	Y 14-15 Actual	-	Y 15-16 Actual	Y 16-17 Adopted	Y 17-18 eliminary	Percent Change
Youth Instructional Classes - 40243							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	25,896 207,815	\$	30,673 278,763	\$ 26,342 302,664	\$ 17,833 268,664	-32% -11% 0%
Subtotal Youth Instructional	\$	233,710	\$	309,436	\$ 329,006	\$ 286,497	-13%
Special Recreation Events - 40244							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- 771 -	\$ 4,038 1,735	\$ - 1,941 -	-100% 12% 0%
Subtotal Special Recreation Events	\$	-	\$	771	\$ 5,773	\$ 1,941	-66%
Mobile Recreation - 40245							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- - -	\$ - - -	\$ 51,424 9,950	0% 0% 0%
Subtotal Mobile Recreation	\$	-	\$	-	\$ -	\$ 61,374	0%
Bark Park - 40248							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- -	\$	17,168 17,687 2,603	\$ 38,795 2,000	\$ 34,071 2,000	-12% 0% 0%
Subtotal Bark Park	\$	-	\$	37,458	\$ 40,795	\$ 36,071	-12%
Community Gardens - 40249							
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- 158 -	\$ 1,900 -	\$ 1,900 -	0% 0% 0%
Subtotal Community Gardens	\$	-	\$	158	\$ 1,900	\$ 1,900	0%
Parks & Recreation Commission - 50125	<u>5</u>						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	225 4,178 -	\$	4,300	\$ 200 6,450	\$ 200 6,450	0% 0% 0%
Subtotal Parks & Recreation Comm.	\$	4,403	\$	4,300	\$ 6,650	\$ 6,650	0%
Senior Commission - 50126							
Salaries & Benefits Maintenance & Operations	\$	1,600	\$	4,400	\$ - 4,650	\$ 4,650	0% 0%
Fixed Assets Subtotal Senior Commission	\$	- 1,600	\$	4,400	\$ 4,650	\$ - 4,650	0% <b>0%</b>

		/ 14-15 Actual	_	Y 15-16 Actual		/ 16-17 dopted		Y 17-18 liminary	Percent Change
Cultural Arts Committee - 50190									
Salaries & Benefits	\$	_	\$	_	\$	_	\$	_	0%
Maintenance & Operations		2,592	•	12,364	•	1,000	•	1,000	0%
Fixed Assets		-		-		-		-	0%
Subtotal Cultural Arts Committee	\$	2,592	\$	12,364	\$	1,000	\$	1,000	0%
Historical Preservation Committee - 5019	<u>91</u>								
Salaries & Benefits	\$	_	\$	_	\$	_	\$	_	0%
Maintenance & Operations	•	_	,	204	,	1,000	•	1,000	0%
Fixed Assets		-		-		· -		-	0%
Subtotal Historic Preservation Comm.	\$	-	\$	204	\$	1,000	\$	1,000	0%
Total Expenditures	\$4,	538,489	<b>\$</b> 4	,700,459	<b>\$5</b> ,	444,331	<b>\$</b> 5,	902,132	8%

## INFORMATION TECHNOLOGY Information Technology Director (1)

Executive Secretary (1)
Computer Operations & Networking Supervisor (1)
Network Administrator (3)
Programmer Analyst II (1)
Senior Programmer Analyst (3)
Systems & Programming Supervisor (1)
Part-time (FTE = 2.16)



#### INFORMATION TECHNOLOGY DEPARTMENT

The Information Technology Department is responsible for network administration; software development and installation; maintenance of hardware and software, including upgrade and replacement; database management; wireless phones; and the support and oversight of all technology-related products and services for all departments, including the Police Department and Fire Department of the City of Costa Mesa. Its daily activities include, but are not limited to, maintenance of all computer systems; making sure that virus protection software are up-to-date and functioning properly; maintenance of a help desk to help troubleshoot computer-related problems; and ensuring that employees are connected and the City websites are working properly and safely. This department is further responsible for operation, maintenance, deployment, and utilization of all City computers. The department has 11 full-time positions composed of one management, two supervisory, seven professional, and one clerical position. Part-time staffing consists of 2.16 full-time equivalents. The department has three divisions:

- Administration
- Computer Operations and Networking
- Systems and Programming

#### INFORMATION TECHNOLOGY DEPARTMENT - 14600

#### Administration - 50001

Coordinates and supervises the Department's activities; manages the networking resources of the City; and advises the City Manager and the City Council on computer-related technological issues.

#### Computer Operations and Networking - 50710

Operates and monitors computer equipment in support of both Public Safety and general City services in a 7-day, 24-hour operation. Maintains data files and processes business applications and reports distribution in a networked client-server environment.

#### Systems and Programming - 50720

Supports and enhances applications for Public Safety and general City services. Coordinates systems implementations, maintenance, and processing solutions for ad hoc data processing requests in networked client-server and internet/intranet environments.

#### **BUDGET NARRATIVE**

The FY 17-18 preliminary budget for the I.T. Department is \$3,509,452, an increase of \$112,093, or 3.3%, compared to the adopted budget for FY 16-17.

Increases are mainly attributed to Fixed Assets accounts, specifically Computer Equipment, Software and Other Equipment account.

#### PRIOR YEAR'S ACCOMPLISHMENTS

- Implementation of the Barracuda e-mail archiver
- Third Floor signage installation
- Installation of the Cyber DNA threat security
- Fiber installation at the Senior Center
- New GIS Parcel Viewer for City Staffs to query GIS-related information
- Transfer of the City's financial bank from Bank of America to J.P. Morgan
- New Homeless Outreach Management System
- ACA (Affordable Care Act) I.T. developed PeopleSoft applications to fulfill the Payroll and Benefits data elements for data integration from multiple sources, etc.

#### INFORMATION TECHNOLOGY DEPARTMENT

#### PRIOR YEAR'S ACCOMPLISHMENTS (continued)

- Implementation of solutions for e-signature on digital forms.
- VMware 6.0 upgrade
- Start of Library NCC project

#### **GOALS**

Continue doing the following: provide the highest quality services and programs to the community; provide professional, timely and cost-effective services to the City, PD, and Fire staffs; strengthen community image; and facilitate community problem-solving through a commitment to teamwork and customer service.

#### **OBJECTIVES**

- Continue to provide timely assistance.
- Research new SAN and storage technology for future implementations.
- Research computer replacements and server technology.
- Implement new Land Management System and Animal License System.
- Implement big data solutions to include more financial information.
- Add more features to the new Intranet site so that each department can manage its own section on the Intranet.
- Upgrade more Intranet specific applications from php to .net platform; create a centralized repository for more data sharing across multiple applications.
- Create more GIS mapping solutions for public facing and internal use web sites.

Performance Measures/Workload Indicators:	FY 15-16 <u>Actual</u>	FY 16-17 <u>Adopted</u>	FY 17-18 <u>Preliminary</u>
Number of Printers/Terminals maintained	115/430	115/430	110/430
Help Desk requests resolved	3,264	3,540	2029
Number of City developed software applications	6	10	10
Number of servers maintained	105	105	110
Number of miscellaneous devices maintained	60	60	100
Number of vendor software applications maintained*	800	700	700

<sup>\*</sup>It is difficult to determine the exact number of vendor software applications maintained as each department has different requirements.

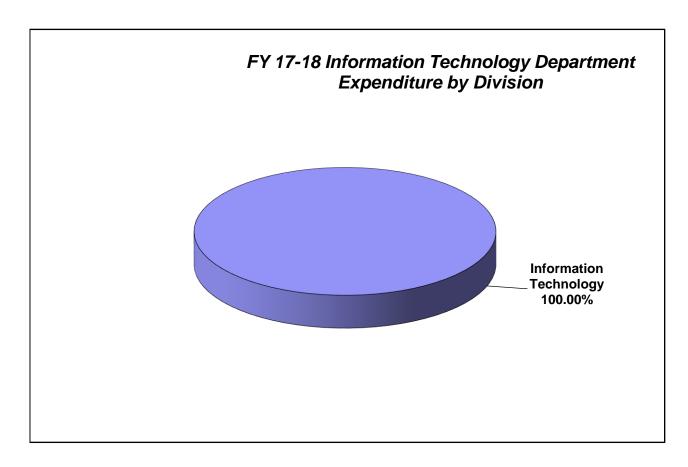
## INFORMATION TECHNOLOGY DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Information Technology - 14600		•		
Information Technology Director	_	_	1.00	1.00
Executive Secretary	-	-	1.00	1.00
Subtotal Administration - 50001	-	-	2.00	2.00
Information Technology Director	0.50	0.50	-	-
Administrative Secretary	0.50	0.50	-	-
Computer Operations & Networking Supervisor	1.00	1.00	1.00	1.00
Network Administrator	3.00	3.00	3.00	3.00
Subtotal Computer Operations - 50710	5.00	5.00	4.00	4.00
Information Technology Director	0.50	0.50	-	-
Administrative Secretary	0.50	0.50	_	-
Programmer Analyst II	-	1.00	1.00	1.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
Subtotal Computer Systems Devel - 50720	5.00	6.00	5.00	5.00
Total Department Full-time Positions	10.00	11.00	11.00	11.00
Total Department Part-time Positions	0.50	1.50	1.94	2.16
TOTAL DEPARTMENT	10.50	12.50	12.94	13.16



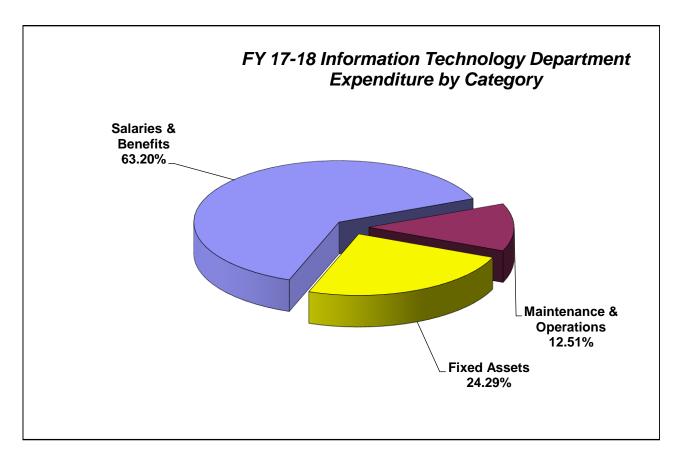
# INFORMATION TECHNOLOGY DEPARTMENT EXPENDITURE SUMMARY BY DIVISION

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
Information Technology - 14600	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,452	3.30%
Total Expenditures	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,452	3.30%



# INFORMATION TECHNOLOGY DEPARTMENT EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Percent
	Actual	Actual	Adopted	Preliminary	Change
<b>Expenditure by Category:</b>					
Salaries & Benefits	\$ 1,646,169	\$ 1,658,261	\$ 1,999,515	\$ 2,218,013	10.93%
Maintenance & Operations	862,518	895,431	1,295,821	438,907	-66.13%
Fixed Assets	129,212	130,799	102,023	852,533	735.63%
Total Expenditures	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,452	3.30%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,452	100.00%
Total Funding Sources	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,452	100.00%

# INFORMATION TECHNOLOGY DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number		Y 14-15 Actual	I	FY 15-16 Actual		FY 16-17 Adopted		Y 17-18 eliminary	Percent Change
Account Description							-			
Regular Salaries - Non Sworn	501200	\$	923,688	\$	937,956	\$	1,136,033	\$	1,196,681	5%
Regular Salaries - Part time	501300		35,622		115,545		114,193		144,993	27%
Overtime	501400		118,057		116,982		159,178		154,085	-3%
Accrual Payoff - Excess Maximum	501500		1,237		-		-		-	0%
Vacation/Comp. Time Cash Out	501600		19,742		5,744		10,742		8,443	-21%
Holiday Allowance	501700		3,831		2,496		2,478		6,048	144%
Separation Pay-Off	501800		-		17,460		-		-	0%
Other Compensation	501900		1,519		1,652		1,737		6,181	256%
Cafeteria Plan	505100		111,362		116,265		131,784		169,428	29%
Medicare	505200		15,917		17,381		16,498		17,378	5%
Retirement	505300		316,689		249,387		319,224		398,134	25%
Professional Development	505500		44,876		44,903		61,494		61,494	0%
Auto Allowance	505600		5,724		5,724		5,614		5,614	0%
Unemployment	505800		930		930		930		930	0%
Workers' Compensation	505900		46,976		25,837		39,610		48,604	23%
Subtotal Salaries & Benefits		\$	1,646,169	\$	1,658,261	\$	1,999,515	\$	2,218,013	11%
Stationery and Office	510100	\$	3,992	\$	3,992	\$	2,917	\$	2,874	-1%
Multi-Media, Promotions and Subs	510200	Ψ	436	*	2,516	•	2,206	*	1,247	-43%
Small Tools and Equipment	510300		23,830		_,0.0		2,000		2,000	0%
Uniform & Clothing	510400		,		596		_,,,,,		_,,,,,	0%
Safety and Health	510500		86		875		1,095		426	-61%
Postage	520100		17		9		200		200	0%
Telephone/Radio/Communications	520400		43,073		43,377		43,230		52,911	22%
Meetings & Conferences	520500		-		544		1,500		1,000	-33%
Mileage Reimbursement	520600		160		164		400		400	0%
Office Equipment	525700		606,886		532,372		620,736		4,995	-99%
Consulting	530200		125,858		209,461		542,095		280,000	-48%
External Rent	535400		4,378		3,090		042,000		3,900	0%
Central Services	535800		344		45		500		250	-50%
Internal Rent - IT Replacement	536300		17,056		25,584		34,112		42,640	25%
General Liability	540100		36,403		72,806		44,830		46,064	3%
Subtotal Maintenance & Operation		\$	862,518	\$	895,431	\$	1,295,821	\$	438,907	-66%
Office Furniture	E00600	\$		r.				r.	14.600	2640/
Office Furniture	590600	Ф	120 212	\$	120 700	\$	4,023	\$	14,626	264% 755%
Other Equipment	590800	<u> </u>	129,212	φ.	130,799	•	98,000	•	837,907	755%
Subtotal Fixed Assets		<u>\$</u>	129,212	\$	130,799	\$	102,023	\$	852,533	736%
Total Expenditures		\$ 2	2,637,899	\$	2,684,491	\$	3,397,359	\$	3,509,452	3%

# INFORMATION TECHNOLOGY DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	F	Y 14-15 Actual			FY 16-17 Adopted		FY 17-18 Preliminary		Percent Change
INFORMATION TECHNOLOGY - Administration - 50001	146	00							
Salaries & Benefits	\$	_	\$	550	\$	391,276	\$	449,429	15%
Maintenance & Operations		-		20		94,954		93,254	-2%
Fixed Assets		-		-		1,023		9,602	839%
Subtotal Administration	\$	-	\$	570	\$	487,253	\$	552,285	13%
Computer Operations - 50710  Salaries & Benefits  Maintenance & Operations	\$	862,203 862,180	\$	873,315 467.392	\$	635,414 573.151	\$	710,474 235,256	12% -59%
Fixed Assets		129,188		130,799		98,000		359,997	-59 % 267%
Subtotal Computer Operations	\$	1,853,570	\$	1,471,506	\$	1,306,565	\$	1,305,727	0%
Computer Systems Development - 50 Salaries & Benefits	9 <mark>720</mark>	783,966	\$	784,396	\$	972,825	\$	1,058,109	9%
Maintenance & Operations		338		428,020		627,716		110,397	-82%
Fixed Assets	_	25		<u> </u>		3,000		482,934	15998%
Subtotal Computer Systems Dev	\$	784,329	\$	1,212,415	\$	1,603,541	\$	1,651,440	3%
Total Expenditures	\$	2,637,899	\$ :	2,684,491	\$	3,397,359	\$	3,509,452	3%

## POLICE ADMINISTRATION Police Chief (1)

Executive Secretary (2)

Police Lieutenant (1)

Police Officer (1)

Police Sergeant (2)

Police Training Assistant (1)

Public Affairs Manager (1)

Range Master (1)

Part-time (FTE = 1.6)

## POLICE FIELD OPERATIONS Police Captain (1)

Animal Control Officer (2)

Community Services Specialist (5)

Park Ranger (6)

Police Lieutenant (3)

Police Officer (72)

Police Sergeant (16)

Senior Police Officer (1)

Part-time (FTE = 11.09)

## POLICE SUPPORT SERVICES Police Captain (1)

Administrative Secretary (1)

Civilian Investigator (1)

Communications Installer (1)

Communications Officer (16)

Communications Supervisor (4)

Community Services Specialist (1)

Court Liaison (1)

Crime Analyst (1)

Crime Scene Investigation Supervisor (1)

Crime Scene Specialist (3)

Electronics Technician (1)

Emergency Services Administrator (1)

Office Specialist II (1)

Police Lieutenant (2)

Police Officer (29)

Police Records Administrator (1)

Police Records Bureau Supervisor (1)

Police Records Shift Supervisor (3)

Police Sergeant (5)

Property/Evidence Specialist (1)

Property/Evidence Supervisor (1)

Senior Communications Officer (1)

Senior Communications Supervisor (1)

Senior Police Officer (1)

Senior Police Records Technician (16)

Part-time (FTE = 10.91)



The Police Department is tasked with protecting life and property while preserving the peace. The department has 212 full-time positions, of which 136 are sworn and 76 are professional staff. Full-time staffing is composed of 12 management positions, 34 supervisory, and 166 line-level positions. Part-time staffing consists of 23.60 full-time equivalents. The department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

- Police Administration
- Police Field Operations
- Police Support Services

#### **POLICE ADMINISTRATION – 15100**

#### Police Administration – 50001

Provides the department's overall direction and planning with input from other divisions; provides advice to the City Manager and City Council on public safety issues; provides internal investigation and public affairs services through the Professional Standards Bureau; and conducts department budget and grant administration

#### **Training – 10133**

Provides and coordinates training programs, and the recruitment and selection of candidates for vacant positions within the department, adhering to the guidelines established by statutory and state-mandated Peace Officer Standard Training (POST) requirements for sworn and civilian personnel; develops and evaluates daily in-service programs.

#### **POLICE FIELD OPERATIONS – 15300**

#### Field Operations - 10111

Provides public safety services through patrol-related policing activity; coordinates community-oriented policing services; supervises the Police Reserve Program; provides public park safety services through the Park Rangers Unit; and provides business-related services to the public via the front desk.

#### Traffic Safety - 10113

Enforces State and City traffic laws; provides follow-up investigation and prosecution of traffic-related criminal cases; and coordinates personnel to respond to and investigate traffic collisions.

#### Contract & Special Events - 10114

Provides special event public safety and traffic management services requested by the community on a contractfor-pay basis.

#### **Animal Control – 10139**

Regulates, controls, and prevents rabies in the wild and domesticated animal population in the City; impounds, strays, or unlicensed animals; and enforces those laws and ordinances applying to animals within the City.

#### **STEP - 10143**

The Selective Traffic Enforcement Program (STEP) is designed to fund traffic safety related enforcement and education efforts to reduce alcohol related traffic collisions, address aggressive driving practices, particularly speed and red light/stop sign violations, and to increase the overall traffic safety in the City.

#### **POLICE SUPPORT SERVICES - 15400**

#### Administration - 50001

Provides essential logistical support services to the Police Department through the below-listed programs; responsible for computer-related activities associated with the 24-hour operation of the City's public safety computer system; and responsible for the research and development of numerous programs, including safety equipment, new laws and regulations, and policy development.

#### **Helicopter Patrol - 10112**

Provides helicopter patrol services through a contract with the City of Huntington Beach.

#### Crime Investigation – 10120

Investigates criminal activities including: homicide, rape, robbery, and assault; larcenies, including grand theft, auto theft, and fraud; residential, commercial, and vehicle burglaries reported in the City; fraudulent checks and forgery cases, including identity theft, crimes against persons and property, and where the suspect or victim is a juvenile. The program objective is the investigation of Part I Crimes; case preparation; the apprehension, prosecution and conviction of perpetrators; and the recovery of stolen property.

#### Special Investigations Unit - 10127

Investigates illegal narcotics activity with emphasis on traffickers; vice and prostitution; and specialized investigations as determined by the Department.

#### Records/Information Systems - 10131

Responsible for the electronic and manual processing, storing, and reporting of all crime and arrest reports, citation processing, and ancillary report processing to meet the Department of Justice crime statistics reporting mandates.

#### Crime Scene Investigation/Photos - 10132

Provides investigative support for the collection, processing and preservation of evidence at crime scenes; laboratory and photographic support for evidentiary and non-evidentiary requests.

#### Youth Crime Intervention – 10135

Provides services to local schools; criminal street gang suppression and investigation; and coordinates outreach intervention opportunities through the Gang Investigations Unit.

#### Property & Evidence - 10136

Maintains records; stores, preserves, and disposes of property and evidence consistent with legal guidelines.

#### Jail - 10137

Provides jail services through a contract with G4S.

#### **Equipment Maintenance - 10138**

Coordinates the maintenance/servicing of police vehicles and pool cars with Fleet Services.

#### POLICE SUPPORT SERVICES – 15400 (Continued)

#### <u>Telecommunications Operations – 51010</u>

Provides a centralized, computer-aided Communications Dispatch Center that receives citizen requests for emergency fire, paramedics and police services; provides medical pre-arrival instructions using Emergency Medical Dispatch (EMD) procedures; provides a means of contact for emergency Public Services, Water District service and Orange Coast College Security outside of normal business hours.

#### **Technical Support & Maintenance - 51020**

Provides operational integrity of the City's telecommunications infrastructure for data and voice; provides systems and equipment installations and electronics maintenance; oversees inter-operation of telephone, radio, audio, fire alerting system and selected data and video assets in buildings and facilities, outside plant, and in automotive/mobile and portable configurations.

#### **Emergency Services - 51040**

Serves as the office responsible for the City's disaster preparedness; acts as liaison to other government agencies, private sector, schools and special districts, non-government and volunteer organizations on disaster preparedness; conducts disaster planning meetings, training and exercises; maintains disaster supplies; administers the Emergency Operations Center (EOC), the Joint Information Center (JIC) and the City's Emergency Operations Plan; and ensures compliance with the National Incident Management System (NIMS).

#### **BUDGET NARRATIVE**

The FY 17-18 preliminary budget for the Police Department totals \$46,345,540, which reflects an increase of \$2,224,261, or 5.0% compared to the FY 16-17 adopted budget. Increases are mainly attributed to Salaries and Benefits accounts.

Funding for public safety services comes from the General Fund, Proposition 172, Supplemental Law Enforcement Services Fund (SLESF), and other grant funds.

#### PRIOR YEAR'S ACCOMPLISHMENTS

- Developed and implemented the Department's first 5-year Strategic Plan
- Aggressively recruited and hired new staff to fill both sworn and civilian vacancies, to include the department's new Public Affairs Manager and Emergency Services Administrator
- Expanded staffing in specialty assignments
- Joined the Orange County Human Trafficking Task Force (OCHTTF)
- Staffed and reopened the West Side Substation (WSS) to meet community needs
- Transitioned to the Lexipol law enforcement policy manual to standardize with other Orange County and California law enforcement agencies
- Identified and implemented a new department issued handqun platform
- Implemented an electronic citation system to improve efficiency and meet ILJAOC guidelines
- Achieved 100% compliance with all State and legislative training mandates for department personnel
- Met all Peace Officers Standards and Training (POST) mandates with 100% compliance
- Obtained grant awards (UASI, JAG, & OTS) to fund department training and initiatives during the fiscal year

#### **GOALS**

Department's Strategic Plan Goals:

- Invest in its professionals by becoming a fully-staffed and highly trained department
- Have secured and well-maintained facilities to ensure that personnel are able to perform their duties safely and efficiently
- Be equipped with the necessary tools to keep the Costa Mesa community safe
- Enhance internal department communication to enable staff at all levels to be informed and effectively carry out the Department's mission

#### **OBJECTIVES**

- Focus on development of the citywide Emergency Preparedness Program
- Update the City's Emergency Operations Plan
- Conduct a joint agency training event related to active shooter and other contemporary event
- Evaluate and purchase traffic speed monitoring boxes
- Evaluate and implement Problem Oriented Policing software
- Upgrade the Department's front lobby security features
- Evaluate the technology and feasibility of adopting digital video body cameras for department personnel use
- Renovate/upgrade the department's aging firearms range
- Achieve 100% compliance with all State and legislative training mandates for department personnel
- Meet all Peace Officers Standards and Training (POST) mandates with 100% compliance
- Obtain grant awards (UASI, JAG & OTS) to fund department training and initiatives during the fiscal year

Performance Measures/Workload Indicators:	FY 15-16 <u>Actual</u>	FY 16-17 Adopted	FY 17-18 Preliminary
Records Bureau Cases/Arrest Reports Processed	19,658	19,310	18,600
Custody Bookings	4,065	4,080	4,100
Crime Scene Investigation Work Product	4,379	7,400	7,400
<ul> <li>Property and Evidence – Total Items Booked 12,068</li> </ul>	13,231	12,068	13,500
Hit-and-Run Investigations     Cases Cleared     Effectiveness	275 142 52%	316 138 44%	198 68 34%
Traffic Customer Survey Rating Good or Better	86%	80%	80%
<ul> <li>Assigned Robbery Cases         Cases Cleared         Effectiveness     </li> </ul>	87 70 80%	100 50 50%	118 84 71%
<ul> <li>Assigned Crimes Against Persons Cases         Cases Cleared         Effectiveness     </li> </ul>	200 152 76%	250 175 70%	188 84 71%

## **POLICE DEPARTMENT**

Performance Measures/Workload Indicators (continued):	FY 15-16	FY 16-17	FY 17-18
	<u>Actual</u>	Adopted	Preliminary
<ul> <li>Assigned Burglary Cases         Cases Cleared         Effectiveness     </li> </ul>	138	200	144
	121	140	106
	88%	70%	74%
<ul> <li>Assigned Theft Cases         Cases Cleared         Effectiveness     </li> </ul>	847	1,200	772
	797	720	672
	94%	60%	87%
<ul> <li>Assigned Juvenile Cases         Cases Cleared         Effectiveness     </li> </ul>	251	150	114
	223	129	84
	89%	86%	74%
<ul> <li>Economic/Identity Theft Cases         Cases Cleared         Effectiveness</li> </ul>	304	360	172
	283	202	140
	93%	56%	81%
911 Emergency/Public Safety Calls Received	53,195	52,990	53,000
<ul> <li>911 Calls Answered within 10 Seconds</li> </ul>	95%	95%	95%
Calls for Service	137,723	139,138	143,500
Telephone Calls Received	187,190	189,666	183,000
Telecomm Quest Link	435	562	450
<ul> <li>Animal Control – Calls for Service</li> </ul>	3,402	3,382	3,496
Animal Control – Impounds	1,614	1,082	1,562
<ul> <li>Emergency Calls Responded</li></ul>	1,068	1,000	1,000
Responded within 5 Minutes	736	656	700
Effectiveness	69%	66%	70%
<ul> <li>Non-Emergency Calls Responded</li></ul>	54,893	57,788	56,800
Responded within 30 Minutes	47,461	43,348	49,316
Effectiveness	86%	75%	87%



# POLICE DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Police Administration - 15100		-	-	-
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Public Affairs Manager		-	1.00	1.00
Subtotal Administration - 50001	4.00	4.00	5.00	5.00
Police Sergeant	-	1.00	1.00	1.00
Executive Secretary	-	-	1.00	1.00
Police Officer	-	-	-	1.00
Police Training Assistant	-	1.00	1.00	1.00
Range Master		1.00	1.00	1.00
Subtotal Training - 10133	-	3.00	4.00	5.00
Total Police Administration Full-time Positions	4.00	7.00	9.00	10.00
Total Police Admin Part-time Positions (in FTE's)	-	0.50	1.25	1.60
Police Field Operations 15200				
Police Field Operations - 15300 Police Captain	1.00	1.00	1.00	1.00
Community Services Specialist	10.00	5.00	5.00	5.00
Crime Prevention Specialist	1.00	1.00	5.00	5.00
Park Ranger	1.00	5.00	6.00	6.00
Police Lieutenant	4.00	3.00	3.00	3.00
Police Officer	54.00	56.00	59.00	59.00
Police Sergeant	13.00	14.00	14.00	14.00
Senior Police Officer	7.00	5.00	2.00	1.00
Subtotal Field Area Policing - 10111	90.00	90.00	90.00	89.00
Substant Total Fund Tollowing Toll Th			00.00	00.00
Police Officer	12.00	12.00	12.00	12.00
Police Sergeant	2.00	2.00	2.00	2.00
Subtotal Traffic Enforcement - 10113	14.00	14.00	14.00	14.00
Assistant Recreation Supervisor	0.50	-	-	-
Police Officer	1.00	1.00	1.00	1.00
Subtotal Contract & Special Events - 10114	1.50	1.00	1.00	1.00
Police Training Assistant	1.00	-	-	-
Range Master	1.00	-	_	-
Police Sergeant	1.00	-	_	-
Subtotal Training - 10133	3.00	-	-	-
Animal Control Officer	2.00	2.00	2.00	2.00
Subtotal Animal Control - 10139	2.00	2.00	2.00	2.00
Total Police Field Operations Full-time Positions	110.50	107.00	107.00	106.00
Total Police Fld Operations Full-time Positions  Total Police Fld Ops Part-time Positions (in FTE's)	10.05	11.05	107.00	11.09
Total Fulle i lu ops Falt-tille Fusitiviis (iii F1E S)	10.03	11.03	10.30	11.09

# POLICE DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Police Support Services - 15400				
Police Captain	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Logistical Support Manager	1.00	1.00	-	-
Emergency Services Administrator		-	1.00	
Subtotal Administration - 50001	3.00	3.00	3.00	2.00
Civilian Investigator	1.00	1.00	1.00	1.00
Court Liaison	1.00	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	15.00	15.00	14.00	14.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	-	2.00	1.00	1.00
Subtotal Crime Investigation - 10120	21.00	22.00	22.00	22.00
Community Services Specialist	1.00	1.00	1.00	1.00
Police Officer	7.00	7.00	7.00	7.00
Police Sergeant	1.00	1.00	1.00	1.00
Subtotal Special Investigation Unit - 10127	9.00	9.00	9.00	9.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Subtotal Records/Info Systems - 10131	21.00	21.00	21.00	21.00
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	3.00	4.00	3.00	3.00
Subtotal Crime Scene Invest/Photos - 10132	4.00	5.00	4.00	4.00
Executive Secretary	1.00	1.00	-	-
Office Specialist II	-	-	-	-
Police Officer	8.00	7.00	8.00	8.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer		1.00		
Subtotal Youth Crime Intervention - 10135	10.00	10.00	9.00	9.00
Code Enforcement Officer	_	1.00	_	-
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
Subtotal Property & Evidence - 10136	2.00	3.00	2.00	2.00
Police Sergeant	1.00	_	_	=
Custody Officer	7.00	- -	- -	- -
Subtotal Jail - 10137	8.00			
	- 0.00			

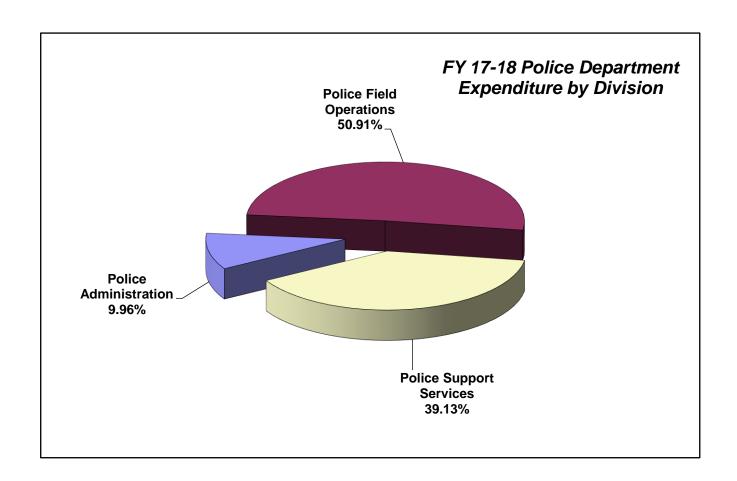
# POLICE DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Adopted	Adopted	Adopted	<b>Preliminary</b>
Police Support Services - 15400 continued				
Police Lieutenant	-	1.00	1.00	1.00
Communications Officer	16.00	16.00	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Senior Communications Officer	1.00	1.00	1.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Subtotal Telecomm Operations - 51010	22.00	23.00	23.00	23.00
Occupancia d'accada la della c	4.00	4.00	4.00	4.00
Communications Installer	1.00	1.00	1.00	1.00
Electronics Technician	1.00	1.00	1.00	1.00
Subtotal Technical Support/Maint - 51020	2.00	2.00	2.00	2.00
Police Sergeant	1.00	1.00	1.00	1.00
Emergency Services Administrator	-	-	-	1.00
Subtotal Emergency Services - 51040	1.00	1.00	1.00	2.00
Total Police Support Services Full-time Positions	103.00	99.00	96.00	96.00
Total Police Supt Svcs Part-time Positions (in FTE's)	8.86	8.08	10.91	10.91
Total Department Full-time Positions	217.50	213.00	212.00	212.00
Total Department Part-time Positions (in FTE's)	18.91	19.63	22.46	23.60
TOTAL DEPARTMENT	236.41	232.63	234.46	235.60
Sworn Full-time Positions	136.00	136.00	136.00	136.00
Non-Sworn Full-time Positions	81.50	77.00	76.00	76.00



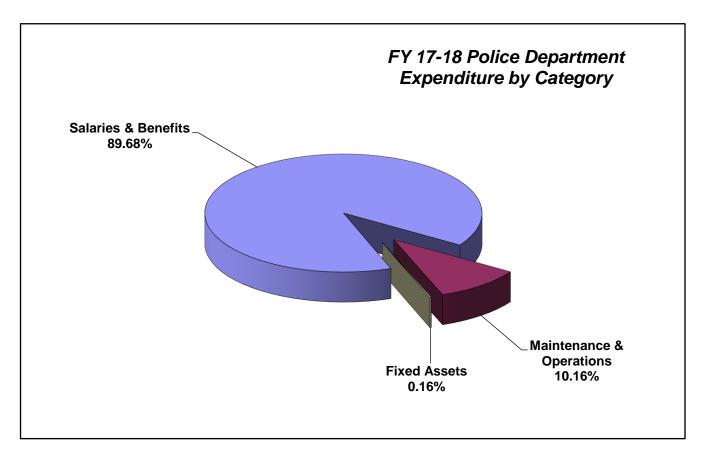
# POLICE DEPARTMENT EXPENDITURE SUMMARY BY DIVISION

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
Police Administration - 15100	\$ 2,700,618	\$ 3,282,789	\$ 4,092,781	\$ 4,615,444	12.77%
Police Field Operations - 15300	21,618,034	22,122,198	22,941,824	23,593,172	2.84%
Police Support Services - 15400	13,691,493	13,207,114	17,086,674	18,136,924	6.15%
Total Expenditures	\$ 38,010,145	\$ 38,612,102	\$ 44,121,279	\$ 46,345,540	5.04%



# POLICE DEPARTMENT EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Percent	
	Actual	Actual	Adopted	Preliminary	Change	
<b>Expenditure by Category:</b>						
Salaries & Benefits	\$ 33,427,535	\$ 34,079,923	\$ 39,197,462	\$ 41,563,557	6.04%	
Maintenance & Operations	4,255,458	4,036,829	4,779,612	4,707,078	-1.52%	
Fixed Assets	327,153	495,350	144,205	74,905	-48.06%	
Total Expenditures	\$ 38,010,145	\$ 38,612,102	\$ 44,121,279	\$ 46,345,540	5.04%	



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 35,572,020	\$ 36,750,804	\$ 42,808,280	\$ 45,241,405	97.62%
Prop 172 Fund - 202	1,073,138	1,184,092	1,048,055	846,045	1.83%
SLESF Fund - 213	273,538	310,134	264,944	258,091	0.56%
Narcotics Forfeiture Fund - 217	983,172	271,686	-	-	0.00%
LLEBG Fund - 219	35,922	601	-	_	0.00%
Office of Traffic Safety - 220	72,355	94,785	-	-	0.00%
Total Funding Sources	\$ 38,010,145	\$ 38,612,102	\$ 44,121,279	\$ 46,345,540	100.00%

# POLICE DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
Regular Salaries - Sworn	501100	\$	11,376,063	\$	11,495,332	\$	14,848,692	\$	15,270,496	3%
Regular Salaries - Non Sworn	501200	Ψ	4,706,025	Ψ	4,226,925	Ψ	5,187,390	Ψ	5,390,107	4%
Regular Salaries - Part time	501300		1,326,038		795,415		1,253,099		1,261,411	1%
Overtime	501400		2,581,473		3,149,007		1,782,501		1,782,501	0%
Accrual Payoff - Excess Maximum	501500		127,049		112,361		156,900		156,900	0%
Vacation/Comp. Time Cash Out	501600		111,978		95,523		76,050		76,050	0%
Holiday Allowance	501700		371,232		313,672		91,900		86,100	-6%
Separation Pay-Off	501800		359,482		187,061		-		-	0%
Other Compensation	501900		1,525,376		1,412,812		1,608,296		1,747,258	9%
Cafeteria Plan	505100		1,591,375		1,583,565		1,912,848		2,181,432	14%
Medicare	505200		312,507		306,343		307,268		317,782	3%
Retirement	505300		7,806,591		9,107,058		10,542,036		11,500,628	9%
Professional Development	505500		108,244		142,560		169,201		168,800	0%
Unemployment	505800		20,167		20,167		20,167		20,167	0%
Workers' Compensation	505900		1,103,936		1,132,121		1,241,114		1,603,924	29%
Subtotal Salaries & Benefits		\$	33,427,535	\$	34,079,923	\$	39,197,462	\$	41,563,557	6%
Stationery and Office	510100	\$	63,886	\$	70,002	\$	73,700	\$	68,500	-7%
Multi-Media, Promotions and Subs	510200		25,376		18,746		68,371		87,571	28%
Small Tools and Equipment	510300		239,036		87,246		102,520		87,520	-15%
Uniform & Clothing	510400		151,675		152,202		188,769		207,769	10%
Safety and Health	510500		100,321		137,463		199,495		207,495	4%
Maintenance & Construction	510600		8,075		8,607		5,750		20,750	261%
Waste Disposal	515700		1,693		996		2,600		2,600	0%
Janitorial and Housekeeping	515800		97,672		106,384		12,649		110,776	776%
Postage	520100		7,959		9,177		13,300		13,300	0%
Legal Advertising/Filing Fees	520200		-		-		100		100	0%
Advertising and Public Info.	520300		86		_		-		-	0%
Telephone/Radio/Communications	520400		261,457		342,473		294,771		319,083	8%
Meetings & Conferences	520500		14,106		14,410		15,000		15,000	0%
Mileage Reimbursement	520600		229		189		300		300	0%
Buildings and Structures	525100		326		2,613		6,750		4,950	-27%
Automotive Equipment	525400		-		_		_		1,800	0%
Office Equipment	525700		25,047		32,306		32,250		34,350	7%
Other Equipment	525800		180,596		25,510		15,000		16,800	12%
Consulting	530200		1,151,311		1,034,520		1,151,160		1,130,460	-2%
Medical and Health Inspection	530600		62,432		85,658		110,500		110,500	0%
Law Enforcement	530700		423,632		514,351		599,840		568,692	-5%
External Rent	535400		224,866		178,832		194,400		194,400	0%
Central Services	535800		23,612		19,154		21,000		21,000	0%
Internal Rent - Maint. Charges	536100		489,839		524,976		806,552		759,849	-6%
Internal Rent - Repl.Cost	536200		154,193		186,549		242,065		147,832	-39%
Internal Rent - IT Replacement	536300		36,804		55,206		73,608		92,010	25%
General Liability	540100		511,229		429,258		549,162		483,671	-12%
Subtotal Maintenance & Operati		\$	4,255,458	\$	4,036,829	\$	4,779,612	\$	4,707,078	-2%
Buildings and Structures	590400	\$	6,838	\$	8,752	\$	-	\$	-	0%
Automotive Equipment	590500		43,735		_		-		-	0%
Office Equipment	590700		21,518		41,000		-		-	0%
Other Equipment	590800	_	255,062		445,597		144,205		74,905	-48%
Subtotal Fixed Assets		\$	327,153	\$	495,350	\$	144,205	\$	74,905	-48%
Total Expenditures		\$	38,010,145	\$	38,612,102	\$	44,121,279	\$	46,345,540	5%

# POLICE DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 Preliminary		Percent Change
POLICE ADMINISTRATION - 15100 Police Administration - 50001	)								
Salaries & Benefits Maintenance & Operations Fixed Assets		2,194,889 514,660 771		2,130,174 506,260 305		2,450,460 730,886		2,976,336 642,244 1,300	21% -12% 0%
Subtotal Administration	\$	2,710,320	\$	2,636,740	\$	3,181,346	\$	3,619,881	14%
<u>Training - 10133</u>									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	(9,702) -	\$	552,505 55,217	\$	723,446 67,989 120,000	\$	924,769 68,795 2,000	28% 1% -98%
Subtotal Training	\$	(9,702)	\$	607,722	\$	911,435	\$	995,564	9%
Field Area Policing - 10111									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- 1,708 -	\$	- - -	\$	- - -	0% 0% 0%
Subtotal Field Area Policing	\$	-	\$	1,708	\$	-	\$	-	0%
BSCC Local Assistance - 71100									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- - 36,350	\$	- - -	\$	- - -	0% 0% 0%
Subtotal BSCC Local Assistance	\$	-	\$	36,350	\$	-	\$	-	0%
POLICE FIELD OPERATIONS - 153 Administration - 50001	800								
Salaries & Benefits	\$	-	\$	-	\$	-	\$	-	0%
Maintenance & Operations		3,789		-		-		-	0%
Fixed Assets Subtotal Administration	\$	3,789	\$	<u> </u>	\$		\$	<del></del>	0% <b>0%</b>
Field Area Policing - 10111			•		<u> </u>		<u> </u>		
Salaries & Benefits Maintenance & Operations	\$1	6,137,635	\$1	7,141,794 592,961	\$1	7,591,616 794,913	\$1	8,183,102	3% -9%
Fixed Assets	528,738 36,368		19,017		794,913		725,540		-9 <i>%</i> 0%
Subtotal Field Area Policing	\$ 1	6,702,741	\$1	7,753,773	\$1	8,386,529	\$1	8,908,642	3%
Traffic Enforcement - 10113									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	2,401,256 414,681 2,910	\$	2,693,569 518,551 14,208	\$	2,954,412 602,993	\$	3,077,064 583,615	4% -3% 0%
Subtotal Traffic Enforcement	\$	2,818,846	\$	3,226,329	\$	3,557,405	\$	3,660,680	3%

		Y 14-15 Actual	-	Y 15-16 Actual	_	Y 16-17 Adopted		Y 17-18 eliminary	Percent Change
Contract & Special Events - 10114									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	459,975 1,031	\$	428,124 - -	\$	514,007 - -	\$	522,129 - -	2% 0% 0%
Subtotal Contract & Special Events	\$	461,006	\$	428,124	\$	514,007	\$	522,129	2%
<u>Training - 10133</u>									
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Training	\$ 	587,996 50,666 116 <b>638,778</b>	\$ <b>\$</b>	625 1,890 41,000 <b>43,515</b>	\$ <b>\$</b>	- - -	\$ <b>\$</b>	- - -	0% 0% 0% <b>0%</b>
•	Ψ_	030,776	Ψ	43,313	Ψ		Ψ		<u>U / 0</u>
Youth Crime Intervention - 10135									
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Youth Crime Intervention	\$	-	\$	115,778	\$	-	\$	-	0% 0% 0%
	\$	-	\$	115,778	\$	-	\$	-	0%
<u>Jail - 10137</u>									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	2,895 -	\$	3,367	\$	-	\$	-	0% 0% 0%
Subtotal Jail	\$	2,895	\$	3,367	\$	-	\$	-	0%
Equipment Maintenance - 10138									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	-	\$	- 540 -	\$	-	\$	- -	0% 0% 0%
Subtotal Equipment Maintenance	\$		\$	540	\$	-	\$	-	0%
Animal Control - 10139									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	261,286 103,528	\$	298,127 91,939	\$	263,450 120,509	\$	286,490 118,509	9% -2% 0%
Subtotal Animal Control	\$	364,814	\$	390,066	\$	383,959	\$	404,999	5%
RAID - 10143									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	20,120 -	\$	- 25,401 -	\$	99,924 -	\$	52,722 44,000	0% -47% 0%
Subtotal RAID	\$	20,120	\$	25,401	\$	99,924	\$	96,722	-3%

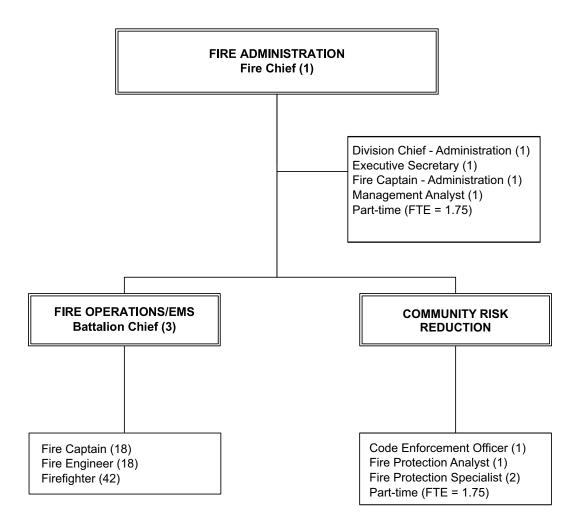
	_	Y 14-15 Actual	-	Y 15-16 Actual		Y 16-17 Adopted		Y 17-18 eliminary	Percent Change
2010 COPS Hiring Grant - 70210									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	518,135 - -	\$	17,677 - -	\$	- - -	\$	- - -	0% 0% 0%
Subtotal 2010 COPS Hiring Grant	\$	518,135	\$	17,677	\$	-	\$	-	0%
AB109-Post Release Comm Superv - 71	<u>019</u>								
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	14,554 -	\$	22,844	\$	-	\$	-	0% 0%
Fixed Assets	_	- 44.554	φ.	-	•	-	φ.	-	0%
Subtotal AB109-Post Release Comm		14,554	\$	22,844	\$	-	\$	-	0%
2014 STEP Grant - 71024									
Salaries & Benefits	\$	6,420	\$	-	\$	-	\$	-	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets Subtotal 2014 STEP Grant	\$	6,420	\$		\$	<u> </u>	\$	-	0% <b>0%</b>
Subtotal 2014 STEP Grant	<u> </u>	0,420	Ф	<u> </u>	Ф	<u> </u>	Ф	<u> </u>	<u>U%</u>
2015 STEP Grant - 71025									
Salaries & Benefits	\$	65,936	\$	6,360	\$	_	\$	-	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets	_	-	Φ.	-	•	-	Φ.	-	0%
Subtotal 2015 STEP Grant		65,936	\$	6,360	\$	-	\$	-	0%
2016 STEP Grant - 71026									
Salaries & Benefits	\$	-	\$	88,424	\$	-	\$	-	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets	_	-	•	- 00.404	•	-	_	-	0%
Subtotal 2016 STEP Grant	_\$_	-	\$	88,424	\$	-	\$	-	0%
POLICE SUPPORT SERVICES - 15 Administration - 50001	400								
Salaries & Benefits	\$	539,285	\$	405,483	\$	649,829	\$	525,325	-19%
Maintenance & Operations	Ψ	249,605	Ψ	231,379	Ψ	182,162	Ψ	335,901	84%
Fixed Assets		-		256,164		500		500	0%
Subtotal Administration	\$	788,891	\$	893,026	\$	832,491	\$	861,727	4%
Helicopter Patrol - 10112									
Salaries & Benefits	\$	_	\$	_	\$	-	\$	-	0%
Maintenance & Operations		237,384		272,300		300,000		300,000	0%
Fixed Assets	_	-	<b>*</b>	- 070 000	•	-	*	-	0%
Subtotal Helicopter Patrol	\$	237,384	\$	272,300	\$	300,000	\$	300,000	0%

		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
Traffic Enforcement - 10113									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	200	\$	- 6,683 -	\$	-	\$	- - -	0% 0% 0%
Subtotal Traffic Enforcement	\$	200	\$	6,683	\$	-	\$	-	0%
Crime Investigation - 10120									
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Crime Investigation		2,326,362 72,151 13,822 <b>2,412,335</b>		2,918,810 103,654 130 <b>3,022,594</b>	\$ <b>\$</b>	4,130,104 112,003 - <b>4,242,107</b>	\$ <b>\$</b>	4,370,058 103,133 3,400 <b>4,476,591</b>	6% -8% 0% <b>6%</b>
Vice & Narcotics - 10125									
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Vice & Narcotics	\$	- - -	\$ <b>\$</b>	45 - <b>45</b>	\$ <b>\$</b>	- - -	\$ <b>\$</b>	- - -	0% 0% 0% <b>0%</b>
Special Investigation Unit - 10127									
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Special Investigation Unit	\$	904,745 550,604 189,416 <b>1,644,765</b>	\$ <b>\$</b>	906,391 176,749 96,654.87 <b>1,179,795</b>		1,618,657 182,279 - 1,800,936		1,656,014 168,860 - 1,824,874	2% -7% 0% <b>1%</b>
Records/Information Systems - 10131									
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Records/Info Systems	\$ <b>\$</b>	1,946,024 121,528 1,359 <b>2,068,911</b>		1,449,511 121,065 1,400 <b>1,571,976</b>		2,041,202 146,100 2,650 <b>2,189,952</b>		2,210,035 146,100 2,650 <b>2,358,785</b>	8% 0% 0% <b>8%</b>
Crime Scene Investigation/Photos - 10	<u>132</u>								
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Crime Scene Inv/Photos	\$ - <b>\$</b>	455,802 27,067 1,185 <b>484,054</b>	\$ <b>\$</b>	445,838 60,227 - <b>506,064</b>	\$ <b>\$</b>	632,656 66,239 - <b>698,895</b>	\$ <b>\$</b>	632,187 64,872 - <b>697,059</b>	0% -2% 0% <b>0%</b>
Youth Crime Intervention - 10135		10 1,00 7	Ψ_		Ψ_		_ <b>_</b>	33.,000	<u> </u>
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	583,177 22,056	\$	876,274 15,651	\$	1,629,100 27,544	\$	1,725,352 28,454	6% 3% 0%
Subtotal Youth Crime Intervention	\$	605,233	\$	891,926	\$	1,656,644	\$	1,753,806	6%

	Actual		FY 15-16 Actual		TY 16-17 Adopted		FY 17-18 reliminary	Percent Change
\$	305,700 67,591 21,518	\$	342,126 71,955 -	\$	444,498 109,443 345	\$	476,755 108,536 345	7% -1% 0%
_\$_	394,809	\$	414,081	\$	554,286	\$	585,636	6%
\$	783,655 760,178 -	\$	721,491 6	\$	10,000 804,580 -	\$	10,000 807,566 -	0% 0% 0%
_\$_	1,543,833	\$	721,497	\$	814,580	\$	817,566	0%
\$	- 12,371 -	\$	- 699 -	\$	- 19,628 -	\$	- 14,188 <i>-</i>	0% -28% 0%
\$	12,371	\$	699	\$	19,628	\$	14,188	-28%
	291,018 7,469		337,679 357		211,530		212,176 -	8% 0% 0% <b>8%</b>
	_,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	<u> </u>	-,,	<u> </u>	-,,	<u> </u>	-,,,,,,,,	
\$	217,747 205,503 -	\$	231,593 118,543 4,407	\$	221,394 177,090 4,000	\$	249,294 202,067 4,000	13% 14% 0% <b>13%</b>
Ψ_	420,200	Ψ_	004,040	Ψ	402,404	Ψ	400,001	1070
\$	- 436 -	\$	- - -	\$	- - -	\$	- - -	0% 0% 0%
\$	436	\$	-	\$	-	\$	-	0%
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	\$ \$ \$ \$ \$	\$ 783,655 760,178 \$ 1,543,833 \$ 1,543,833 \$ 1,2,371 \$ 12,371 \$ 12,371 \$ 12,371 \$ 2,619,080 291,018 7,469 \$ 2,917,566 \$ 217,747 205,503 - \$ 423,250 \$ 436 - \$ 436 - \$ 436 - \$ 436	\$ 783,655 \$ 760,178 \$ 12,371 \$ \$ 12,371 \$ \$ 12,371 \$ \$ 2,619,080 \$ 291,018 \$ 7,469 \$ 2,917,566 \$ \$ 423,250 \$ \$ 423,250 \$ \$ 436 \$ \$ 436 \$ \$ \$ 436 \$ \$ \$ 436 \$ \$ \$ 16,298	\$ 783,655 \$ 760,178 721,491 6 \$ 1,543,833 \$ 721,497 \$ 12,371 \$ 699 \$ 12,371 \$ 699	\$ 783,655 \$ - \$ 760,178 721,491 6	67,591       71,955       109,443         21,518       -       345         \$ 394,809       \$ 414,081       \$ 554,286         \$ 783,655       -       \$ 10,000         760,178       721,491       804,580         -       6       -         \$ 1,543,833       \$ 721,497       \$ 814,580         \$ 12,371       699       19,628         -       -       -         \$ 12,371       699       19,628         \$ 2,619,080       \$ 3,007,893       \$ 3,136,405         291,018       337,679       211,530         7,469       357       -         \$ 2,917,566       \$ 3,345,930       \$ 3,347,935         \$ 217,747       \$ 231,593       \$ 221,394         205,503       118,543       177,090         - 4,407       4,000         \$ 423,250       \$ 354,543       \$ 402,484         \$ -       -       -         \$ 436       -       -          -       -         \$ 436       -       -          -       -         \$ 436       -       -          -       - <td>67,591       71,955       109,443         21,518       -       345         \$ 394,809       \$ 414,081       \$ 554,286       \$         \$ 783,655       -       \$ 10,000       \$ 760,178       721,491       804,580       -         -       6       -       -       -       \$         \$ 1,543,833       \$ 721,497       \$ 814,580       \$         \$ 12,371       699       19,628       \$         \$ 12,371       699       19,628       \$         \$ 2,619,080       \$ 3,007,893       \$ 3,136,405       \$         \$ 291,018       337,679       211,530       7,469       357       -         \$ 2,917,566       \$ 3,345,930       \$ 3,347,935       \$         \$ 217,747       \$ 231,593       \$ 221,394       \$         \$ 205,503       118,543       177,090       -       4,407       4,000         \$ 423,250       \$ 354,543       \$ 402,484       \$         \$ -       \$ -       \$ -       \$ -       \$ -         \$ 436       -       -       -       \$ -         \$ 436       -       -       -       -         \$ 436       -       -</td> <td>67,591 21,518       71,955 345       109,443 345       108,536 345         \$ 394,809       \$ 414,081       \$ 554,286       \$ 585,636         \$ 783,655 760,178       \$ - 721,491 6       \$ 10,000 807,566       \$ 10,000 807,566         \$ 1,543,833       \$ 721,497       \$ 814,580       \$ 817,566         \$ - 12,371       \$ 699 699       19,628 19,628       14,188         \$ 2,619,080 7,469       \$ 3,007,893 357       \$ 3,136,405 211,530 212,176       \$ 3,391,777 211,530 212,176         \$ 2,917,566       \$ 3,345,930       \$ 3,347,935       \$ 3,603,953         \$ 217,747 205,503 - 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	F	Y 14-15 Actual	_	/ 15-16 Actual	FY 16-17 Adopted		FY 17-18 Preliminary		Percent Change
2010 COPS Hiring Grant - 70210									
Salaries & Benefits	\$	108,582	\$	_	\$	-	\$	_	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets Subtotal 2010 COPS Grant	\$	108,582	\$	<u>-</u>	\$		\$	<u>-</u>	0% <b>0%</b>
Subtotal 2010 COPS Grant	<u> </u>	100,362	Ψ	-	Ψ		₽		U 76
2012 Justice Assistance Grant - 70907									
Salaries & Benefits	\$	-	\$	_	\$	-	\$	-	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets	_	-		601	_	-	•	-	0%
Subtotal 2012 Justice Assistance	\$	-	\$	601	\$	-	\$	-	0%
2013 Justice Assistance Grant - 70908									
Salaries & Benefits	\$	-	\$	-	\$	-	\$	_	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets Subtotal 2013 Justice Assistance	\$	17,896	\$	-	\$		\$		0% <b>0%</b>
Subtotal 2013 Justice Assistance	<u> </u>	17,896	<del>-</del>	-	<b>D</b>	-	<b></b>	-	<u>U%</u>
2014 Justice Assistance Grant - 70909									
Salaries & Benefits	\$	-	\$	_	\$	_	\$	_	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets	_	18,026		-	_	-	•	-	0%
Subtotal 2014 Justice Assistance	\$	18,026	\$	-	\$	-	\$	-	0%
BSCC Local Assistance - 71100									
Salaries & Benefits	\$	_	\$	_	\$	_	\$	_	0%
Maintenance & Operations		-		-		-		-	0%
Fixed Assets		-		9,266		-		-	0%
Subtotal Local Assistance	\$	-	\$	9,266	\$	-	\$	-	0%
Total Expenditures	<u>\$3</u>	8,010,145	\$38	,612,102	\$44,1	21,279	\$46,3	45,540	5%







The Fire & Rescue Department is a public safety function that protects life, property and the environment through its mitigation, prevention, preparedness, response, and recovery services. The Fire/Rescue/Emergency Medical Services Division provides response services and staffs six fire stations, 24 hours a day, seven days a week, 365 days a year. The Community Risk Reduction Division provides life and fire safety planning, inspection, preparedness, and overall community risk reduction. Both divisions are supported by the Fire Administration division.

The Department is budgeted for 90 full-time staff members; 84 sworn positions and six non-sworn positions. Part-time staffing consists of 3.5 full-time equivalents to serve within the three divisions. The three divisions are as follows:

- Fire Administration
- Fire/Rescue/Emergency Medical Services
- Community Risk Reduction

#### FIRE ADMINISTRATION - 16100

#### Fire Administration - 50001

The Administration Division is responsible for the delivery of all staff and support services, working towards the most effective and efficient operations of the department. Among these services the division provides direction for strategic, operational, and emergency planning; establishes Department policies and procedures; coordinates internal functions of all divisions, programs, and external functions with other City departments and community organizations; develops and manages the budget; provides oversight and coordination for department training and education; represents the Department on countywide fire/rescue/emergency medical services committees; coordinates ordering and purchasing; manages the department's human resources; manages the department's records and reports; performs additional functions and duties as needed by the City Manager.

#### FIRE/RESCUE/EMERGENCY MEDICAL SERVICES - 16200

#### Fire/Rescue Operations - 10210

The Operations Division manages Fire, Rescue and Emergency Medical Services and maintains constant readiness to answer calls for assistance from the citizens and visitors of the community. The Division is also tasked with rapid response to life, health, fire, rescue, and environmental emergencies, as well as the protection of property, fire cause and origin determination, and life safety inspections and education. In addition, the fire companies are involved in comprehensive building and fire protection systems inspections, including the high-rise buildings in the South Coast Metro area and South Coast Plaza.

#### **Emergency Medical Services - 10230**

The Emergency Medical Services Division manages, supervises, and provides the functions required to support these services including; emergency planning, communications, training and education, equipment maintenance and repair, supplies, records, and quality control. Pre-Hospital advanced life support (ALS) is provided by a combination of Paramedic Engine Companies and Paramedic Rescue Ambulances.

#### COMMUNITY RISK REDUCTION – 16300

#### Community Risk Reduction - 10220

The Community Risk Reduction Division develops and enforces local fire, life safety, property, and environmental protection standards; enforces State adopted fire and life safety codes; reviews building construction plans; conducts building construction and business inspections; investigates citizen complaints; manages the city's hazardous materials disclosure program; provides training to department personnel in regard to fire and life safety codes; assists professional trades with technical fire code requirements and department community education efforts. Develops, provides, and coordinates community preparedness activities including, volunteer, outreach, education, training, and response programs; embracing an overall strategy of community risk reduction.

#### BUDGET NARRATIVE

The FY 17-18 preliminary budget for the Fire and Rescue Department is \$22,309,445, an increase of \$1,099,029, or 5.18%, compared to the FY 16-17 adopted budget. Increases are mainly attributed to Salaries and Benefits accounts due to the six new positions added during FY 16-17 Mid-Year process.

#### PRIOR YEAR'S ACCOMPLISHMENTS

#### **Fire Administration**

- Completed the first year assessment of the Fire & Rescue Department's 5-year Strategic Plan.
- Completed the ambulance transportation study and presentation to the City Council.
- Successful completion of probation for one Division Chief, three Fire Captains, and one Firefighter.
- Promoted two Fire Engineers.
- Completed office improvements to improve work flow and productivity.
- Staff attended various professional development workshops; including computer software classes.
- Completed the 2<sup>nd</sup> Annual Fire Captain/Chief Officer Team Building Breakfast.
- Completed the Fire Station #4 build out project.
- Completed all of the planning elements for construction of the new Fire Station #1 with the city team.
- Completed the ground breaking ceremony for the kick off the Fire Station rebuild project.
- Completed all of the planning and transition elements for the temporary Fire Station #1 (e.g., Station 1.1).
- Coordinated with the Orange County Intelligence Assessment Center (OCIAC) to facilitate critical infrastructure assessments of all fire stations and city hall.
- Supported the attendance of three members of our team to the Orange County Leadership Tomorrow Program (Class of 2016-17).

#### **Fire Operations/EMS**

- Completed the build process for two Pierce Fire Engines and one Command Vehicle.
- Training Strike team leader refresher training in compliance with the California Incident Command Certification System.
- Professional Development; several personnel attended the Cal Chief's Training Symposium, Firehouse World, CFED, and the Arson Investigators attended CSTI.
- The Fire & Rescue department hosted several regional and/or statewide training events including the California Fire Chief's Wildland Entrapment Program, FEMA's social media program, and the Southern California Community Emergency Response Team (CERT) workshop all held locally at the Costa Mesa Neighborhood Community Center.
- Initiated our 2<sup>nd</sup> Fire Captain's Preparatory Academy.
- Hired 13 new Firefighters.
- Completed a 7-week training academy for our new Firefighters.
- Continued to work on CAD to CAD interface and AVL processes with OCFA and Metro Net.
- Completed a joint training with Newport Beach Fire Department; Transitional Attack and Air Track Management Training.
- Completed Advance Cardiac Life Support and Pediatric Advanced Life Support training for all active Paramedics.

#### PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

#### **Community Risk Reduction**

- Participated with the South Coast Metro Alliance and Chamber of Commerce in regards to teaching the Business Preparedness Academy and expanded the program to include a full day training option
- Completed the fire code adoption process.
- Annual Fire Prevention Month Open House Event.
- CERT Volunteers were instrumental in assisting fire this past year (e.g. Concerts in The Park, Fire Service Day, Youth in Government Day, and our Annual Fire Prevention Month Open House).
- Supported the attendance of three members of our Community Risk Reduction team to the annual California Fire Chiefs Fire Prevention Officer's Conference.
- Initiated a transition plan for fire inspections and plan review.
- Completed five (5) CERT Basic Classes.
- Completed three (3) Teen CERT classes at all high schools.
- Completed two (2) Business Preparedness Academies.
- Campus CERT Program started at Orange Coast College.
- 8200+ Volunteer Service Hours to Costa Mesa through CERT and Fire Corps.
- Volunteer Appreciation Event Volunteer of the Year Dee Chester.
- Hands Only CPR events from June 1 to August 31 Trained over 1100+.
- Tours, Engine visits, special events reached over 45,000 community members.
- Hosted Chinese CERT Delegation from Chengdu City, China.
- National CERT Conference Operations Chief/OC Leadership Team.
- Ready Sunday Prep Rally- National Preparedness Month Event Recognition.
- Hosted two (2) Firehouse Friday events.

#### **GOALS**

- Complete the Fire Station #1 rebuild project.
- Complete the procurement and installation of the Fire Station alerting project.
- Complete the washer/dryer installation projects for the remaining fire stations.
- Complete the diesel exhaust extraction system installation in all fire stations.
- Complete an Engineer's Preparatory Academy and Promotional Process.
- Complete the purchase a new Fire Engine.
- Complete the implementation of our recommended ambulance transportation model.
- Assess options to participate as part of a regional dispatch center.
- Expand and enhance our community outreach and public information program.
- Continue to assess technology needs and recommend solutions.
- Develop and initiate a formal evaluation of our response times (e.g., from initial call into the PSAP through arrival of emergency resources on scene.
- Fill all budgeted staffing vacancies.
- Reduce our actual fire/rescue overtime budget costs by 30% from the past fiscal year.
- Continue to improve succession planning and promotional preparatory training throughout all ranks.
- Provide an updated ambulance transportation recommendation for City Council consideration.
- Continue to implement and evaluate the different components of the 5-year strategic plan.
- Exceed minimum standard training requirements for all areas of the organization.
- Improve the effectiveness and efficiencies in the organization.
- Host at least two regional and/or state fire service related programs in Costa Mesa.
- Transition the Fire Protection Analyst position into an Assistant Fire Marshal position.
- Assess the viability of implementing a more robust data collection and summary for internal and external dissemination.

#### GOALS (Continued)

- Ensure that every member of our team has the opportunity for additional training opportunities, relative to professional development.
- · Continue to improve and enhance school preparedness programs for faculty and students
- Succession Planning.
- Expand CERT preparedness and training to include a new neighborhood-based outreach program and CPR/First Aid program

#### OBJECTIVES / TASKS

- Continue to evaluate the Fire & Rescue Department's deployment and look for opportunities for innovative improvements.
- Develop the ability to accurately collect all response time data elements in line with the National Fire Protection Association (NFPA) Standard 1710 and travel time indicators (e.g. section 3.3.54), but appropriate and specific for Costa Mesa Fire & Rescue.
- Improve the quality of data entry by all fire & rescue personnel.
- Develop reports using data collected to accurately reflect operational performance.
  - Identify deficiencies in current response time data collection methods
  - O Develop a plan to share the department's accurate date on performance
- Review the adequacy of current Fire & Rescue Department technology applications and develop cost effective improvements and / or modifications.
- Improve internal and external communications by design implementation of print, various web and social media platforms.
- Aggressively work on succession planning in the Community Risk Reduction Division.
- Evaluate emergency response to Code 3 EMS emergencies within 60 seconds (Turnout Time), 90 % of the time.
- Evaluate emergency response to fire calls and heavy rescue within 80 seconds (Turnout Time), 90 % of the time.
- Evaluate emergency response to Code 3 Fire/Rescue/EMS emergencies within 4 minutes (Travel Time), 90% of the time.

#### PERFORMANCE MEASURES/WORKLOAD INDICATORS

The following workload indicators are consistent with the National Fire Incident Reporting System (NFIRS), a data reporting standard that Fire Departments use to uniformly report on the full range of their activities, from Fire to Emergency Medical Services (EMS), to equipment involved in the response. As such, the following statistics are calendar year data to ensure real time validity and reliability. The Department is passionate about accurate, relevant, and comprehensive data reporting.

#### **WORKLOAD INDICATORS**

(Calls for Service)	2014	2015	2016
Fire Incidents	247	238	271
Rupture Explosions	11	3	3
• EMS	8,389	9,366	9,374
• Rescue	61	92	77
<ul> <li>Hazardous Conditions</li> </ul>	195	144	207
Service Calls	566	434	495
Good Intent Calls	1,823	2,291	1,894

WORKLOAD INDICATORS (Continued)	2014	2015	2016
(Calls for Service)			
False Calls	304	380	399
Severe Weather Calls	0	0	0
Other Calls	3	7	1
Total Calls for Service	11,599	12,955	12,721
Community Risk Reduction			
Plan Checks			
Fire System Plans	405	473	492
Architectural Plans / Life Safety	212	182	282
Planning and Development Review	94	94	107
Fire Code Permit Review	23	15	19
Special Event Permit Review	37	56	0
Film Permit Review	4	10	12
Total Plan Check Reviews	775	830	912
Inspections			
Fire Prevention Inspections (By Fire Prev. Staff)	1,181	839	1,008
Fire Prevention Inspections (By Fire & Rescue crews)**	7,257	6,177	5,783
Sprinkler	389	637	602
Fire Alarm	40	56	111
Life Safety	332	166	252
New Business	6	0	1
Pyrotechnic	0	91	62
Hood Systems	23	39	42
Knox Box / Entry Systems	43	43	120
Hotel/Motel	20	56	32
850 Clearances (Annual)	54	54	54
850 Clearances (New)	59	62	61
Special Events	*	*	23
Complaints	*	*	205
Total Inspections	9,404	8,294	8,356
Hazardous Material Program			
<ul> <li>Business Plan Reviewed / Inspected</li> </ul>	302	352	379
<ul> <li>Haz-Mat Incident Cost Recovery</li> </ul>	\$15,300	\$13,100	0
<ul> <li>Haz-Mat Disclosure Program</li> </ul>	\$166,230	\$152,735	\$167,000
Number of Suppression Business / Apartment Inspections	7,000	6,177	N/A
Volunteer Fire Prevention Intern Program			
Hours worked	425	2,500	2,912
<ul> <li>Apartment Inspections</li> </ul>	274	409	437
<ul> <li>Apartment correction mail out</li> </ul>	*	249	286
<ul> <li>Fire permit inspection/issued</li> </ul>	168	178	452
Fire permit re-inspections	*	440	577
<ul> <li>Fire permit correction mail out</li> </ul>	*	135	267
Haz-Mat/other inspections	15	30	39

### FIRE & RESCUE DEPARTMENT

WORKLOAD INDICATORS (Continued)	2014	2015	2016
Community Education Programs			
<ul> <li>Presentation to Costa Mesa Groups &amp; Residents</li> </ul>	56	58	58
Engine Company Visits	44	44	47
Station Tours	18	17	19
CPR in High Schools	N/A	746	634
<ul> <li>"Team Fire Force" Team Kids Participants</li> </ul>	203	150	175
<ul> <li>Citizens Fire Academy (Spring Session ONLY)</li> </ul>	2	1	2
<ul> <li>Community Emergency Response Team (CERT) Events</li> </ul>	31	43	44
Child Passenger Safety	73	98	104
Special Events	29	30	29
<ul> <li>Teen CERT Classes</li> </ul>	0	3	3
<ul> <li>New CERT Graduates</li> </ul>	87	112	109
<ul> <li>Stations Tours (Number of participants)</li> </ul>	419	609	752
<ul> <li>Engine Visits (Number of participants)</li> </ul>	7,110	6,875	6,823
<ul> <li>Presentations (Number of participants)</li> </ul>	1,965	6,661	7,541
<ul> <li>CERT/Teen CERT (Number of participants)</li> </ul>	87	662	755
<ul> <li>Citizen's Fire Academy (Number of participants)</li> </ul>	36	19	35
<ul> <li>Special Events (Number of participants)</li> </ul>	18,445	20,052	22,477
<ul> <li>Volunteer Hours – CERT</li> </ul>	4,049	6,449	7,312
<ul> <li>Volunteer Hours - Fire Corps</li> </ul>	350	775	967

<sup>\*-</sup> new item, prior year's data not available - \*\*-estimates on prior year's data

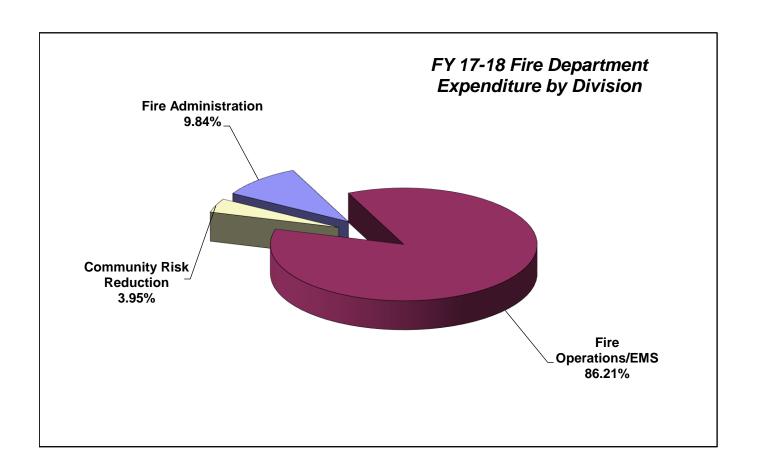
# FIRE DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Fire Administration - 16100	•	-		
Fire Chief	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	1.00	-	-
Deputy Fire Chief - Operations	_	-	-	-
Division Chief - Administration	-	1.00	1.00	1.00
Battalion Chief - Administration	1.00	-	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Captain	-	-	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Subtotal Administration - 50001	4.00	5.00	5.00	5.00
Total Fire Administration Full-time Positions	4.00	5.00	5.00	5.00
Total Fire Admin Part-time Positions (in FTE's)	1.75	2.00	2.00	1.75
Fire/Rescue/Emergency Medical Svcs - 16200				
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain - Administration	-	1.00	_	_
Fire Captain	15.00	15.00	15.00	18.00
Fire Engineer	18.00	18.00	18.00	18.00
Firefighter	35.00	35.00	39.00	42.00
Subtotal Fire Rescue/Operations - 10210	71.00	72.00	75.00	81.00
Firefighter	4.00	4.00	-	-
Subtotal Emergency Medical Services - 10230	4.00	4.00	-	-
Total Fire Operations/EMS Full-time Positions	75.00	76.00	75.00	81.00
Community Risk Reduction - 16300				
Code Enforcement Officer	_	_	1.00	1.00
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Subtotal Fire Prevention - 10220	3.00	3.00	4.00	4.00
Total Fire Prevention Full-time Positions	3.00	3.00	4.00	4.00
Total Fire Prevention Part-time Positions (in FTE's)	1.00	1.25	1.50	1.75
Total Department Full-time Positions	82.00	84.00	84.00	90.00
Total Department Part-time Positions (in FTE's)	2.75	3.25	3.50	3.50
TOTAL DEPARTMENT	84.75	87.25	87.50	93.50
Sworn Full-time Positions	77.00	78.00	78.00	84.00
Non-Sworn Full-time Positions	5.00	6.00	6.00	6.00



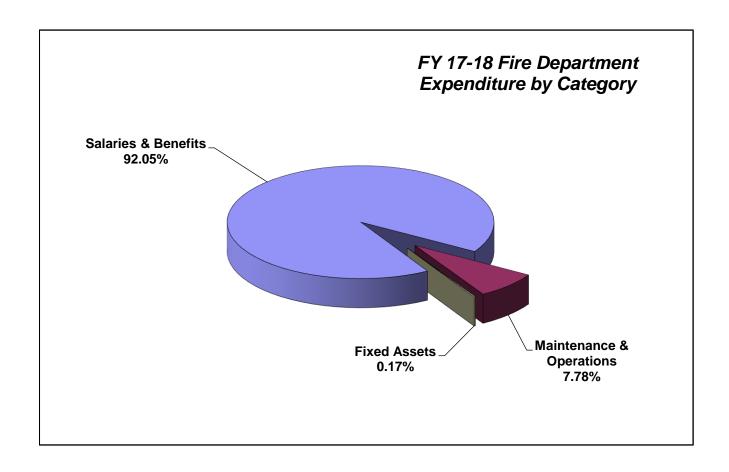
## FIRE DEPARTMENT EXPENDITURE SUMMARY BY DIVISION

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
Fire Administration - 16100	\$ 1,850,058	\$ 2,186,423	\$ 2,394,594	\$ 2,195,136	-8.33%
Fire Operations/EMS - 16200	17,780,321	19,453,128	17,958,453	19,233,412	7.10%
Community Risk Reduction - 16300	567,162	669,454	857,369	880,897	2.74%
Total Expenditures	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,309,445	5.18%



## FIRE DEPARTMENT EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Percent
	Actual	Actual	Adopted	Preliminary	Change
<b>Expenditure by Category:</b>					
Salaries & Benefits Maintenance & Operations Fixed Assets	\$ 18,892,342	\$ 20,436,768	\$ 19,139,296	\$ 20,536,484	7.30%
	1,241,838	1,436,199	2,019,022	1,735,862	-14.02%
	63,362	436,039	52,098	37,098	-28.79%
Total Expenditures	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,309,445	5.18%

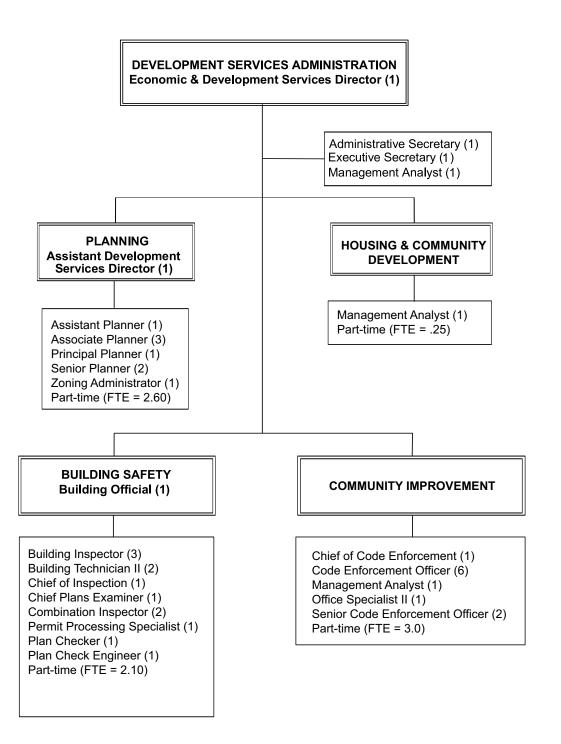


	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 20,127,674	\$ 22,282,663	\$ 21,152,202	\$ 22,261,231	99.78%
Prop. 172 Fund - 202	69,868	26,342	58,214	48,214	0.22%
Total Funding Sources	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,309,445	100.00%

## FIRE DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Number		Actual		FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 reliminary	Percent Change
Regular Salaries - Sworn	501100	\$	7,531,647	\$	7,465,259	\$ 7,832,501	\$ 8,394,033	7%
Regular Salaries - Non Sworn	501200		377,038		438,642	477,016	484,165	1%
Regular Salaries - Part time	501300		53,170		89,736	127,779	121,202	-5%
Overtime	501400		3,912,161		3,906,253	2,407,000	2,157,000	-10%
Accrual Payoff - Excess Maximum	501500		26,029		26,757	19,950	19,950	0%
Vacation/Comp. Time Cash Out	501600		23,770		33,290	20,700	20,700	0%
Holiday Allowance	501700		346,250		313,111	306,241	376,061	23%
Separation Pay-Off	501800		8,915		48,445	-	-	0%
Other Compensation	501900		537,872		555,595	678,265	622,445	-8%
Cafeteria Plan	505100		612,723		618,704	690,624	797,100	15%
Medicare	505200		176,619		178,300	134,630	143,189	6%
Retirement	505300		4,443,522		5,870,953	5,555,768	6,452,410	16%
Longevity	505400		2,568		2,664	2,268	2,760	22%
Professional Development	505500		76,594		83,316	148,521	123,559	-17%
Unemployment	505800		11,848		11,848	11,848	11,848	0%
Workers' Compensation	505900		751,616		793,894	726,185	810,063	12%
Subtotal Salaries & Benefits		\$	18,892,342	\$	20,436,768	\$ 19,139,296	\$ 20,536,484	7%
Stationery and Office	510100	\$	18,345	\$	14,339	\$ 12,000	\$ 12,000	0%
Multi-Media, Promotions and Subs	510200		24,302		27,957	37,846	34,846	-8%
Small Tools and Equipment	510300		100,150		69,695	106,521	94,324	-11%
Uniform & Clothing	510400		143,551		80,565	140,800	140,800	0%
Safety and Health	510500		171,543		232,568	227,988	225,988	-1%
Maintenance & Construction	510600		25,106		40,040	32,500	32,500	0%
Fuel	510800		(956)		-	200	200	0%
Waste Disposal	515700		525		-	2,000	2,000	0%
Janitorial and Housekeeping	515800		8,087		11,426	10,500	10,500	0%
Postage	520100		2,221		9,038	1,500	1,500	0%
Advertising and Public Info.	520300		-		467	250	250	0%
Telephone/Radio/Communications	520400		8,242		39,100	51,299	51,299	0%
Meetings & Conferences	520500		1,739		1,682	3,000	3,000	0%
Mileage Reimbursement	520600		370		82	-	<del>-</del>	0%
Buildings and Structures	525100		2,219		-	6,000	6,000	0%
Office Equipment	525700		3,432		4,270	1,832	1,832	0%
Other Equipment	525800		31,597		19,767	33,480	35,480	6%
Employment	530100		-		36,442	-	-	0%
Consulting	530200		208,247		131,122	129,012	129,012	0%
Engineering and Architectural	530400		64,603		38,320	150,000	150,000	0%
Medical and Health Inspection Central Services	530600		877		6,531	10,648	10,648	0%
	535800		7,580 260,977		9,197	11,200	11,200	0%
Internal Rent - Maint. Charges	536100				293,588	299,744	337,952	13%
Internal Rent - Repl.Cost	536200 536300		62,364 7,540		255,341 11,310	298,941 15,080	345,785	16% 25%
Internal Rent - IT Replacement General Liability	540100		7,340 72,806		91,007	425,881	18,850 69,096	-84%
Taxes & Assessments	540700		16,373		12,345	10,800	10,800	-04 % 0%
Subtotal Maintenance & Operation		\$	1,241,838	\$	1,436,199	\$ 2,019,022	\$ 1,735,862	-14%
Automotive Equipment	590500	\$	, ,	\$	1,766	,	, -,	0%
Other Equipment	590800	φ	63,362	φ	434,273	\$ 52,098	\$ 37,098	-29%
Subtotal Fixed Assets	223000	\$	63,362	\$	436,039	\$ 52,098	\$ 37,098	-29%
Total Expenditures			20,197,542	\$	22,309,005	\$ 21,210,416	\$ 22,309,445	5%

	F	Y 14-15 Actual		FY 15-16 Actual		Y 16-17 Adopted		Y 17-18 eliminary	Percent Change
FIRE ADMINISTRATION - 16100 Admininistration - 50001									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	1,556,579 292,875 605	\$	1,863,720 321,301 146	\$	1,850,591 544,003	\$	1,995,738 199,398	8% -63% 0%
Subtotal Administration	\$	1,850,058	\$	2,185,167	\$	2,394,594	\$	2,195,136	-8%
Response and Control - 10210									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- 1,256 -	\$	- - -	\$	- - -	0% 0% 0%
Subtotal Response and Control	\$	-	\$	1,256	\$	-	\$	-	0%
FIRE OPERATIONS/EMS - 16200 Response & Control - 10210	0.4	5 070 500	Φ.	17.040.004	0.4	0.004.500	0.4	7,000,400	00/
Salaries & Benefits Maintenance & Operations Fixed Assets	\$1	5,976,593 606,797 39,674	\$	17,049,804 727,157 13,584	\$1	6,664,503 968,667 37,098		7,920,126 1,025,848 37,098	8% 6% 0%
Subtotal Response & Control	\$1	6,623,065	\$ '	17,790,545	\$ 1	<b>7,670,268</b>	\$1	8,983,071	<b>7%</b>
Emergency Medical Aid - 10230									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	947,667 186,506 23,083		1,016,178 224,566 421,839	\$	63,809 209,376 15,000	\$	38,847 211,494	-39% 1% -100%
Subtotal Emergency Medical Aid	\$	1,157,256	\$	1,662,583	\$	288,185	\$	250,341	-13%
Community Risk Reduction - 1630 Fire Prevention - 10220	0								
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	411,503 155,660 -	\$	507,066 161,918 470	\$	560,393 296,976	\$	581,774 299,123	4% 1% 0%
Subtotal Fire Prevention	\$	567,162	\$	669,454	\$	857,369	\$	880,897	3%
Total Expenditures	\$2	0,197,542	\$2	22,309,005	\$2	1,210,416	\$2	2,309,445	5%





The Development Services Department is a Community Health and Environment function. During FY 17-18, the Community Improvement /Code Enforcement Division was renamed to the Community Improvement Division. The Department now has 38 full-time positions composed of three managers, eight supervisors, 24 professional, and three clerical positions, with some positions remaining vacant. Part-time staffing consists of 7.95 full-time equivalents. The Department is comprised of five divisions, each division allocated into different programs. The five divisions are as follows:

- Administration
- Planning
- Building Safety
- Community Improvement
- Housing and Community Development

#### **ADMINISTRATION - 18100**

#### **Development Services Administration - 50001**

Directs and coordinates the Department's activities; provides support to the City Manager; and serves as a liaison to the City Council, Planning Commission, Housing and Public Services AD-HOC Committee, Successor Agency, Oversight Board, and Costa Mesa Housing Authority.

#### **Economic Development - 20370**

Directs and coordinates the City's economic development activities. Economic Development works towards attracting and retaining key businesses in Costa Mesa. Our efforts to date include streamlining the application and approval process, marketing Costa Mesa on a regional and nationwide basis, and improving the business climate within the city. We have facilitated new companies getting started, and existing companies expanding through responsive customer services.

The Economic Development team works closely with the Costa Mesa Chamber of Commerce and Costa Mesa Conference and Visitor Bureau to promote our City; monitors economic trends and quarterly financial reports on the city's sales tax and major retail performance compared to other Orange County cities; promotes shopping within the city and supports the "Harbor Boulevard of Cars," and "Shop Local This Holiday Season," campaigns; provides updates to the city's Finance Advisory Committee and elected and appointed officials; annually updates the Community Economic Profile information; maintains "Space Available" under "Doing Business" on the City's website; helps with the relocation of new businesses and expansion of existing businesses; publishes "An Applicant's Guide to Entitlement Processing in the City of Costa Mesa," and promotes a business-friendly atmosphere from very low business license fees to expedited services to get businesses up and running.

#### **PLANNING - 18200**

#### **Planning - 20320**

The Planning Division is responsible for implementing the regulations of the Zoning Code and the goals/policies/objectives of the General Plan. A planner's role is to promote the public health, safety, and general welfare of the business and residential communities, therefore preserving and enhancing the quality of life in the city. The Planning Division staff apply zoning regulations to promote developments which:

- •Establish and maintain a balance of land uses throughout the community to preserve the residential character of the City at a level no greater than can be supported by the infrastructure.
- •Ensure the long term productivity and viability of the community's economic base.
- •Promote land use patterns and development that reinforce neighborhood identity or beautification of the City.
- •Create a correlation between build-out of the General Plan Land Use Map and Master Plan of Highways.

The Planning Division staff is also involved in issuance of ministerial permits, (i.e. sign permits, banner permits, over-the-counter building permits) and completing plan checks for zoning compliance. The Zoning Administrator is a staff member who is authorized to approve, conditionally approve, or deny certain discretionary planning applications (i.e., administrative adjustments, minor conditional use permits, and lot line adjustments.)

The Planning Division provides services to the community, the City Council, and the Planning Commission. The Planning Commission is an appointed body of five commissioners who act on plans for the regulation of the future growth, development and beautification of the City. The Planning Division provides comprehensive planning services in both Advance and Current Planning; all Planning staff members are trained in both areas of short-range and long-range planning. Advance Planning functions involve General Plan amendments, rezones, ordinance preparation, environmental review, urban plan preparation, socio-economic data collection and analysis, coordination with local and state jurisdictions and regional planning organizations, and Federal Flood Insurance Program implementation. Current Planning functions relate to issuance of zoning verification letters, processing of Conditional Use Permits, Master Plans, Design Reviews, subdivision maps, etc.

#### Planning Commission - 20360

Provides staff support to the Planning Commission, a five-member advisory board to the City Council on land use and community development issues and applications. The Planning Commission decides on discretionary planning applications (i.e. conditional use permits, variances, master plans, design reviews, subdivision maps, and residential developments). As an advisory body to the City Council, the Planning Commission also makes recommendations to the City Council for projects such as rezones, General Plan amendments, Zoning Code amendments, and Specific Plans.

#### **BUILDING SAFETY – 18300**

#### Permit & Plan Check Services - 20410

Provides local enforcement of mandatory State building codes and standards and municipal ordinances related to the construction, modification, use, and occupancy of private and public buildings and properties; enforces municipal codes relating to land use and property maintenance; provides a variety of daily services such as permit issuance for construction related to private or public buildings and structures, including plan check for new construction, and modification of existing structures; routing of plans and coordination of approvals from other city departments; calculation and collection of fees related to development and other projects requiring plan review and/or a building permit.

#### **Inspection Services - 20410**

Provides inspection of building construction and tenant improvement activities for compliance with applicable State and local codes; conducts damage assessment and evaluation and determination of building safety following a major disaster, such as an earthquake; investigates building construction, illegal conversion, and ADA complaints generated by the public and residents through Costa Mesa Connect.

#### **COMMUNITY IMPROVEMENT DIVISION – 18400**

#### Community Improvement - 20350

During the FY 14-15, the Community Improvement Division was created and transferred to the Development Services Department. In late 2015, the Code Enforcement Division was merged with the Community Improvement Division to form one division. For FY 17-18 the division was renamed the Community Improvement Division which encompasses the following focus areas:

- Code Enforcement: Enforces the Costa Mesa Municipal Codes on private property related to land use, building construction, building occupancy, private property maintenance, and signage. Such enforcement may be the result of citizen complaints, or may be proactively initiated by Code Enforcement Officers while patrolling seven days a week.
- Group Home/Sober Living: Implements and enforces zoning regulations for group homes and offsite service providers. This includes the implementation of the Single Family (R1) Group Home Ordinance No. 14-13 and the Multifamily (MFR) Group Home Ordinance No. 15-11.
- Crime Prevention: Conducts residential and commercial security inspections to identify nuisance conditions
  and to review building and landscaping designs to determine possible opportunities to promote crime
  prevention through environmental design. Staff works with other City departments, residents and business
  owners to identify necessary infrastructure improvements such as alley paving and lighting and on other
  improvement efforts such as community clean-up days; works with law enforcement personnel, outside
  crime prevention persons, organizations, agencies and residents regarding crime prevention techniques,
  practices, and opportunities; and plays an integral part in supporting the Network for Homeless Solutions
  through the City Manager's Office.
- Medical Marijuana Business Permitting/Inspections: Conducts inspections and works closely with Medical Marijuana Business operators to ensure that their facilities comply with all applicable regulations under City issued Conditional Use Permits and Medical Marijuana Business Permits.
- Recreation Marijuana and/or Medical Marijuana Cultivation: Enforces the City's restrictions on the illegal
  cultivation and retail sales of recreational and medical marijuana. This includes the nuisance abatement of
  any use, structure, or property that is used for these.
- Lodging Inspections: In conjunction with the Orange County Health Department, conducts inspections of the City's stock of lodging establishments for compliance with City Municipal, State Health & Safety laws and other concerns that often lead to blighted conditions at these locations.
- Business License Inspections: Works closely with the City's Finance Department to ensure compliance with
  municipal business license requirements. Performs field inspections of new businesses to assure that
  proper licenses/permits have been obtained and the appropriate fees have been paid; addresses existing
  businesses that currently have a delinquent status.

#### HOUSING AND COMMUNITY DEVELOPMENT - 11310/11320

#### Code Enforcement (CDBG) – 20350

Strategic Enforcement of municipal codes related to land use, property maintenance, and signs. Such enforcement may be the result of complaints received from citizens, or may be initiated by code enforcement officers on a proactive basis. HCD-funded code enforcement activity is limited to the City's CDBG target neighborhoods, which are primarily residential areas, and inspections are generally limited the enforcement of housing and building codes.

#### Public Services Programs - 20421

Solicits public service sub-recipient grant applicants for HUD qualified activities, reviews, recommends and presents preliminary applications to the Ad Hoc Housing and Public Service Grants Committee for recommendation to the City Council. Coordinates and implements public service grants allocated by the City Council and funded through Community Development Block Grant (CDBG). Public service grants are awarded to nonprofit agencies that provide services such as homelessness prevention; youth programs; senior and disabled services; and other eligible uses through CDBG funding. The City contracts with the Fair Housing Foundation to provide fair housing services to the community and monitors all sub-recipients to insure compliance and performance.

#### Single-Family Housing Rehabilitation – 20422

Promotes the HUD program for Costa Mesa very low-income, single-family homeowners provides technical assistance to participants to apply and process grants (up to \$15,000) and/or deferred low-interest loans (up to \$50,000) applications for interior and exterior residential property improvements addressing basic code and building violations, lead-based paint hazards, and other repairs, and conducts compliance monitoring. Performs income qualification, coordinates homeowner work write ups, loan documentation, ongoing loan management and monitoring, processes all requests for loan refinance, loan subordination and loan payoff, and conducts compliance monitoring through the life of each loan.

#### CDBG Administration - 20427

Provides technical assistance to government and nonprofit service providers; administers, coordinates and implements the City's federally-funded CDBG programs and capital improvement projects, as approved by the City Council; and assures that sub-recipients receiving grant funding maintain HUD compliance. Included in these programs are community outreach, soliciting requests for Capital Improvement Projects from other City Divisions and Departments, providing technical assistance in meeting HUD requirements, reviewing projects submitted for compliance with HUD requirements, and presentation of projects to the City Council for consideration and coordination of progress reporting requirements on all projects undertaken.

#### **HOME Administration – 20440**

Coordinates and implements the City's federally-funded HOME programs, as approved by the City Council to enhance decent housing and suitable living environments for low and moderate income residents. Prepares, reviews, implements, and provides updated recommendations on City Council as needed to be consistent with City Goals, Objectives, and HUD Regulations as may be changed from time to time.

#### **HOME Projects – 20445**

Supports and present HOME Projects for review and approval of the City Council, monitor and meet regulatory reporting requirements for the City's affordable housing projects funded with HOME grant funds.

#### Housing Authority – 20600

Development Services is responsible for the Costa Mesa Housing Authority operations and covenant monitoring. It is not included as part of the City's budget.

#### **BUDGET NARRATIVE**

The FY 17-18 preliminary budget for the Development Services Department totals \$7,372,903, an increase of \$277,253, or 3.91% compared to the FY 16-17 adopted budget. Increases are mainly attributed to Salaries and Benefits accounts.

As of this date, a 2017 federal budget has not been approved. The outgoing Obama Administration has proposed level funding for both FY 17-18 CDBG and HOME programs. For planning purposes, the FY 17-18 CDBG Grant appropriation is estimated at \$1,000,000 an increase of .97% (\$9,653) from the prior year. An additional \$150,000 in prior years' funds is also available for an estimated total of \$1,150,000.

The FY 17-18 HOME Program Grant appropriation is estimated to be \$340,000, a reduction of .21% (\$710) from the prior year. An additional \$85,178 from the prior year is also available for a total of \$425,178.

#### PRIOR YEAR'S ACCOMPLISHMENTS

- The July 2016 adoption of the 2015-2035 General Plan was a major milestone for the Development Services Department. It was the culmination of a multi-year Costa Mesa process that included a community outreach program, "The Great Outreach," to engage a broad and diverse constituency to help refine the community vision. In addition to updating and modernizing goals and policies, the new General Plan incorporates the latest state requirements, such as Complete Streets and the City's first Bicycle and Pedestrian Master Plan. Following adoption of the Update, the Department also prepared several Zoning Code amendments to provide consistency between the General Plan and the Zoning Code.
- The Planning Division assisted approximately 6,000 walk-in customers at the public counter and 6,300 customers on the phone, and also maintained an overall wait time of less than 15 minutes at the public counter for 95% of the customers.
- Planning Commission and staff participated in approximately 80 hours of pre-meetings and public hearings for discretionary projects in 2016.
- Construction of Walgreens (the former Tower Records building on Superior Avenue) was completed.
- Orange Coast Buick/GMC/Cadillac Dealership located at 2600 Harbor Blvd. was completed.
- The last phase of Superior Pointe, an Urban Master Plan project of 60 live/work units located at 1695 Superior Avenue was completed.
- UpCoast, the development of 28 single-family, detached residences at 1239 Victoria Street, is currently under construction.
- Westside Gateway Project (former Argo Tech), a 177 unit live/work and loft development was approved; the buildings have been demolished of soil and ground water remediation has been completed and grading and retaining wall construction is underway.
- The Edge, a community of 19 detached units by Shea Homes at 789 Paularino Avenue, was completed and units are occupied.
- Latitude, a 14 unit detached residential development by Melia Homes at 1645 Tustin Avenue, is completed and occupied.
- The Boatyard, a 32 unit live/work development at 1672 Placentia Ave. is under construction.
- Costa Bella, a community of 14 detached two-story residences by Melia Homes on the east side Costa Mesa is expected to start construction in Spring of 2017.
- Grading and construction is under way for 20 residential units by Planet Home Living at 522 and 527 Bernard Street.
- The 36-unit development of West Place by City Ventures was completed and is currently occupied.
- Construction of a 24 unit, two-story, residential development at 650 Hamilton Street by Shea Homes is currently underway.
- Mesa Verde Ten, a 10 unit, detached, single family residential development, is currently under construction.
- The reconstruction of Costa Mesa Fire Station 1 at 2803 Royal Palm Drive was approved by the Planning Commission.
- The Baker Street Apartment Project, located at 125 East Baker Street, a 240 unit apartment community, is under construction.
- The Lighthouse Urban Master Plan for the development of an 89 unit, three-story mixed-use development, within the Mesa West Bluffs Urban Plan area at 1620-1644 Whittier Avenue is under construction.
- Ganahl Lumber relocation/expansion, located at 1100 Bristol Street, will replace the existing store on the
  adjacent property. The new facility will include the 65,263 square foot main building and 34,000 square
  feet of shed buildings for various lumber storage/milling activities. Building permits were issued and the
  project is under construction.
- Construction of a mid-rise luxury apartment community of 250 units is underway at 580 Anton Boulevard.
- Maple Crossing, located at the intersection of Maple Street and Victoria Street, is a 37 unit residential development that has been submitted for plan check.
- Construction of Brickyard East and Brickyard West, two live/work communities by Richmond American, is under way at 2026 and 2075 Placentia Avenue.
- A new state of the art hotel tower with 150 hotel rooms was approved by the Planning Commission for expansion of the Avenue of the Arts Hotel (former Wyndham Hotel).

#### PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Water Grill restaurant (former Scott's Seafood) opened fall of 2016.
- A new duplex, located at 2136 Thurin Street, is currently under construction.
- Six new homes located at 2661 Orange Avenue are currently under construction.
- The renovation of Nordstrom at South Coast Plaza is currently under construction.
- The Boatyard, located at 1672 Placentia Avenue, features 32 live/work units under construction.
- Almost 300 new solar panels were installed in various residences throughout the city.
- Multiple remodels at South Coast Plaza were completed.
- Over 200 public record requests related to building permits and constructions plans were completed.
- Staff administered and monitored 10 public service grants to local nonprofits.
- Completed inspections and re-certifications of 132 affordable units in Costa Mesa.
- Completed 19 grants and 0 loan for low-income households with HOME funds.
- Merged the Community Improvement/Code Enforcement divisions.
- Recruited and hired additional staff to handle the increasing demand on the division's programs.
- Equipped field staff with mobile computers to increase efficiency while conducting field investigations.
- Created efficient templates for noticing of code violations.
- Attended the California Association of Code Enforcement Officer's (CACEO) Annual Seminar.
- Completed a total of 40 hours of continuing education from CACEO.
- Completed three neighborhood cleanup events.
- Responded to 80 building code violations.
- Conducted two (2) inspection warrants on illegal marijuana dispensary in conjunction with the Costa Mesa Police Department.
- Conducted three (3) receiverships that dealt with nuisance/substandard conditions on two residential homes and a lodging establishment.
- Code enforcement staff continued with training addressing specific officer safety concerns. Identified that
  this was an issue City wide and expanded training to other City personnel.
- Updated Code Staff uniforms allowing for higher visibility in public.
- Implemented the Group Home ordinances through the Code Enforcement process, Special Use, and Conditional Use permitting process.

#### **GOALS**

- Provide the citizens and public decision-makers with the highest level of customer service related to the long-term growth, development, and redevelopment of the community.
- Administer the City's federally-funded CDBG and HOME grants by developing eligible programs and projects that benefit low and moderate-income households as well as neighborhoods in the City of Costa Mesa.
- Continue to provide consistency between the Zoning Code and General Plan.
- Continue to follow the announced closure and future planned development of the Fairview Developmental Center property.
- Ensure that properties are repaired and maintained at the highest standards.
- Enforce Group Home Ordinances to regulate properties in the city's single family and multi-family zones.
- Improve cooperation with the State to honor the intent of local group home regulations.
- Implement a Marijuana Business permitting process as required through voter approved Measure X.
- Create a more seamless transition of casework to the City Prosecutors office through additional training and documentation practices.
- Rebuild the Community Improvement City web page creating a more user friendly experience.
- Continue training and staff development to gain a more comprehensive understanding of local and State laws, codes, and ordinances.

#### GOALS (Continued)

- Forge additional partnerships in the community and strengthen those that already exist through community outreach, engagement, and integration of services with existing partners.
- Develop administrative procedures for consistent implementation of Measure Y and Measure X.
- Continue to implement the Zoning Code to ensure quality development throughout the City.

#### **OBJECTIVES**

- Process discretionary planning applications within 12-16 weeks of applications being deemed complete.
- Hold a minimum of one monthly Planning Commission meeting.
- Notify applicants and authorized agents of the conditions of approval for planning applications prior to the scheduled public hearing or decision date.
- Archive and digitize all Planning records five years and older.
- Complete zoning verification letters within 10 working days of receipt.
- Issue over-the-counter plan reviews within five working days of submittal.
- Complete minor plan reviews within five working days of submittal.
- Review projects up to \$1 million valuation within 15 working days of submittal.
- Plan review all projects with \$1 million or more valuation within 20 working days of submittal.
- Respond to requests for inspections for all phases of new construction requiring a building permit by the next business day.
- Respond to citizen complaints within two working days from receipt of complaint.
- Conduct property maintenance observations at least once per year for all the properties in the City.
- Provide staff support and assistance to citizens, City Manager's office, Council-appointed committees, Planning Commission and City Council.
- Further fair housing by providing opportunities for decent, safe, and sanitary housing to all segments of the community.
- Prevent blight and deterioration of the community through the use of federal grant funds.
- Provide public services to low and moderate income persons in partnership with local service providers.
- Provide assistance to low and moderate-income homeowners in maintaining their homes and remedying code violations.
- Provide assistance to support affordable housing for the City's low and moderate income residents.
- Continue the high quality of customer service when responding to submitted concerns.
- Identify possible nuisance properties through police reports, CID meetings, field observations, and community complaints.
- Ensure that properties are repaired and maintained at the highest standards.
- Ensure that our City retains a high quality of life in both the residential and business communities.

### **DEVELOPMENT SERVICES DEPARTMENT**

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16 Actual	FY 16-17 Adopted	
<u>Planning</u>			
Performance Measures:			
Percentage of Planning Commission minutes prepared by next meeting	100%	100%	100%
Wait time at counter less than 15 minutes	98%	98%	98%
Percentage of certification of final EIR within 1 year of			
completed application	100%	100%	100%
Percentage of certification of mitigated negative declaration within 9 months of completed application	100%	100%	100%
General Plan Amendments/Rezones processed within 16 weeks			,
of application deemed complete Planning, Zoning, and Subdivision Applications processed	90%	90%	90%
within 12 weeks of application deemed complete	90%	90%	90%
Development Reviews and Lot Line Adjustments			
processed within 8 weeks of completed applications	90%	90%	90%
Sign permits reviewed and issued within 3 working days Percentage of minor plan checks reviewed for zoning compliance	90%	90%	90%
within 5 working days	90%	90%	90%
Percentage of zoning verification letters processed within			
10 working days	90%	90%	90%
Workload Indicators:			
Number of Planning Commission meetings per year	23	22	22
Planning Commission minutes prepared	23	22	22
Number of report items for Council action or direction	28	28	28
Number of phone calls to Planning per day (average)	35	35	35
Number of counter contacts to Planning counter per day (average)	28	28	28
General Plan Amendments/Rezones/	4	4	4
Zoning Code amendments processed Planning Applications (not including above),	4	4	4
Zoning Administrator, and Development			
Review Applications processed	110	110	120
Applicants notified within 5 working days of meeting	110	110	120
Lot Line Adjustments and Subdivision Applications processed	10	10	4
Minor plan checks reviewed for zoning compliance	500	500	600
Sign Permits processed	120	120	95
Zoning Verification Letters processed	35	35	55

## **DEVELOPMENT SERVICES DEPARTMENT**

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16 <u>Actual</u>	FY 16-17 Adopted	FY 17-18 <u>Preliminary</u>
Building Safety			
Performance Measures:			
Wait time at counter less than 20 minutes	80%	80%	80 %
Trade permits issued within 20 minutes of application	90%	90%	80%
Percentage of minor plan checks reviewed within 5 working days	80%	80%	90%
Percentage of moderate plan check projects reviewed	00 /0	00 /0	90 70
within 15 days	95%	95%	95%
Percentage of major plan check projects reviewed			
within 20 days	95%	95%	100%
Inspection requests performed within 24 hours	97%	97%	97%
Building and Code Enforcement code violations response	000/	000/	000/
within 2 working days	90%	90%	90%
Workload Indicators:			
Number of calls to general building lines per day	65	65	65
Minor plan checks reviewed	300	300	580
Moderate plan check projects (less than \$1M) reviewed	650	650	650
Major plan check projects (greater than \$1M) reviewed	15	15	18
Inspection requests received	30,000	32,000	30,500
Building permits finalized	3,000	3,000	3,000
Community Improvement Division			
Performance Measures:			
Percentage of complaint responses within 2 days			
for Group Home Enforcement	100%	100%	100%
Percentage of complaints mitigated within 60 days of being received	81%	90%	90%
Average time to process Special Use Permits	30 days	30 days	30 days
Average time to process Conditional Use Permits	60 days	60 days	60 days
Workload Indicators:			
Code Enforcement/Community Improvement cases generated, including			
CDBG	1,287	1,300	1,300
Number of code violations cleared  Number of Costa Mesa Connect submittals	1,059 1,051	1,200 1,100	1,200 1,100
Number of Costa Mesa Connect completed	969	1,000	1,100
Number of inspection warrants	3	1,000	1,000
Number of criminal court cases	15	15	15
Number of court appointed receiverships	2	3	2
Number of administrative citations issued	243	300	300

### **DEVELOPMENT SERVICES DEPARTMENT**

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16 <u>Actual</u>	FY 16-17 Adopted I	FY 17-18 Preliminary
Number of requests for administrative citation appeals	20	27	25
SUP applications received	10	7	5
CUP applications received	33	1	5
Director's Hearings Conducted	*	10	2
SUP applications approved CUP applications considered by Planning Commission	*	10 4	3 35
Appeal of Director's Decision on SUP considered by Planning Commission	*	4	2
Number of community involved projects (community clean ups/round tables)	*	5	5
*No data available for this category.			
Housing and Community Development			
Performance Measures: Percentage of complaint responses provided within 10 business days	90%	90%	90%
Fair Housing Foundation referrals for service	673	400	300
Press releases & information pieces processed	10	10	0
Workload Indicators:	705	750	700
Number of residents served via Public Services programs	785	750	700
Number of First Time Home Buyers/Rehab loan payoffs and subordinations	11	4	1
Single Family Rehab Grants completed	19	15	15
Single Family Rehab Loans completed	1	1	1
Completed monitoring of projects:			
An	132	132	132
b. Recertification of Rental Units	132	132	132
c. Occupancy monitoring of First Time Home Buyer/NSP/Habitat loans	34	30	30
d. Insurance monitoring of First Time Home Buyer/NSP/Habitat loans	34	30	30
e. Residual Receipts Monitoring	5	5	5
f. Occupancy monitoring of owner- occupied Rehabilitation units	72	63	63
g. Insurance monitoring of owner-occupied Rehabilitation units	72	63	63
h. Occupancy monitoring of rental rehabilitation units	2	2	2
i. Insurance monitoring of rental rehabilitation units	2	2	2
j. Public Service Grants	10	10	10

### DEVELOPMENT SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Development Svcs Admin - 18100				
Economic & Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	_	_	1.00	1.00
Subtotal Administration - 50001	3.00	3.00	4.00	4.00
Total Development Svcs Admin Full-time Positions	3.00	3.00	4.00	4.00
Planning - 18200				
Assistant Development Services Director	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	-	1.00
Associate Planner	2.00	3.00	3.00	3.00
Management Analyst	2.00	1.00	-	-
Principal Planner	3.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	-	1.00	1.00	1.00
Subtotal Planning - 20320	11.00	10.00	8.00	9.00
Total Planning Full-time Positions	11.00	10.00	8.00	9.00
Total Planning Part-time Positions (in FTE's)	0.50	1.25	1.75	2.60
Building Safety - 18300				
Chief of Code Enforcement	1.00	1.00	_	_
Code Enforcement Officer	5.00	5.00	_	_
Office Specialist II	1.00	1.00	_	_
Subtotal Code Enforcement - 20350	7.00	7.00	-	
Puilding Official	1.00	1.00	1.00	1.00
Building Official Building Inspector	3.00	3.00	3.00	3.00
Building Technician	3.00	-	-	3.00 -
Building Technician II	2.00	2.00	2.00	2.00
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	1.00	1.00	1.00	1.00
Combination Inspector	2.00	2.00	2.00	2.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Plan Check Engineer	1.00	1.00	1.00	1.00
Plan Checker	1.00	<u>-</u>	<u>-</u>	1.00
Senior Combination Inspector	_	_	1.00	1.00
Subtotal Building Safety - 20410	11.00	11.00	12.00	13.00
Total Building Safety Full-time Positions	18.00	18.00	12.00	13.00
Total Building Safety Part-time Positions (in FTE's)	3.25	4.75	3.23	2.10
		711 0	0.20	

### DEVELOPMENT SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Community Improvement Division - 18400				
Assistant Director, Community Improvement Division	_	_	1.00	_
Chief of Code Enforcement	_	_	1.00	1.00
Code Enforcement Officer	-	-	4.00	6.00
Management Analyst	-	-	1.00	1.00
Office Specialist II	-	-	1.00	1.00
Senior Code Enforcement Officer	_	-	1.00	2.00
Subtotal Code Enforcement - 20350		-	9.00	11.00
Assistant Director of Community Improvement	-	0.50	_	-
Code Enforcement Officer	_	2.00	3.00	_
Subtotal Group Home Enforcement - 50255		2.50	3.00	
Assistant Director of Community Improvement	-	0.50	-	-
Code Enforcement Officer		2.00	1.00	
Subtotal Neighborhood Stabilization - 50257	_	2.50	1.00	
Total Comm. Imprv. Full-time Positions	-	5.00	13.00	11.00
Total Comm. Imprv. Part-time Positions (in FTE's)		-	3.00	3.00
Housing & Community Development - 11310/11320				
Management Analyst	0.18	_	_	_
Subtotal Code Enforcement - 20350	0.18	-	-	-
Management Analyst	0.34	0.34	0.33	0.33
Subtotal Single Family Housing Rehab - 20422	0.34	0.34	0.33	0.33
Management Analyst	0.42	0.33	0.14	0.14
Subtotal CDBG Administration - 20427	0.42	0.33	0.14	0.14
Subtotal CDDG Administration - 20427	0.42	0.55	0.14	0.14
Management Analyst	0.06	0.33	0.33	0.33
Subtotal HOME Administration - 20440	0.06	0.33	0.33	0.33
Total Housing & Comm Devel Full-time Positions	1.00	1.00	0.80	0.80
Total HCD Part-time Positions (in FTE's)	-	0.50	0.25	0.25

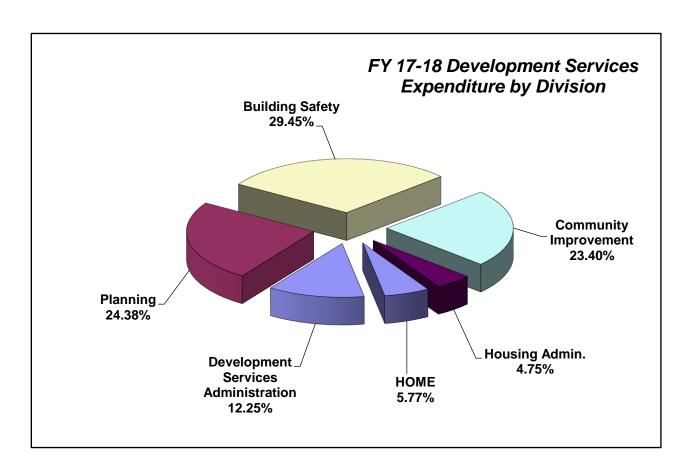
### DEVELOPMENT SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Housing Authority - 11500				
Management Analyst	-	-	-	0.20
Subtotal Husing - 20600	_	-	-	0.20
Management Analyst	-	_	0.20	-
Subtotal Homeless Prevention - 20605		-	0.20	
Total Housing Authority Full-time Positions		-	0.20	0.20
Total Department Full-time Positions	33.00	37.00	38.00	38.00
Total Department Part-time Positions (in FTE's)	3.75	6.50	8.23	7.95
TOTAL DEPARTMENT	36.75	43.50	46.23	45.95



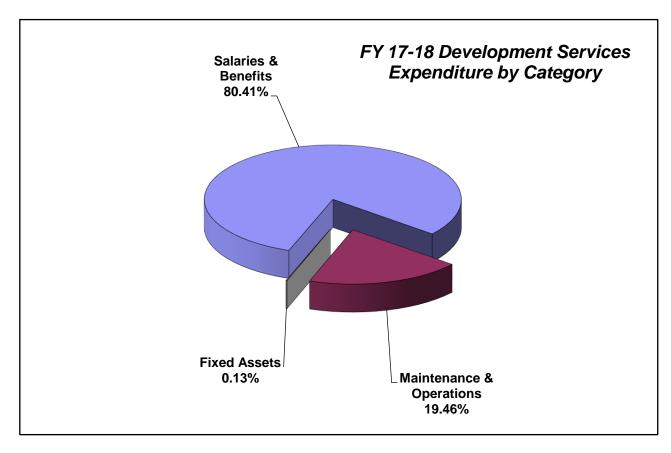
## DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY DIVISION

	FY 14-15 Actual	FY 15-16 FY 16-17 Actual Adopted		FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
Dev. Svcs. Admin 18100	\$ 642,822	\$ 641,663	\$ 878,665	\$ 904,207	2.91%
Planning - 18200	1,706,257	1,749,481	1,455,529	1,797,183	23.47%
Building Safety - 18300	2,378,738	2,702,623	2,161,653	2,171,030	0.43%
Community Improvement - 18400	-	505,532	1,773,163	1,725,305	-2.70%
Housing Admin 11310	314,449	293,865	346,622	350,000	0.97%
HOME - 11320	386,640	294,729	480,018	425,177	-11.42%
Total Expenditures	\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,372,903	3.91%



## DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Percent
	Actual	Actual	Adopted	Preliminary	Change
<b>Expenditure by Category:</b>					
Salaries & Benefits	\$ 3,858,822	\$ 4,483,752	\$ 5,551,490	\$ 5,928,731	6.80%
Maintenance & Operations	1,551,823	1,677,458	1,534,566	1,434,578	-6.52%
Fixed Assets	18,260	26,682	9,594	9,594	0.00%
Total Expenditures	\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,372,903	3.91%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
Funding Sources:					_
General Fund - 101	\$ 4,455,717	\$ 5,350,853	\$ 5,969,010	\$ 6,277,726	85.15%
HOME Fund - 205	386,640	294,729	480,018	425,177	5.77%
CDBG Fund - 207	586,548	542,310	646,622	670,000	9.09%
Total Funding Sources	\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,372,903	100.00%

# DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 14-15 Actual	 FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,229,907	\$ 2,693,687	\$ 3,219,884	\$ 3,289,955	2%
Regular Salaries - Part time	501300	238,521	336,369	475,918	443,186	-7%
Overtime	501400	51,528	77,692	112,527	113,000	0%
Accrual Payoff - Excess Maximum	501500	4,572	3,555	2.828	2,828	0%
Vacation/Comp. Time Cash Out	501600	10,405	14,538	8,580	8,580	0%
Holiday Allowance	501700	4,076	5,456	2,278	2,278	0%
Separation Pay-Off	501800	-	12,266	-	-	0%
Other Compensation	501900	29,467	33,835	60,573	62,478	3%
Cafeteria Plan	505100	331,526	417,147	447,950	576,888	29%
Medicare	505200	38,068	46,447	45,335	46,165	2%
Retirement	505300	823,363	792,585	1,010,369	1,182,938	17%
Professional Development	505500	19,090	23,546	61,040	59,040	-3%
Auto Allowance	505600	5,724	5,724	5,724	5,724	0%
Unemployment	505800	2,113	2,113	2,113	2,113	0%
Workers' Compensation	505900	70,463	18,790	96,371	133,557	39%
Subtotal Salaries & Benefits		\$ 3,858,822	\$ 4,483,752	\$ 5,551,490	\$ 5,928,731	7%
Stationery and Office	510100	\$ 26,583	\$ 32,477	\$ 36,866	\$ 36,858	0%
Multi-Media, Promotions and Subs	510200	6,799	14,449	22,622	21,166	-6%
Small Tools and Equipment	510300	28,923	29,631	43,672	44,466	2%
Uniform & Clothing	510400	2,442	4,103	8,000	8,000	0%
Maintenance & Construction	510600	-	93	-	-	0%
Postage	520100	12,326	12,906	10,250	10,950	7%
Legal Advertising/Filing Fees	520200	12,040	13,117	13,500	15,000	11%
Advertising and Public Info.	520300	253	262	1,000	1,000	0%
Telephone/Radio/Communications	520400	213	4,925	20,200	20,200	0%
Meetings & Conferences	520500	2,324	5,610	3,000	3,700	23%
Mileage Reimbursement	520600	261	528	2,928	2,928	0%
Board Member Fees	520800	24,000	24,000	24,000	24,000	0%
Office Furniture	525600	-	-	2,600	2,600	0%
Office Equipment	525700	485	45	500	600	20%
Employment	530100	7,814	26,279	20,000	20,000	0%
Consulting	530200	536,800	532,831	286,538	397,134	39%
Legal	530300	4,777	80,727	33,500	33,500	0%
Engineering and Architectural	530400	209,493	326,824	250,084	107,938	-57%
External Rent	535400	3,409	9,812	5,000	5,000	0%
Grants, Loans and Subsidies	535500	444,190	326,960	526,403	459,362	-13%
Central Services	535800	30,614	31,101	24,500	27,000	10%
Internal Rent - Maint. Charges	536100	35,466	38,253	49,221	48,993	0%
Internal Rent - Repl.Cost	536200	-	14,164	11,102	9,275	-16%
Internal Rent - IT Replacement	536300	7,899	11,849	15,798	19,748	25%
General Liability	540100	154,712	136,511	123,282	115,160	-7%
Subtotal Maintenance & Operation		\$ 1,551,823	1,677,458	\$ 1,534,566	\$ 1,434,578	-7%
Other Equipment	590800	\$ 18,260	\$ 26,682	\$ 9,594	\$ 9,594	0%
Subtotal Fixed Assets		\$ 18,260	26,682	\$ 9,594	\$ 9,594	0%
Total Expenditures		\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,372,903	4%

# DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

		FY 14-15 Actual	FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 Preliminary		Percent Change
DEVELOPMENT SERVICES ADMINI Administration - 50001	ISTI	RATION - 1	810	00					
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	452,553 190,268	\$	459,049 182,614	\$	568,549 179,307	\$	740,131 164,075 -	30% -8% 0%
Subtotal Administration	\$	642,822	\$	641,663	\$	747,855	\$	904,207	21%
PLANNING - 18200 Planning - 20320									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	1,212,850 462,652 4,062	\$	1,178,570 535,318 8,386	\$	1,351,649 202,495 4,594	\$	1,443,648 321,341 4,594	7% 59% 0%
Subtotal Planning	\$	1,679,565	\$	1,722,274	\$	1,558,738	\$	1,769,583	14%
Planning Commission - 20360									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	75 25,874	\$	27,207	\$	600 27,000	\$	600 27,000	0% 0% 0%
Subtotal Planning Commission	\$	25,949	\$	27,207	\$	27,600	\$	27,600	0%
Building Safety - 20410									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- 743 -	\$	- - -	\$	- - -	\$	- - -	0% 0% 0%
Subtotal Building Safety	\$	743	\$	-	\$	-	\$	-	0%
BUILDING SAFETY - 18300 Code Enforcement - 20350									
Salaries & Benefits Maintenance & Operations	\$	688,893 18,624	\$	799,897 39,817	\$	-	\$	-	0% 0%
Fixed Assets Subtotal Code Enforcement	\$	707,517	\$	14,559 <b>854,272</b>	\$	<u> </u>	\$	<u> </u>	0% <b>0%</b>
Building Safety - 20410		- 3	•	<b>,</b>	<u> </u>		<u> </u>		
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	1,399,093 262,518 9,610	\$	1,456,452 390,238 1,662	\$	1,831,506 330,147	\$	1,984,270 186,761	8% -43% 0%
Subtotal Building Safety	\$	1,671,221	\$	1,848,351	\$	2,161,653	\$	2,171,030	0%

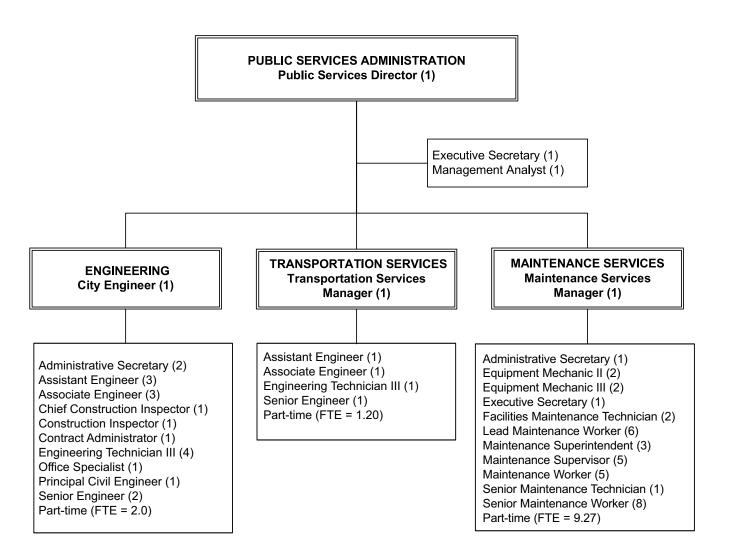
# DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	F	Y 14-15 Actual		Y 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change	
COMMUNITY IMPROVEMENT DIVIS	SION	- 18400								
Salaries & Benefits	\$	-	\$	-	\$	1,155,409	\$	1,629,384	41%	
Maintenance & Operations		-		-		85,391		90,922	6%	
Fixed Assets	_	-	_	-		5,000		5,000	0%	
Subtotal Code Enforcement	\$	-	\$	-	\$	1,245,800	\$	1,725,305	38%	
Group Home Enforcement - 50255										
Salaries & Benefits	\$	_	\$	303,233	\$	408,205	\$	-	-100%	
Maintenance & Operations	•	_	•	18,273	•	4,400	•	-	-100%	
Fixed Assets		-		· -		-		-	0%	
Subtotal Group Home Enforcement	\$	-	\$	321,506	\$	412,605	\$	-	-100%	
Neighborhood Stabilization - 50257										
Salaries & Benefits	\$	_	\$	150,349	\$	110,358	\$	_	-100%	
Maintenance & Operations	Ψ	_	Ψ	31,601	Ψ	4,400	Ψ	_	-100%	
Fixed Assets		-		2,076		-		-	0%	
Subtotal Neighborhood Stabilization	\$	-	\$	184,026	\$	114,758	\$	-	-100%	
HOUSING & COMMUNITY DEV - 11.  Code Enforcement - 20350  Salaries & Benefits	<b>310</b> /1 \$	6,535	\$	_	\$	_	\$	_	0%	
Maintenance & Operations	•	-	•	-	•	-	•	-	0%	
Fixed Assets		3,000		-		-		-	0%	
Subtotal Code Enforcement	\$	9,535	\$	-	\$	-	\$	-	0%	
Public Service Programs - 20421										
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	133,322	\$	7,713 140,211	\$	- 148,552	\$	- 150,000	0% 1% 0%	
Subtotal Public Service Programs	\$	133,322	\$	147,925	\$	148,552	\$	150,000	1%	
Single Family Housing Rehab 20422		Í		·	•	·	-	·		
Salaries & Benefits	\$	41,811	\$	46,648	\$	46,199	\$	47,744	3%	
Maintenance & Operations	φ	310,868	φ	186,749	φ	327,016	φ	207,255	-37%	
Fixed Assets		-		-		-		-	0%	
Subtotal Sgl. Fam. Housing Rehab.	\$	352,679	\$	233,397	\$	373,215	\$	255,000	-32%	
Neighbors for Neighbors - 20426										
Salaries & Benefits	\$	_	\$	_	\$	_	\$	-	0%	
Maintenance & Operations	Ψ	28	Ψ	-	Ψ	_	Ψ	-	0%	
Fixed Assets		-		-		-		-	0%	
Subtotal Neighbors for Neighbors	\$	28	\$	-	\$	-	\$	-	0%	

# CITY OF COSTA MESA, CALIFORNIA

# DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	F	Y 14-15 Actual	F	Y 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
CDBG Admin 20427									
Salaries & Benefits	\$	43,347	\$	33,494	\$	32,816	\$	34,737	6%
Maintenance & Operations		127,679		112,446		165,254		165,263	0%
Fixed Assets		538		-		-		-	0%
Subtotal CDBG Admin.	\$	171,564	\$	145,940	\$	198,070	\$	200,000	1%
HOME - 20440									
Salaries & Benefits	\$	13,664	\$	48,346	\$	46,199	\$	48,217	4%
Maintenance & Operations		19,247	·	12,985	·	9,769	·	19,854	103%
Fixed Assets		1,050		-		-		-	0%
Subtotal HOME	\$	33,960	\$	61,332	\$	55,968	\$	68,071	22%
HOME Projects - 20445									
Salaries & Benefits	\$	_	\$	_	\$	_	\$	_	0%
Maintenance & Operations		-	•	-	·	50,835		102,107	101%
Fixed Assets		-		-		_		_	0%
Subtotal HOME Projects	\$	-	\$	-	\$	50,835	\$	102,107	101%
Total Expenditures	<u>\$</u>	5,428,905	\$	6,187,892	\$	7,095,650	\$	7,372,903	4%





The Public Services Department provides services related to engineering design, construction management, transportation, street, park and city facilities maintenance, water quality, waste management and recycling, street sweeping, and fleet management. The Department has 65 full-time staff members composed of four management, six clerical, and 55 professional/technical staff. Part-time staffing consists of 12.47 full-time equivalents. The Department is organized in four divisions as follows:

- Public Services Administration
- Engineering
- Transportation Services
- Maintenance Services

# **MISSION**

The Public Services Department is dedicated to delivering vital services through efficient utilization and allocation of resources to provide the Costa Mesa Community with opportunities to enjoy an unsurpassed quality of life.

# **PUBLIC SERVICES ADMINISTRATION - 19100**

# Public Services Administration - 50001

Provides the overall coordination, direction, and oversight for all Department activities, which include four divisions, overseeing 21 municipal services functions. Administrative management includes development of the Department's operational budget, personnel management, securing and implementing grant programs, and providing commercial and multi-family waste collection and recycling services, overseeing short and long-range capital improvement planning and development; and accomplishing the Department's strategic goals, operational goals and objectives within general policy guidelines.

## Recycling - 20230

Implements and monitors the City's compliance to source reduction and recycling mandates such as the Integrated Waste Management Act 1989 AB939, AB341 Mandatory Recycling for Commercial and Multi-family sectors, and the recently enacted AB1826 establishing mandates for organic waste. Administers the Franchise Permit Hauling Program and manages the City's source reduction and recycling programs including the Used Oil Grant, and Beverage Container Grant.

# **ENGINEERING - 19200**

The Engineering Division is responsible for the design and construction of the City's Capital Improvement Program. The Division is also responsible for the procurement of real property and public right-of-way, the design and development of all parks and open space facilities, administration of water quality regulations, construction management and inspection of public works improvements, development review and processing, and utility coordination. The Engineering Division is organized into nine sections.

# Fairview Park - 20115

Administers design and construction projects aimed at implementing the Fairview Park Master Plan. Manages and coordinates construction activities and projects with regulatory agencies.

## Water Quality - 20510

Implements and monitors the City's compliance with the National Pollutant Discharge Elimination System (NPDES). Coordinates and implements the Santa Ana Regional Water Quality Board directives for compliance with the Water Quality Act, as it relates to City draining into the Santa Ana River and the Newport Bay. Prepares the City's Annual Program Effectiveness Assessment (PEA) and coordinates compliance with Newport Bay Total Maximum Daily Load (TMDL) regulations.

## Street Improvements – 30112

Designs plans and specifications for the construction and maintenance of City Capital Improvement Projects. Administers the Pavement Management Program. Administers design consultant contracts. Reviews and approves engineering submittals, including improvement plans, material reports, utility work, engineering estimates, and ADA accessibility. Secures street improvement competitive grant funding.

## Storm Drain Improvements - 30122

Designs and manages the construction of the City's Storm Drain System (approximately 42 miles of storm drain), as it relates to the implementation of the Master Plan of Drainage.

## Curbs & Sidewalks - 30130

Establishes a parkway maintenance program that is essential to remove and replace damaged curb, gutter and sidewalk throughout the City.

# **Development - 30310**

Conducts development review of private development submittals. Permits work in the public right-of-way. Identifies development conditions for Planning Commission hearings. Administers Subdivision Map Act Requirements. Provides staff support to the Planning Commission.

#### Real Property - 30320

Responsible for land acquisition, vacation, and abandonment of right-of-way. Conducts acquisition negotiations and manages agreements. Responsible for preparing real property documents and administering consultant services related to the acquisition and relinquishment of real property.

# Park Development – 40112

Acquires, develops, and renovates park facilities. Manages the design and construction of new park projects and renovation of existing park facilities. Responsible for master planning new park and open space facilities and managing compliance of Capital Improvement Projects with the Master Plan of Parks and Recreation. Secures park and open space competitive grant funding.

## **Construction Management - 50002**

Administers construction contracts. Manages and inspects construction activities and projects in the public right-of-way, City-owned buildings, and facilities. Manages the construction and implementation of the City's Capital Improvement Program. Administers compliance with Federal and State Labor Laws including Prevailing Wage Regulations, Disadvantaged Business Participation, Equal Opportunity Employment Practices, and Public Contract Laws.

## **TRANSPORTATION - 19300**

The Transportation Services Division is responsible for the operation and maintenance of the traffic operations infrastructure including, but not limited to: traffic signals, closed circuit television cameras, Traffic Operations Center, radar feedback signs, implementation of the General Plan Circulation Element, Active Transportation Program and transportation planning activities within the City. Administers programs and projects to promote safe and efficient movement of people and goods throughout the City. Manages the private contract for school crossing guards, in order to enhance the safety of elementary school students walking to and from school. The Transportation Division is organized into three sections:

# **Traffic Planning - 30210**

Responsible for the implementation of the Circulation Element of the City's General Plan. Studies and implements short- and long-range transportation improvements in accordance with the General Plan. Manages the City's traffic model. Participates and monitors development projects. Administers the City's Trip Fee Program. Coordinates with other agencies on transportation related activities and manages the City's school crossing guard and bus shelter contracts.

# Traffic Operation - 30241

Maintains, operates, and updates traffic signals, traffic control devices, and street lights in the City. Manages the City's overall traffic flow/movement through Intelligent Transportation Systems (ITS) elements including signal coordination, closed circuit televisions (CCTV), and a centralized traffic operations center. Designs and implements traffic operations improvements such as radar speed feedback signs and in-pavement flashing cross-walks.

# Active Transportation Program - 30225

Responsible for development and implementation of City's Bicycle and Pedestrian Master Plan component of the City's Circulation Element. Address bikeway and pedestrian issues, bicycle/pedestrian network connectivity and infrastructure maintenance requests. Design and construct bicycle and pedestrian facility improvements and design complete street solutions, where applicable.

# **MAINTENANCE SERVICES - 19500**

The Maintenance Services Division is responsible for the care, maintenance, repair and alteration of the City's municipal facilities. This also includes the maintenance of vehicles and equipment, parks and parkways, trees, traffic signs and markings, street sweeping, storm water systems, graffiti abatement and roadways. The Maintenance Services Division is structured in nine programs listed below:

# **Maintenance Services Administration – 50001**

Provides direction and coordination of the maintenance programs listed below. Provides staff support to the Parks & Recreation Commission.

## Street Cleaning - 20120

Sweeps and cleans approximately 400 miles of residential, commercial and arterial roadway lanes in the City.

#### Graffiti Abatement – 20130

Removes graffiti in the public right-of-way, in public parks, City-owned facilities, and on private structures where graffiti is visible from the public right-of-way.

#### Street Maintenance - 30111

Maintains approximately 525 lane miles of streets, 15 miles of City alleys, and miscellaneous easements.

#### Storm Drain Maintenance - 30121

Maintains the City's storm drain system and 1,165 catch basins.

# Signs and Markings - 30243

Installs and maintains all street and traffic signage and pavement markings in the City.

# Park, Parkway and Median Maintenance - 40111

Maintains the City's 29 parks, sports fields and related facilities, 12 acres of landscaped street medians, and approximately 22,000 parkway trees.

# Facility Maintenance - 50910

Maintains, repairs, and rehabilitates 22 City-owned buildings, including those leased to outside agencies. Administers and supervises contract services required for maintaining City facilities.

## Fleet Services - 50920

Maintains and repairs the City's fleet of 360 fire, police, general use vehicles, motorcycles, highway equipment, generators, trailers and other miscellaneous equipment.

## **BUDGET NARRATIVE**

The FY 2017-18 preliminary budget for the Public Services Department totals \$21,873,502, an increase of \$1,014,468, or 4.86%, compared to the FY 16-17 adopted budget. Increases are mainly attributed to Maintenance and Operations accounts due to the outsourcing of Citywide parks maintenance and landscape contract.

The Public Services Department is funded by the General Fund, Gas Tax Fund, AQMD Fund, CDBG Fund, Park Fess Fund, Drainage Fund, Capital Improvement Fund, Measure M Funds, and the Equipment Replacement Fund.

# PRIOR YEAR'S ACCOMPLISHMENTS

- Renovated small dog park at Bark Park.
- Renovated over 37 acres of sports field renovations.
- Completed the resurfacing of the key areas for safety and improved aesthetics at four basketball courts located at Smallwood Park, Tanager Park, Wakeham Park and Wimbledon Park.
- Replaced worn out beams and repainted picnic shelter at Brentwood Park.
- Removed and replaced exit spikes at Canyon Park entrance.
- Removed and replaced worn fascia boards and painted interior and exterior of the restrooms at Del Mesa Park.
- Installed electric hand dryers in both restrooms at Estancia Park.
- Removed chain-link fence around the irrigation enclosure and replaced with new privacy slat chain-link fence.
- Replanted the shelter at Mesa Verde Park.
- Installed self-locking mechanisms to the restroom doors at Shiffer Park.
- Repainted the handball court at Shiffer Park.
- Replaced skylights, repainted floors with epoxy paint, and repainted interior and exterior of Restroom #2 at Tewinkle Park.
- Weatherproofed and resealed the pier on the south side of the lower lake at Tewinkle Park lakes.
- Repainted the interior and exterior of the restrooms at Vista Park.
- Repainted the interior and exterior of the restrooms at Wakeham Park.
- Re-landscaped Golf Course Drive center median, the Fairview Road median monument sign and the Senior Center front planter with water efficient landscape.
- Upgraded existing irrigation controller at the Costa Mesa Senior Center with a centralized irrigation controller to allow for more efficient irrigation programming.
- Coordinated the moving, set-up, take down and storage of the Snoopy Holiday display.
- Renovated the sports fields at Jack Hammett Sports Complex and Tewinkle Athletic Complex.
- Replaced carpet in the Police Department front lobby.
- Replaced the polycarbonate panels in five skylights at the Costa Mesa Senior Center.
- Fumigated and eradicated termites at the Costa Mesa Senior Center.
- Replaced the flooring in the Costa Mesa Senior Center's Grand Hall 1 and 2.
- Installed new wrought iron security fencing at rear of the Costa Mesa Senior Center.

# PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Reconditioned upstairs and downstairs moveable partition walls at the Costa Mesa Senior Center.
- Installed new LVT vinyl plank flooring at the Balearic Center in both the Early Childhood Program rooms and the Adobe room.
- Replaced carpet in first floor lobby of City Hall.
- Installed new LVT vinyl plank flooring in City Hall's 2<sup>nd</sup> and 4<sup>th</sup> floor lobby areas.
- Replaced the Civic Center walkway canopy lights with energy efficient LED lighting.
- Installed new restroom partitions in the men's and women's restrooms on City Hall's 4th floor.
- Replaced three obsolete HVAC unitary controllers at City Hall.
- Waterproofed the exterior block on the south side of the Downtown Recreation Center.
- Replaced the pool deck and pool equipment at the Downtown Recreation Center.
- Replaced the downstairs carpet at Fire Station #6.
- Installed security gates at the front courtyards of the Mesa Verde Library.
- Upgraded the lighting in the Fleet Maintenance building to energy efficient LED lighting.
- 24 new and replacement vehicles were ordered and placed into service.
- 8 new emergency vehicles were outfitted and placed into service with 5 more soon to be completed.
- Painted 215,000 feet of arterial and residential red curb.
- Manufactured and installed 555 roadway signs.
- Cleaned and maintained 1,115 catch basins and drainage facilities.
- Applied 399 tons of asphalt to roadways for patching of potholes and ramping sidewalks.
- Removed over 1,249 tons of debris from City streets through private contractor.
- 6,747 bulky items were removed from the City's right-of-ways, including furniture, shopping carts, appliances and over 933 mattresses that were retrieved and recycled.
- Completed the construction of the following Alleys (The construction cost was \$900,000):
  - 1) Clearbrook Lane Alley (Alley No. 46) located between Civic Center Park, Clearbrook Lanes, and west of Vanguard Way.
  - 2) Flower Street Alley (Alley No. 81) located between Flower Street, Broadway, Tustin Avenue, and Irvine Avenue.
  - 3) Broadway Alley (Alley No. 89) located between Broadway, Magnolia Street, Tustin Avenue, and Irvine Avenue.
  - 4) Magnolia Street Alley (Alley No. 91) located between Magnolia Street, E. 18th Street, Fullerton Avenue, and Orange Avenue.
  - 5) Magnolia Street Alley (Alley No. 93) located between Magnolia Street, E. 18th Street, Westminster Avenue, and Santa Ana Avenue.
  - 6) Magnolia Street Alley (Alley No. 94) located between Magnolia Street, E. 18th Street, Tustin Avenue, and Irvine Avenue.
  - 7) 18th Street Alley (Alley No. 96) located between Abbie Way, E 18th Street, and Irvine Avenue.
- Completed the 14-15 Citywide Street Rehabilitation Project within Freedom Homes, Eastside, Bristol Street East, and Halecrest Neighborhoods, 12.7 centerline miles. (The construction cost was \$1.54 million).
- Completed the construction of the 14-15 Slurry Seal Project (the final construction cost was \$310,000.00).
- Completed the construction of the 14-15 Halecrest Neighborhood Parkway Concrete Repair Project (the final construction cost was \$1.2 Million).
- Completed the construction of the East 17<sup>th</sup> Street Enhancement Project (The construction cost was \$777,000).
- Completed the construction of the Placentia Ave at 20<sup>th</sup> Street Illuminated Crosswalk Project (The construction cost was \$102,000).
- Completed the construction of the Traffic Signal Modification at Sunflower Ave and Anton (Construction cost was \$265,000).
- Completed the construction of the 14-15 Citywide Parkway Improvement and New Sidewalk construction Project (construction cost was \$550,000).

# PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Completed the design of the following alleys (construction cost estimated at \$1,000,000):
  - Broadway Alley (Alley No. 88) located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
  - 2. Flower St. Alley (Alley No.77) located between Broadway and Flower St. from Orange Ave. to W'ly End.
  - Flower St. Alley (Alley No.78) located between Broadway and Flower St. from Orange Ave. to Westminster
     Ave.
  - 4. Flower St. Alley (Alley No.79) located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
  - 5. 19th St. Alley (Alley No. 70) located between 19th St. and Flower St. from Orange Ave. to Westminster Ave.
  - 6. Broadway Alley (Alley No. 85) located between Magnolia Street and Broadway from Orange Avenue to Westminster Avenue.
  - 7. Broadway Alley (Alley No. 86) located between Magnolia Street and Broadway from Westminster Avenue to Santa Ana Avenue).
- Completed the design of Fire Station No. 1 Reconstruction.
- Completed the design of landscape and irrigation improvements along Mesa Verde Drive.
- Submitted design of The Lions Park Projects to Building Division for review.
- Construction phase of Harbor Boulevard Gisler Avenue Improvement project underway
- Construction phase of Placentia Avenue Bicycle Signal project at Fairview Park underway.
- Initiated design phase of West 17<sup>th</sup> Street Widening project.
- Completed design phase of Placentia Avenue and Red Hill Avenue Median projects.
- Completed design phase of Hyland Avenue MacArthur Boulevard Improvement project.
- Completed traffic signal synchronization projects along the following corridors:
  - o Newport Boulevard
  - Adams Avenue
  - Harbor Boulevard
- Completed design of traffic signal synchronization project on Sunflower Avenue corridor.
- Started implementation of traffic signal improvements on Bristol Street corridor.
- Completed traffic signal improvements at Anton Boulevard Avenue of the Arts intersection.
- Continued extensive coordination with OCTA and corridor agencies on the I-405 Improvement Project.
- Initiated design of Harbor Boulevard Median Improvement project.
- Completed design of Citywide Wayfinding Sign Program.
- Initiated traffic impact fee update study.
- Environmental phase of the West 19th Street Bicycle Trail project underway.
- Implemented Resident Permit Parking program on seven streets.
- Ongoing coordination with Bikeway and Walkability Committee on various projects including Bicycle Master Plan Update, Bicycle Racks installation and Prioritization of Bicycle Projects.

## OVERALL DEPARTMENT GOALS

The Public Services Department works to provide a safe environment through infrastructure, facilities, programs and services via the efficient use of available resources. It fosters a highly motivated and professional workforce, who develop strategies that are adaptive and responsive to community needs. The department strives to enhance collaboration with both internal and external partners and community stakeholders.

## **OBJECTIVES**

The department's overall goals lead to a list of objectives. These objectives strive to meet the following requirements: safe and efficient movement of vehicles, pedestrians, and bicyclists within the City's public rights-of-way; maintenance of the City's parks, parkways, urban forest, vehicles, and infrastructure in a manner and condition that will provide for the greatest benefit to the public and the maximum life of the City assets; compliance with State and Federal environmental, and child safety mandates.

# **OBJECTIVES** (Continued)

- Provide landscape maintenance of 463 acres of City parks and fields, and monthly maintenance of landscaped parkways and medians.
- Manage approximately 25,000 City-owned trees annually on a 3-5 year trimming cycle.
- Abate graffiti within 24 hours of notification or discovery.
- Provide preventative maintenance and replacement of street signs to ensure adequate reflectivity and visibility of City retained street signs.
- Provide safe, well-maintained painted pavement markings on City-maintained roadways.
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year.
- Repair potholes on City streets within 24 hours of notification or discovery.
- Monitor the storm drain systems and provide various debris removal programs to reduce debris and pollution from reaching the ocean in compliance with the National Pollutant Discharge Elimination System.
- Sweep and clean 850 residential/arterial lane miles weekly.
- Paint 300,000 feet of red curb, 450 pedestrian crosswalks and other pavement messages.
- Stripe 1,300,000 of residential and arterial lane lines.
- Provide preventative maintenance and repair on City-owned facilities.
- Provide preventative maintenance and repair of the City's fleet of vehicles, off road equipment, generators, trailers and other equipment.
- Provide preventative maintenance and repair on nine (9) vehicles for the Costa Mesa Sanitary District.
- Maintain, repair and supply the City's underground and above ground fuel storage tanks and vehicle fueling authorization system.
- Maintain records, compliance and coordinate inspections related to various regulatory bodies such as: Air
  Quality Management District, County of Orange Environmental Health Department, California Highway Patrol,
  State of California, Bureau of Automotive Repair and the Department of Transportation.
- Complete the construction of the following alleys (construction cost estimated at \$1,000,000):
  - 1. Broadway Alley (Alley No. 88) located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
  - 2. Flower St. Alley (Alley No. 77) located between Broadway and Flower St. from Orange Ave. to W'ly End.
  - 3. Flower St. Alley (Alley No. 78) located between Broadway and Flower St. from Orange Ave. to Westminster Ave.
  - 4. Flower St. Alley (Alley No. 79) located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
  - 5. 19th St. Alley (Alley No. 70) located between 19th St. and Flower St. from Orange Ave. to Westminster
  - 6. Broadway Alley (Alley No. 85) located between Magnolia Street and Broadway from Orange Avenue to Westminster Avenue.
  - 7. Broadway Alley (Alley No. 86) located between Magnolia Street and Broadway from Westminster Avenue to Santa Ana Avenue.
- Complete the design and construction of Arlington Drive Bio-swale and Dry Weather Diversion system (construction cost is estimated at \$5.000.000).
- Complete the construction of landscaping and irrigation improvements on existing medians on Mesa Verde Drive (construction cost estimated at \$400,000.00).
- Complete the construction of Fire Station No. 1 Reconstruction (construction cost is estimated at \$7.7 million).
- Complete the design and begin construction of The Lions Park Projects (construction cost is estimated at \$25 million).
- Complete the construction of landscaped median on Del Mar (construction cost estimated to be \$300,000).
- Complete the construction of improvements at Three Bus Stops (construction cost estimated to be \$80,000).
- Complete the design and construction of the improvements on the 1<sup>st</sup> Floor of City Hall including Audio/Visual system upgrades (construction cost estimated to be \$3,000,000).
- Complete the construction of the Downtown Costa Mesa Gateway Landscape Improvements on SR-55 Freeway (construction cost estimated to be \$635,000).
- Perform routine monthly traffic signal maintenance and proactively upgrade the City's 124 traffic signals to minimize traffic congestion.
- Perform routine maintenance of 20 radar speed feedback signs and six in-pavement flashing crosswalk locations.

# **OBJECTIVES** (Continued)

- Assess traffic conditions including preparation of a Performance Monitoring Report documenting traffic volumes and intersection Levels of Service (LOS) at significant intersections.
- Manage local and regional traffic with ongoing monitoring of traffic operations and improving traffic signal coordination on major corridors.
- Expand the City's Closed Circuit TV (CCTV) traffic monitoring system and improve inter-jurisdictional signal coordination.
- Pursue Federal, State and County grant funds for transportation operations, safety and capacity improvement projects.
- Continue coordination with Bikeway and Walkability Committee on the Master Plan of Bikeways
- Complete installation of bicycle racks at several City facilities.
- Complete design and environmental phases of West 19th Street Bicycle Trail connection to Santa Ana River.
- Complete traffic signal system improvements along the following corridors:
  - o Bristol Street
  - o Harbor Boulevard
  - Sunflower Avenue
- Upgrade City's Central Traffic Signal System and Traffic Management Center.
- Initiate Fairview Road traffic signal synchronization project.
- Complete installation of pedestrian and bicycle traffic signal at Placentia Avenue and Fairview Channel Bicycle Trail.
- Complete design of Harbor Boulevard South Coast Drive improvement project.
- Complete design of West 17<sup>th</sup> Street Widening project.
- Initiate design of Newport Boulevard improvements between 19th Street and 17th Street.
- Initiate design of Wilson Street improvements between Harbor Boulevard and Fairview Road.
- Initiate design of various bicycle facility improvement projects.
- Implement bicycle safety education at elementary schools.
- Complete design and installation of traffic signal at Baker Street Randolph Avenue.
- Complete design and installation of traffic signal modifications at Baker Street Coolidge Avenue and Fairview Road – Arlington Avenue.
- Complete design of improvements on Fairview Road between Adams Avenue and Baker Street.
- Complete revised traffic impact fee study.
- Implement the Community Circulator shuttle program in the north Costa Mesa area.

# **Performance Measures/Workload Indicators:**

Performance Measures:	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Percent of the total number of City trees trimmed	18%	25%	25%
Percent of budgeted building maintenance projects completed	90%	75%	75%
Percent of Costa Maintenance work requests completed/month	95%	100%	100%
Percent increase in extra-ordinary repairs of City fleet vehicles	28.6%	32%	21.6%
Percent of total street signs replaced	3.7%	9%	10%
Percent of total lane lines repainted	30%	60%	50%
Percent of total pavement legends repainted/re-applied	22%	20%	50%
Percent of total red curb repainted	42%	75%	75%
Percent change in tons of asphalt applied with City forces	198%	200%	100%
Percent change in debris removed from catch basins vs. prior	24.6%	25%	30%
year			
Pavement Condition Index (P.C.I.) for streets network	85.4	86.3	86.3
Percent of budgeted Capital Improvement Projects completed in	40%	100%	90%
budgeted fiscal year			

Workload Indicators:	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Number of new trees planted	150	150	200
Number of trees removed	314	300	300
Number of trees root-pruned	75	35	50
Number of facility rehabilitation projects completed	69	59	60
Number of facilities work requests tracked	795	1,000	1,000
Number of ball field preparations performed	473	475	475
Number of scheduled vehicle and equipment services performed	407	393	393
Number of extraordinary vehicle and equipment services	1,017	826	1,000
performed			
Number of traffic and street signs maintained	555	1,500	1,500
Number of linear feet of lane lines repainted	905,687	1,430,000	1,250,000
Number of pavement legends repainted/reapplied	135	230	200
Number of crosswalks repainted/reapplied	30	90	80
Number of lineal feet of red curb repainted	215,000	412,500	375,000
Tons of asphalt applied annually by City forces	398.5	200	450
Tons of debris removed and diverted from the waterways	1,246	1,000	1,300
Dollar amount of construction contracts awarded	\$9.9 Million	\$23.2 Million	\$31 Million
Centerline miles of Streets Rehabilitated by outside forces	12.0	9.95	7.5

# CITY OF COSTA MESA, CALIFORNIA

# **PUBLIC SERVICES DEPARTMENT**

Workload Indicators (Continued):	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary
Centerline miles of Alleys Rehabilitated by outside forces	1.3	0.8	1.1
Number of Construction Permits issued	704	619	650
Number of Development Projects processed	144	151	120
Number of Building Permit Applications processed	394	446	400

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Public Services Administration - 19100				_
Public Services Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Subtotal Administration - 50001	3.00	3.00	3.00	3.00
Total Public Svcs Admin Full-time Positions	3.00	3.00	3.00	3.00
Engineering - 19200				
Administrative Secretary	-	-	0.25	0.25
Contract Administrator	-	-	0.50	0.50
Principal Civil Engineer	-	-	0.75	0.50
Subtotal Fairview Park - 20115	-	-	1.50	1.25
City Engineer	0.10	0.10	0.10	0.10
Associate Engineer	0.50	0.50	0.50	1.00
Subtotal Water Quality - 20510	0.60	0.60	0.60	1.10
City Engineer	0.20	0.20	0.20	0.20
Administrative Secretary	0.50	0.50	0.50	0.50
Assistant Engineer	1.00	1.00	1.00	1.00
Associate Engineer	-	-	-	1.00
Principal Civil Engineer	-	0.50	-	-
Engineering Technician II	1.00	1.00	-	-
Engineering Technician III	1.15	1.65	2.15	1.15
Public Right of Way Coordinator	1.00	-	-	-
Office Specialist I	-	1.00	1.00	1.00
Senior Engineer	0.50	0.50	0.50	0.50
Subtotal Street Improvements - 30112	5.35	6.35	5.35	5.35
City Engineer	0.20	0.20	0.20	0.20
Administrative Secretary	0.25	0.25	0.25	0.25
Principal Civil Engineer	-	0.50	-	-
Engineering Technician III	0.75	0.25	0.75	0.75
Senior Engineer	0.50	0.50	0.50	0.50
Subtotal Storm Drain Improvements - 30122	1.70	1.70	1.70	1.70
City Engineer	0.10	0.10	0.10	0.10
Engineering Technician III	0.50	0.50	0.50	0.50
Subtotal Development - 30310	0.60	0.60	0.60	0.60
City Engineer	0.10	0.10	0.10	0.10
Engineering Technician III	0.20	0.20	0.20	0.20
Subtotal Real Property - 30320	0.30	0.30	0.30	0.30

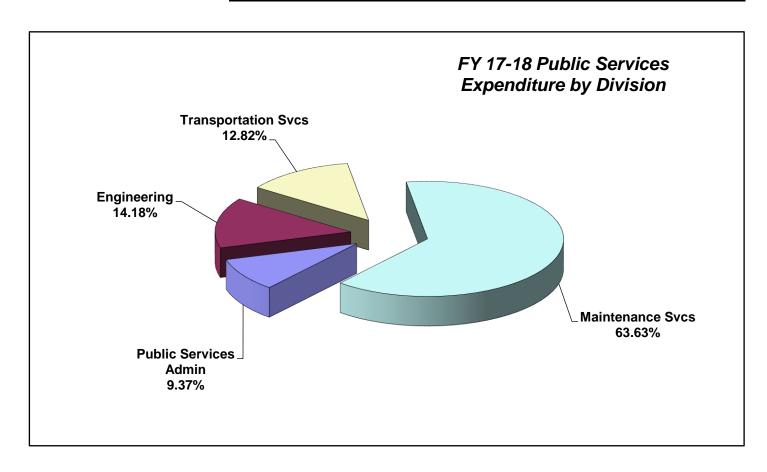
	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Engineering - 19200 (continued)				
City Engineer	0.10	0.10	0.10	0.10
Administrative Secretary	0.25	0.25	0.25	0.25
Contract Administrator	0.50	0.50	_	_
Senior Engineer	0.50	0.50	0.50	0.50
Subtotal Park Improvements - 40112	1.35	1.35	0.85	0.85
City Engineer	0.20	0.20	0.20	0.20
Administrative Secretary	1.00	1.00	0.75	0.75
Associate Engineer	0.50	0.50	0.50	1.00
Assistant Engineer	2.00	2.00	2.00	2.00
Chief Construction Inspector	-	-	-	1.00
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	0.50	0.50	0.50	0.50
Engineering Technician II	1.00	1.00	-	-
Engineering Technician III	0.40	0.40	1.40	1.40
Principal Civil Engineer	-	-	0.25	0.50
Public Right of Way Coordinator	-	1.00	1.00	-
Senior Engineer	1.50	1.50	1.50	0.50
Subtotal Construction Management - 50002	8.10	9.10	9.10	8.85
Total Engineering Full-time Positions Total Engineering Part-time Positions (in FTE's)	18.00 2.60	20.00 2.00	20.00	20.00
Total Engineering Fart-time Positions (iii FTE s)	2.00	2.00	2.00	2.00
Transportation - 19300				
Transportation Services Manager	0.60	0.60	0.50	0.50
Assistant Engineer	0.25	0.25	0.25	0.25
Associate Engineer	0.40	0.40	-	0.35
Engineering Technician II	1.00	1.00	0.90	-
Engineering Technician III	-	-	-	0.90
Senior Engineer		-	0.30	0.30
Subtotal Traffic Planning - 30210	2.25	2.25	1.95	2.30
Transportation Services Manager	-	-	0.10	0.25
Associate Engineer	-	-	-	0.40
Engineering Technician II	-	-	0.10	-
Engineering Technician III	-	-	-	0.10
Senior Engineer		_	0.10	0.10
Subtotal Active Transportation Improvements - 30225		-	0.30	0.85
Transportation Services Manager	0.40	0.40	0.40	0.25
Assistant Engineer	0.75	0.75	0.75	0.75
Associate Engineer	0.60	0.60	_	0.25
Engineering Technician III	1.00	1.00	1.00	-
Senior Engineer		-	0.60	0.60
Subtotal Traffic Operations - 30241	2.75	2.75	2.75	1.85
Total Transportation Full-time Positions	5.00	5.00	5.00	5.00
Total Transportation Part-time Positions (in FTE's)	0.96	0.96	1.20	1.20

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Preliminary
Maintenance Services - 19500				
Maintenance Services Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Subtotal Administration - 50001	2.00	2.00	2.00	2.00
Senior Maintenance Supervisor	0.25	-	_	-
Maintenance Superintendent	_	0.25	0.25	
Subtotal Pkwy & Median Maintenance - 20111	0.25	0.25	0.25	-
Maintenance Supervisor	-	-	0.10	0.10
Senior Maintenance Worker		-	-	1.00
Subtotal Fairview Park - 20115		-	0.10	1.10
Maintenance Supervisor	0.25	0.25	0.25	0.20
Senior Maintenance Worker	3.00	-	-	-
Maintenance Superintendent		0.25	0.20	0.16
Subtotal Street Cleaning - 20120	3.25	0.50	0.45	0.36
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Supervisor	-	-	-	0.20
Maintenance Worker	1.00	1.00	1.00	1.00
Senior Maintenance Supervisor	0.25	-	-	-
Maintenance Superintendent		0.25	0.25	0.16
Subtotal Graffiti Abatement - 20130	2.25	2.25	2.25	2.36
Assistant Street Superintendent	0.75	-	-	-
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Superintendent	-	0.25	0.20	0.20
Maintenance Supervisor	-	0.25	0.25	0.20
Senior Maintenance Worker	2.50	2.50	1.75	2.00
Subtotal Street Maintenance - 30111	4.25	4.00	3.20	3.40
Assistant Street Superintendent	0.25	-	-	-
Maintenance Superintendent	-	0.25	0.20	0.16
Maintenance Supervisor	-	0.25	0.25	0.20
Senior Maintenance Worker	0.50	0.50	1.25	1.00
Subtotal Storm Drain Maintenance - 30121	0.75	1.00	1.70	1.36
Maintenance Superintendent	-	0.25	0.20	0.16
Maintenance Supervisor	0.75	0.25	0.25	0.20
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	3.00	3.00	3.00
Subtotal Signs & Markings - 30243	2.75	4.50	4.45	4.36

	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Adopted	Adopted	Adopted	Preliminary
Maintenance Services - 19500 (continued)				
Senior Maintenance Supervisor	0.50	-	-	-
Lead Maintenance Worker	5.00	5.00	5.00	3.00
Maintenance Superintendent	-	0.50	0.50	1.00
Maintenance Supervisor	2.00	2.00	1.90	1.90
Maintenance Worker	6.00	6.00	5.00	-
Senior Maintenance Worker	7.00	5.00	5.00	-
Subtotal Park Maintenance - 40111	20.50	18.50	17.40	5.90
Facilities & Equipment Supervisor	0.50	-	-	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	-	-	-	1.00
Maintenance Superintendent	-	0.50	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	3.00	4.00	4.00
Executive Secretary	0.25	0.25	0.25	0.25
Senior Maintenance Worker	-	-	-	1.00
Subtotal Facility Maintenance - 50910	6.75	6.75	8.25	10.25
Facilities & Equipment Supervisor	0.50	-	-	-
Maintenance Superintendent	-	0.50	0.20	0.16
Maintenance Supervisor	1.00	1.00	1.00	1.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	2.00	2.00	2.00	2.00
Executive Secretary	0.75	0.75	0.75	0.75
Subtotal Equipment Maintenance - 50920	6.25	6.25	5.95	5.91
Total Maintenance Services Full-time Positions	49.00	46.00	46.00	37.00
Total Maint Svcs Part-time Positions (in FTE's)	4.81	4.81	7.62	9.27
Total Department Full-time Positions	75.00	74.00	74.00	65.00
Total Department Part-time Positions (in FTE's)	8.37	7.77	10.82	12.47
TOTAL DEPARTMENT	83.37	81.77	84.82	77.47

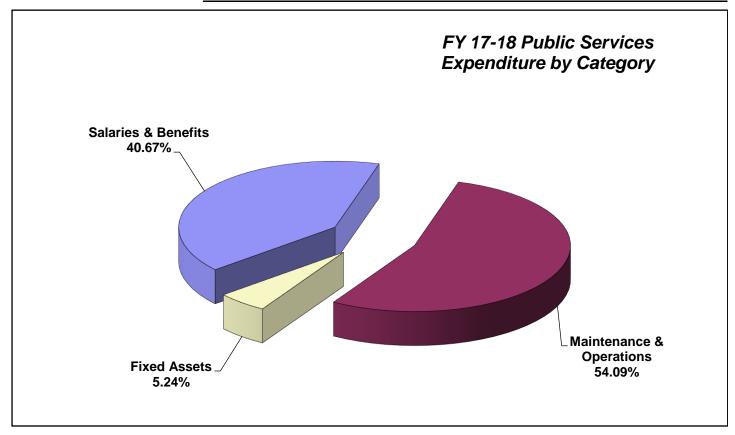
# PUBLIC SERVICES DEPARTMENT EXPENDITURE SUMMARY BY DIVISION

E Provide Biolica	FY 14-15 Actual	FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 Preliminary		Percent Change
Expenditure by Division:								
Public Services Admin 19100	\$ 1,472,964	\$	1,509,074	\$	1,534,734	\$	2,049,323	33.53%
Engineering - 19200	2,135,795		2,634,494		2,863,596		3,103,917	8.39%
Transportation Svcs - 19300	2,516,851		2,492,728		2,782,906		2,803,230	0.73%
Maintenance Svcs - 19500	11,419,347		11,735,885		13,677,798		13,917,032	1.75%
Total Expenditures	\$ 17,544,957	\$	18,372,181	\$	20,859,034	\$	21,873,502	4.86%



# PUBLIC SERVICES DEPARTMENT EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	 FY 14-15 Actual	 FY 15-16 Actual	FY 16-17 Adopted	F	FY 17-18 Preliminary	Percent Change
Salaries & Benefits Maintenance & Operations Fixed Assets	\$ 7,585,816 9,707,178 251,963	\$ 7,920,888 10,229,853 221,441	\$ 9,272,308 10,449,016 1,137,710	\$ \$ \$	8,895,216 11,832,007 1,146,278	-4.07% 13.24% 0.75%
Total Expenditures	\$ 17,544,957	\$ 18,372,181	\$ 20,859,034	\$	21,873,502	4.86%



Funding Sources:	 FY 14-15 Actual	 FY 15-16 Actual	FY 16-17 Adopted	F	FY 17-18 Preliminary	Percent of Total
General Fund - 101	\$ 14,389,644	\$ 14,877,128	\$ 17,078,740	\$	18,106,825	82.78%
Gas Tax Fund - 201	322,607	1,072,426	778,152		643,538	2.94%
Air Quality Imp. Fund - 203	4,390	6,887	15,000		15,000	0.07%
Measure M Fund - 403	-	-	-		-	0.00%
Measure M Fund - 415	14,681	184	-		-	0.00%
Measure M Fund - 416	218,628	19,530	20,000		20,000	0.09%
Equipment Replacement - 601	2,595,006	2,396,027	2,967,142		3,088,139	14.12%
Total Funding Sources	\$ 17,544,957	\$ 18,372,181	\$ 20,859,034	\$	21,873,502	100.00%

# PUBLIC SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	F	Y 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$	4,470,158	\$	4,866,144	\$	5,631,017	\$	5,198,169	-8%
Regular Salaries - Part time	501300	Ψ	247,137	Ψ	256,510	Ψ	445,951	Ψ	337,131	-24%
Overtime	501400		117,519		89,677		74,800		67,800	-9%
Accrual Payoff - Excess Maximum	501500		12,474		6,427		31,394		31,394	0%
Vacation/Comp. Time Cash Out	501600		72,239		31,874		30,822		30,822	0%
Holiday Allowance	501700		18,458		19,275		2,874		2,874	0%
Separation Pay-Off	501800		8,060		56,320		_,0		_,0	0%
Other Compensation	501900		55,430		60,602		111,234		96,900	-13%
Cafeteria Plan	505100		706.350		793,927		858,193		937,116	9%
Medicare	505200		75,028		81,264		82,706		76,336	-8%
Retirement	505300		1,591,563		1,357,108		1,670,972		1,719,066	3%
Professional Development	505500		20,606		20,830		33,256		32,566	-2%
Auto Allowance	505600		, -		881		5,724		5,724	0%
Unemployment	505800		2,891		2,891		2,891		2,891	0%
Workers' Compensation	505900		187,904		277,158		290,474		356,428	23%
Subtotal Salaries & Benefits		\$	7,585,816	\$	7,920,888	\$	9,272,308	\$	8,895,216	-4%
Stationery and Office	510100	\$	12,967	\$	15,381	\$	13,100	\$	16,350	25%
Multi-Media, Promotions and Subs	510200		13,269		10,662		18,350		16,850	-8%
Small Tools and Equipment	510300		76,870		50,713		74,750		51,050	-32%
Uniform & Clothing	510400		21,568		20,813		23,250		16,450	-29%
Safety and Health	510500		1,745		2,075		2,800		4,200	50%
Maintenance & Construction	510600		668,248		616,664		688,030		636,030	-8%
Agriculture	510700		125,362		148,065		131,165		102,000	-22%
Fuel	510800		522,841		425,298		600,000		600,000	0%
Electricity - Buildings & Fac.	515100		473,623		439,666		456,800		456,908	0%
Electricity - Power	515200		248,092		232,427		245,000		252,400	3%
Electricity - Street Lights	515300		1,045,470		1,022,924		1,100,000		1,100,000	0%
Gas	515400		20,761		23,787		26,000		28,600	10%
Water - Domestic	515500		147,656		115,897		151,500		152,635	1%
Water - Parks and Parkways	515600		692,970		457,467		834,250		689,813	-17%
Waste Disposal	515700		146,202		136,244		145,500		145,700	0%
Janitorial and Housekeeping	515800		186,772		200,737		233,268		223,637	-4%
Postage	520100		6,701		4,998		7,150		7,150	0%
Legal Advertising/Filing Fees	520200		198,663		191,887		201,000		201,000	0%
Advertising and Public Info.	520300		207		-		-		-	0%
Telephone/Radio/Communications	520400		3,796		25,272		53,290		53,290	0%
Meetings & Conferences	520500		28		474		_		-	0%
Mileage Reimbursement	520600		_		_		120		120	0%
Buildings and Structures	525100		99,216		146,779		102,300		147,300	44%
Landscaping and Sprinklers	525200		1,295,394		1,433,979		1,597,364		2,864,384	79%
Underground Lines	525300		-		5,000		5,000		4,000	-20%
Automotive Equipment	525400		166,849		151,720		150,000		150,000	0%
Office Furniture	525600		500		1,250		500		500	0%
Office Equipment	525700		2,034		3,100		6,950		6,950	0%
Other Equipment	525800		914,098		751,268		803,581		811,835	1%
Streets, Alleys and Sidewalks	525900		140,720		813,651		1,150,100		1,089,394	-5%
Employment	530100		298,285		148,188		-		-	0%
Consulting	530200		318,808		744,842		471,895		461,895	-2%
Engineering and Architectural	530400		26,869		37,077		88,500		85,500	-3%
Interest Payments	535200		15,827		-		-		-	0%
External Rent	535400		5,173		4,197		20,750		20,750	0%
Depreciation	535600		661,723		616,964		_======================================			0%
Central Services	535800		14,200		8,545		10,350		10,350	0%
Internal Rent - Maint. Charges	536100		300,990		281,267		342,543		328,136	-4%
Internal Rent - Repl.Cost	536200		31,265		213,197		166,473		135,725	-18%
Internal Rent - IT Replacement	536300		11,131		16,697		22,262		27,828	25%
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# CITY OF COSTA MESA, CALIFORNIA

# PUBLIC SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	!	FY 14-15 Actual	 FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 reliminary	Percent Change
General Liability	540100	\$	728,057	\$ 637,050	\$ 493,125	\$ 921,278	87%
Taxes & Assessments	540700		62,231	73,632	12,000	12,000	0%
Subtotal Maintenance & Opera	tions	\$	9,707,178	\$ 10,229,853	\$ 10,449,016	\$ 11,832,007	13%
Automotive Equipment	590500	\$	7,565	\$ 19,652	\$ 1,135,110	\$ 1,135,110	0%
Office Furniture	590600		_	76,998	_	_	0%
Other Equipment	590800		21,518	95,258	2,600	11,168	330%
Loss on Disposal of Assets	599100		222,880	29,533	_	-	
Subtotal Fixed Assets		\$	251,963	\$ 221,441	\$ 1,137,710	\$ 1,146,278	1%
Total Expenditures		\$	17,544,957	\$ 18,372,181	\$ 20,859,034	\$ 21,873,502	5%

		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
PUBLIC SERVICES ADMINISTRAT	ΓΙΟΙ	N - 19100							
Administration - 50001									
Salaries & Benefits Maintenance & Operations	\$	577,741 853,917	\$	730,560 739,065	\$	794,123 580,111	\$	877,159 1,011,664	10% 74%
Fixed Assets Subtotal Administration	\$	1,431,657	\$	3,665 <b>1,473,291</b>	\$	1,374,234	\$	1,888,823	0% <b>37%</b>
Recycling - 20230		•	·	•		, ,		, ,	
	Φ.		Φ.		Φ.	500	Φ.	500	00/
Salaries & Benefits Maintenance & Operations	\$	- 37,806	\$	32,916	\$	500 160,000	\$	500 160,000	0% 0%
Fixed Assets						-		-	0%
Subtotal Recycling	\$	37,806	\$	32,916	\$	160,500	\$	160,500	0%
Construction Management- 50002									
Salaries & Benefits	\$	_	\$	-	\$	_	\$	_	0%
Maintenance & Operations	·	3,500	,	2,867	·	-	·	-	0%
Fixed Assets Subtotal Construction Management	•	3,500	\$	2,867	\$	-	\$	-	0% <b>0%</b>
_	Ψ_	3,300	Ψ	2,001	Ψ		Ψ		<u>U 76</u>
ENGINEERING - 19200 Construction Management - 50002									
Salaries & Benefits	\$	719,977	\$	942,015	\$	1,101,443	\$	1,200,554	9%
Maintenance & Operations		74,219		228,109		31,474		24,040	-24%
Fixed Assets Subtotal Construction Mgmt	\$	794,196	\$	1,170,123	\$	1,132,917	\$	1,224,594	0% <b>8%</b>
_						, - ,-		, ,	
Fairview Park - 20115									
Salaries & Benefits	\$	-	\$	-	\$	230,747	\$	178,816	-23%
Maintenance & Operations		-		-		10,000		-	-100%
Fixed Assets Subtotal Fairview Park	\$	-	\$	<u>-</u>	\$	240,747	\$	178,816	0% <b>-26%</b>
Water Quality - 20510	<u> </u>		<u> </u>		<u> </u>		<u> </u>	,,,,,,	
Salaries & Benefits Maintenance & Operations	\$	18,881 229,854	\$	47,896 238,226	\$	96,162 245,600	\$	160,099 245,600	66% 0%
Fixed Assets		-		-		243,000		243,000	0%
Subtotal Water Quality	\$	248,735	\$	286,123	\$	341,762	\$	405,699	19%
Street Improvements - 30112									
Salaries & Benefits	\$	486,827	\$	415,662	\$	621,394	\$	717,768	16%
Maintenance & Operations	•	49,178	•	164,618	•	35,636	•	34,712	-3%
Fixed Assets Subtotal Street Improvements	\$	2,195 <b>538,201</b>	\$	250 <b>580,530</b>	\$	657,030	\$	752,480	0% <b>15%</b>
Subtotal Street Improvements	Ψ	JJU,ZU I	Ψ	300,330	Ψ	057,030	Ψ	132,400	13 70

		FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 reliminary	Percent Change
Storm Drain Improvements - 30122						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	144,749 4,467 938	\$ 140,995 2,228	\$ 231,258 8,950	\$ 254,713 5,450 3,500	10% -39% 0%
Subtotal Storm Drain Imprvmnts	\$	150,154	\$ 143,223	\$ 240,208	\$ 263,663	10%
Development - 30310						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	76,993 1,047	\$ 80,981 682 -	\$ 79,437 1,850	\$ 74,290 1,850	-6% 0% 0%
Subtotal Development	\$	78,040	\$ 81,662	\$ 81,287	\$ 76,140	-6%
Real Property - 30320						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	41,216 2,672	\$ 49,493 407 -	\$ 44,539 3,550	\$ 48,060 3,550	8% 0% 0%
Subtotal Real Property	\$	43,888	\$ 49,900	\$ 48,089	\$ 51,610	7%
Park Development - 40112						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	216,997 66,655 -	\$ 196,848 120,977 5,107	\$ 118,456 3,100	\$ 147,815 3,100	25% 0% 0%
Subtotal Park Development	\$	283,651	\$ 322,932	\$ 121,556	\$ 150,915	24%
TRANSPORTATION SERVICES - Traffic Planning - 30210	1930	00				
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	354,930 27,927 -	\$ 307,988 56,602	\$ 323,678 117,817 -	\$ 379,108 117,391 -	17% 0% 0%
Subtotal Traffic Planning	\$	382,857	\$ 364,591	\$ 441,495	\$ 496,498	12%
Active Transportation Improvements	- 302	<u> 25</u>				
Salaries & Benefits Maintenance & Operations Fixed Assets	\$		\$ -	\$ 47,564 85,000	\$ 132,115 85,000	178% 0% 0%
Subtotal Active Transportation	\$	-	\$ -	\$ 132,564	\$ 217,115	64%
Traffic Operations - 30241						
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	387,213 1,746,781	\$ 396,233 1,731,904	\$ 394,543 1,814,304	\$ 275,312 1,814,304	-30% 0% 0%
Subtotal Traffic Operations	\$	2,133,994	\$ 2,128,137	\$ 2,208,847	\$ 2,089,616	-5%

		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		Y 17-18 eliminary	Percent Change
MAINTENANCE SERVICES - 1950 Administration - 50001	00								
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	305,789 13,186	\$	322,013 36,728 32	\$	303,396 137,860	\$	294,615 45,322	-3% -67% 0%
Subtotal Administration	\$	318,975	\$	358,773	\$	441,256	\$	339,937	-23%
Parkway & Median Maint - 20111									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	31,935 1,044,223	\$	41,124 1,049,805	\$	39,439 1,166,707	\$	- -	-100% -100% 0%
Subtotal Pkwy & Median Maint	\$	1,076,158	\$	1,090,929	\$	1,206,146	\$	-	-100%
Fairview Park - 20115									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- - -	\$	11,554 169,900 -	\$	120,506 106,378 -	943% -37% 0%
Subtotal Fairview Park	\$	-	\$	-	\$	181,454	\$	226,884	25%
Street Cleaning - 20120									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	76,726 302,818	\$	71,891 695,382 -	\$	59,551 736,912 -	\$	53,657 748,277 -	-10% 2% 0%
Subtotal Street Cleaning	\$	379,543	\$	767,274	\$	796,463	\$	801,934	1%
<u>Graffiti Abatement - 20130</u>									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	210,773 32,785	\$	232,927 39,535	\$	218,776 39,570	\$	179,511 45,027 -	-18% 14% 0%
Subtotal Graffiti Abatement	\$	243,557	\$	272,462	\$	258,346	\$	224,539	-13%
Recycling - 20230									
Salaries & Benefits Maintenance & Operations	\$	-	\$	-	\$	-	\$	-	0% 0%
Fixed Assets	_	<u>-</u>	•	7,181	•	-	•	-	0%
Subtotal Recycling	\$	-	\$	7,181	\$	-	\$	-	0%
Street Maintenance - 30111									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	415,319 159,190 -	\$	511,785 214,127 -	\$	438,727 491,547 -	\$	467,667 403,178 -	7% -18% 0%
Subtotal Street Maintenance	\$	574,509	\$	725,911	\$	930,274	\$	870,844	-6%

		FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 reliminary	Percent Change
Storm Drain Maint - 30121									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	80,838 8,283	\$	106,744 40,978 -	\$	174,731 25,242 -	\$	160,893 30,726	-8% 22% 0%
Subtotal Storm Drain Maint	\$	89,121	\$	147,722	\$	199,973	\$	191,620	-4%
Signs & Markings - 30243									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	260,914 176,202 751	\$	336,905 193,399 595	\$	460,986 262,153	\$	441,819 282,271 -	-4% 8% 0%
Subtotal Signs & Markings	\$	437,867	\$	530,898	\$	723,139	\$	724,091	0%
Park Maintenance - 40111									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	1,980,864 1,759,199 5,366	\$	1,488,173 1,691,828 43,845	\$	1,879,646 2,029,319	\$	832,833 4,102,928	-56% 102% 0%
Subtotal Park Maintenance	\$	3,745,429	\$	3,223,845	\$	3,908,965	\$	4,935,762	26%
Facility Maintenance - 50910									
Salaries & Benefits Maintenance & Operations Fixed Assets Subtotal Facility Maintenance	\$ 	583,572 1,374,998 227 <b>1,958,796</b>	\$ <b>\$</b>	751,865 1,372,082 76,998 <b>2,200,944</b>	\$ <b>\$</b>	922,026 1,140,014 2,600 <b>2,064,640</b>	\$ <b>\$</b>	1,100,412 1,405,202 7,668 <b>2,513,283</b>	19% 23% 195% <b>22%</b>
•	Ψ_	1,550,750	Ψ	2,200,344	Ψ	2,004,040	Ψ	2,313,203	ZZ /0
Fleet Services - 50920		044.004	•	740 700	•		•	<b>700 000</b>	4=0/
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	614,634 1,737,202 242,486	\$	748,790 1,576,790 83,768	\$	679,632 1,152,400 1,135,110	\$	796,992 1,156,037 1,135,110	17% 0% 0%
Subtotal Fleet Services	_\$_	2,594,322	\$	2,409,348	\$	2,967,142	\$	3,088,139	4%
Operations - 51010									
Salaries & Benefits Maintenance & Operations Fixed Assets	\$	- - -	\$	- 598 -	\$	- - -	\$	- - -	0% 0% 0%
Subtotal Operations	\$	•	\$	598	\$	-	\$	-	0%
Total Expenditures	\$	17,544,957	\$	18,372,181	\$	20,859,034	\$	21,873,502	5%



## CITY OF COSTA MESA, CALIFORNIA

# NON-DEPARTMENTAL

For accounting and budgeting purposes only, the Non-Departmental serves as a cost center to house charges and appropriations that are not assigned or chargeable to a specific department or function. It is categorized as a General Government Support function. A "Division 90000" and a "Program 50240" are assigned to this "department" bearing the same description as Non-Departmental.

Typically, this cost center reflects the budget for general salary adjustment for the coming year. After the budget is adopted and labor negotiations are completed, the appropriations for general salary adjustment are moved to each department, as appropriate. Hence, the "actual" columns for salaries and benefits account reflect a zero amount.

Also included in the FY 17-18 Non-Departmental preliminary budget are the debt service requirements, a payment towards reducing the unfunded liability for retirement costs, and interfund transfers planned for during the fiscal year.

For FY 17-18, the preliminary budget for Non-Departmental includes the following:

#### **Debt Service:**

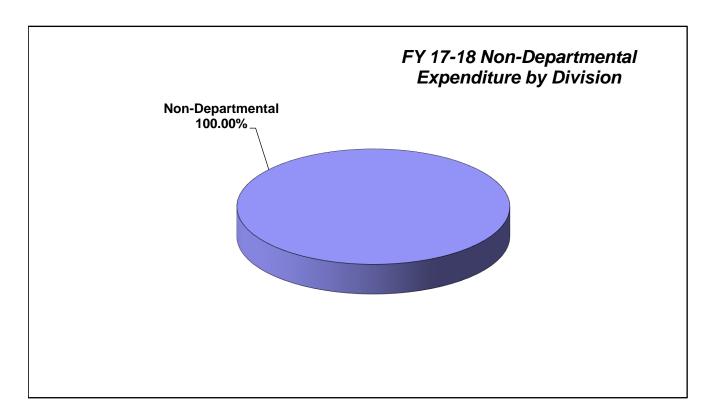
2003 Refunding Certificates of Participation (COPs) 2006 Refunding Revenue Bonds	\$ 1,244,375 219,086
2007 Certificates of Participation – Police Facility Expansion	2,257,404
Total Debt Service	\$ 3,720,865
Interfund Transfer:	
General Fund to the Capital Improvement Fund	\$7,808,644
General Fund to the Supplemental Law Enforcement Fund	48,591
General Fund to the Equipment Replacement Fund	1,050,200
Total Transfer Out	\$8,907,435
Other:	
Salaries and Benefits	(\$3,975,795)
Multi-Media, Promotions and Subscriptions	164,000
Unfunded Liability Retirement Payment	500,000
Principal and Interest Payment from Park Development Fund	225,199
Contingency	500,000
Total Other	(\$2,586,596)
Total Non-Departmental Preliminary Budget	\$ 10,041,704

A Schedule of Interfund Transfers is found on page 32



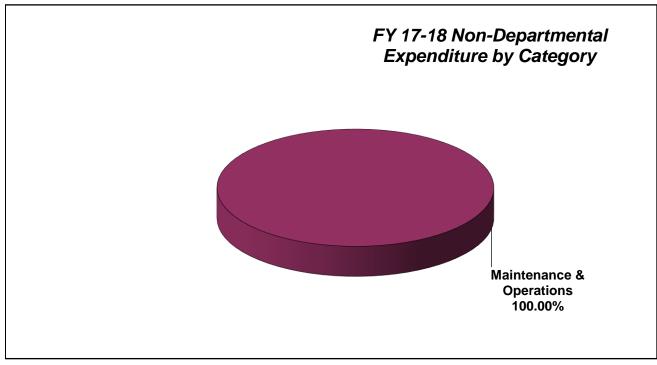
# NON-DEPARTMENTAL EXPENDITURE SUMMARY BY DIVISION

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent Change
<b>Expenditure by Division:</b>					
Non-Departmental - 90000	\$ 15,539,537	\$13,034,107	\$ 8,835,621	\$ 10,041,704	13.65%
Total Expenditures	\$ 15,539,537	\$13,034,107	\$ 8,835,621	\$10,041,704	13.65%



# NON-DEPARTMENTAL EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	Percent
	Actual	Actual	Adopted	Preliminary	Change
<b>Expenditure by Category:</b>			-		
Salaries & Benefits	\$ 726,551	\$ -	\$ (4,085,857)	\$ (3,475,795)	-14.93%
Maintenance & Operations	14,812,986	13,034,107	12,921,478	13,517,499	4.61%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$15,539,537	\$13,034,107	\$ 8,835,621	\$10,041,704	13.65%



Funding Sources:	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Preliminary	Percent of Total
i dilding oddices.					
General Fund - 101	\$15,499,882	\$12,623,162	\$ 8,610,422	\$ 9,816,505	97.76%
Park Devel Fees Fund - 208	21,426	20,405	225,199	225,199	2.24%
Fire System Dev Fee - 218	-	400,000	-	-	0.00%
Measure "M" Fund - 403	9,966	(9,966)	-	-	0.00%
Vehicle Prking. Dist. #1 - 409	70	176	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	131	330	-	-	0.00%
Equip. Replacement Fund - 601	8,062	-	-	-	0.00%
Total Funding Sources	\$15,539,537	\$13,034,107	\$ 8,835,621	\$ 10,041,704	100.00%

# NON-DEPARTMENTAL EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	_	Y 14-15 Actual	FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 Preliminary		Percent Change
Dagular Calarias - Curara	E04400	Φ		Φ		Φ.		Φ	(4.400.474)	00/
Regular Salaries - Sworn	501100	\$	-	\$	-	\$	- (4.505.057)	\$	( ) )	0%
Regular Salaries - Non Sworn			-		-		(4,585,857)		(1,276,363)	-72%
Regular Salaries - Part time	501300		-		-		-		(345,951)	0%
Other Compensation	501900		-		-		-		(168,740)	0%
Cafeteria Plan	505100		-		-		-		88,927	0%
Retirement	505300		726,551		-		500,000		(577,494)	-215%
Subtotal Salaries & Benefits		\$	726,551	\$	-	\$	(4,085,857)	\$	(3,475,795)	-15%
Multi-Media, Promotions and S	510200	\$	119,299	\$	169,400	\$	164,000	\$	164,000	0%
Uniform & Clothing	510400		-		206		-		-	0%
Advertising and Public Info.	520300		1,000		_		-		-	0%
Consulting	530200		140		1,120		-		-	0%
Principal Payments	535100		2,390,000		2,490,000		2,960,178		3,065,178	4%
Interest Payments	535200		1,154,067		1,048,721		1,000,514		880,886	-12%
Grants, Loans and Subsidies	535500		940		-		_		_	0%
Contingency	540800		_		_		1,000,000		500,000	-50%
Acquisition Costs	545500		322,736		_		-		, <u>-</u>	0%
Operating Transfers Out	595100	1	0,824,803		9,324,659		7,796,786		8,907,435	14%
Subtotal Maintenance & Operations		\$1	4,812,986	\$	13,034,107	\$	12,921,478	\$	13,517,499	5%
Subtatal Fixed Assets		\$		¢		¢		\$		00/
Subtotal Fixed Assets		<u> </u>		\$	-	\$	-	Ф	-	0%
Total Expenditures		\$1	5,539,537	\$	13,034,107	\$	8,835,621	\$	10,041,704	14%

# NON-DEPARTMENTAL EXPENDITURE SUMMARY BY PROGRAM

Account Description	FY 14-15 Actual		FY 15-16 Actual		FY 16-17 Adopted		FY 17-18 Preliminary		Percent Change
HOME Projects - 20445									
Salaries & Benefits	\$	_	\$	_	\$	_	\$	_	0%
Maintenance & Operations		-		1,120		-		-	0%
Fixed Assets		-		-		-		-	0%
Subtotal HOME Projects	\$	-	\$	1,120	\$	-	\$	-	0%
Non-Departmental - 50240									
Salaries & Benefits	\$	726,551	\$	_	\$ (4,0	85,857)	\$ (3,4	75,795)	-15%
Maintenance & Operations	14	14,812,986		13,032,987		12,921,478		17,499	5%
Fixed Assets		-		-		-		-	0%
Subtotal Non-Departmental	\$15	5,539,537	\$ 13	3,032,987	\$ 8,8	35,621	\$ 10,0	41,704	14%
Total Expenditures	\$15	5,539,537	\$ 13	3,034,107	\$ 8,8	35,621	\$ 10,0	41,704	14%





# CAPITAL IMPROVEMENT PROGRAM

**FISCAL YEAR 2017-2018** 

# SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS by Funding Source FISCAL YEAR 2017-2018

Req Nbr Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Fees Fund 208	Drainage Fund 209
Parkway & Median Improvements, Program #20111					
1 Gisler Ave and California Ave Improvements	-	-	-	-	-
2 Redhill Avenue Medians (McCormick Ave to Bristol St.)		-	-	-	-
Subtotal Parkway & Median Improvements	-	-	-		-
Fairview Park, Program #20115					
3 Fairview Park- CA - ORA-58 Fill Removal	-	-	-	-	-
Fairview Park Improvements     Fairview Park Plant Establishment and Pond Maintenance	-	-	-	-	-
6 Fairview Park- On Call Environmental Services	-	-	-	-	-
7 Fairview Park- S/E Entrance and Parking Lot					
Subtotal Fairview Park	-	-	-	-	-
street Improvements, Program #30112					
8 Citywide Street Improvements	1,163,904	-	-	-	-
9 Citywide Alley Improvements	500,000	-	-	-	-
10 Hamilton St Charle St. to Harbor Blvd.	75,000	-	-	-	-
11 Irvine Avenue Improvements - 20th St to S'ly City Limits	-	-	-	-	-
12 Newport Boulevard Frontage Rd (N/B) - 15th St to 17th St	-	-	-	-	-
13 Pomona Ave Improvements - 19th St to 16th St	105,000	-	480,000	-	-
Subtotal Street Improvements	1,843,904	-	480,000	-	-
Storm Drain Improvements, Program #30122					
14 Citywide Storm Drain Improvements					760,193
Subtotal Storm Drain Improvements			-	-	760,193
Curbs and Sidewalks, Program #30130					
15 New Sidewalk/Missing Link Program	50,000	-	_	_	_
16 Parkway Improvement Program Project	100,000	-	_	_	_
17 Priority Sidewalk Repair	50,000	_	_	_	-
Subtotal Curbs and Sidewalks	200,000	-	-	-	-
active Transportation Programs, Program #30225					
18 Bicycle Rack Improvements Citywide	_	_	_	_	-
19 Bicycle Safety Education at Sixteen Schools		-	-	-	
20 Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility		-	-	-	
21 Class II and III Bicycle Projects	-	-	-	-	-
22 Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility	-	-	-	-	-
23 Merrimac Way Multipurpose Trail and Cycle Tracks	-	-	-	-	-
24 Paularino Channel Multipurpose Trail	-	-	-	-	-
25 Santa Ana Avenue Bicycle Facility (Bristol St. to Mesa Drive)  Subtotal Active Transportation	-	-	<u> </u>	-	-
·	-				
raffic Planning, Program #30210					
26 Fairview Road Improvements (Baker St. to Adams Av.)	63,060	-	-	-	-
27 Newport Boulevard Widening Design from 19th Street to 17th	-	-	-	-	-
28 Project V - Community Circulator	-	-	-	-	-
29 Wilson Street Widening Design from College Avenue to Fairview Subtotal Traffic Planning	63,060		-		
	· · · · · · · · · · · · · · · · · · ·				
Fraffic Operations, Program #30241  30 Fairview Road Traffic Signal Synchronization	-	75,000	_	-	-
31 Neighborhood Traffic Improvements		-	-	-	-
Subtotal Traffic Operations		75,000	<u> </u>		-
Park Maintenance, Program #40111					
32 Estancia Park- Slope Renovation	-	-	-	-	-
33 Jack Hammett SC - Light Pole & Footing Replacement	-	-	-	-	-
34 Rehabilitate Parking Lot - Various Locations	-	-	-	-	-
35 Various Parks - Replace Playground Surfacing	-	-	-	-	-
36 Various Parks - Sidewalk Replacement	-	-	-	-	-
Subtotal Park Maintenance		-	-	<u> </u>	-
Park Development, Program #40112					
37 ADA Access Improvements - Heller, Shiffer, and Wakeham Parks	-	-	-	-	-
38 Park Security Lighting Replacement Program	-	-	-	-	-
39 Brentwood Park Improvements	-	-	-	-	-
40 Lions Park Projects	300,000	-	-	2,500,000	-
41 Mesa del Mar Neighborhood Entryway	-	-	-	-	-
42 Smallwood Park Improvements	-	-	-	-	-
43 Tewinkle Park - Skate Park Expansion	-	-	-	-	-
44 Vista Veteran's Memorial	-	-	-	-	-
Subtotal Park Development	300,000	-	-	2,500,000	

# SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS by Funding Source FISCAL YEAR 2017-2018

Req Nbr	Program/Project Name	Capital Improvement Fund 401	Capital Facility Account 401	Grant Fund	Measure M Funds 415/416	Total	CEO Funding Recommended
Parkway 8	Median Improvements, Program #20111						
-	er Ave and California Ave Improvements	115,000	-	-	-	115,000	-
2 Red	Ihill Avenue Medians (McCormick Ave to Bristol St.)	1,038,000	_	_	-	1,038,000	_
Sub	ototal Parkway & Median Improvements	1,153,000	-	-	-	1,153,000	-
	Park, Program #20115						
	view Park- CA - ORA-58 Fill Removal	250,000	* -	-	-	250,000	-
	view Park Improvements	250,000	* -	-	-	250,000	-
	view Park Plant Establishment and Pond Maintenance	250,000	•	-	-	250,000	-
	view Park- On Call Environmental Services view Park- S/E Entrance and Parking Lot	50,000 150,000	*	-	-	50,000 150,000	-
	ototal Fairview Park	950,000	-	-	-	950,000	-
troot Imn	provements, Program #30112						
	wide Street Improvements	650,000	-	-	1,800,000	3,613,904	3,613,904
9 City	wide Alley Improvements	-	-	-	-	500,000	500,000
	nilton St Charle St. to Harbor Blvd.	-	-	-	-	75,000	75,000
	ne Avenue Improvements - 20th St to S'ly City Limits	10,000	-	-	640,000	650,000	650,000
	wport Boulevard Frontage Rd (N/B) - 15th St to 17th St	350,000	-	-	-	350,000	
	nona Ave Improvements - 19th St to 16th St	4.040.000		-	- 2 440 000	585,000	585,000
Sub	ototal Street Improvements	1,010,000	-	-	2,440,000	5,773,904	5,423,904
	in Improvements, Program #30122						
	wide Storm Drain Improvements			-	-	760,193	760,193
Sub	ototal Storm Drain Improvements	-	-		-	760,193	760,193
	I Sidewalks, Program #30130						
	v Sidewalk/Missing Link Program	-	-	-	-	50,000	50,000
	kway Improvement Program Project	-	-	-	-	100,000	100,000
	rity Sidewalk Repair ototal Curbs and Sidewalks				-	50,000 200,000	50,000
Suc	ototal Curbs and Sidewalks		<u>-</u>			200,000	200,000
	nsportation Programs, Program #30225						
	rcle Rack Improvements Citywide	25,000	-	-	-	25,000	20.000
,	rcle Safety Education at Sixteen Schools tol Street (Bear St. to Santa Ana Av.) Bicycle Facility	30,000 75,000	-	-	-	30,000 75,000	30,000
	ss II and III Bicycle Projects	50,000	-	-	-	50,000	50,000
	view Road (Fair Dr. to Newport Blvd.) Bicycle Facility	60,000	-	_		60,000	30,000
	rimac Way Multipurpose Trail and Cycle Tracks	125,000	_	_	_	125,000	_
	larino Channel Multipurpose Trail	150,000		-	-	150,000	150,000
	ta Ana Avenue Bicycle Facility (Bristol St. to Mesa Drive)	30,000	-	-	-	30,000	-
Sub	ototal Active Transportation	545,000	-	-	-	545,000	230,000
raffic Pla	nning, Program #30210						
26 Fair	view Road Improvements (Baker St. to Adams Av.)	-	-	567,540	-	630,600	630,600
	port Boulevard Widening Design from 19th Street to 17th	-	-	-	281,250	281,250	281,250
	ect V - Community Circulator	25,000	-	-	369,843	394,843	369,843
	son Street Widening Design from College Avenue to Fairview ototal Traffic Planning	25,000	<u> </u>	567,540	281,250 932,343	281,250 1,587,943	281,250 1,562,943
				007,010	002,010	1,007,010	1,002,010
	erations, Program #30241 view Road Traffic Signal Synchronization		_		1,596,474	1,671,474	1,671,474
	ghborhood Traffic Improvements	100,000	-	_	1,530,474	100,000	100,000
	ototal Traffic Operations	100,000	-	-	1,596,474	1,771,474	1,771,474
ark Main	tenance. Program #40111		_	_	_	30,000	_
	tenance, Program #40111 ancia Park- Slope Renovation	30.000					44.000
32 Esta	ancia Park- Slope Renovation	30,000 44,000	-	-	-	44,000	44,000
32 Esta 33 Jack		30,000 44,000 100,000		-	-	44,000 100,000	44,000 100,000
32 Esta 33 Jack 34 Reh	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement	44,000	-	-	-		
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement habilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement	44,000 100,000 50,000 50,000	- - -	- - -	- - -	100,000 50,000 50,000	100,000 50,000 50,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement labilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing	44,000 100,000 50,000	- - - - -	- - - -	- - - - -	100,000 50,000	100,000 50,000 50,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari <i>Sub</i>	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement habilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement httotal Park Maintenance lopment, Program #40112	44,000 100,000 50,000 50,000 274,000		- - - -	- - - -	100,000 50,000 50,000 274,000	100,000 50,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari <i>Sub</i> Park Deve	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement habilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement htotal Park Maintenance lopment, Program #40112 A Access Improvements - Heller, Shiffer, and Wakeham Parks	44,000 100,000 50,000 50,000 274,000	- - - -	- - -	- - - -	100,000 50,000 50,000 274,000	100,000 50,000 50,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari <i>Sub</i> 2ark Deve 37 ADA 38 Park	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement sabilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement stotal Park Maintenance lopment, Program #40112 A Access Improvements - Heller, Shiffer, and Wakeham Parks k Security Lighting Replacement Program	44,000 100,000 50,000 50,000 274,000 60,000 400,000	- - - - -	- - - - -	- - - - - -	100,000 50,000 50,000 274,000 60,000 400,000	100,000 50,000 50,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari <i>Sub</i> <b>ark Deve</b> 37 ADA 38 Parl 39 Brer	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement labilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement ototal Park Maintenance  lopment, Program #40112 A Access Improvements - Heller, Shiffer, and Wakeham Parks k Security Lighting Replacement Program ntwood Park Improvements	44,000 100,000 50,000 50,000 274,000	- - - - - -	- - - - -	- - - - - - - - -	100,000 50,000 50,000 274,000 60,000 400,000 2,000,000	100,000 50,000 50,000 244,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari <i>Sub</i> 24 Reve 37 ADA 38 Pari 39 Brei 40 Lion	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement labilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement lototal Park Maintenance lopment, Program #40112 A Access Improvements - Heller, Shiffer, and Wakeham Parks k Security Lighting Replacement Program ntwood Park Improvements as Park Projects	44,000 100,000 50,000 274,000 60,000 400,000 2,000,000	- - - - - - - -	- - - - - - - - -	- - - - - - - - -	100,000 50,000 50,000 274,000 60,000 400,000 2,000,000 2,800,000	100,000 50,000 50,000 244,000 - - 2,800,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari Sub 24 Park Deve 37 ADA 38 Park 39 Brei 40 Lion 41 Mes	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement habilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement hototal Park Maintenance  lopment, Program #40112 A Access Improvements - Heller, Shiffer, and Wakeham Parks k Security Lighting Replacement Program htwood Park Improvements Is Park Projects Is del Mar Neighborhood Entryway	44,000 100,000 50,000 50,000 274,000 60,000 400,000 2,000,000	- - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - - - - - - - - - - -	100,000 50,000 50,000 274,000 60,000 400,000 2,000,000 2,800,000 25,000	100,000 50,000 50,000 244,000
32 Esta 33 Jacil 34 Reh 35 Vari 36 Vari Sub Park Deve 37 ADA 38 Pari 39 Bret 40 Lion 41 Mes 42 Sma	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement vabilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement votal Park Maintenance  lopment, Program #40112 A Access Improvements - Heller, Shiffer, and Wakeham Parks k Security Lighting Replacement Program ntwood Park Improvements is Park Projects sa del Mar Neighborhood Entryway allwood Park Improvements	44,000 100,000 50,000 50,000 274,000 60,000 400,000 2,000,000 	- - - - - - - - - - -	- - - - - - - - - -	- - - - - - - - - - - - - - - - - - -	100,000 50,000 50,000 274,000 60,000 400,000 2,000,000 2,800,000 25,000 300,000	100,000 50,000 50,000 244,000 - - 2,800,000
32 Esta 33 Jacl 34 Reh 35 Vari 36 Vari Sub Park Deve 37 ADA 38 Parl 39 Brer 40 Lion 40 Lion 42 Sma 43 Tew	ancia Park- Slope Renovation k Hammett SC - Light Pole & Footing Replacement habilitate Parking Lot - Various Locations ous Parks - Replace Playground Surfacing ous Parks - Sidewalk Replacement hototal Park Maintenance  lopment, Program #40112 A Access Improvements - Heller, Shiffer, and Wakeham Parks k Security Lighting Replacement Program htwood Park Improvements Is Park Projects Is del Mar Neighborhood Entryway	44,000 100,000 50,000 50,000 274,000 60,000 400,000 2,000,000	- - - - - - - - - - - - - - - - - - -	- - - - - - - - - - -		100,000 50,000 50,000 274,000 60,000 400,000 2,000,000 2,800,000 25,000	100,000 50,000 50,000 244,000

# SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS by Funding Source FISCAL YEAR 2017-2018

Req		Gas Tax	Fund 201	AQMD F 203		CDBG Fund 207	Park Fees Fund 208	Draina	ge Fund 209
Nbr Program/Project Name									
Building Maintenance, Program #50910									
45 Balearic Center-Construct Undergro	ounding of Electrical Service		-		-	-	-		-
46 Balearic Center- Install New HVAC	Unit		-		-	-	-		-
47 Building Maintenance Projects			-		-	-			-
48 City Clerk's Office Remodel			-		-	-			-
49 City Hall- HVAC Cooling Tower Rep	lacement		-		-	-			-
50 City Hall- Paint and Carpet (2nd Flo	or - Development Services)		-		-	-			-
51 City Hall- Paint Interior - 5th Floor			-		-	-	-		-
52 City Hall- Carpet Replacement 5th F	Floor		-		-	-	-		-
53 City Hall- Replace Covered Walkwa	y Roof		-		-	-	-		-
54 Downtown Rec Center - Replace fo	ur (4) HVAC Units		-		-	-	-		-
55 Downtown Rec Center - Replace Po	ool Plaster		-		-	-	-		-
56 Fire Stations #2-#6: Critical Infrastru	cture Protection		-		-	-	-		-
57 Fire Station #2&4 - Accessibility De	sign		-		-	-	-		-
58 Fire Station #2- Front Public Access	Parking for Baker Street		-		-	-	-		-
59 Fire Station #6- Replace (3) HVAC	Roof Top Units		-		-	-	-		-
60 Fire Stations - Plymo Vent Vehicle E	Exhaust Systems		-		-	-	-		-
61 P.D Front Lobby Security Project			-		-	-	-		-
62 P.D Range Remodel/Update			-		-	-	-		-
63 P.D Carpet Replacement, Record	s & Investigative Svcs Bureaus		-		-	-	-		-
64 P.D Design Survey of Gym Expar	sion		-		-	-	-		-
Subtotal Building Maintenance			-		-	-	-		
Building Facility Account, Program #50	905								
65 Fire Station #1	300				_	_	_		_
Subtotal Building Facility									
Custom Sunamy . uomi,									
Total FY 17-18 Requested CIPs		\$	2,406,964	\$ 7	5,000	\$ 480,000	\$ 2,500,000	\$	760,193
Total Funded:		\$	2,406,964	\$ 7	5,000	\$ 480,000	\$ 2,500,000	\$	760,193

# SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS by Funding Source FISCAL YEAR 2017-2018

Req Nbr Program/	/Project Name	Capital Improvement Fund 401	Capital Facility Account 401	Grant Fund	Measure M Funds 415/416	Total		O Funding ommended
Building Maintenance	e, Program #50910							
45 Balearic Center-	Construct Undergrounding of Electrical Service	40,000	-	-	-	40,000		40,000
46 Balearic Center-	Install New HVAC Unit	350,000	-	-	-	350,000		-
47 Building Mainten	ance Projects	347,144	-	-	-	347,144		347,144
48 City Clerk's Office	e Remodel	70,000	-	-	-	70,000		-
49 City Hall- HVAC	Cooling Tower Replacement	66,200	-	-	-	66,200		-
50 City Hall- Paint a	and Carpet (2nd Floor - Development Services)	150,000	-	-	-	150,000		-
51 City Hall- Paint I	nterior - 5th Floor	93,500	-	-	-	93,500		-
52 City Hall- Carpet	t Replacement 5th Floor	110,000	-	-	-	110,000		-
53 City Hall- Replace	ce Covered Walkway Roof	130,000	-	-	-	130,000		-
54 Downtown Rec (	Center - Replace four (4) HVAC Units	90,000	-	-	-	90,000		-
	Center - Replace Pool Plaster	123,000	-	-	-	123,000		-
56 Fire Stations #2-	#6: Critical Infrastructure Protection	20,000	-	-	-	20,000		20,000
57 Fire Station #2&	4 - Accessibility Design	50,000	-	-	-	50,000		-
58 Fire Station #2-	Front Public Access Parking for Baker Street	300,000	-	-	-	300,000		-
59 Fire Station #6-	Replace (3) HVAC Roof Top Units	50,000	-	-	-	50,000		-
60 Fire Stations - P	lymo Vent Vehicle Exhaust Systems	250,000	-	-	-	250,000		-
61 P.D Front Lob	by Security Project	53,000	-	-	-	53,000		-
62 P.D Range Re	emodel/Update	205,000	-	-	-	205,000		-
63 P.D Carpet Re	eplacement, Records & Investigative Svcs Bureaus	87,200	-	-	-	87,200		-
64 P.D Design Su	urvey of Gym Expansion	100,000	-	-	-	100,000		-
Subtotal Buildi	ng Maintenance	2,685,044	-	-	-	2,685,044		407,144
Building Facility Acco	ount. Program #50905							
65 Fire Station #1	,	4.340.505	1.801.995	_	_	6,142,500		6,142,500
Subtotal Buildi	ng Facility	4,340,505	1,801,995	-	-	6,142,500		6,142,500
Total FY 17-18 Reque	sted CIPs	\$ 14,637,549	\$ 1.801.995	\$ 567,540	\$ 4,968,817	\$ 28,198,058	\$	19,567,158
* previous appro		, .,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	, .,,	, 22.,2.0	,,	,,	T.	.,,
Total Funded:		\$ 6,006,649	\$ 1,801,995	\$ 567,540	\$ 4,968,817	\$ 19,567,158		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION PROGRAM								
Public Serv	ices		Engineer	ing		Pkwy and	d Median Ma	int., 20111
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Gisler Ave an	d California Ave Im	provements	5		Bart Mejia,	x-5291		1
		Account	Fund	Org	Program	Project		
PROJECT ACCO	UNT STRING:	500000	401	19200	20111	350023	Existing Pro	pioct -
							Existing Fit	Ject •
Priority Classific							•	
Class I	Required by action of	=	-	-	_			
✓ Class II	Eliminates a hazard t facility. Benefits the 0							es an existing
Class III	Prevents a substantial hazard to health or sa		_	-	service due	to population	growth. Elimin	ates potential
Class IV	Provides a new facili convenience or comfo	•	•	•			•	crease public
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	xpenditures		-					
Architect Fee	S	-	-	-	-	-	-	-
Construction		115,000	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs (	please identify)	-	-	-	-	-	-	-
Description of Ro	Total	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	vements Fund	115,000	_	_	_	_	_	_
oupital impro	vomonto i una	-	_	_	_	_	_	_
		-	-	-	-	-	-	-
	Total	\$ 115,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat	tion					Operating In	npact:	\$ 6,000
also includes t Avenue. Partia	ovides for the beautifi he removal of existing il funding for both of t the unencumbered ba i.	turf and insta hese locations	allation of wa	ter efficient la nt of \$169,900	ndscape on Co was approve	alifornia Aven d in FY 2014-1	ue at New Har L5. the design i	npshire s now
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM			
Public Services Engineering Pkwy and Median Maint., 20111								
PROJECT TITLE				PROJECT MA	NAGER		ITEM	
Red Hill Avenue Medians (McCo	rmick Ave. t	o Bristol St.	.)	Raja Sethu	raman, x - 5	343	2	
	Account	Fund	Org	Program	Project			
PROJECT ACCOUNT STRING:	500000	401	19200	20111	300156	Existing Pro	oject 🔻	
Priority Classification:						<u> </u>		
Class I Required by action of	the City Coun	cil or legislatio	on of another o	governmental a	agency.			
Class II Eliminates a hazard to facility. Benefits the C	o public health	h or safety. R	teplaces an ob	bsolete facility	or maintains		es an existing	
Class III Prevents a substantial hazard to health or sa	al reduction in	an existing sta	andard of City	-			ates potential	
Class IV Provides a new facility convenience or comfo	ty or asset or	improves an	existing stand				crease public	
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Expenditures								
Architect Fees	-	_	-	-	-	_ 1	- !	
Construction	1,038,000	- 1	-	-	-	- 1	- '	
Engineering Fees	-	- 1	-	-	-	- 1	- 1	
Equipment	-	-	-	-	-	- 1	- 1	
Inspection	-	- 1	-	-	-	- 1	- '	
Land Acquisition	-	-	-	-	-	- 1	- 1	
Other Costs (please identify)		-	-	-	-	-	-	
Total	\$ 1,038,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of Resources Federal HSIP Grant		_	_	_	_	_ '	<u> </u>	
Capital Improvements Fund	1,038,000	_		_	_	_	<u> </u>	
Capital Improvemente Land	1,000,000	_	_	_	_	_ '	_	
Total	\$ 1,038,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justification				<u>,                                     </u>	Operating Im	pact:	\$ 20,000	
	مام ام مداد	معاددت مماسم	- diama an D	مميد ۱۱:۱۱ ام - ۱		-	^	
This project provides for constru Bristol Street. Red Hill Avenue is in construction of raised landscap	s a gateway s	street to Cost	ta Mesa and	has wide a p	painted media	an. The proje	ect will result	
Staff secured a Highway Safet construction of the project. The d of \$687,000 of HSIP funding is a 14-15 towards construction. Ho estimated to be higher. An additional contraction of the state of the s	design phase vailable for d wever, base	was schedu construction a d on constru	ıled for Fisca and an addit uction estima	al Year 2013- tional \$275,0 ates with curi	-14 and is ne 00 of City fur rent design p	earing comple nds were allo	etion. A total ocated in FY	
Operating impact for landscape m	naintenance i	is expected in	n Fiscal Year	r 2018-19.				
·								
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services							
PROJECT TITLE	-			PROJECT MA	NAGER		ITEM
Fairview Park- CA- ORA-58 Fill F	Removal			Bart Mejia,	x-5291		3
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19200	20115		New Projec	t 🔻
Priority Classification:							
Class I Required by action of	•	Ü	•	•	0 ,		
Class II Eliminates a hazard t facility. Benefits the C							es an existing
Class III Prevents a substantial hazard to health or sa				service due t	o population g	rowth. Elimin	ates potential
Class IV Provides a new facili convenience or comfo	ity or asset or	improves an	existing stand				crease public
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures	1111.15						112027
Architect Fees	_ [	-	_	-	-	-	-
Construction	- [	2,000,000	2,000,000	2,000,000	2,000,000	-	-
Engineering Fees	250,000	-	-	-	-	-	-
Equipment	- [	-	-	-	-	-	-
Inspection	- [	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 250,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	250,000	2,000,000	2,000,000	2,000,000	2,000,000	-	-
	-	-	-	-	-	-	-
Total	\$ 250,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	¢ _	\$ -
Project Justification	<b>Ψ 200,000</b>	<b>Ф</b> 2,000,000	Ψ 2,000,000	Ψ 2,000,000			\$ -
					Operating Im	•	,
The cultural resources within Fairvi Places. The Fairview Park Master Pl delineated and protected. Funding v to protect the site include removal the design of these improvements. O	lan and its enwas allocated of existing fill	vironmental c in FY 14-15 to material, cap	document reconstraint in the sign of the s	ognize this res ctive fencing a te and landsc	source and re- round the cor ape restoratio	commends the e area. The properties of the properties of the properties of the commend of the commends are t	at the site be coposed steps requested for
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM				
Public Services			Engineer	ing		Fairview	Park - 2011	5		
PROJECT TITLE					PROJECT MA	NAGER		ITE	M	
Fairview Park Improvements					Bart Mejia,	x-5291			4	
		Account	Fund	Org	Program	Project				
PROJECT ACCOUNT STRING:	!	500000	401	19200	20115	700029	Existing P	oiect	_	
							Existing 1	ojeci		
Priority Classification:										
Class I Required by action		-	•		•					
Class II Eliminates a hazar facility. Benefits the								zes a	in existing	
Class III Prevents a substar hazard to health or					service due	to population g	growth. Elimi	nates	s potential	
Class IV Provides a new fa convenience or cor								ncrea	ase public	
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23		FY 23-24	
Description of Expenditures	<u> </u>	1 17 10	111010	111020	112021	112122	112225		1 1 23-24	
Architect Fees		_	-	-	-	_	-		-	
Construction		250,000	250,000	250,000	250,000	250,000	250,000		250,000	
Engineering Fees		-	-	-	-	-	-		-	
Equipment		-	-	-	-	-	-		-	
Inspection		-	-	-	-	-	-		-	
Land Acquisition		-	-	-	-	-	-		-	
Other Costs (please identify)	<u> </u>	-	-	-	-	-	-	4	-	
Total	\$	250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$	250,000	
Description of Resources Capital Improvements Fund		250,000	250,000	350,000	250,000	250,000	250,000		250,000	
Capital Improvements I und		230,000	230,000	250,000	230,000	250,000	250,000		250,000	
		_	_	_	_	_	_		_	
Total	\$	250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$	250,000	
Project Justification					•	Operating Im	pact:	\$	-	
					-£		_	D-	ul. Nastau	
The funds requested will be used Plan.	to co	ntinue the	planning and	construction	of park impro	vements as pe	er the Fairvie	w Pa	rk Master	
Plan.										
1										

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services	Engineering Fairview Park - 20115						
PROJECT TITLE		•		PROJECT MA	NAGER		ITEM
Fairview Park Plant Establishm	ent and Pon	d Maint.		Bart Mejia,	x-5291		5
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19200	20115	700067	Existing Pro	oject 🔻
Priority Classification:							
Class I Required by action o	=	_	_	=	-		
Class II Eliminates a hazard facility. Benefits the							es an existing
Class III Prevents a substanti				service due t	o population g	growth. Elimin	ates potential
Class IV Provides a new facil convenience or comf							crease public
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures		1 1 10 10					112024
Architect Fees	-	-	-	_	-	_	-
Construction	250,000	150,000	150,000	150,000	150,000	150,000	150,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 250,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Description of Resources Capital Improvements Fund	252 222	450,000	450,000	450,000	450,000	450,000	450,000
Capital improvements i unu	250,000	150,000	150,000	150,000	150,000	150,000	150,000
		_		_		]	_
Total	\$ 250,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
Project Justification		100,000	Ţ 100,000	100,000	Operating Im	,	\$ -
Funding is requested to obtain the sand reporting services, and pond marea.	-				ide plant estal	blishment wor	-
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Engineeri	ng		Fairview I	Park- 20115	
PROJECT TITLE				PROJECT MAI	NAGER		ITEM
Fairview Park- On Call Environm	nental Servi	ces		Bart Mejia,	x-5291		6
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19200	20115	700109	Existing Pro	piect 🔻
							,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,
Priority Classification:							
Class I Required by action of	-	•	_		•		
Class II Eliminates a hazard t facility. Benefits the C							es an existing
Class III Prevents a substantial hazard to health or sa				service due t	o population g	growth. Elimin	ates potential
Class IV Provides a new facili convenience or comfo	ty or asset or	improves an	existing stand				crease public
				FY 20-21	1		EV 02 04
Description of Expenditures	FY 17-18	FY 18-19	FY 19-20	F1 20-21	FY 21-22	FY 22-23	FY 23-24
Architect Fees	_	_	_	_	_	_	_
Construction	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering Fees	30,000	30,000	30,000	30,000	30,000	30,000	-
Equipment	_	_	_	_	_	_	_
Inspection	-	-	_	_	-	_	_
Land Acquisition	-	-	-	_	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Description of Resources							
Capital Improvements Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Project Justification					Operating Im	pact:	\$ -
Funding is requested to retain the se implementing small projects at Fairv and fully familiar with CEQA guidelin	iew Park. The	selected cons	ultant will be	versed in the			k
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION						PROGRAM		
Public Servi	ices		Engineer	ing		Fairview	Park- 20115	
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Fairview Park	- S/E Entrance and	d Parking Lo	ot		Bart Mejia,	x-5291		7
		Account	Fund	Org	Program	Project		. <b>1</b>
PROJECT ACCO	UNT STRING:	500000	401	19200	20115		New Project	rt 🔻
							new riojes	
Priority Classific								
	Required by action of	=	<del>-</del>		_			
	Eliminates a hazard t facility. Benefits the C							es an existing
	Prevents a substantial hazard to health or sa		_	-	y service due	to population	growth. Elimir	nates potential
	Provides a new facili convenience or comfo							crease public
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	cpenditures							
Architect Fees	S	-	-	-	-	-	-	-
Construction		150,000	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs ()	please identify)	¢ 450,000	\$ -	-	\$ -	-	\$ -	\$ -
Description of Re	Total	\$ 150,000	Φ -	\$ -	<b>a</b> -	\$ -	<b>a</b> -	ъ -
Capital Improv		150,000	_	_	_	_	_	-
		-	_	_	-	_	_	_
		-	-	-	-	-	-	-
	Total	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat	ion					Operating In	npact:	\$ -
between the p installed in the	uested to construct a rarking area and the vertical read the vertical read to the distribution of the dist	ernal pools ar Iriveway. This	nd install a new s makes ingres	v gate. The ex s and egress d	isting drivewa	y is very steep	and the loop	detectors are
GENERAL PLAN	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM				
Public Services		Engineeri	ing	1	Street Improvements - 30112				
PROJECT TITLE	-			PROJECT MAI	NAGER		ITEM		
Citywide Street Improvements				Bart Mejia,	x-5291		8		
PROJECT ACCOUNT STRING:	Account 500000 500000 500000	Fund 201 416 401	Org 19200 19200 19200	Program 30112 30112 30112	Project 400015 400015 400015	Existing Pro	oject <b>V</b>		
Priority Classification:									
Class I Required by action of	the City Coun	cil or legislatic	on of another (	governmental a	agency.				
Class II Eliminates a hazard t facility. Benefits the C	to public health	h or safety. R	Replaces an ob	bsolete facility	or maintains		es an existing		
Class III Prevents a substantia hazard to health or sa				/ service due t	o population g	growth. Elimin	ates potential		
Class IV Provides a new facili convenience or comfo							crease public		
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24		
Description of Expenditures									
Architect Fees	- !	- '	-	- '	- !	-	-		
Construction	3,613,904	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000		
Engineering Fees	-	- '	-	- '	- !	-	-		
Equipment	- 1	- '	-	- '	- !	-	- 1		
Inspection	- 1	- !	-	- '	- 1	-	-		
Land Acquisition	- 1	- 1	-	- '	- 1	-	<u>-</u>		
Other Costs (please identify) <b>Total</b>	\$ 3,613,904	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000		
Description of Resources	\$ 3,013,304	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 0,000,000	\$ 6,000,000		
Gas Tax	1,163,904	- '	_	_ '	_!	_	_		
Measure "M2" fund 416	1,800,000	- '	_	_ '	_!	_	_		
Capital Improvements Fund	650,000	- !	_	_ '	_ !	_ ]	-		
Total	\$ 3,613,904	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Project Justification					Operating Im	pact:	\$ -		
This program will provide major reimplemented in accordance with taverage Citywide Pavement Condition	the Pavement	Management	t System to n		•				
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:				

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Serv	ices		Engineeri	ing		Street Imp	provements	- 30112
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Citywide Alle	y Improvements				Bart Mejia,	x-5291		9
		Account	Fund	Org	Program	Project		
PROJECT ACCO	UNT STRING:	500000	201	19200	30112	400012	Existing Pro	oject <b>v</b>
Priority Classific	ation:							
Class I	Required by action of	•	Ū	`	•	0		
✓ Class II	Eliminates a hazard to facility. Benefits the C							es an existing
Class III	Prevents a substantia hazard to health or sa				service due t	o population g	growth. Elimin	ates potential
Class IV	Provides a new facili convenience or comfo							crease public
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	xpenditures	-			1		-	
Architect Fee		-	-	-	-	-	-	-
Construction		500,000	500,000	500,000	500,000	500,000	500,000	500,000
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs (	please identify)	-	-	-	-	-	-	-
	Total	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Description of Ro	esources	500,000						
Gas Tax		500,000	_	_		_	_	-
		_	_			_		_
	Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat	tion	,		1 '		Operating Im	pact:	\$ -
						eys and their		
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Servi	ices		Engineeri	ing		Street Imp	provements	- 30112
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Hamilton Stre	et Improvements -	Charle St to	Harbor Blv	<b>r</b> d	Bart Mejia,	x-5291		10
	_	Account	Fund	Org	Program	Project		
PROJECT ACCO	UNT STRING:	500000	201	19200	30112	400015	Existing Pro	oject <b>v</b>
Priority Classifica	ation:							
	Required by action of	the City Coun	cil or legislation	on of another (	governmental a	agency.		
	Eliminates a hazard to facility. Benefits the C							es an existing
	Prevents a substantia hazard to health or sa				service due t	o population o	growth. Elimin	ates potential
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	penditures							
Architect Fees		-	-	-	-	-	-	-
Construction		75,000	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisiti		-	-	-	-	-	-	-
Other Costs (p	olease identify)	-	-	-	-	-	-	-
Total \$ 75,00  Description of Resources			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gas Tax	esources	75,000						
Gas Tax		75,000	_		_	_	_	-
		-	_	_	_	_	_	_
	Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Proiect Justificat	ion	<u> </u>				Operating Im	pact:	\$ -
This program will provide major rehabilitation to City streets which are in immediate need for improvement. The program is implemented in accordance with the Pavement Management System to meet the City Council Goal to reach and maintain an average Citywide Pavement Condition Index (PCI) of 85 by 2017.  These funds will be used towards rehabilitation of Hamilton Street from Charle Street to Harbor Boulevard.								
GENERAL PLAN	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM			
Public Servi	ices		Engineeri	ng		Street Imp	provements	- 30112
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Irvine Avenue	Improvements - 2	0th St to S'ly	City Limits	;	Bart Mejia,	x-5291		11
PROJECT ACCO	UNT STRING:	Account 500000 500000	Fund 401 416	Org 19200 19200	Program 30112 30112	Project 400015 400015	Existing Pro	oject 🔻
	ation: Required by action of Eliminates a hazard t		_	_	=	-	or bottor utiliza	on ovieting
	facility. Benefits the C	City's economic	base. Resul	Its in reduced	operating cost	s or better ser	vice.	
	hazard to health or sa				0011100 000 1	o population g	,	atoo potorniai
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
						FY 23-24		
Description of Ex	penditures							
Architect Fees	3	-	-	-	-	-	-	-
Construction		650,000	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisiti		-	-	-	-	-	-	-
Other Costs (p	olease identify)	-	-	-	-	-	-	-
	Total	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Re	vements Fund	10,000						
Measure "M2"		10,000 640,000	_	_		_	_	_
WCGSGTC WZ	Turia 410	040,000	_	_		_	_	_
	Total	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat		<b>,</b>	*	<u> </u>	1 *	Operating Im		\$ -
This program will provide major rehabilitation to City streets which are in immediate need for improvement. The program is implemented in accordance with the Pavement Management System to meet the City Council Goal to reach and maintain an average Citywide Pavement Condition Index (PCI) of 85 by 2017.  These funds will be used towards rehabilitation of Irvine Avenue from 20th Street to southerly City Limits. This work will be done in partnership with the City of Newport Beach so the work gets done by a single contractor at the same time. The City of Newport Beach will be the lead agency since more than 50% of the work will be within their boundaries.								
GENERAL PI AN	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT	DIVISION	DIVISION			PROGRAM		
Public Services		Engineer	ing		Street Im	provements	- 30112
PROJECT TITLE		•		PROJECT MA	NAGER		ITEM
Newport Blvd Frontage Rd (N/B	s) - 15th St to	17th St		Bart Mejia,	x-5291		12
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19200	30112	400015	Existing Pro	oject 🔻
Priority Classification:						•	
Class I Required by action of	•	•			•		
✓ Class II Eliminates a hazard facility. Benefits the							es an existing
Class III Prevents a substant hazard to health or s				service due t	o population (	growth. Elimin	ates potential
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.						
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	350,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources	050.000						
Capital Improvements Fund	350,000	-	-	-	-	-	-
	_	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification	ΤΨ 000,000	Ι Ψ	Ι Ψ	1 *	Operating Im	· ·	\$ -
This program will provide major	rehabilitation	to City street	s which are i	n immediate			•
implemented in accordance with average Citywide Pavement Condit				neet the City	Council Goal	to reach and	d maintain an
_, , , ,,, ,,						45.1 6	
These funds will be used towards re	ehabilitation of	Newport Bou	levard Fronta	ge Road (nort	nbound) from	15th Street to	17th street.
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION			DIVISION			PROGRAM		
Public Service	s		Engineeri	ng		Street Im	provements	- 30112
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Pomona Ave Imp	provements - 19	th St to 16th	St		Bart Mejia,	x-5291		13
PROJECT ACCOUNT	Γ STRING:	Account 500000 500000	Fund 201 207	Org 19200 19200	Program 30112 30112	Project 400015 400015	Existing Pro	oject <b>V</b>
✓ Class II Elin fac ☐ Class III Pre haz ☐ Class IV Pro	n: quired by action of minates a hazard t ility. Benefits the C events a substantia zard to health or sa ovides a new facili nvenience or comfo	o public health City's economical reduction in afety, or eliminatity or asset or	n or safety. Robase. Resulan existing states nuisance improves an	deplaces an ollits in reduced andard of City conditions.	bsolete facility operating cost service due to dard of service	or maintains ts or better ser to population of e. Provides p	rvice. growth. Elimin programs to in	ates potential
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Experimental Architect Fees Construction Engineering Fees Equipment Inspection Land Acquisition Other Costs (please)	6	- 585,000 - - - -	-	- - - - -	- - - - -	- - - - -	- - - - -	
***	otal	\$ 585,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resor Gas Tax CDBG	urces	105,000 480,000		- - -	- - -	- - -		-
Te	otal	\$ 585,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Lamavida masian m	obobilitation t	o City street	: مدم طونطيير	n inomodiata		•	\$ -
Project Justification  This program will provide major rehabilitation to City streets which are in immediate need for improvement. The program is implemented in accordance with the Pavement Management System to meet the City Council Goal to reach and maintain an average Citywide Pavement Condition Index (PCI) of 85 by 2017.  These funds will be used towards rehabilitation of Pomona Avenue from 19th street to 16th street.  GENERAL PLAN CONSISTENCY GOAL: POLICY: OBJECTIVE:								

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT	DEPARTMENT DIVISION					PROGRAM		
Public Serv	rices		Engineeri	ing		Storm Dra	ain Impr - 3	0122
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Citywide Stor	rm Drain Improvem	ents			Bart Mejia,	x-5291		14
PROJECT ACCO	OUNT STRING:	Account <b>500000</b>	Fund <b>209</b>	Org 1 <b>9200</b>	Program 30122	Project 550011	Existing Pro	oject 🔻
Priority Classific  Class I  Class II  Class III  Class IV	Required by action of the City Council or legislation of another governmental agency.  Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.  Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.  Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Example Architect Feed Construction Engineering Fequipment Inspection Land Acquisit Other Costs (	s Fees	- 760,193 - - - - -	- 500,000 - - - -	- 500,000 - - - -	- 500,000 - - - -	- 500,000 - - - -	- 500,000 - - - -	- 500,000 - - - -
(	Total	\$ 760,193	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
<b>Description of R</b> Drainage Fee		760,193 - -		- - -	- - -	- - -	- - -	
	Total	\$ 760,193	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat	tion					Operating Im	pact:	\$ -
						rsion Project. f Costa Mesa cosed granite 0 LF. Measure M2		
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION	DIVISION			PROGRAM		
Public Serv	vices		Engineer	ing		Curbs an	d Sidewalks	s, 30130	
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
New Sidewal	k/Missing Link Pro	gram			Bart Mejia,	x-5291		15	
		Account	Fund	Org	Program	Project		•	
PROJECT ACCO	OUNT STRING:	500000	201	19200	30130	500009	Existing Pr	oiect 🔻	
							Existing 11	ojece	
Priority Classific									
Class I	Required by action of	-	_		_	-			
✓ Class II	Eliminates a hazard t facility. Benefits the 0							es an existing	
Class III	Prevents a substantial hazard to health or sa				service due t	o population (	growth. Elimir	nates potential	
Class IV	Provides a new facili convenience or comfo							ncrease public	
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of E	xpenditures	1117-10	1110-19	1 1 19-20	1 1 20-21	1121-22	1122-23	F1 23-24	
Architect Fee		_	_	_	_	_	_	_	
Construction		50,000	100,000	100,000	100,000	100,000	100,000	100,000	
Engineering I	Fees	-	-	-	-	-	-	-	
Equipment		-	-	-	-	-	-	-	
Inspection		-	-	-	-	-	-	-	
Land Acquisi	tion	-	-	-	-	-	-	-	
Other Costs (	(please identify)	-	-	-	-	-	-	-	
	Total	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	
Description of R Gas Tax	lesources	50,000							
Gas rax		50,000	-	-	-	-	-	-	
		_	_	_	_	_	_	_	
	Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justifica	ition	•	•	•	•	Operating Im	pact:	\$ -	
In 1997, a co supplement a the report. No	omprehensive study and update a previous ew sidewalks will be constant and arte	study conduc onstructed in	ted by staff in the highest p	1995. City Co	ouncil approve	out missing s	sidewalk loca es and recom	mendations in	
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Engineeri	ng		Curbs and	d Sidewalks	, 30130
PROJECT TITLE				PROJECT MAI	NAGER		ITEM
Parkway Improvement Program				Bart Mejia,	x-5291		16
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	201	19200	30130	500010	Existing Pro	oject 🔻
Priority Classification:							
Class I Required by action of	•	J	•	•	0 ,		
Class II Eliminates a hazard t facility. Benefits the 0							es an existing
Class III Prevents a substantial hazard to health or sa		•	-	service due t	o population g	growth. Elimin	ates potential
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.						
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures						-	
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	250,000	250,000	250,000	250,000	250,000	250,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Description of Resources							
Gas Tax	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification	Ψ 100,000	Ψ	Ι Ψ	Ι Ψ	Operating Im		\$ -
A parkway maintenance program is liability associated with pedestrian concrete improvements within the 0	accidents. Tl	nis program i	place damaged s intended to	d curb, gutter, provide fun	and sidewalk	which elimina	ates the City's
These funds will be used to perform following year. Additionally, ADA ac							ogram for the
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Servi	ices		Engineeri	ing		Curbs and	d Sidewalks	, 30130
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Priority Sidew	valk Repair				Bart Mejia,	x-5291		17
		Account	Fund	Org	Program	Project		
PROJECT ACCO	UNT STRING:	500000	201	19200	30130	500017	Existing Pro	oject 🔻
Priority Classifica	ation:							
	Required by action of	the City Coun	cil or legislation	on of another	governmental a	agency.		
	Eliminates a hazard to facility. Benefits the C							es an existing
	Prevents a substantia hazard to health or sa				service due t	to population of	growth. Elimin	ates potential
	Provides a new facili convenience or comfo							crease public
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	penditures							20 2 .
Architect Fees		-	-	-	-	-	-	-
Construction		50,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisiti		-	-	-	-	-	-	-
Other Costs (p	olease identify)	-	-	-	-	-	-	-
December of De	Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Description of Re Gas Tax	esources	50,000	_	_	_	_	_	_
Out Tux		30,000	_	_	_	_	_	_
		-	-	_	_	_	-	_
	Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat	ion					Operating Im	pact:	\$ -
liability associa	intenance program is ated with pedestrian ovements within the C	accidents. T	his program i	olace damage is intended to	d curb, gutter, o provide fun	, and sidewalk ids to permar	which elimin nently repair	ates the City's the damaged
	ill be used to perform nmission. Additionally							y the Parks &
This program w	vill allow City staff to e	expedite these	e emergency i	mprovements	as the reques	ts are received	d.	
GENERAL PLAN	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIV		DIVISION	DIVISION			PROGRAM		
Public Serv	ices		Transport	tation		Active Tra	ansportation	, 30225
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Bicycle Rack	Improvements City	/wide			_	raman, x - 50	032	18
		Account	Fund	Org	Program	Project		
PROJECT ACCO	UNT STRING:	500000	401	19300	30225	300148	Existing Pro	oject 🔻
Priority Classific								
Class I	Required by action of							
Class II	Eliminates a hazard t facility. Benefits the C							es an existing
Class III	Prevents a substantial hazard to health or sa				service due t	o population g	growth. Elimin	ates potential
✓ Class IV	Provides a new facili convenience or comfo							crease public
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	xpenditures	-						·
Architect Fees	S	-	-	-	-	-	-	-
Construction		25,000	25,000	25,000	25,000	25,000	25,000	25,000
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs (	please identify)	-	-	-	-	-	-	-
	Total	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Description of Re	esources							
Capital Impro	vements Fund	25,000	25,000	25,000	25,000	25,000	25,000	25,000
	Tatal	-			-			-
	Total	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Project Justificat	tion					Operating Im	pact:	<b>&gt;</b> -
Project Justification  This project includes installation of new custom designed bicycle racks at various facilities within Costa Mesa.								
GENERAL PLAN	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Transport	tation		Active Tra	ansportation	, 30225
PROJECT TITLE		•		PROJECT MA	NAGER		ITEM
Bicycle Education at Sixtee	en Schools			Raja Sethu	raman, x - 50	032	19
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19300	30225		New Projec	. •
						New Project	🔻
Priority Classification:							
	tion of the City Coun	•	•	-	•		
	zard to public healt s the City's economi						es an existing
	stantial reduction in n or safety, or elimin			service due t	o population o	growth. Elimin	ates potential
	v facility or asset or comfort or projects						crease public
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	EV 22 24
Description of Expenditures	FT 1/-10	F1 10-19	F1 19-20	F1 ZU-Z1	F1 Z1-ZZ	F1 22-23	FY 23-24
Architect Fees	_	_	_	_	_	_	_
Construction	_	_	_	_	_	_	_
Engineering Fees (Education)	30,000	_	_	_	_	_	_
Equipment	-	_	-	_	_	_	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-
Total \$ 30,000		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
	-	-	-	-	-	-	-
Capital Improvements Fund	30,000	-	-	-	-	-	-
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	- \$ -
	φ 30,000	Φ -	Ψ -		*	*	\$ -
Project Justification					Operating Im	pact:	<b>Ф</b> -
This project is the continual was well received at various chool.							
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# CAPITAL IMPROVEMENT PROJECT

DEPARTMENT	EPARTMENT					PROGRAM		
Public Serv	vices		Transport	tation		Active Tra	ansportation	, 30225
PROJECT TITLE			I		PROJECT MA	NAGER		ITEM
Bristol Street	Bicycle Facility (Bea	ar Street to S	Santa Ana A	venue)	Raja Sethu	raman, x - 50	032	20
		Account	Fund	Org	Program	Project		
PROJECT ACCO	OUNT STRING:	500000	401	19300	30225		New Projec	t 🔻
Priority Classific	cation:							
Class I	Required by action of the	ne City Counci	l or legislation	of another go	vernmental ag	ency.		
Class II	Eliminates a hazard to facility. Benefits the Cit	•	•	•	•			es an existing
Class III	Prevents a substantial hazard to health or safe		_	-	service due t	o population (	growth. Elimin	ates potential
✓ Class IV	Provides a new facility	•			dard of service	e. Provides p	orograms to in	crease public
	convenience or comfort							·
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of E	xpenditures							
Architect Fee	s	-	-	-	-	-	-	-
Construction		-	-			-	-	-
Engineering I	Fees	75,000	-	450,000	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisi		-	-	-	-	-	-	-
Other Costs (	(please identify)		-	-	-	-	-	-
	Total	\$ 75,000	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Description of R		75.000		450,000				
Сарнаі іпіріо	vements Fund	75,000	-	450,000	-	-	-	-
			_	_	_		_	_
	Total	\$ 75,000	\$ -	\$ 450,000	\$ -	\$ -	\$ -	\$ -
Project Justifica		1	<u> </u>	100,000	1 *	Operating Im	*	\$ 10,000
							-	,
lane to Class accommodal operations fo	This project implements cyclce tracks, an exclusive bicycle facility, along Bristol Street, by converting southbound through lane to Class IV bicycle facility south of Bear Street. Traffic volumes on this section of Bristol Street are low and could be accommodated in the two southbound lanes that will remain. Detailed studies will be conducted to document the traffic operations for both vehicles and bicycles as part of the design process. Construction of this will be in conjunction with the Paularino Channel Bicycle Trail project.							
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION PROGRAM								
Public Services		Transport	tation		Active Tra	ansportation	, 30225	
PROJECT TITLE				PROJECT MAI	NAGER		ITEM	
Class II and III Bicycle Projects				Raja Sethui	raman, x - 50	032	21	
PROJECT ACCOUNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org 1 <b>9300</b>	Program 30225	Project	New Projec	t 🔻	
Priority Classification:								
Class I Required by action of	the City Coun	cil or legislatio	on of another o	novernmental s	adency			
Class II Eliminates a hazard t	o public healt	n or safety. R	eplaces an ob	osolete facility	or maintains		es an existing	
Class III Prevents a substantia	facility. Benefits the City's economic base. Results in reduced operating costs or better service.  Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							
✓ Class IV Provides a new facili								
	FY 17-18	FY 18-19	FY 19-20	1		FY 22-23	EV 02 04	
Description of Expenditures	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Architect Fees	_	_	_	_	_	_	_	
Construction	50,000	100,000	100,000	100,000	100,000	_	- [	
Engineering Fees	-	-	-	-	-	_	-	
Equipment	_	-	-	_	-	-	_	
Inspection	-	-	-	-	-	-	-	
Land Acquisition	-	-	-	-	-	-	-	
Other Costs (please identify)	-	-	-	-	-	-	-	
Total	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	
Description of Resources								
One Walliam and a second		-	-	-	-	-	- 1	
Capital Improvements Fund	50,000	100,000	100,000	100,000	100,000	-	-	
Total	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -	
Project Justification					Operating Im	pact:	\$ -	
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# CAPITAL IMPROVEMENT PROJECT

DEPARTMENT DIVISION DIVISIONI DI						PROGRAM		
Public Serv	vices		Transpor	tation		Active Tra	ransportation, 30225	
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Fairview Roa	d Bicycle Facility (Fa	nir Drive to N	lewport Bou	ılevard)	Raja Sethu	raman, x - 50	032	22
		Account	Fund	Org	Program	Project		
PROJECT ACCO	OUNT STRING:	500000	401	19300	30225		New Projec	t 🔻
Priority Classific	cation:							
Class I	Required by action of the	ne City Counci	I or legislation	of another go	vernmental ag	ency.		
Class II	Eliminates a hazard to facility. Benefits the Cit							es an existing
Class III	Prevents a substantial hazard to health or safe		_		service due t	o population (	growth. Elimin	ates potential
✓ Class IV	hazard to health or safety, or eliminates nuisance conditions.  Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of E	xpenditures	11 17-10	1110-13	1113-20	1120-21	1121-22	1122-23	1123-24
Architect Fee		-	-	_	-	-	-	-
Construction		-	-			-	-	-
Engineering I	Fees	60,000	350,000	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisi	tion	-	-	-	-	-	-	-
Other Costs (	(please identify)	-	-	-	-	-	-	-
	Total	\$ 60,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of R								
Capital Impro	ovements Fund	60,000	350,000	-	-	-	-	-
		_	_			_	_	_
	Total	\$ 60,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justifica		<b>V</b> 00,000	<b>T</b> 000,000	1 *	1 *	Operating Im		\$ 10,000
,								. ,
through lane could be acc	implements cyclce to to Class IV bicycle fa commodated in the two perations for both veh	cility south o	of Fair Drive. nd lanes that	Traffic volu will remain	imes on this . Detailed st	section of Fa	airview Road	are low and
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# CAPITAL IMPROVEMENT PROJECT

DEPARTMENT DIVISION						PROGRAM			
Public Servi	ces		Transport	tation		Active Tra	ansportation	ı, 3022 <b>5</b>	
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
Merrimac Way	Bicycle Facility (Ha	rbor Blvd. t	o Fairview F	Rd.)	Raja Sethu	raman, x - 50	032	23	
		Account	Fund	Org	Program	Project		•	
PROJECT ACCOL	JNT STRING:	500000	401	19300	30225		New Projec	t 🔻	
Priority Classifica	ation:								
Class I	Required by action of the	ne City Counci	l or legislation	of another go	vernmental ag	ency.			
	Eliminates a hazard to facility. Benefits the Cit							es an existing	
	Prevents a substantial hazard to health or safe				service due t	o population g	growth. Elimin	ates potential	
	Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Ex	penditures							-	
Architect Fees		-	-	-	-	-	-	-	
Construction		-	950,000			-	-	-	
Engineering Fe	ees	125,000	-	-	-	-	-	-	
Equipment		-	-	-	-	-	-	-	
Inspection		-	-	-	-	-	-	-	
Land Acquisition		-	-	-	-	-	-	-	
Other Costs (p	= :	-	-	-	-	-	-	-	
Total  Description of Resources		\$ 125,000	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Capital Improv		125,000	950,000	_	_	_	_	_	
	omonto i una	120,000	-	_	_	_	_	_	
		-	-	-	-	-	-	-	
	Total	\$ 125,000	\$ 950,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justificati	on					Operating Im	pact:	\$ -	
This project implements bicycle facility improvements that includes bicycle trails and cycle tracks on Merrimac Way between Harbor Boulevard and Fairview Road. Detailed studies and alignment options will be developed to lay out the bicycle facility taking into account access to Orange Coast College as well as adjacent properties. Pedestrian improvements will also be implemented in this section of Merrimac Way as part of this project.									
GENERAL PLAN	CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# CAPITAL IMPROVEMENT PROJECT

DEPARTMENT			DIVISION			PROGRAM			
Public Serv	rices		Transport	tation		Active Tra	ansportation	, 30225	
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
Paularino Ch	annel Bicycle Trail (F	Fairview Roa	d to Bristol	Street)	Raja Sethui	raman, x - 50	032	24	
		Account	Fund	Org	Program	Project			
PROJECT ACCO	OUNT STRING:	500000	401	19300	30225		New Projec	t 🔻	
Priority Classific	cation:								
Class I	Required by action of the	ne City Counci	l or legislation	of another go	vernmental ag	ency.			
Class II	Eliminates a hazard to facility. Benefits the Cit							es an existing	
Class III	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
✓ Class IV									
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of E	xpenditures								
Architect Fee	s	-	-	-	-	-	-	-	
Construction		-	-	1,500,000	1,500,000	-	-	-	
Engineering F	Fees	150,000	200,000	-	-	-	-	-	
Equipment		-	-	-	-	-	-	-	
Inspection	r.	-	-	-	-	-	-	-	
Land Acquisit		-	-	-	-	-	-	-	
Other Costs (	please identify)  Total	\$ 150,000	\$ 200,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	
Description of R		ψ 130,000	φ 200,000	φ 1,500,000	\$ 1,500,000	<del>-</del>	Ψ <u>-</u>	<del>-</del>	
	vements Fund	150,000	200,000	1,500,000	1,500,000	-	_	-	
		,	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
	Total	\$ 150,000	\$ 200,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -	
Project Justifica	tion					Operating Im	pact:	\$ 10,000	
Project Justification  This project provides for design and construction of a new bicycle trail connecting Fairview Road and Bristol Street along the Paularino Channel. Design and environmental phases will be implemented over Fiscal Years 17-18 and 18-19, followed by construction in Fiscal Years 19-20 and 20-21. The project will implement structural improvements to the channel to allow for construction of a maintenance path for fllood control as well as bicycle trail connection.									
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# CAPITAL IMPROVEMENT PROJECT

DEPARTMENT DIVISION				,	PROGRAM				
Public Serv	vices		Transport	tation		Active Tra	ansportation	ı, 30225	
PROJECT TITLE	E		1		PROJECT MA	NAGER		ITEM	
Santa Ana A	venue Bicycle Facility	y (Bristol Str	eet to Mesa	Drive)	Raja Sethu	raman, x - 50	032	25	
		Account	Fund	Org	Program	Project			
PROJECT ACC	OUNT STRING:	500000	401	19300	30225		New Projec	t 🔻	
Priority Classific	cation:						<u> </u>		
Class I	Required by action of the		<del>-</del>	<del>-</del>	_	=			
Class II	Eliminates a hazard to facility. Benefits the Cit	•	•	•	•			es an existing	
Class III	Prevents a substantial hazard to health or safe		_	-	service due to	o population g	growth. Elimin	ates potential	
✓ Class IV	Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of E	Expenditures	11111-10	1110-13	1113-20	1120-21	1 1 21-22	1122-29	F1 25-24	
Architect Fee	-	_!	_ '	-	_	_	_ [	_ !	
Construction		_!	- !			-	_	_	
Engineering		30,000	150,000	-	-	-	_	-	
Equipment		_!	- !	-	-	-	_ [	- !	
Inspection		- !	- !	- 1	-	-	- 1	- !	
Land Acquisi	ition	- !	- !	-	-	-	- 1	- !	
Other Costs	(please identify)			-	-	-	-		
	Total	\$ 30,000	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of R		'	1 '						
Capital Impro	ovements Fund	30,000	150,000	-	-	-	- 1	- '	
		'	- 1	1 -	-	-	- 1	· '	
	Total	\$ 30,000	\$ 150,000	e _	\$ -	\$ -	\$ -	\$ -	
Desired Institute		\$ 30,000	\$ 150,000	<b>3</b> -	φ -	<u> </u>		\$ 10,000	
Project Justifica						Operating Im			
This project implements bicycle facility improvements along Santa Ana Avenue between Bristol Street and Mesa Drive. This is continuation of the project to provide enhanced east-west connections between Santa Ana River and Back Bay using Pauarino Channel and Bristol Street. The project will design and construct improvements along southbound Santa Ana Avenue to provide a better bicycle connection. Coordination will be required with County as they have jurisdiction in this area.									
GENERAL PLA	AN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Serv	rices		Transport	tation		Transpor	tation Plann	ing, 30210
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Fairview Roa	d Improvements (B	aker St. to A	Adams Av.)		1	raman, x - 5	032	26
		Account	Fund	Org	Program	Project		
PROJECT ACCO	OUNT STRING:	500000 500000	401 201	19300 19300	30210 30210	370051 370051	Existing Pro	oject <b>v</b>
Priority Classific	ation:							
Class I	Required by action of	the City Coun	cil or legislation	on of another o	governmental a	agency.		
✓ Class II	Eliminates a hazard t facility. Benefits the 0							es an existing
Class III	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							
Class IV	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of E	xpenditures							-
Architect Fee		-	-	-	-	-	-	-
Construction		630,600		-	-	-	-	-
Engineering F	ees		-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs (	please identify)	-	-	-	-	-	-	-
	Total	\$ 630,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of R								
Federal HSIP	Grant	567,540	-	-	-	-	-	-
Gas Tax		63,060	-	-	-	-	-	-
	Total	\$ 630,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justifica		Ψ 000,000	ΙΨ	ΙΨ	Ι Ψ	Operating Im		\$ 10,000
							•	•
restricting tu	provides for improv rning movements at This will also enhan	various driv	veways and	a new traffic	c signal at tl	he intersection	on of Faiviev	v Road and
construction	d a Highway Safety I of the project. City 7 and the construction	funds are red	quired to fun	d the match	share. The			
Operating im	pact for landscape n	naintenance	is expected i	n Fiscal Yea	r 2018-19.			
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT	DIVISION				PROGRAM				
Public Serv	rices		Transport	tation	Transportation Planning, 30210				
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
Newport Bou Street	levard Widening De	esign from 1	9th Street to	o 17th	Raja Sethu	raman, x - 50	032	27	
PROJECT ACCO	OUNT STRING:	Account <b>500000</b>	Fund 415	Org 1 <b>9300</b>	Program 30210	Project 370052	Existing Pro	oject 🔻	
								,	
Priority Classific	ation:						I		
Class I	Required by action of	the City Coun	cil or legislation	on of another	governmental a	agency.			
Class II	Eliminates a hazard t facility. Benefits the 0	o public healtl	n or safety. R	eplaces an ol	bsolete facility	or maintains		es an existing	
Class III	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
✓ Class IV	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of E	xpenditures								
Architect Fee	S	-	-	-	-	-	-	-	
Construction		-	-	-	-	-	-	-	
Engineering F	ees	281,250	-	-	-	-	-	-	
Equipment		-	-	-	-	-	-	-	
Inspection		-	-	-	-	-	-	-	
Land Acquisit		-	-	-	-	-	-	-	
Other Costs (	please identify)	-	-	-	-	-	-	-	
	Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of R	esources	004.050							
Measure M2		281,250	-	-	-	-	-	-	
		_	-	-	-	-	_	-	
	Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justifica		<b>V</b> 201,200	Ψ	<u> </u>	1 *	Operating Im		\$ -	
			_				•	·	
The existing traffic volumes on the subject section of Newport Boulevard are approximately 85,000 vehicles per day equally split between northbound and southbound traffic. This section of Newport Boulevard has four through lanes in the northbound direction and four through lanes approaching 19 <sup>th</sup> Street in the southbound direction which reduces to three through lanes immediately past the 19 <sup>th</sup> Street intersection. The resulting seven lane roadway capacity is 65,700 vehicles per day. Existing Level of Service based on the ratio of traffic volume to roadway capacity (v/c) within this reach of Newport Boulevard ranges from 1.10 to 1.30 resulting in a LOS of F. Southbound traffic congestion as a result of this over-capacity condition extends well beyond the daily peak hour periods. The intent of the proposed project is to design the widening of southbound Newport Boulevard within the subject limits to address operational deficiencies and accommodate current and projected traffic volumes.  Prior funding was allocated from traffic impact fees towards this project. The City subsequently received Measure M2 grant funding in the amount of \$281,250. The budgeted traffic impact fees will provide match funds for the project. The design phase is scheduled for Fiscal Year 2017-18.									
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			D۱۷	ISION				PROGRAM			
Public Services			7	Transport	tation			Transpor	tati	on Planni	ing, 30210
PROJECT TITLE						PR	OJECT MAI	NAGER			ITEM
Project V - Community Circulato	r					Ra	ija Sethur	raman, x - 5	032	2	28
	-	Account		Fund	Org	<u> </u>	Program	Project			
PROJECT ACCOUNT STRING:		500000 500000		401 415	19300 19300		30210 30210			New Projec	t 🔻
Priority Classification:									<u> </u>		
Class I Required by action of	the	City Coun	cil d	or legislatio	on of another	าดงค	ernmental a	agency			
Class II Eliminates a hazard t	ор	ublic healt	h oı	r safety. R	deplaces an o	- bsol	lete facility	or maintains			es an existing
Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potentia hazard to health or safety, or eliminates nuisance conditions.							ates potential				
√ Class IV Provides a new facili	-					darc	d of service	e. Provides p	rog	rams to in	crease public
convenience or comfo	ort o	r projects	hav	ing primar	y social, cultui	ral, h	nistoric or a	esthetic value	€.		
	F	Y 17-18		FY 18-19	FY 19-20		FY 20-21	FY 21-22		FY 22-23	FY 23-24
Description of Expenditures											
Architect Fees		-		-	-		-	-		-	-
Construction		410,937		410,937	410,937		410,937	410,936		410,936	-
Engineering Fees				-	-		-	-		-	-
Equipment		-		-	-		-	-		-	-
Inspection		-		-	-		-	-		-	-
Land Acquisition		-		-	-		-	-		-	-
Other Costs (please identify)		-		-	-		-	-		-	-
Total	\$	410,937	\$	410,937	\$ 410,937	\$	410,937	\$ 410,936	\$	410,936	\$ -
Description of Resources											
Measure M2		369,843		369,843	369,843		369,843	369,843		369,843	-
Capital Improvements Fund		25,000		41,094	41,094		41,094	41,093		41,093	-
		-		-	-		-	-		-	-
Total	\$	394,843	\$	410,937	\$ 410,937	\$	410,937	\$ 410,936	\$	410,936	\$ -
Project Justification								Operating Im	pac	:t:	
This project provides a shuttle service that connects the City of Costa Mesa to the City of Anaheim Resort Area during the early morning and evening hours and a midday shuttle service between South Coast Metro area and LAB/CAMP. The City secured Measure M2 grant funding of approximately \$2.8 million for the project. The match requirement of approximately \$300,000 over a seven year period will be derived from several sources including, City General Funds, Travel Costa Mesa, Anaheim Transportation Network and South Coast Plaza.											
GENERAL PLAN CONSISTENCY	GΩ	AL:			POLICY:			OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION PROGRAM								
Public Services		Transport	tation		Transport	tation Plann	ing, 30210	
PROJECT TITLE				PROJECT MA	NAGER		ITEM	
Wilson Street Widening Design Road	from Colleg	e Avenue to	Fairview		raman, x - 50	032	29	
PROJECT ACCOUNT STRING:	Account <b>500000</b>	Fund 415	Org 1 <b>9300</b>	Program 30210	Project 370053	Existing Pro	oject 🔻	
Priority Classification:								
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Expenditures Architect Fees Construction Engineering Fees Equipment Inspection Land Acquisition Other Costs (please identify)	- 281,250 - - -							
Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of Resources Measure M2	281,250 - -				-			
Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justification  Existing traffic volume on the two-lane section of Wilson Street within the project limits is approximately 17,000 vehicles per day. Wilson Street is currently a divided two lane roadway between College Avenue and Fairview Road. There is on-street parking on one side of the street and the median is a two-way left-turn lane. Wilson Street with only one lane on each direction experiences a significant amount of congestion at the intersections within this segment during the morning and evening peak hour periods. In addition Wilson Street is an active transit route and also has significant pedestrian and bicycle volumes. Based on the existing traffic volumes the current Level of Service along Wilson Street is LOS E (volume-to-capacity ratio of 0.99). The intent of the proposed project is to plan infrastructure to meet future traffic demands caused by overall growth in the vicinity of Wilson Street. Wilson Street is desinated as a Secondary Arterial according to Orange County Transportation Authority's Master Plan of Arterial Highways as well as the City of Costa Mesa General Plan Circulation Element and the proposed project will design Wilson Street to the recommended roadway capacity and geometrics.  Prior funding was allocated from traffic impact fees towards this project. The City subsequently received Measure M2 grant funding in the amount of \$281,250. The budgeted traffic impact fees will provide match funds for the project. The design phase is scheduled for Fiscal Year 2017-18.								
GENERAL PLAN CONSISTENCY	GOAL:		BOI ICA-		OBJECTIVE:			

## **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT	DIVISION				PROGRAM			
Public Services			Transport	tation		Traffic O	perations, 30	)241
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Fairview Road Traffic Signa	I Syncl	hronizatio	n		Raja Sethu	raman, x - 5	032	30
		Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:		500000 500000	203 415	19300 19300	30241 30241		New Project	t 🔻
Priority Classification:								
Class I Required by acti	on of the	e City Cour	cil or legislatio	on of another	novernmental	agency		
✓ Class II Eliminates a haz facility. Benefits	zard to p	oublic healt	h or safety. R	deplaces an o	bsolete facility	or maintains		es an existing
Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public								
convenience or	comfort	or projects		y social, cultui			e. 	
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		1,671,474	139,383	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	_	-	-	_	-
Total	\$	1,671,474	\$ 139,383	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources		, ,	, ,					
Measure M2		1,596,474	63,322	_	_	_	_	_
AQMD AB2766 Funds		75,000	76,061	_	_	_	_	_
/ (QIVID / (DE) 66 F dilac		70,000	70,001	_	_	_	_	_
Total	\$	1,671,474	\$ 139,383	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification		,- ,	,	,		Operating Im	L .	\$ -
							-	
This project includes compre Costa Mesa and Santa Ana. signal preemption for emerg project will prepare detailed changes.	The pro gency vo	ject will al ehicles at a	so include co all intersection	onduit upgra ons along Fai	des, Closed ( rview Road a	Circuit Televis	sions (CCTV's nets at 4 loca	), traffic itions. The
The City's portion of Measure M2 Traffic Signal Synchronization Program grant secured for this project implementation is \$ 741,302. This requires matching funds from the City in the amount of \$153,061 of which \$75,000 will be derived through AQMD funding and remaining from staff time. Project implementation is scheduled for Fiscal Year 2017-18. No operating impact beyond the current maintenance for this project.								
GENERAL PLAN CONSISTENCY	GC	DAL:		POLICY:		OBJECTIVE:		

# CAPITAL IMPROVEMENT PROJECT

DEPARTMENT DIVISION					PROGRAM			
Public Services		Transpor	tation		Traffic Op	perations, 30	241	
PROJECT TITLE		•		PROJECT MA	NAGER		ITEM	
Neighborhood Traffic Improven	nents			Raja Sethu	raman, x - 50	032	31	
PROJECT ACCOUNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org 19300	Program 30241	Project	New Projec	t 🔻	
Priority Classification:  Class I Required by action of	f the City Cour	ncil or legislatio	on of another o	novernmental	agency			
Class II Eliminates a hazard facility. Benefits the	to public healt	h or safety. R	Replaces an ol	osolete facility	or maintains		es an existing	
Class III Prevents a substanti	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Expenditures	1	1	1	1	<u> </u>		20 24	
Architect Fees	_	_	_	_	_	_	_	
Construction	100,000	25,000	25,000	25,000	25,000	25,000	25,000	
Engineering Fees	_	_	_	_	_	_	-	
Equipment	_	_	_	_	_	_	_	
Inspection	_	_	_	_	_	_	_	
Land Acquisition	_	_	_	_	_	_	_	
Other Costs (please identify)	_	_	_	_	_	_	_	
Total	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Description of Resources	Ψ 100,000	Ψ 25,000	ψ 25,000	ψ 25,000	ψ 25,000	Ψ 23,000	Ψ 23,000	
Capital Improvements Fund	100,000	25,000	25,000	25,000	25,000	25,000	25,000	
Capital improvemente i ana	-					20,000	-	
	_	_	_	_	_	_	_	
Total	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Project Justification	<u> </u>				Operating Im		\$ -	
Project Justilication					Operating in	pact.	*	
This project includes implementation of neighborhood traffic improvements including signs, approved speed humps, and design of entry monument signs and minor landscape improvements, to enhance the neighborhood character.								
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM			
Public Services	5		Maintena	nce Service	s	Park Maintenance, 40111			
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
Estancia Park - S	Slope Renovatio	on			George Co	rtez		32	
		Account	Fund	Org	Program	Project			
PROJECT ACCOUNT	STRING:	500000	401	19500	40111		New Project		
							New Project		
Priority Classification									
	quired by action of	=	-	_					
	ninates a hazard t ility. Benefits the C							es an existing	
	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Expen	nditures	-	-						
Architect Fees		-	-	-	-	-	-	-	
Construction		30,000	-	-	-	-	-	-	
Engineering Fees	3	-	-	-	-	-	-	-	
Equipment		-	-	-	-	-	-	-	
Inspection		-	-	-	-	-	-	-	
Land Acquisition		-	-	-	-	-	-	-	
Other Costs (plea	ise identify)	-	-	-	-	-	-	-	
	otal	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of Resou									
Capital Improvem	ents Fund	30,000	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
т.	otal	\$ 30,000	\$ -	-	-	\$ -	\$ -	<u> </u>	
	otai	\$ 30,000	<b>5</b> -	\$ -	\$ -		, ·	Ψ	
Project Justification						Operating Im	pact:	<b>5</b> -	
Project Justification  This project would replace shrubs replanting with all new plant material, and renovate the irrigation system at this location.									
GENERAL PLAN CONSISTENCY GOAL:				POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Servi	ces		Maintena	nce Services	5	Park Mair	ntenance, 40	111
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Jack Hammet	t SC - Light Pole &	Footing Re	placement		George Co	tez, ext 749	4	33
		Account	Fund	Org	Program	Project		
PROJECT ACCOU	UNT STRING:	500000	401	19500	40111		New Projec	t <b>T</b>
							rtew riojec	
Priority Classifica								
	Required by action of							
	Eliminates a hazard to facility. Benefits the C							es an existing
	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							ates potential
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	penditures		111010					112024
Architect Fees		-	-	-	-	-	-	-
Construction		44,000	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisiti		-	-	-	-	-	-	-
Other Costs (p	please identify)	-	-	-	-	-	-	-
	Total	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Re Capital Improv		44.000						
Сарпаі іпіріоч	rements rund	44,000	_	_	_	_	_	-
		_	_	_	_		]	_
	Total	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificati		, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,				Operating Im		\$ -
sixteen foot (16 poles are show	ould replace two (2) 6) pumpkin metal ligh ring severe rust at the tructural integrity.	t poles with fo	ootings along	the parking lo	t walkway, so	uth of the play	ying fields. The	e existing light
GENERAL PLAN	I CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Services			Maintena	nce Service	s	Park Mair	ntenance, 40	111
PROJECT TITLE			•		PROJECT MA	NAGER		ITEM
Rehabilitate Parking I	_ot - Varioւ	us Locations	5		Bruce Lind	emann		34
		Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRI	NG:	500000	401	19500	40111	700111	Existing Pro	oject 🔻
Priority Classification:								
	=	=	_	_	governmental a	-		
facility. E					bsolete facility operating cost			es an existing
	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditure	s							
Architect Fees		-	-	-	-	-	-	-
Construction		100,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please ide	entify)	-	-	-	-	-	-	-
Total		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources	al	400.000						
Capital Improvements I	-una	100,000	-	-	-	-	-	-
		-	-	-	-	-	_	-
Total		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
		ψ 100,000	ΙΨ -	ΙΨ -	ΙΨ -			\$ -
Project Justification						Operating Im		•
This project would reha would consist of localize						, IVIOUII FAIR	and Simer Fa	IX. THE WOLK
GENERAL PLAN CONSIST	TENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Maintena	nce Service	s	Park Mair	ntenance, 40	111
PROJECT TITLE				PROJECT MA	NAGER		ITEM
Various Parks - Replace Playgro	ound Surfaci	ng		George Co	rtez		35
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19500	40111		New Projec	t 🔻
Priority Classification:						l .	
Class I Required by action of	the City Coun	cil or legislatio	on of another o	governmental	agency.		
Class II Eliminates a hazard t facility. Benefits the 0							es an existing
Class III Prevents a substantial hazard to health or sa				service due t	to population (	growth. Elimin	ates potential
Class IV Provides a new facili							
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures	FIII	FI IU-IV	F1 13-20	F1 ZU-ZI	FI ZI-ZZ	FI ZZ-ZJ	F1 23-24
Architect Fees	_ [	_	_	_	_	_	-
Construction	50,000	-	_	_	_	_ [	_
Engineering Fees	-	_	_	_	_	_ [	<u>-</u>
Equipment	<u> </u>	_	_	_	<u> </u>	_ [	_
Inspection	<u> </u>	_	_	_	_	_ [	_
Land Acquisition	<u> </u>	_	_	l _	_	_ [	_
Other Costs (please identify)	] [	_	_	_	_	_ [	_
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources	φ 00,000	Ψ	Ψ	<b>Ι</b> Ψ	Ι Ψ	Ψ	Ψ
Capital Improvements Fund	50,000	_	_	_	_	_	<u>-</u>
ouphar improvoments : and	-	_	_	_	_	_	_
	_ [	_	_	_	_	_ [	_
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification		·			Operating Im	pact:	\$ -
This project would replace lifting,		_	_		ground surfac	ing in as man	
playground areas. Eliminating trip							
improve safety; and may prevent in							ons at smaller
park playground facilities. In additio	n it will improv	e the overall	aesthetics of	the Parks and	playground ar	eas.	
The ten identified (10) playground a	reas are as foll	lows:					
1. Balearic Center							
Del Mesa Park							
3. Gisler Park							
4. Harper Park							
5. Jordan Park							
6. Marina View Park							
7. Moon Park							
8. Pinkley Park							
9. Wakeham Park							
10. Wimbledon Park							
10. Wimbledon Park							
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Serv	ices		Maintena	nce Service	s	Park Mair	ntenance, 40	111
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Various Park	s - Sidewalk Replac	cement			George Co	rtez		36
		Account	Fund	Org	Program	Project		
PROJECT ACCO	UNT STRING:	500000	401	19500	40111	700106	Existing Pro	piect -
							Lasting Fre	Ject +
Priority Classific								
Class I	Required by action of							
✓ Class II	Eliminates a hazard t facility. Benefits the C							es an existing
Class III	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							
Class IV	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	xpenditures		-				-	. == <b>=</b> .
Architect Fee	S	-	-	-	-	-	-	-
Construction		50,000	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs (	please identify)	-	-	-	-	-	-	-
	Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Ro		50.000						
Capital Impro	vements Fund	50,000	-	-	-	-	-	-
		_	_	_		_	_	-
	Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat		Ψ 00,000	*	1 *	1 *	Operating Im	*	\$ -
Project Justificat								•
Eliminating po claims against		e to damaged		he path of tra		nt trip and fal		
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Service	s		Engineeri	ing		Park Deve	elopment - 4	0112
PROJECT TITLE					PROJECT MA	NAGER		ITEM
ADA Accessibili	ty Improvement	s			Bart Mejia,	x-5291		37
PROJECT ACCOUN	T STRING:	Account <b>500000</b>	Fund <b>401</b>	Org <b>19200</b>	Program 40112	Project	New Projec	t 🔻
Class II Elii fac Class III Pre ha:	Required by action of the City Council or legislation of another governmental agency.  Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.  Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							ates potential
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Architect Fees Construction Engineering Fees Equipment Inspection Land Acquisition	5	60,000	- 400,000 - - -	- - - - -	- - - - -	- - - - -	- - - - -	
Other Costs (plea	= :	-	-	-	-	-	-	-
Description of Reso Capital Improven		60,000	\$ 400,000 - -				- - -	
T	otal	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Im	pact:	\$ 1,000
accommodations buildings that are barriers that are of facility by the disa need to be mitiga addresses these d Shiffer and Heller.	ted this Fiscal Year	o, or similar to places of publi achievable in a mplements up of which can e Is become ava	o, that availab c accommoda accordance wi grades and ma exceed the cor ilable. ADA su	le to the gene tions remove ith the resource aintenance to astruction cos rveys for the f	ral public. Title those archited ces available t existing facilit t. It is propose following City	e III of the ADA ctural barriers o building own cies, accessibilied to impleme parks have be	A requires that and communi nership to allo- ity barriers to nt a program t een completed	cowners of cations w use of the the facility hat : Wakeham,
GENERAL PLAN C	ONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Engineeri	ing		Park Deve	elopment - 4	0112
PROJECT TITLE				PROJECT MA	NAGER		ITEM
Park Security Lighting Replacer	ment Prograi	m 		Bart Mejia,	x-5291		38
DOO IFOT ACCOUNT STRING.	Account	Fund	Org	Program 40112	Project		
PROJECT ACCOUNT STRING:	500000	401	19200	40112	700080	Existing Pro	oject 🔻
Priority Classification:						l .	
Class I Required by action of	=	_	-	_			
Class II Eliminates a hazard to facility. Benefits the 0							es an existing
Class III Prevents a substantial hazard to health or sa				service due t	o population (	growth. Elimin	ates potential
Class IV Provides a new facili							
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	- [	-	-	-	-	- 1	-
Construction	400,000	400,000	400,000	-	-	- 1	-
Engineering Fees	- [	-	-	-	-	-	-
Equipment	- [	-	-	-	-	-	-
Inspection	- [	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 400,000	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -	\$ -
Description of Resources	400,000						
Capital Improvements Fund	400,000	-	-	-	-	-	-
	[	-	]	]	_		
Total	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification	<del> </del> ,	*	Ι Ψ	1 *	Operating Im		\$ 7,000
The proposed project would, over the Park, Wakeham Park, and Heller Parfunction, or have deteriorated. Althe Security lighting provides a measure grounds for Park Rangers and Police	k). Throughou ough City park of safety for p	it the City, a n is close at dus pedestrians pa	number of City ik, the walkwa assing through	parks have se lys, trails, and the park and	urity lighting a ecurity lights the paths remain allows for gre	at three City pa hat are missing accessible to t ater visibility o	g, do not he public.
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Engineeri	ng		Park Deve	elopment - 4	0112
PROJECT TITLE				PROJECT MA	NAGER		ITEM
Brentwood Park Improvements				Bart Mejia,	x-5291		39
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19200	40112	700077	Existing Pro	oject 🔻
Priority Classification:							
Class I Required by action of	•	•	•	-	•		
Class II Eliminates a hazard t							es an existing
Class III Prevents a substantia hazard to health or sa				service due t	o population (	growth. Elimin	ates potential
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.						
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	2,000,000	-	-	-	-	-	-
Engineering Fees	- [	-	-	-	-	- 1	-
Equipment	- [	-	-	-	-	- 1	-
Inspection	- [	-	-	-	-	- 1	-
Land Acquisition	- [	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	2,000,000	-	-	-	-	-	-
	- 1	-	-	-	-	-	-
Total	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 2,000,000	<b>5</b> -	<b>a</b>	<b>a</b> -			\$ 15,000
Project Justification					Operating Im		, ,,,,,,
Brentwood Park was expanded after the Brentwood Park Master Plan wa incorporating additional park feature the Brentwood Park Master Plan is bestructures have been removed, and improvements were completed in O Funds are requested this fiscal year and pictic sholter, cafety lighting, in	s prepared to es and moderr peing impleme the parcel has ctober 2010. for the implem	not only add to the string existing nted in phase been graded, nentation of the string and the string are the string and the string are the string and the string are the s	the new parce amenities. D s determined landscaped a	el, but to addre ue to the mag by available fu and opened for	ess the needs on nitude of the punding. The ex r public use. T	of the commu proposed impi xisting Park Sc These interim	nity by rovements, hool
and picnic shelter, safety lighting, irr	igation and ac	cessibility imp	orovements.				
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM				
Public Services		Engineeri	ng		Park Development, 40112				
PROJECT TITLE				PROJECT MA	•				
Lions Park Projects				Bart Mejia,	x-5291		40		
PROJECT ACCOUNT STRING:	Account 500000 500000 500000 500000	Fund 401 208 201 xxx	Org 19200 19200 19200 19200	Program 40112 40112 40112 40112	Project 800015 800015 800015 800015	Existing Pro	ject ▼		
Priority Classification:  Class I Required by action of the City Council or legislation of another governmental agency.  Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an enfacility. Benefits the City's economic base. Results in reduced operating costs or better service.  Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates por hazard to health or safety, or eliminates nuisance conditions.  Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							ates potential		
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24		
Description of Expenditures Architect Fees Construction Engineering Fees Equipment Inspection	- 21,353,598 - -	5,218,701 - -	3,451,500 - -	- - - -	- - - -	-			
Land Acquisition	-	_	_	_	_	_	-		
Other Costs (please identify)	-	-	_	_	_	-	-		
Total	\$ 21,353,598	\$ 5,218,701	\$ 3,451,500	\$ -	\$ -	\$ -	\$ -		
Description of Resources Capital Improvements Fund Park Fees Gas Tax Debt Financing	- 2,500,000 300,000 18,553,598	2,498,701 2,500,000 220,000	3,451,500 - -	- - -	- - -				
Total	\$ 21,353,598	\$ 5,218,701	\$ 3,451,500	\$ -	\$ -	\$ -	\$ -		
Project Justification  The project will consist of demolishing library facility to become the new Napproved funding plan for these faci	CC. The requ					ng/repurposin			
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:				

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Engineeri	ng		Park Deve	elopment - 4	0112
PROJECT TITLE				PROJECT MA	NAGER		ITEM
Mesa del Mar Neighborhood Ent	tryway			Bart Mejia,	x-5291		41
PROJECT ACCOUNT STRING:	Account 500000	Fund <b>401</b>	Org 1 <b>9200</b>	Program 40112	Project	New Projec	t 🔻
Priority Classification:  Class I Required by action of Eliminates a hazard to facility. Benefits the Compared to health or sale Class IV Provides a new facility convenience or comfo	to public health City's economical reduction in afety, or eliminatity or asset or	n or safety. R c base. Resul an existing st ates nuisance improves an	replaces an ollts in reduced andard of City conditions.	osolete facility operating cost service due to dard of service	or maintains so or better ser o population of the provides provide	vice. growth. Elimin programs to in	ates potential
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures  Architect Fees Construction Engineering Fees Equipment Inspection Land Acquisition Other Costs (please identify) Total  Description of Resources	25,000 - - - - - - - - - - - - - - -	200,000 - - - - - - - - - - -	- - - - - - - - -	- - - - - - - - -	- - - - - - - - -	- - - - - - - - - -	- - - - - - - - - -
Capital Improvements Fund	25,000	200,000	-	-	-	-	-
Total	\$ 25,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification	φ 23,000	φ 200,000	Ψ -	Ψ -	Operating Im		\$ -
As recommended by the TeWinkle F feasibility studies and design of ne entryway improvements will include del Mar residential neighborhood. improvements at some of the other Boulevard at Presidio Drive. Funding	ighborhood e landscaped c In addition, t entryways to	ntryway impro hokers, sign w here have be the neighborl	ovements on vall, and a plan en a number hood like Bean	Junipero Driv nted median t of requests f r Street and St	ark Master Place south of Property defined to clearly defined to clearly defined to clearly defined to claire Street	an, funding is esidio Drive. The the entrance entryway mo	The proposed e to the Mesa numents and ound Newport
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM				
Public Services		Engineeri	ing		Park Development - 40112				
PROJECT TITLE				PROJECT MA	NAGER		ITEM		
Smallwood Park Improvements				Bart Mejia,	x-5291		42		
TO SECT ACCOUNT CEDIMO.	Account	Fund	Org	Program	Project				
PROJECT ACCOUNT STRING:	500000	401	19200	40112	700092	Existing Pro	oject 🔻		
Priority Classification:						<u> </u>			
Class I Required by action of	=	_	-	=					
Class II Eliminates a hazard to facility. Benefits the 0							es an existing		
Class III Prevents a substantial hazard to health or sa				service due t	to population g	growth. Elimin	ates potential		
√ Class IV Provides a new facili	·								
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24		
Description of Expenditures			<u> </u>		<u> </u>	<u> </u>			
Architect Fees	-	-	-	-	-	_ [	-		
Construction	300,000	150,000	250,000	350,000	-	-	-		
Engineering Fees	- [	-	-	-	-	- 1	-		
Equipment	- [	-	-	-	-	- 1	-		
Inspection	- [	-	-	-	-	-	-		
Land Acquisition	-	-	-	-	-	-	- 1		
Other Costs (please identify)	-	-		-		- 1	-		
Total	\$ 300,000	\$ 150,000	\$ 250,000	\$ 350,000	\$ -	\$ -	\$ -		
Description of Resources	222.000								
Capital Improvements Fund	300,000	-	-	-	-	- 1	<u>-</u> 1		
	_	_	-	-	_	[]			
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Project Justification	Ψ 000,000	Ψ	ΙΨ	Ι Ψ	Operating Im	1 ,	\$ 6,000		
		6.1					, ,,,,,,		
The design for this project has been concrete walkways, upgrade of electing lighting, and exercise stations. The value of the station of the	trical system, r	new picnic she	elter, decompo	osed granite w	valkway, biosw				
The first phase of the project has be upgrade of the electrical system and	•				sting walkway	rs, restroom bu	uilding,		
The amount requested this fiscal year privacy elements along the west side			on of the rema	aining play are	lay area, landscaping and construction of				
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:				

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Public Services		Engineeri	ing		Park Deve	elopment - 4	0112
PROJECT TITLE				PROJECT MA	NAGER		ITEM
TeWinkle Park -Skate Park Exp	ansion			Bart Mejia,	x-5291		43
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	19200	40112	700027	Existing Pro	piect -
						Existing Fit	Ject +
Priority Classification:							
Class I Required by action of							
Class II Eliminates a hazard to facility. Benefits the 0							es an existing
	hazard to health or safety, or eliminates nuisance conditions.						
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.						
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	750,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources Capital Improvements Fund	750,000						
Capital Improvements Fund	750,000	_	-	-	_	_	-
		_			_		_
Total	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification			1 '	<u> </u>	Operating Im	pact:	\$ -
The success of the existing skate prother neighboring parks. The differ have contributed to its success. A granticipated). As with the original deideal layout for the proposed expansion	ent elements eat need exist sign, we will e	that were inc s for a dedica nlist the supp	corporated in ted area for y ort and collab	a very compa oung/beginne ooration of the	nct footprint a r skaters (a 12	and the qualit ,000 SF to 15,	y of the work 000 SF area is
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Servi	ces		Engineeri	ng		Park Deve	elopment - 4	0112
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Vista Park Vet	teran's Memorial				Bart Mejia,	x-5291		44
		Account	Fund	Org	Program	Project		
PROJECT ACCOL	JNT STRING:	500000	401	19200	40112		New Projec	t -
							rtew riojec	
Priority Classifica							•	
	Required by action of							
	Eliminates a hazard to facility. Benefits the C							es an existing
	hazard to health or safety, or eliminates nuisance conditions.							ates potential
	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	penditures							20 2 .
Architect Fees		20,000	60,000	-	-	-	-	-
Construction		-	-	-	-	-	-	-
Engineering Fe	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (p		-	-	-	-	-	-	-
	Total	\$ 20,000	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Re Capital Improv		00.000						
Capital IIIpiov	rements rund	20,000	_	_	_	_	_	-
		_	_	_			_	_
	Total	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificati	ion			<u> </u>	1	Operating Im	pact:	\$ -
its location and envisioned to in	ot currently have a ve I impressive view – a f nclude a 90-ft to 100- rete pad, and a lands	fitting gesture ft high flag po	to commemo le, a flag prop	rate their dec ortional to the	lication and se e height of the	ervice. The pro pole, a memo	posed memor orial wall, up li	ial is
GENERAL PLAN	CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM			
Public Servi	ces		Maintenance Services			Building Maintenance, 50910			
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
Balearic Cente	er-Undergrounding	g of New Ele	ectrical Serv	ice	Doug Love	II, ext 5299		45	
		Account	Fund	Org	Program	Project			
PROJECT ACCOL	JNT STRING:	500000	401	19500	50910		New Projec	t <b>T</b>	
Priority Classifica	ation:						<u>I</u>		
Class I	Required by action of	the City Coun	cil or legislation	on of another (	governmental	agency.			
	Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.								
	Prevents a substantia hazard to health or sa				service due t	o population (	growth. Elimin	ates potential	
	Provides a new facili convenience or comfo							crease public	
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Ex	penditures							1125-27	
Architect Fees		-	-	_	-	_	_	-	
Construction		40,000	-	-	-	-	-	-	
Engineering Fo	ees	-	-	-	-	-	-	-	
Equipment		-	-	-	-	-	-	-	
Inspection		-	-	-	-	-	-	-	
Land Acquisition		-	-	-	-	-	-	-	
Other Costs (p		-	-	-	-	-		-	
	Total	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of Re		40.000							
Capital Improv	rements rund	40,000	-	-	-	-	-	-	
		]	_	_	_	_	1 [	_	
	Total	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justificati		<b>+</b> 10,000	<b>T</b>	<u> </u>	1 *	Operating Im	*	\$ -	
Project Justilicati	ion					Operating in	раст.	<del>*</del>	
eliminate a de	The electrical design is complete and this project is to construct the undergrounding of the electrical service to the facility. This will eliminate a deteriorating outdoor electrical cabinet, overhead wires and will provide upgradedelectrical service connection and circuit breaker panel to support the current uses at the facility and to accommondate a planned HVAC replacement/improvement project.								
GENERAL PLAN	I CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			
GENERAL PLAN	CONSISTENCT	JUAL:		FULIUT.		ODJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM				
Public Services		Maintena	nce Service:	s	Building Maintenance, 50910				
PROJECT TITLE				PROJECT MA	NAGER		ITEM		
Balearic Center-Install New HV	AC Unit			Doug Lovel	II, ext. 5299		46		
	Account	Fund	Org	Program	Project				
PROJECT ACCOUNT STRING:	500000	401	19500	50910		New Project	+ -		
Priority Classification:									
Class I Required by action o									
Class II Eliminates a hazard facility. Benefits the							es an existing		
	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
Class IV Provides a new faci convenience or comf							crease public		
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24		
Description of Expenditures				. =		== ==	20 24		
Architect Fees	-	-	-	-	-	-	-		
Construction	350,000	-	-	-	-	-	-		
Engineering Fees	-	-	-	-	-	-	-		
Equipment	-	-	-	-	-	-	-		
Inspection	-	-	-	-	-	-	-		
Land Acquisition	-	-	-	-	-	-	-		
Other Costs (please identify)	-	-	-	-	-	-	-		
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Description of Resources Capital Improvements Fund	350,000	_	_	_	_	_	_		
Capital improvemente i una	330,000	_	_	_	_	_	_		
	_	_	_	_	_	_	_		
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Project Justification			•	•	Operating Im	pact:	\$ -		
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:				

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM	PROGRAM			
Public Serv	ices		Maintena	nce Service	S	Building	Maintenance	e, 50910		
PROJECT TITLE					PROJECT MA	NAGER		ITEM		
Building Mair	ntenance Projects				Various			47		
		Account	Fund	Org	Program	Project				
PROJECT ACCO	UNT STRING:	500000	401	19500	50910		New Projec	t 🔻		
Priority Classific	ation:									
Class I	Required by action of	the City Coun	cil or legislation	on of another o	governmental	agency.				
✓ Class II	Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an exfacility. Benefits the City's economic base. Results in reduced operating costs or better service.									
✓ Class III	Prevents a substantia hazard to health or sa				service due	to population (	growth. Elimin	ates potential		
✓ Class IV	Provides a new facili convenience or comfo							crease public		
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24		
Description of Ex	xpenditures									
Architect Fee	S	-	-	-	-	-	-	-		
Construction		347,144	-	-	-	-	-	-		
Engineering F	ees	-	-	-	-	-	-	-		
Equipment		-	-	-	-	-	-	-		
Inspection		-	-	-	-	-	-	-		
Land Acquisit	ion	-	-	-	-	-	-	-		
Other Costs (	please identify)	-	-	-	-	-	-	-		
	Total	\$ 347,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Description of Ro										
Capital Impro	vements Fund	347,144	-	-	-	-	-	-		
		-	-	-	-	-	-	-		
	Total	\$ 347,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Project Justificat		φ 347,144	Ψ -	Ψ -	Ψ	Operating Im		\$ -		
							•	·		
	summary of proposed uding those leased to									
	maintenance and repa ere are no significant		•	•	•		replacement a	and upgraded		
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:				

### SCHEDULE OF PROPOSED BUILDING MODIFICATIONS / MAINTENANCE PROJECTS FOR FY 2017-2018 BUDGET

	COST	DESCRIPTION
Balearic Center	\$ 1,000	Painting of exterior wood columns and trim under awnings.
Balearic Center	\$ 3,400	Remove and replace rubber surface in playgroun (250 sq ft.).
City Hall	\$ 8,500	Install PrivacyLink fencing around generator and cooling tower enclosures.
City Hall	\$ 4,500	Install new flooring in both passenger elevators.
City Hall	\$ 4,908	Pour cement slab (approx. 409 sq.ft.) adjoining the generator cement slab.
City Hall	\$ 6,000	Tuff Shed for outdoor storage at rear of City Hall.
City Hall - 2nd Floor	\$ 1,600	Replace water heater.
City Hall - 2nd Floor	\$ 11,026	Install new walls to create a private office for Chief Plans Examiner, within the existing area. A space designer may be needed for specific planning options.
City Hall - 5th Floor	\$ 1,600	Replace water heater.
Corp Yard Old	\$ 1,850	Replace shop utility sink in Fleet Maintenance garage.
Corp Yard New	\$ 4,000	Install new building security alarm system with keypads.
Costa Mesa Skate Park	\$ 4,500	Wrought iron fence - weld weakened iron bars, scrape and seal rust, sand and paint.
Costa Mesa Skate Park	\$ 1,000	Pumpkin light poles (4) - scrape, sand and paint.
Costa Mesa Skate Park	\$ 1,000	Parking lot light poles (3) - scrape, sand and paint.
DRC	\$ 2,540	Install new drinking fountain fill in gym.
DRC	\$ 5,000	Install electrical wiring for an outdoor stereo system. Control system installed in the Aquatics office.
DRC	\$ 3,500	Install new batteries and service Emergency lights backup system.
DRC	\$ 2,000	Replace water heater for locker rooms.
DRC	\$ 2,000	Replace water heater in kitchen.
DRC	\$ 600	Replace exterior room/door signs (approximately 12).
Fire Station #2	\$ 2,600	Replace all vertical blinds with roller shades. Include roller shades for station front door.
Fire Station #2	\$ 6,000	Replace all exterior lights with LED lights.
Fire Station #3	\$ 4,000	Patch and paint walls and ceilings throughout the inside of the station and apparatus room.
Fire Station #3, 5 & 6	\$ 24,000	Plumbing for washer and dryer capabilities.
Fire Station #4	\$ 4,000	Patch and paint walls and ceilings throughout the inside of classroom.

### SCHEDULE OF PROPOSED BUILDING MODIFICATIONS / MAINTENANCE PROJECTS FOR FY 2017-2018 BUDGET

	COST	DESCRIPTION
Fire Station #4	\$ 4,000	Scrape classroom ceiling.
Fire Station #4	\$ 4,200	Replace blinds in kitchen, day room, both bunk rooms, office and classroom with roller shades.
Fire Station #4	\$ 5,000	Replace carpet in classroom.
Fire Station #4	\$ 10,500	Replace Training Room HVAC roof top unit.
Mesa Verde Library	\$ 25,320	Replace deteriorated window tint film.
Mesa Verde Library	\$ 22,000	Replace metal edge/coping around perimeter of roof.
Mesa Verde Library	\$ 29,500	Repair damaged stucco on overhang.
Police Facility	\$ 18,000	Carpet replacement in Emergency Operations Center (EOC).
Police Facility	\$ 8,600	Replace rear double doors and all associated hardware.
Police Facility	\$ 13,000	Consuting and design for basement locker rooms HVAC/humidity control.
Police Facility	\$ 25,000	Replace 35 failing parking lot lights (PD/Communications/FS#5).
Senior Center	\$ 11,200	Install new flooring in 1st floor meeting room.
Senior Center	\$ 3,500	Replace water heater.
Senior Center	\$ 4,900	Grand Hall Patio: Lengthen fence in patio area for security.
Senior Center	\$ 6,500	Grand Hall Patio: Replace doors in exterior closet area where meal program currently stores items and repaint.
Senior Center	\$ 5,500	Grand Hall: Upgrade partition; replace motor.
Senior Center	\$ 3,500	Add fence walkway area to storage area on north side of building, which currently is only secured by a lock and not accessible via dirt path.
Shalimar Park	\$ 1,600	Side railing - repair crumbled footing (160 linear feet).
Shiffer Park	\$ 6,400	Restrooms - Remove and replace 2 damaged metal doors and frames.
Shiffer Park	\$ 5,000	Remove and replace rotted wooden beams and posts at the bridge.
TeWinkle Park	\$ 4,500	Angels Playground: Arbors (4), pumpkin lights (13) - scrape and seal rust, sand and paint.
TeWinkle Park	\$ 4,800	Restroom #2 - Remove and replace both deteriorated gates and one storage door.
TeWinkle Athletic Complex	\$ 6,000	Replace torn sun shades in dugouts.
Wimbleton Park	\$ 7,500	Remove and replace rubber surface in playground (600 sq ft.).
Total	\$ 347,144	

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
City Manag	er's Office		City Clerk	(		Building I	Maintenance	e, 50910
PROJECT TITLE					PROJECT MA	NAGER		ITEM
City Clerk's C	Office Remodel				Ashley Gar	cia x5249		48
PROJECT ACCO	OUNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org 11200	Program 50910	Project	New Projec	t 🔻
Priority Classific								
Class I	Required by action of		_	_	=	-		
✓ Class II	Eliminates a hazard t facility. Benefits the 0							es an existing
Class III	Prevents a substantial hazard to health or sa				service due t	o population g	growth. Elimin	ates potential
Class IV	Provides a new facili convenience or comfo	ty or asset or	improves an	existing stand				crease public
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of E	xpenditures		11 10 10	111020	112021			1 1 25-24
Architect Fee		10,000	-	_	_	_	_	_
Construction		60,000	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit	tion	-	-	-	-	-	-	-
Other Costs (	please identify)	-	-	-	-	-	-	-
	Total	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of R								
Capital Impro	vements Fund	70,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
	Total	- * 70,000	\$ -	-	-	-	\$ -	-
	Total	\$ 70,000	<b>5</b> -	\$ -	\$ -	\$ -		\$ -
Project Justifica	tion					Operating Im	pact:	
To better serve the public, the City Clerk's Office is in need of a redesign of the front desk area. The goals for the project are to:  1. Make the City Clerk's Office more inviting to the public by removing the current hole in the window to talk;  2. Increase space efficiency by creating another work area for staff;  3. Close off pedestrian traffic to make the work area more secure for staff; and  4. Ensure that the area can be secured at night with pull down security door or lockable pocket window.  The proposed redesign is to close off the existing doorway and install a lower, ADA-compliant public counter with 2 work stations and new carpet and paint for a consistent look and feel as the rest of the 1st floor lobby and Conference Room 1A remodel.								
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Servi	ices		Maintena	nce Service:		_	Maintenance	÷, 50910
PROJECT TITLE		<u> </u>	<del>,</del>	,	PROJECT MA	NAGER		ITEM
City Hall - HV	AC Cooling Tower	Replacemen	ıt		Doug Love	l ext. 5299		49
PROJECT ACCO	OUNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org <b>19500</b>	Program 50910	Project	New Projec	t 🔻
Class II  Class III	Required by action of Eliminates a hazard to facility. Benefits the C Prevents a substantia hazard to health or sa Provides a new facili convenience or comformations.	to public health City's economic al reduction in afety, or elimina ity or asset or	n or safety. Robase. Resultan existing states nuisance improves an	Replaces an ollts in reduced andard of City conditions.  existing stand	bsolete facility operating cost y service due to dard of service	or maintains of the or maintains of the or better ser to population of the or provides provid	or better utilize vice. growth. Elimin programs to in	es an existing ates potential
Equipment Inspection Land Acquisiti	tion (please identify)	-	- - - -				-	- - - -
Description of Re Capital Improv	Total esources ovements Fund	\$ <b>66,200</b> 66,200	\$ - - -	- - -		- - -	\$ - - -	\$ - - - -
	Total	\$ 66,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat	tion					Operating Im	pact:	\$ -
This project is to replace the City Hall HVAC cooling tower. The existing cooling tower shows signs of accelerated deterioration. The cooling tower is an important piece of equipment that is used in the HVAC system to reject the heat from the inside of the building to the exterior of the building. If it were to fail we would lose the ability to cool the interior of the building.  This project includes the purchase of a cooling tower and installation. Also, it would include the addition of a centrifugal separator to reduce sediment in the water, thus preventing the chillers condensers from plugging up.								
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		овјестіче:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION PROGRAM										
Developme	nt Services		Administr	ration		Building	Maintenance	e, 50910		
PROJECT TITLE					PROJECT MA	NAGER		ITEM		
Paint and Car	rpet				Silvia Kenn	erson, x - 50	023	50		
		Account	Fund	Org	Program	Project				
PROJECT ACCO	UNT STRING:	500000	401	19500	50910		New Projec	t 🔻		
Priority Classific	ation:						1			
Class I	Required by action of	the City Coun	cil or legislatio	on of another o	governmental a	agency.				
Class II	Eliminates a hazard to facility. Benefits the C							es an existing		
Class III		Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
✓ Class IV	Provides a new facili convenience or comfo	ity or asset or	improves an	existing stand				crease public		
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24		
Description of E	xpenditures	11111				· · - ·		11202.		
Architect Fee	-	_	-	_	_	_	_ [	-		
Construction		150,000	-	_	-	-	- [	-		
Engineering F	-ees	-	-	-	-	-	- [	-		
Equipment		-	-	-	-	-	- [	-		
Inspection		-	-	-	-	-	- [	-		
Land Acquisit	tion	-	-	-	-	-	- [	-		
	(please identify)		<u>-</u>	<u> </u>				_ <u>-</u>		
	Total	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Description of R			<del></del> 				Γ			
Capital Impro	vements Fund	150,000	-	-	-	-	- [	-		
		-	- I	-	-	-	- [	-		
			-	-	-	-	-	-		
	Total	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Project Justificat	tion					Operating Im	pact:	\$ -		
_	17, Development Servi e department was app	•		•			•	_		
the departmen	Services Dept. has not nt. The existing carpe ghly similar to Public So	et and padding	g needs to be	•	•		_	_		
The walls need	d to be prepped, prime	ed, patched an	d painted thr	oughout.						
Movers will ne	eed to be hired.									
The cost is bas	The cost is based on the approved project for a similar project in Public Services (4th floor) in FY16-17.									
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:				

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION PROGRAM									
City Manager's Office				Administ	ration		Building	Maintenance	e, 50910
PROJECT TITLE						PROJECT MA	NAGER		ITEM
Repaint 5th Floor of City	Hall					Ashley Gar	cia x5249		51
			count	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:		50	0000	401	11100	50910		New Projec	t 🔻
Priority Classification:								<u> </u>	
Class I Required by a	action of	the C	ity Coun	cil or legislation	on of another	governmental	agency.		
							or maintains ts or better sei	or better utilize vice.	es an existing
Class III Prevents a su hazard to hea						y service due	to population (	growth. Elimin	ates potential
✓ Class IV Provides a new provide a new provides a new provid	ew facilit	ty or a	asset or	improves an	existing stan		e. Provides paesthetic value	orograms to in	crease public
	1	FY	17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures									20 2 .
Architect Fees			-	-	-	-	-	-	-
Construction			83,500	-	-	-	-	-	-
Engineering Fees			-	-	-	-	-	-	-
Equipment			-	-	-	-	-	-	-
Inspection			-	-	-	-	-	-	-
Land Acquisition			-	-	-	-	-	-	-
Other Costs (please identify	<i>'</i> )		10,000	-	-	-	-	-	-
Total		\$	93,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources									
Capital Improvements Fund	1		93,500	-	-	-	-	-	-
			-	-	-	-	-	- 1	-
Total	ŀ	\$	93,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification		<u> </u>	30,000	Ψ	1 4	ΙΨ	Operating Im		\$ -
	n +h.	r+h f		in mood of w	ahahilitatian	The Fth floor			•
The hallway and office walls on the 5th floor are in need of rehabilitation. The 5th floor is frequently used for meetings with the public, staff and elected officials and needs to maintain a clean and professional appearance. Several areas on the walls are marked by stains and peeling wallpaper. The Construction expenditure is the cost of wallpaper removal and retexturizing the walls and new paint throughout the 5th floor. We would also like to remove the hallway wall behind Sarah and McKenna's area to open up the space and provide additional capacity to add another work station if needed. The Other costs include contingency for moving furniture, disassembling/assembling work stations, unforseen electrical, etc.							Is are marked valls and new open up the		
GENERAL PLAN CONSISTENC	CY I	GOAL	<u> </u>		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM			
Public Serv	vices		Maintena	nce Service	s	Building	Maintenance	, 50910	
PROJECT TITLE					PROJECT MAI	NAGER		ITEM	
City Hall 5th	Floor - Carpet Repl	acement			Doug Lovel	l ext. 5299		52	
		Account	Fund	Org	Program	Project			
PROJECT ACCO	OUNT STRING:	500000	401	19500	50910		New Projec	t 🔻	
Priority Classific	cation:						<u> </u>		
Class I	Required by action of	the City Coun	cil or legislation	on of another (	governmental a	agency.			
Class II	Eliminates a hazard t facility. Benefits the 0							es an existing	
✓ Class III	Prevents a substantia hazard to health or sa				y service due to	o population (	growth. Elimin	ates potential	
Class IV	Provides a new facili convenience or comfo	ty or asset or	improves an	existing stan			•	crease public	
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of E	xpenditures	111110	11 10 15	111320	112021	112122	112220	1 1 23-24	
Architect Fee	•	_	_	_	_	-	_	_	
Construction		80,000	_	_	_	-	_	_	
Engineering I	Fees	-	_	_	_	-	_	_	
Equipment	. 000	_	_	_	_	-	_	_	
Inspection		_	_	_	_	-	_	_	
Land Acquisi	tion	_	_	_	_	-	_	_	
-	(please identify)	30,000	-	_	_	-	_	-	
	Total	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of R	Resources								
Capital Impro	ovements Fund	110,000	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
		-	-	-	-	-	-	-	
	Total	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justifica	ition					Operating Im	pact:	\$ -	
This project replaces the carpet on the 5th floor of City Hall, including moving expenses, to improve the functionality and appearance of the work areas and public contact areas on the 5th floor of City Hall, and is in conjunction with the 5th floor painting project. Painting will be done in coordination with the moving and storage of workstations and furniture, and the removal of the old carpet. Workstations and furniture will be moved back upon completion of the carpet installation and painting. Dated or deterorating wall coverings will be addresses or removed. Walls with coverings that are in good condition will remain. The Other Costs include contingency for moving furniture, disassembling/assembling work stations, unforeseen electrical, etc									
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM			
Public Serv	vices		Maintena	nce Service	s	Building Maintenance, 50910			
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
Civic Center	- Replace Covered	Walkway Ro	oof		Doug Love	II ext. 5299		53	
		Account	Fund	Org	Program	Project		I.	
PROJECT ACCO	OUNT STRING:	500000	401	19500	50910		New Project		
							New Project	•	
Priority Classific									
Class I	Required by action of	-	_		-				
✓ Class II	Eliminates a hazard t facility. Benefits the 0							es an existing	
Class III	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
Class IV	Provides a new facili convenience or comfo							crease public	
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of E	expenditures			11.10.20	20 2 .			1125-24	
Architect Fee		-	-	_	-	-	-	-	
Construction		130,000	-	-	-	-	-	-	
Engineering	Fees	-	-	-	-	-	-	-	
Equipment		-	-	-	-	-	-	-	
Inspection		-	-	-	-	-	-	-	
Land Acquisi		-	-	-	-	-	-	-	
Other Costs	(please identify)	-	-	-	-	-	-	-	
	Total	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of R		400.000							
Сарнаі ітіріс	ovements Fund	130,000	-	-	-	-	-	-	
				_			_	_	
	Total	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justifica		100,000	1 *	1 *	<u> </u>	Operating Im		\$ -	
Project Justifica								•	
its life expecta	to replace the Civic Ce ancy. The roof is out of ight fixtures to short o	f warranty and	d requires nun	nerous repair:	s following rain	nstorms. The	leaks from rai		
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT DIVISION PROGRAM								
Public Services		Maintena	nce Service:	S	Building I	Maintenance	e, 50910	
PROJECT TITLE				PROJECT MA	NAGER		ITEM	
DRC - Replace four (4) HVAC Ur	nits			Doug Lovel	l ext. 5299		54	
PROJECT ACCOUNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org 1 <b>9500</b>	Program 50910	Project	New Projec	t 🔻	
Priority Classification:  □ Class I Required by action of the City Council or legislation of another governmental agency.  □ Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.  □ Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.  □ Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public								
convenience or comf	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Expenditures  Architect Fees Construction Engineering Fees Equipment Inspection Land Acquisition Other Costs (please identify) Total  Description of Resources Capital Improvements Fund  Total  Project Justification The four (4) roof top heating-ventil are at the end of their service life. winds have deteriorated the cooling	The corrosive	environment	created by th	ne close proxii	mity to the oc	wntown Recre ean and the c	laily on-shore	
over time. Failure of the coils releasunits are over 17 years old. The nextended life.  GENERAL PLAN CONSISTENCY	_	meet Title 24		s and have fa	•	_	_	

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Public Serv	ices		Maintena	nce Service	s	Building l	Maintenance	, 50910
PROJECT TITLE					PROJECT MA	NAGER		ITEM
DRC - Replac	e Pool Plaster				Doug Lovel	l ext. 5299		55
PROJECT ACCO	UNT STRING:	Account 500000	Fund <b>401</b>	Org 1 <b>9500</b>	Program 50910	Project 800016	Existing Pro	oject 🔻
Priority Classification:  ☐ Class I Required by action of the City Council or legislation of another governmental agency.  ☐ Class II Required by action of the City Council or legislation of another governmental agency.  ☐ Class III Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.  ☐ Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.  ☐ Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								ates potential
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Re	rees  ion please identify)  Total	123,000 - - - - - \$ 123,000 123,000	- - - - - - - -	- - - - - - - -	- - - - - - - - -	- - - - - - - -	- - - - - - - -	- - - - - - - -
		\$ 123,000	\$ -	\$ -	\$ -	·		
Total  \$ 123,000 \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ -								
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Fire			Administ	ration		Building	Maintenance	e, 50910
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Critical Infras	structure Protection	n, Fire Statio	ons 2 - 6		Div. Chief J	ason Pyle,	x-5155	56
PROJECT ACCO	UNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org 16100	Program 50910	Project <b>2000</b> 84	Existing Pro	oject 🔻
Priority Classific  Class I  Class II  Class III  Class III	Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.  Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ro	rees  ion please identify)  Total	20,000 - 20,000 - 20,000	20,000 - - 20,000 20,000	20,000 - - 20,000 - - 20,000	- - - - - - - - -	- - - - - - - - -	- - - - - - - - -	
		-	_	_	_	_	_	-
	Total	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Project Justificat	tion					Operating Im	pact:	\$ -
Presidential Policy Directive 21 (PPD-21): Critical Infrastructure Security and Resilience advances a national policy to strengthen and maintain secure, functioning, and resilient critical infrastructure. This directive supersedes Homeland Security Presidential Directive 7.PPD-21 identifies 16 critical infrastructure sectors:  ### Emergency Services Sector: A system of prevention, preparedness, response, and recovery elements, the Emergency Services Sector (ESS) represents the nation's first line of defense in the prevention and mitigation of risk from both intentional and unintentional manmade incidents, as well as from natural disasters. The ESS also serves as the primary protector for the other 15 critical infrastructure sectors.  **Sector Overview*** Encompassing a wide range of emergency response functions, the primary mission of the ESS is to: Save lives, Protect property and the environment, Assist communities impacted by disasters, Aid in recovery from emergencies. These functions, the majority of which are performed at the state, local, tribal, and territorial levels, are defined by five disciplines: Law Enforcement, Fire and Emergency Services, Emergency Management, Emergency Medical Services  **City of Costa Mesa Critical Infrastructure:* The Costa Mesa Fire Department has requested and completed a Critical Infrastructure assessment of all six fire stations by the Orange Count Intelligence Assessment Center (OCIA) Critical Infrastructure Assessment Team. The OCIA Team has prepared a comprehensive report identifying Fire Station security flaws and soft points. Additionally, the report calls out recommended Fire Station security needs. The OCIA report is attached to the CIP for review.								
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Fire			Administ	ration		Building	Maintenance	e, 50910
PROJECT TITLE					PROJECT MA	<u>I</u> NAGER		ITEM
Fire Station A	Accessibility Desigr	ı - Fire Stati	ion 2 & Station 4 Div. Chief			Jason Pyle, :	x - 5155	57
PROJECT ACCO	OUNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org <b>16100</b>	Program 50910	Project	New Projec	t 🔻
Priority Classific Class I Class II Class III Class IV	Required by action of Eliminates a hazard t facility. Benefits the Compression of Prevents a substantial hazard to health or sa Provides a new facility convenience or comfo	o public health City's economical reduction in fety, or eliminal ty or asset or	n or safety. Re base. Resu an existing states nuisance improves an	deplaces an ollts in reduced andard of City conditions.	bsolete facility operating cost service due to dard of service	or maintains ts or better set to population (e. Provides p	rvice. growth. Elimin programs to in	ates potential
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex Architect Fee: Construction Engineering F	s	- - 50,000					- - -	-
Equipment Inspection Land Acquisit Other Costs (	please identify)	- - - -	- - -	- - -	- - -			- - -
Description of Re Capital Impro	Total esources evements Fund	\$ <b>50,000</b> 50,000 -	\$ - - -				- - -	\$ - - - -
	Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat	tion	· · · · · · · · · · · · · · · · · · ·		<u>.</u>		Operating Im	pact:	\$ -
to assess the as a guide for recommenda	provides for the acce current floor plan a r future expenditure ations for the station	nd the long t s and mainte . (remodel, r	erm mainter enance. The r epair, replac	nance and us report would re)	ability of the I include sho	Station. The	report would erm strategic	d be utilized
accessible	xisting restrooms and o				ilities Act (ADA	A) accessibility	requirements	; creating new
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		овјестіче:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM			
Fire			Administr	ration	Building Maintenance, 50910				
PROJECT TITLE					PROJECT MA	NAGER		ITEM	
Front Public	Access Parking for	Baker Stree	et, Fire Stati	on #2	Div. Chief J	Jason Pyle,	c - 5155	58	
PROJECT ACCO	OUNT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org 16100	Program 50910	Project	New Projec	t 🔻	
Priority Classification:  Class I Required by action of the City Council or legislation of another governmental agency.  Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.  Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.  Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.  FY 17-18 FY 18-19 FY 19-20 FY 20-21 FY 21-22 FY 22-23 FY 23-24  Description of Expenditures									
Architect Fee Construction Engineering F Equipment Inspection Land Acquisit	s Fees tion (please identify)	- 300,000 - - - -	- - - - -	- - - - -	- - - - - -	- - - - -	- - - - - -		
	Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of R Capital Impro	esources evements Fund	300,000	- - -	- - -	- - -	- - -	- - -	- -	
	Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justifica	tion					Operating Im	pact:	\$ -	
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM			
Public Services		Maintena	nce Service	s	Building Maintenance, 50910			
PROJECT TITLE		•		PROJECT MA	NAGER		ITEM	
Fire Station # 6 - Replace (3) H	VAC Roof To	p Units		Doug Love	I ext. 5299		59	
	Account	Fund	Org	Program	Project			
PROJECT ACCOUNT STRING:	500000	401	19500	50910		New Project	t 🔻	
						,		
Priority Classification:								
Class I Required by action of	of the City Cour	icil or legislation	on of another (	governmental	agency.			
	Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.							
Class III Prevents a substant hazard to health or s				service due t	o population g	growth. Elimin	ates potential	
Class IV Provides a new fac convenience or com							crease public	
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	
Description of Expenditures	1					== ==	20 24	
Architect Fees	-	-	-	-	-	-	-	
Construction	50,000	-	-	-	-	-	-	
Engineering Fees	-	-	-	-	-	-	-	
Equipment	-	-	-	-	-	-	-	
Inspection	-	-	-	-	-	-	-	
Land Acquisition	-	-	-	-	-	-	-	
Other Costs (please identify)	-	-	-	-	-	-	-	
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of Resources Capital Improvements Fund	50,000							
Capital improvements Fund	50,000	-	-	-	_	_	-	
		_	_		_		_	
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justification		, ·	•	,	Operating Im	nact.	\$ -	
This project is to replace three (3	1) Avisting 25 v	ear old roof	ton HVAC un	itc The evicti			•	
problematic and well beyond their			•		• , ,	•		
for extended life.	service me. 11	ie new anies	Will Trices title	2 i requireme	into ana nave	ractory applie	a con coaming	
Tor extended me.								
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:			

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT				DIVISION			PROGRAM		
Fire				Administ	ration		Building	Maintenance	e, 50910
PROJECT TITLE						PROJECT MA	NAGER		ITEM
Plymo Vent Vehicle	Exhaust Sys	sten	ns for Fi	re Stations		Div. Chief	Jason Pyle, :	x - 5155	60
PROJECT ACCOUNT STR	RING:		Account 600000	Fund <b>401</b>	Org 1 <b>9500</b>	Program 50910	Project	New Project	ct 🔻
✓ Class II Eliminat facility.  ☐ Class III Prevent hazard ☐ Class IV Provide	tes a hazard to Benefits the Genefits the Genefits the Genefits a substantiato health or sa	to publication of the control of the	ublic healt s economi duction in , or eliminar r asset or	h or safety. For c base. Resuran existing states nuisance improves an	Replaces an o lts in reduced andard of City conditions. existing stan	operating cos	or maintains ts or better set to population ( e. Provides p	rvice. growth. Elimir programs to ir	es an existing nates potential ncrease public
			Y 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditure Architect Fees Construction Engineering Fees Equipment Inspection Land Acquisition Other Costs (please ic			- - - - - 250,000	- - - - - -	- - - - -	- - - - -	- - - - - -	- - - - -	- - - - -
Total	aoriary)	\$	250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources Capital Improvements			250,000 - -	- - -	- - -	- - -	- - -	- - -	- - -
Total		\$	250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Plymovent Diesel Exhaust Removal Systems are designed to remove 100% of the carcinogenic and toxic byproducts of combustion.  Plymovent Diesel Exhaust Systems capture the airborne particles at the source, prior to them spreading in the local environment. This is the most efficient method to achieve a safe and healthy working environment. It minimizes the amount of air that needs to be removed, thereby reducing the total investment in air handling equipment and also reducing the total energy consumption. Plymovent Diesel Exhaust Removal System can provide virtually 100% source capture performance hereby meeting federal regulations. The Grabber connects to the tailpipe, capturing and eliminating virtually all exhaust fumes.  The Plymovent System is currently used by the City of Costa Mesa at the Corporation Yard and being installed in the new Fire Station 1.  Currently, the City uses a "no smoke" filter system. This system is expensive to both install onto new vehicles and									
expensive to maintain the Fire Department  Alternative funding of	in each year. Fleet of App	The para	e average tus is bet	e cost to insta ween \$5,000	all in a new v 0 / \$6,000.	ehicle is \$12	,000, the anr	nual mainten	ance cost for
GENERAL PLAN CONSI	STENCY	GO	AL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT		DIVISION			PROGRAM		
Police		Support S	Services		Building I	Maintenance	, 50910
PROJECT TITLE				PROJECT MA	NAGER		ITEM
Front Lobby Security Project				Cpt. Bryan	Glass		61
	Account	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING:	500000	401	15400	50910		New Project	. –
						New Project	🔻
Priority Classification:							
Class I Required by action of							
Class II Eliminates a hazard to facility. Benefits the C							es an existing
Class III Prevents a substantial hazard to health or sa		_	-	service due t	o population o	growth. Elimin	ates potential
Class IV Provides a new facili convenience or comfo							crease public
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures	1111-10	1110-13	1113-20	1120-21	1141-44	1122-29	1 1 23-24
Architect Fees	-	-	_	_	_	_	_
Construction	53,000	-	-	_	_	_	-
Engineering Fees	-	-	-	-	_	_	-
Equipment		-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 53,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	53,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 53,000	\$ -	\$ -	\$ -	\$ -	\$ -	<u>-</u>
	\$ 33,000	<b>-</b>	Ψ -	<u> </u>	*		Ψ -
Project Justification					Operating Im	pact:	
The front lobby security project co replacing glass doors with ballistic department, it is crucial to secure to weak areas with heavy traffic. Implofficers and personnel and also predepartment's adopted strategic plant.	doors in the he front entra ementing a b vent someone	e front lobby ance and vesti arrier system	of the Polic ibule area wit around the fr	e Departmen th bullet resist ront lobby will	t. To ensure ant doors/wir I help enhance	e a safe and ndows focusin e the protection	secure police g in potential on of on-duty
For further details of the cost break	down, please s	ee attached q	juote.				
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT				DIVISION			PROGRAM		
Police				Administ	ration		Building	Maintenance	e, 50910
PROJECT TITLE						PROJECT MA	NAGER		ITEM
Range Remodel / Update	е					Sgt. Jerry I	Hildeman, ex	ct 5030	62
			ccount	Fund	Org	Program	Project		
PROJECT ACCOUNT STRING	!	5	00000	401	15100	50910		New Projec	t 🔻
Priority Classification:									
Class I Required by	action of	the	City Coun	cil or legislation	on of another	governmental	agency.		
	Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing acility. Benefits the City's economic base. Results in reduced operating costs or better service.								
	Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential azard to health or safety, or eliminates nuisance conditions.								
Class IV Provides a	Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		F	Y 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures									
Architect Fees			10,000	-	-	-	-	-	-
Construction			50,000	-	-	-	-	-	-
Engineering Fees			-	-	-	-	-	-	-
Equipment Action Targe	et		60,000	-	-	-	-	-	-
Inspection			-	-	-	-	-	-	-
Land Acquisition			-	-	-	-	-	-	-
Other Costs (  Range Baffl	e System		85,000	-	-	-	-	-	-
Total		\$	205,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources Capital Improvements Fur	vd.		205 000						
Capital Improvements I ul	iu		205,000	_	_		_	_	_
			-	_	]		]		_
Total		\$	205,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification			,,		<u> </u>		Operating Im		\$ -
•								•	
The department's indoor fi required to ensure POST fir reserve officers, and 6 Fire the most effective and effice	earms tra Departm	ainin ent a	ig mandat arson inve	es and depart stigators are	ment quarter met. It allows	ly training req the departme	uirements for nt to meet the	the 136 sworr	officers, 4
During the PD remodel, the range was not included in the project and no modification and/or upgrades were performed. The range's electrical controls are circa 1950. The range lighting is inadequate and unprotected, which is a safety concern. The target controller and rail equipment is no longer supported for parts or service. The range lacks protective baffling and sound proofing with exposed sewer lines from the above floor restroom. The ceiling tiles are not secure and the estetics of the range require an update. Ammo storage is inadequate to securely house the volume of ammo maintained at any time by the department. The main weapon and ammo storage room leaks water from the AC condensation causing weapons to rust and potential water damage to expensive ammunition. The public address to communicate with shooters is malfunctioning and the sound proofing needs to be improved due to the extreme noise which can be heard in the work areas surrounding the range.									
A remodel would allow the mandates and proficiency.				igniticant issu	es and it woul	d ensure the d	department ca	in meet its fire	arms training
See Action Target quotes for	or further	deta	ails.						
GENERAL PLAN CONSISTEN	ICY	GO	AL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Police			Support S	Services		Building	Maintenance	e, 50910
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Carpet Replace	ement - Records a	and Investig	ative Svs. B	ureaus	Cpt. Bryan	Glass		63
PROJECT ACCOUN	NT STRING:	Account <b>500000</b>	Fund <b>401</b>	Org 1 <b>5400</b>	Program 50910	Project	New Projec	t 🔻
Priority Classification:  ☐ Class I Required by action of the City Council or legislation of another governmental agency.  ☐ Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.  ☐ Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.  ☐ Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expo Architect Fees Construction Engineering Fee Equipment Inspection Land Acquisition Other Costs (ple	es n	47,000 - 37,000 - - - 3,200 \$ 87,200	- - - - - - - - -	- - - - - - - - -	- - - - - - - - -	- - - - - - - - -	- - - - - - - - -	- - - - - -
Description of Res		<del>+</del>	*	<u> </u>	<u> </u>	<u> </u>	<u> </u>	•
Capital Improve		87,200 - -		- - -	- - -	- - -	- - -	-
-	Total	\$ 87,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total \$ 87,200 \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$ - \$								
GENERAL PLAN	CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# **CAPITAL IMPROVEMENT PROJECT**

DEPARTMENT			DIVISION			PROGRAM		
Police			Support S	Services		Building	Maintenance	, 50910
PROJECT TITLE			_		PROJECT MA	NAGER		ITEM
Design Surve	y of Gym Expansio	on			Cpt. Bryan	Glass		64
		Account	Fund	Org	Program	Project		
PROJECT ACCO	UNT STRING:	500000	401	15400	50910		New Projec	. •
							New Projec	•
Priority Classific								
Class I	Required by action of							
✓ Class II	Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utiliz facility. Benefits the City's economic base. Results in reduced operating costs or better service.						es an existing	
Class III	Prevents a substantial hazard to health or sa				service due	to population (	growth. Elimin	ates potential
Class IV		Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.						
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Ex	kpenditures	·-			<u> </u>	· - ·		20 27
Architect Fees	-	100,000	-	-	-	-	-	-
Construction			-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment			-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs (	please identify)		-	-	-	-	-	-
	Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Re		400 000						
Capital Impro	vements Fund	100,000	-	-	-	-	-	-
		_	_		_	_	_	_
	Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justificat		<del>+</del> 100,000	<b>T</b>	1 +	1 +	Operating Im		•
Project Justilical	lion					Operating in	ірасі.	
Further, the gy department in space to accor	nt currently has a gyr or is too small to aded order to maintain the nmodate the departn to be conducted. The	quately accome health and whent's needs a	odate sufficie vellness of swo and improve t	ent and variou orn and profe he overall ver	s fitness equip ssional staff. ntilation. The	ment options An expanded	. The gym is es gym would all	ssential to the ow additional
GENERAL PLAI	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

# CAPITAL IMPROVEMENT PROJECT

DEPARTMENT			DIVISION			PROGRAM		
Public Serv	ices		Engineeri	ing		Capital Facility, 50905		
PROJECT TITLE					PROJECT MA	NAGER		ITEM
Demolishing	Existing and Const	truct New Fa	acility, Fire S	Station #1	Bart Mejia,	x-5291		65
		Account	Fund	Org	Program	Project		
PROJECT ACCO	OUNT STRING:	500000	401	16200	50905	200076	Existing Pro	niect 🔻
								,,,,,,
Priority Classific								
Class I	Required by action of							
Class II	Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.							
Class III	Prevents a substantial hazard to health or sa				service due t	o population (	growth. Elimin	ates potential
✓ Class IV	Provides a new facili convenience or comfo							crease public
		FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of E	xpenditures							
Architect Fee		-	-	-	-	-	-	-
Construction		6,142,500	-	-	-	-	-	-
Engineering F	ees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisit		-	-	-	-	-	-	-
Other Costs (please identify) -			-	-	-	-	-	-
Description of R	Total	\$ 6,142,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
-	vements Fund	4,340,505	_	_	_	_	_	_
Capital Facilit		1,801,995	_	_		_	_	_
Capital Facility	,	-	-	_	_	_	_	-
	Total	\$ 6,142,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justifica	tion				•	Operating Im	pact:	\$ -
The project will consist of demolishing the existing Fire Station No.1 building and constructing a new Fire Station. The requested amount will add to funds previously allocated and follows the City Council approved funding plan for this facility.								
GENERAL PLA	N CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		



# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

PROGRAM / Project Description	F	Y 17-18	FY	18-19		FY 19-20		FY 20-21
RANSPORTATION								
raveled Ways								
Street Improvements								
Bristol St. / Baker St. Intersection Improvement (Add EBT, WBT)	\$	-	\$	-	\$	412,500	\$	550,000
Bristol St. / Paularino Ave. (Add 2nd WBL)		-		-		-		85,000
Bristol St. / Sunflower Ave. Intersection Improvement (Add 3rd NBL)		-		-		-		
Bus Bench Replacement		-		40,000		-		
Citywide Wayfinding Signage Program		-		50,000		50,000		
E. 17th St. / Irvine Avenue Intersection Improvement (Add SBR, EBR)		-		-		-		
Eastside Traffic Calming (Cabrillo St., 18th St., 22nd St.)		-		-		-		
Fairview Road Improvements (Baker St Adams Ave.)		630,600		-		075.000		075.000
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)		-		-		975,000		975,00
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)  Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)		-		-		-		
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)		-		-		-		
Harbor Blvd./ Adams Ave. Intersection Improvements (Add NBL, NBR)		_		_		_		
Harbor Blvd./ MacArthur - Bus Turnout		_		66,000		330,000		
Hyland Ave. / I-405 NB Ramp & South Coast Drive (Add 2nd WBT)		_		50,000		100,000		535,00
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) (Add NBR)		_		132,000		495,000		333,00
Newport Blvd. Northbound at Del Mar (Add WBTR)		_		-		-30,000		
Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)		_		_		_		
Newport Blvd. Southbound at Fair Drive (Add 2nd SBR)		_		_		_		68,75
Newport Boulevard Widening Design From 19th St. to 17th St.		281,250		_		400,000		400,00
Newport Blvd./17th St. (Add NBR)				_		-		100,00
Newport Blvd./18th St Rochester St.(Add SBR)		_		_		_		100,00
Newport Blvd./19th St. (Add NBT by removing NBL)		_		_		_		100,00
Placentia Av./19th St. (Add SBR)		_		_		_		85,00
Project V - Community Circulator		394,843		410,937		410,937		410,93
SR-55 Frwy. Access Study		_		250,000		250,000		250,00
SR-55 Frwy. N/B / Baker St. Intersection Improvement (Add NBL, EBL)		_		-		-		
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement (Add WBR)		-		-		-		
SR-55 Frwy. S/B / Baker St. Intersection Improvement (Add SBR)		-		-		-		
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement (Add SBR)		-		-		-		
Superior Av./17th St. (Convert WBT to WBTL, NBR)		-		-		-		
West 17th St. Widening (Newport Boulevard to West City Limits)		-		800,000		3,000,000		
Wilson Street Widening Design from College Ave. to Fairview Rd.		281,250		375,000		-		
Subtotal Street Improvements	\$	1,587,943	\$ 2	173,937	\$	6,423,437	\$	3,659,68
ctive Transportation Improvements								
Adams Avenue at Pinecreek Drive Improvements	\$	_	\$	_	\$	100,000	\$	125,00
Adams Avenue Multipurpose Trail	Ψ	_	Ψ	350,000	Ψ	2,861,000	Ψ	120,00
Adams Avenue (Fairview Road to West end of Harbor de Mesa dylpmnt)		_		-		2,001,000		
Alley (East of Peterson)		_		_		_		
Bicycle Infrastructure Improvement Plan		_		333,100		_		
Bicycle Rack Improvements Citywide		25,000		25,000		25,000		25,00
Bicycle Safety Education at Sixteen Schools		30,000				60,000		,
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility		75,000		_		450,000		
Class II and III Bicycle Projects		50,000		100,000		100,000		100,00
Del Mar Avenue (Newport Blvd. to Santa Ana Av.) Bicycle Facility		· -		30,000		· -		,
Fairview Channel Trail (Placentia Ave (n of park) to Placentia Ave (s of park)		_		-		100,000		540,00
Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility		60,000		350,000		-		
Flashing Crosswalks (Killybrooke Ln., Orange Av.)		_		253,000		-		
Greenville-Banning Channel Part 1 (Sunflower Ave to South Coast Drive)		-		-		-		150,00
Greenville-Banning Channel Part 2 (Santa Ana River Trail to South Coast Drive)		-		-		-		400,00
Merrimac Way Multipurpose Trail and Cycle Tracks		125,000		950,000		-		
Mesa Verde Drive E (Adams Av. to Harbor Bl.)		-		100,000		-		
Newport Boulevard Southbound (Arlington Drive to Bristol Street)		-		-		-		
Paularing Channel Multinurpose Trail		150 000		200 000		1 500 000		1 500 000

150,000

200,000

1,500,000

Paularino Channel Multipurpose Trail

1,500,000

# CITY OF COSTA MESA, CALIFORNIA SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

# FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

PROGRAM / Project Description	ı	FY 21-22		FY 22-23	FY 23-24	Total
TRANSPORTATION						
Fraveled Ways						
Street Improvements						
Bristol St. / Baker St. Intersection Improvement (Add EBT, WBT)	\$	-	\$	-	\$ -	\$ 962,50
Bristol St. / Paularino Ave. (Add 2nd WBL)		60,000		400,000	-	545,00
Bristol St. / Sunflower Ave. Intersection Improvement (Add 3rd NBL)		115,500		522,500	863,500	1,501,50
Bus Bench Replacement		-		-	-	40,00
Citywide Wayfinding Signage Program		-		-	-	100,00
E. 17th St. / Irvine Avenue Intersection Improvement (Add SBR, EBR)		100,000		200,000	350,000	650,00
Eastside Traffic Calming (Cabrillo St., 18th St., 22nd St.)		744,000		744,000	744,000	2,232,00
Fairview Road Improvements (Baker St Adams Ave.)		-		-	-	630,60
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)		-		-	-	1,950,00
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)		200,000		650,000	650,000	1,500,00
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)		167,200		104,500	1,669,800	1,941,50
Harbor Blvd. / Sunflower Ave. Intersection Improvement (Add EBR)		150,000		250,000	450,000	850,00
Harbor Blvd./ Adams Ave. Intersection Improvements (Add NBL, NBR)		-		150,000	975,000	1,125,0
Harbor Blvd./ MacArthur - Bus Turnout		-		-	-	396,00
Hyland Ave. / I-405 NB Ramp & South Coast Drive (Add 2nd WBT)		-		-	-	685,0
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) (Add NBR)		-		-	-	627,00
Newport Blvd. Northbound at Del Mar (Add WBTR)		33,550		207,900	-	241,4
Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)		-		-	100,000	100,00
Newport Blvd. Southbound at Fair Drive (Add 2nd SBR)		28,050		667,700	-	764,5
Newport Boulevard Widening Design From 19th St. to 17th St.		2,500,000		2,500,000	-	6,081,2
Newport Blvd./17th St. (Add NBR)		-		550,000	-	650,0
Newport Blvd./18th St Rochester St.(Add SBR)		100,000		500,000	-	700,0
Newport Blvd./19th St. (Add NBT by removing NBL)		125,000		625,000	-	850,0
Placentia Av./19th St. (Add SBR)		60,000		400,000	-	545,0
Project V - Community Circulator		410,936		410,936	-	2,449,5
SR-55 Frwy. Access Study				-	-	750,0
SR-55 Frwy. N/B / Baker St. Intersection Improvement (Add NBL, EBL)		47,300		277,200	-	324,5
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement (Add WBR)		83,600		382,250	382,250	848,1
SR-55 Frwy. S/B / Baker St. Intersection Improvement (Add SBR)		62,700		486,200	<u>-</u>	548,9
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement (Add SBR)		69,300		-	305,800	375,1
Superior Av./17th St. (Convert WBT to WBTL, NBR)		150,000		150,000	700,000	1,000,0
West 17th St. Widening (Newport Boulevard to West City Limits)		-		-		3,800,0
Wilson Street Widening Design from College Ave. to Fairview Rd.		5,000,000	_	5,000,000	 5,000,000	 15,656,2
Subtotal Street Improvements	\$	10,207,136	\$	15,178,186	\$ 12,190,350	\$ 51,420,6
Active Transportation Improvements						
Adams Avenue at Pinecreek Drive Improvements	\$	850,000	\$	-	\$ -	\$ 1,075,0
Adams Avenue Multipurpose Trail		-		-	-	3,211,0
Adams Avenue (Fairview Road to West end of Harbor de Mesa dvlpmnt)		-		150,000	1,140,000	1,290,0
Alley (East of Peterson)		-		380,000	-	380,0
Bicycle Infrastructure Improvement Plan		-		-	-	333,1
Bicycle Rack Improvements Citywide		25,000		25,000	25,000	175,0
Bicycle Safety Education at Sixteen Schools		60,000		· -	60,000	210,0
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility		_		_	-	525,0
Class II and III Bicycle Projects		100,000		-	-	450,0
Del Mar Avenue (Newport Blvd. to Santa Ana Av.) Bicycle Facility		· -		-	-	30,0
Fairview Channel Trail (Placentia Ave (n of park) to Placentia Ave (s of park)		-		-	-	640,0
Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility		_		_	-	410,0
Flashing Crosswalks (Killybrooke Ln., Orange Av.)		-		-	-	253,0
Greenville-Banning Channel Part 1 (Sunflower Ave to South Coast Drive)		720,000		_	_	870,0
Greenville-Banning Channel Part 2 (Santa Ana River Trail to South Coast Drive)		2,880,000		_	_	3,280,0
		, ,		_	_	1,075,0
Memmac way Mullipurpose Itali and Cycle Hacks						., , .
Merrimac Way Multipurpose Trail and Cycle Tracks  Mesa Verde Drive E (Adams Av. to Harbor Bl.)		_		_	_	100.0
Mesa Verde Drive E (Adams Av. to Harbor Bl.)  Newport Boulevard Southbound (Arlington Drive to Bristol Street)		- 75,000		370,000	-	100,00 445,00

3,350,000

Paularino Channel Multipurpose Trail

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

PROGRAM / Project Description		FY 17-18	-	FY 18-19		FY 19-20		FY 20-21
Placentia Avenue (Oriole Dr. to Fairview Park) Bicycle Facility		-		30,000		-		-
Santa Ana Avenue (Bristol St. to Mesa Drive) Bicycle Facility		30,000		150,000		-		-
Tanager Drive Bicycle Facility		-		-		-		-
Vanguard Way/Santa Isabel Avenue (Fair Dr. to Irvine Av.) Bicycle Facility		-		-		60,000		-
Wilson Street (Fairview Rd. to Santa Ana Av.) Bicycle Facility		-		-		30,000		-
Subtotal Active Transportation Improvements		545,000	\$	2,871,100	\$	5,286,000	\$	2,840,000
Traffic Operations								
Bear Street Signal Coordination/ Improvements		-		-		260,000		-
Citywide Traffic Signal Improvements (Hardware)		-		-		250,000		250,000
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)		-		250,000		250,000		250,000
Fairview Avenue- Arlington Drive Traffic Signal Modification		-		-		75,000		
Fairview - Merrimac Traffic Signal Modification		-		-		150,000		
Fairview Road Traffic Signal Synchronization		1,671,474		139,383		-		
Intersection Safety Light Enhancements		-		75,000		75,000		75,000
Neighborhood Traffic Improvements		100,000		25,000		25,000		25,000
Signal System Upgrade- Paularino, Fair, Wilson, Anton		-		250,000		250,000		250,000
Traffic Management Center Video Cameras and Server		-		60,000		-		
Traffic Signal Installation		-		_		250,000		
West Mesa Verde / Adams Ave Signal Modifications (SARX)		_		25,000		, -		
Subtotal Traffic Operations	\$	1,771,474	\$	824,383	\$	1,585,000	\$	850,000
Street Maintenance	_		_		_	. ===	_	
Adams Ave Harbor Blvd. To Santa Ana River	\$	-	\$	-	\$	1,750,000	\$	
Anaheim Ave Superior Ave. to 19th St.		-		-		-		
Anton Blvd Sakioka Dr. to Sunflower Ave.		-		-		-		
Anton Blvd Avenue of the Arts to Bristol St.		-		-		-		
Arlington Dr Fairview Rd. to Newport Blvd.		-		-		-		•
Baker St Bear St. to Bristol St.		-		-		-		
Baker St Bristol St. to Newport Blvd.		-		-		-		
Baker St Bear St. to Harbor Blvd.		-		-		-		
Baker St Harbor Blvd. to Samar Dr.		-		-		-		
Baker St Red Hill Ave. to Newport Blvd. (NB)		-		-		-		
Bear St I-405 to Baker St.		-		618,000		-		
Bear St Baker St. to Bristol St.		-		-		-		
Bear St Wakeham to I-405		-		-		-		
Bristol St. from 300' N/O Randolph to Easterly City Limits		-		500,000		-		
Bristol St. from I-405 to Sunflower Ave.		-		-		-		
California St Gisler Ave. to Nevada Ave.		-		680,000		-		
Citywide Street Improvements		3,613,904		6,000,000		6,000,000		6,000,000
Citywide Unimproved Alley		500,000		500,000		500,000		500,000
Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.		-		100,000		-		
El Camino Dr Fairview Rd. to La Salle Ave.		-		-		-		
Fair Dr Harbor Blvd. to Newport Blvd.		-		-		-		1,095,000
Fairview Rd I-405 to Sunflower Ave.		-		-		-		
Fairview Rd I-405 to Adams Ave.		-		1,100,000		-		
Fairview Rd Adams Ave. to Fair Dr.		-		-		200,000		
Fairview Rd Fair Dr. to Newport Blvd.		-		-		-		
Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.		-		-		-		
Gisler - Harbor Blvd. to Nebraska Pl.		-		200,000		-		
Hamilton St Charle St. to Harbor Blvd.		75,000		-		-		
Harbor Blvd South Coast Dr. to Mac Arthur Blvd.		-		-		488,000		
Harbor Blvd. Wilson St. to Baker St.		-		-		-		2,250,000
Harbor Blvd. Newport Blvd. to Wilson St.		-		_		-		
•								

# CITY OF COSTA MESA, CALIFORNIA SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

# FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

Pincentia Avenue (Crinte for 1n Farletive Paris) Bicycle Facility	PROGRAM / Project Description	l	FY 21-22		FY 22-23		FY 23-24		Total
Tamagar Drive Bicycle Facility   200,000   1,900,000	Placentia Avenue (Oriole Dr. to Fairview Park) Bicycle Facility		-		-		-		30,000
Vanguard WaySartal sable Avenue (Fair Dr. to Invine Av.) Biloyole Facility         6.00.00           Wilson Struct (Fair-inview At.) to Sarta Avia Av.) Biloyole Facility         4.910.00         1.125.00         \$ 2.725.00         \$ 2.030.210           Traffic Operations           East Street Signal Coordination/ Improvements         Facility Avenue (Inches)         250,000         250,000         250,000         1.000,000           Cotylwide Traffic Signal Improvements (Hardware)         250,000         250,000         250,000         1.500,000           Cost Mesa ITS Improvements (Communications, Central Sys. CCTV)         250,000         250,000         250,000         1.500,000           Fairview Ameritame Traffic Signal Modification         250         250,000         75,000         75,000           Fairview Road Traffic Signal Modifications         250         250,000         250,000         250,000           Signal System Upgrade- Paularino, Fair, Wilson, Anton         250         250,000         750,000         750,000           Traffic Signal Ingrovements         850         850,000         250,000         750,000         750,000           Signal System Upgrade- Paularino, Fair, Wilson, Anton         250         250,000         750,000         750,000         750,000         750,000         750,000			-		-		-		
System Intersection Street (Fairwiser McA to Santa Ana Any Discycle Facility Subtotal Active Transportation Improvements         4,910,000         \$ 1,125,000         \$ 2,725,000         \$ 2,030,210           Traffic Operations         Tariffic Operations         ————————————————————————————————————			200,000		200,000		1,500,000		
Patric   P	, , ,		-		-		-		
Part		_	4 040 000	•	4 405 000	•	2 725 000	•	
Bear Street Signal Coordination/ Improvements (Cardware)	Subtotal Active Transportation Improvements	_\$_	4,910,000	\$	1,125,000	\$	2,725,000	\$	20,302,100
Cipywide Traffic Signal Improvements (Communications, Central Sys. CCTV)         250,000         250,000         250,000         1,000,000           Costat Mesa ITS Improvements (Communications, Central Sys. CCTV)         250,000         250,000         250,000         1,500,000           Fairview Avenue- Arington Drive Traffic Signal Modification         -         -         -         150,000           Fairview Roaf Traffic Signal Modification         -         -         -         1,810,857           Intersection Safety Light Enhancements         75,000         75,000         75,000         250,000         250,000           Neighborhood Traffic Improvements         250,000         250,000         250,000         750,000           Signal System Upgrade- Paulariance, Fair, Wilson, Anton         -         -         -         60,000           Traffic Signal Installation         250,000         -         250,000         750,000           Traffic Signal Installation         250,000         -         250,000         750,000           West Mesa Verde / Adams Ave Signal Modifications (SARX)         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         - <t< td=""><td>Traffic Operations</td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></t<>	Traffic Operations								
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)         250,000         250,000         250,000         1,500,000           Fairview Avenue- Affington Drive Traffic Signal Modification         -         -         -         75,000           Fairview Meminac Traffic Signal Synchronization         -         -         -         1,810,857           Intersection Safety Light Enhancements         75,000         25,000         25,000         25,000         25,000         250,000         250,000         250,000         250,000         250,000         250,000         250,000         250,000         250,000         250,000         750,000 <td< td=""><td>Bear Street Signal Coordination/ Improvements</td><td></td><td>-</td><td></td><td>-</td><td></td><td>-</td><td></td><td>260,000</td></td<>	Bear Street Signal Coordination/ Improvements		-		-		-		260,000
Fairview Avenue- Arlington Drive Traffic Signal Modification	Citywide Traffic Signal Improvements (Hardware)		250,000		250,000		-		1,000,000
Fairview - Merrimac Traffic Signal Modification	Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)		250,000		250,000		250,000		1,500,000
Fairview Road Traffic Signal Synchronization	Fairview Avenue- Arlington Drive Traffic Signal Modification		-		-		-		75,000
Intersection Safety Light Enhancements	Fairview - Merrimac Traffic Signal Modification		-		-		-		150,000
Neighborhood Traffic Improvements         25,000         25,000         25,000         25,000         25,000         25,000         750	Fairview Road Traffic Signal Synchronization		-		-		-		1,810,857
Signal System Upgrade- Paularino, Fair, Wilson, Anton Traffic Management Center Video Cameras and Server	Intersection Safety Light Enhancements		75,000		75,000		75,000		450,000
Traffic Signal Installation         250,000         - 250,000         750,000           West Mess Verde / Adams Ave Signal Modifications (SARX)         250,000         - 250,000         750,000           Subtotal Traffic Operations         885,000         \$600,000         \$600,000         \$7,000,085           Street Maintenance           Adams Ave Harbor Blvd. To Santa Ana River         \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	Neighborhood Traffic Improvements		25,000		25,000		25,000		250,000
Traffic Signal Installation   250,000   3 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Signal System Upgrade- Paularino, Fair, Wilson, Anton		-		-		-		750,000
West Mesa Verde / Adams Ave Signal Modifications (SARX)         6,00,00         600,000         600,000         7,000,005           Subtoal Traffic Operations         850,000         600,000         600,000         7,000,005           Street Maintenance         S         \$	Traffic Management Center Video Cameras and Server		-		-		-		60,000
Subtotal Traffic Operations         \$85,000         \$600,00         \$7,080,857           Street Maintenance         4         \$<	Traffic Signal Installation		250,000		-		250,000		750,000
Street Maintenance           Adams Ave Harbor Blvd. To Santa Ana River         \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$ . \$ .	West Mesa Verde / Adams Ave Signal Modifications (SARX)		-		-		-		25,000
Adams Ave Harbor Blvd. To Santa Ana River         \$ - \$ \$ - \$ \$ 1,750,000           Anaheim Ave Superior Ave. to 19th St.         180,000         - 506,000         506,000           Anton Blvd Sakioka Dr. to Sunflower Ave.         - 2         - 506,000         506,000           Anton Blvd Avenue of the Arts to Bristol St.         - 2         - 2         - 252,000         252,000           Arlington Dr Fairview Rd. to Newport Blvd.         - 2         - 600,000         600,000           Baker St Bear St. to Bristol St.         - 3         1,338,000         - 7         483,000           Baker St Bear St. to Newport Blvd.         483,000         - 3         - 2         483,000           Baker St Bear St. to Newport Blvd. (NB)         - 1         1,338,000         2         - 4         483,000           Baker St Harbor Blvd. to Samar Dr.         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         2         185,000         2         2         2         2         2         2         2         2         2         2         2	Subtotal Traffic Operations	\$	850,000	\$	600,000	\$	600,000	\$	7,080,857
Adams Ave Harbor Blvd. To Santa Ana River         \$ - \$ \$ - \$ \$ 1,750,000           Anaheim Ave Superior Ave. to 19th St.         180,000         - 506,000         506,000           Anton Blvd Sakioka Dr. to Sunflower Ave.         - 2         - 506,000         506,000           Anton Blvd Avenue of the Arts to Bristol St.         - 2         - 2         - 252,000         252,000           Arlington Dr Fairview Rd. to Newport Blvd.         - 2         - 600,000         600,000           Baker St Bear St. to Bristol St.         - 3         1,338,000         - 7         483,000           Baker St Bear St. to Newport Blvd.         483,000         - 3         - 2         483,000           Baker St Bear St. to Newport Blvd. (NB)         - 1         1,338,000         2         - 4         483,000           Baker St Harbor Blvd. to Samar Dr.         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         185,000         2         2         2         185,000         2         2         2         2         2         2         2         2         2         2         2	Street Maintenance								
Anaheim Ave Superior Ave. to 19th St.         180,000         -         -         180,000           Anton Blvd Sakioka Dr. to Sunflower Ave.         -         -         506,000         506,000           Anton Blvd Sakioka Dr. to Sunflower Ave.         -         -         506,000         506,000           Arlington Dr Fairview Rd. to Newport Blvd.         -         -         600,000         600,000           Baker St Bear St. to Bristol St.         -         -         877,000         877,000           Baker St Bear St. to Harbor Blvd.         483,000         -         -         483,000           Baker St Harbor Blvd. to Samar Dr.         185,000         -         -         183,800           Baker St Red Hill Ave. to Newport Blvd. (NB)         -         -         280,000         280,000           Bear St Harbor Blvd. to Bristol St.         -         -         280,000         280,000           Bear St Baker St. to Bristol St.         -         -         -         -         185,000           Bear St Harbor Blvd. To Bristol St.         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -         -		\$	_	\$	_	\$	_	\$	1.750.000
Anton Blvd Sakioka Dr. to Sunflower Ave. Anton Blvd Avenue of the Arts to Bristol St. Artingbor Dr Fairview Rd. to Newport Blvd. Baker St Bear St. to Bristol St. Baker St Bear St. to Newport Blvd. Baker St Bear St. to Harbor Blvd. Baker St Bear St. to Harbor Blvd. Baker St Harbor Blvd. to Samar Dr. Baker St Harbor Blvd. to Newport Blvd. (NB) Bear St Harbor Blvd. to Newport Blvd. (NB) Bear St Harbor Blvd. to Newport Blvd. To Santa Ana Ave. Baker St Gisler Ave. to Nevada Ave. Baker St Gisler Ave. Baker St Gisler Ave. Baker St Baker St. to Nevport Blvd. Baker St Harbor Blvd. to Newport Blvd. Baker St Harbor Blvd. Baker St Harbor Blvd. Baker St		•	180 000	•	_	•	_	•	
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Baker St Bear St. to Bristol St. to Newport Blvd.         -         -         877,000           Baker St Bristol St. to Newport Blvd.         483,000         -         -         483,000           Baker St Bear St. to Harbor Blvd.         -         1,338,000         -         1,338,000           Baker St Bear St. to Harbor Blvd. to Samar Dr.         185,000         -         -         185,000           Baker St Red Hill Ave. to Newport Blvd. (NB)         -         -         280,000         280,000           Bear St Baker St. to Bristol St.         -         -         0         618,000           Bear St Baker St. to Bristol St.         -         -         00,000         200,000           Bear St Wakeham to I-405         -         -         00,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         320,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         320,000           Citywide Unimprovements         6,000,000         6,000,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         30,613,904           Citywide Unimproved Alley         500,000         500,000         30,613,904           <			_		_				
Baker St Bristol St. to Newport Blvd.         483,000         -         -         483,000           Baker St Bear St. to Harbor Blvd.         1,338,000         -         1,338,000           Baker St Harbor Blvd. to Samar Dr.         185,000         -         280,000           Baker St Harbor Blvd. to Newport Blvd. (NB)         -         -         280,000         280,000           Bear St I-405 to Baker St.         -         -         200,000         200,000           Bear St Wakeham to I-405         -         -         600,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         320,000         -         2200,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         -         320,000           California St Gisler Ave. to Nevada Ave.         -         320,000         6,000,000         39,613,904           Citywide Unimprovements         6,000,000         6,000,000         6,000,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         3,500,000           Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.         -         -         10,000         20,000           Eil Camino Dr Fairview Rd. to La Salle Ave.         406,000	-		_		_				
Baker St Bear St. to Harbor Blvd. to Samar Dr.         1,338,000         -         1,338,000           Baker St Harbor Blvd. to Samar Dr.         185,000         -         -         185,000           Baker St Red Hill Ave. to Newport Blvd. (NB)         -         -         280,000         280,000           Bear St 1-405 to Baker St.         -         -         -         280,000         280,000           Bear St Baker St. to Bristol St.         -         -         -         600,000         600,000           Bear St Wakeham to I-405         -         -         600,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         -         1,500,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         2,000,000           California St Gister Ave. to Nevada Ave.         -         -         6,000,000         39,613,904           Citywide Unimprovements         6,000,000         6,000,000         6,000,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         500,000         500,000         200,000           El Camino Dr Fairview Rd. to La Salle Ave.         406,000         -         -         10,000			483 000		_		-		
Baker St Harbor Blvd. to Samar Dr.         185,000         -         -         185,000           Baker St Red Hill Ave. to Newport Blvd. (NB)         -         -         280,000         280,000           Bear St Hadb to Baker St.         -         -         -         618,000           Bear St Baker St. to Bristol St.         -         -         200,000         200,000           Bear St Wakeham to I-405         -         -         600,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         -         1,500,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         -         320,000           California St Gisler Ave. to Nevada Ave.         -         -         -         680,000           Citywide Unimproved Alley         500,000         500,000         500,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         500,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         500,000         3,500,000           Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.         -         -         100,000         3,500,000           El Camino Dr Fairview Rd. to La Salle Ave.	·		-		1 338 000		_		
Baker St Red Hill Ave. to Newport Blvd. (NB)         -         -         280,000         280,000           Bear St I-405 to Baker St.         -         -         -         618,000           Bear St Baker St. to Bristol St.         -         -         200,000         200,000           Bear St Wakeham to I-405         -         -         600,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         -         1,500,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         -         320,000           California St Gisler Ave. to Nevada Ave.         -         -         6,000,000         6,000,000           Citywide Street Improvements         6,000,000         6,000,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         3500,000           Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.         -         100,000         200,000           El Camino Dr Fairview Rd. to La Salle Ave.         406,000         -         100,000         200,000           Fairview Rd I-405 to Sunflower Ave.         -         -         870,000         870,000           Fairview Rd I-405 to Adams Ave. to Fair Dr.         1,125,000			185 000		-		_		
Bear St I-405 to Baker St.         -         -         -         618,000           Bear St Baker St. to Bristol St.         -         -         200,000         200,000           Bear St Wakeham to I-405         -         -         600,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         -         1,500,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         -         320,000           California St Gisler Ave. to Nevada Ave.         -         -         -         680,000           Citywide Street Improvements         6,000,000         6,000,000         500,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         500,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         500,000         39,000           Bel Mar Ave N/B Newport Blvd. To Santa Ana Ave.         -         -         100,000         200,000           El Camino Dr Fairview Rd. to La Salle Ave.         406,000         -         -         406,000         -         -         1,095,000           Fairview Rd I-405 to Sunflower Ave.         -         -         870,000         870,000         <			-		_		280 000		
Bear St Baker St. to Bristol St.         -         200,000         200,000           Bear St Wakeham to I-405         -         600,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         -         1,500,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         -         320,000           California St Gisler Ave. to Nevada Ave.         -         -         -         680,000           Citywide Street Improvements         6,000,000         6,000,000         6,000,000         500,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         500,000         3,500,000           Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.         -         -         100,000         200,000           El Camino Dr Fairview Rd. to La Salle Ave.         406,000         -         -         100,000         200,000           Fair Yiew Rd I-405 to Sunflower Ave.         -         -         870,000         870,000           Fairview Rd I-405 to Adams Ave. to Fair Dr.         1,125,000         -         870,000         870,000           Fairview Rd Adams Ave. to Fair Dr.         1,125,000         921,000         -         921,000			_		_				
Bear St Wakeham to I-405         -         600,000         600,000           Bristol St. from 300' N/O Randolph to Easterly City Limits         -         1,500,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         -         320,000           California St Gisler Ave. to Nevada Ave.         -         -         6,000,000         6,000,000         6,000,000         39,613,904           Citywide Street Improvements         6,000,000         6,000,000         500,000         500,000         3500,000           Citywide Unimproved Alley         500,000         500,000         500,000         3,500,000           Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.         -         -         100,000         200,000           El Camino Dr Fairview Rd. to La Salle Ave.         406,000         -         -         406,000           Fair Dr Harbor Blvd. to Newport Blvd.         -         -         870,000         870,000           Fairview Rd I-405 to Sunflower Ave.         -         -         870,000         870,000           Fairview Rd I-405 to Adams Ave. to Fair Dr.         1,125,000         -         -         1,325,000           Fairview Rd Fair Dr. to Newport Blvd.         921,000         -         -         -<			_		_		200 000		
Bristol St. from 300' N/O Randolph to Easterly City Limits         -         1,500,000         2,000,000           Bristol St. from I-405 to Sunflower Ave.         -         320,000         -         320,000           California St Gisler Ave. to Nevada Ave.         -         -         -         680,000           Citywide Street Improvements         6,000,000         6,000,000         6,000,000         39,613,904           Citywide Unimproved Alley         500,000         500,000         500,000         3,500,000           Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.         -         -         100,000         200,000           El Camino Dr Fairview Rd. to La Salle Ave.         406,000         -         -         406,000           Fair Dr Harbor Blvd. to Newport Blvd.         -         -         870,000         870,000           Fairview Rd I-405 to Sunflower Ave.         -         -         870,000         870,000           Fairview Rd I-405 to Adams Ave. to Fair Dr.         1,125,000         -         -         1,325,000           Fairview Rd Fair Dr. to Newport Blvd.         921,000         -         -         921,000           Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.         453,000         -         -         200,000			_		_				
Bristol St. from I-405 to Sunflower Ave.       -       320,000       -       320,000         California St Gisler Ave. to Nevada Ave.       -       -       -       680,000         Citywide Street Improvements       6,000,000       6,000,000       6,000,000       39,613,904         Citywide Unimproved Alley       500,000       500,000       500,000       3,500,000         Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.       -       -       100,000       200,000         El Camino Dr Fairview Rd. to La Salle Ave.       406,000       -       -       406,000         Fair Dr Harbor Blvd. to Newport Blvd.       -       -       870,000       870,000         Fairview Rd I-405 to Sunflower Ave.       -       -       870,000       870,000         Fairview Rd I-405 to Adams Ave.       -       -       870,000       870,000         Fairview Rd I-405 to Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       - <t< td=""><td></td><td></td><td>_</td><td></td><td>_</td><td></td><td></td><td></td><td></td></t<>			_		_				
California St Gisler Ave. to Nevada Ave.       -       -       -       680,000         Citywide Street Improvements       6,000,000       6,000,000       6,000,000       39,613,904         Citywide Unimproved Alley       500,000       500,000       500,000       3,500,000         Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.       -       -       100,000       200,000         El Camino Dr Fairview Rd. to La Salle Ave.       406,000       -       -       406,000         Fair Dr Harbor Blvd. to Newport Blvd.       -       -       870,000       870,000         Fairview Rd I-405 to Sunflower Ave.       -       -       870,000       870,000         Fairview Rd I-405 to Adams Ave.       -       -       -       1,100,000         Fairview Rd I-405 to Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       -			-		320 000		1,300,000		
Citywide Street Improvements       6,000,000       6,000,000       6,000,000       39,613,904         Citywide Unimproved Alley       500,000       500,000       500,000       3,500,000         Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.       -       -       100,000       200,000         El Camino Dr Fairview Rd. to La Salle Ave.       406,000       -       -       406,000         Fair Dr Harbor Blvd. to Newport Blvd.       -       -       870,000       870,000         Fairview Rd I-405 to Sunflower Ave.       -       -       870,000       870,000         Fairview Rd I-405 to Adams Ave.       -       -       -       1,100,000         Fairview Rd Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000			-		320,000		-		
Citywide Unimproved Alley       500,000       500,000       500,000       3,500,000         Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.       -       -       100,000       200,000         El Camino Dr Fairview Rd. to La Salle Ave.       406,000       -       -       406,000         Fair Dr Harbor Blvd. to Newport Blvd.       -       -       870,000       870,000         Fairview Rd I-405 to Sunflower Ave.       -       -       870,000       870,000         Fairview Rd I-405 to Adams Ave.       -       -       -       1,100,000         Fairview Rd Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000			6 000 000		6 000 000		6 000 000		
Del Mar Ave N/B Newport Blvd. To Santa Ana Ave.       -       -       100,000       200,000         El Camino Dr Fairview Rd. to La Salle Ave.       406,000       -       -       406,000         Fair Dr Harbor Blvd. to Newport Blvd.       -       -       -       1,095,000         Fairview Rd I-405 to Sunflower Ave.       -       -       870,000       870,000         Fairview Rd I-405 to Adams Ave.       -       -       -       1,100,000         Fairview Rd Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       -       75,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       -       2,250,000	•						, ,		
El Camino Dr Fairview Rd. to La Salle Ave. 406,000 406,000 Fair Dr Harbor Blvd. to Newport Blvd 1,095,000 Fairview Rd I-405 to Sunflower Ave 870,000 870,000 Fairview Rd I-405 to Adams Ave 1,100,000 Fairview Rd Adams Ave 1,100,000 Fairview Rd Adams Ave. to Fair Dr. 1,125,000 1,325,000 Fairview Rd Fair Dr. to Newport Blvd. 921,000 921,000 Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave. 453,000 453,000 Gisler - Harbor Blvd. to Nebraska Pl 200,000 Hamilton St Charle St. to Harbor Blvd	•		500,000		500,000				
Fair Dr Harbor Blvd. to Newport Blvd.       -       -       -       1,095,000         Fairview Rd I-405 to Sunflower Ave.       -       -       870,000       870,000         Fairview Rd I-405 to Adams Ave.       -       -       -       1,100,000         Fairview Rd Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000	·		400.000		-		100,000		
Fairview Rd I-405 to Sunflower Ave.       -       -       870,000         Fairview Rd I-405 to Adams Ave.       -       -       -       1,100,000         Fairview Rd Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000			406,000		-		-		
Fairview Rd I-405 to Adams Ave.       -       -       -       1,100,000         Fairview Rd Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000	•		-		-		-		
Fairview Rd Adams Ave. to Fair Dr.       1,125,000       -       -       1,325,000         Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000			-		-		870,000		
Fairview Rd Fair Dr. to Newport Blvd.       921,000       -       -       921,000         Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd. South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000			-		-		-		
Gisler Ave W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.       453,000       -       -       453,000         Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000					-		-		
Gisler - Harbor Blvd. to Nebraska Pl.       -       -       -       200,000         Hamilton St Charle St. to Harbor Blvd.       -       -       -       -       75,000         Harbor Blvd. South Coast Dr. to Mac Arthur Blvd.       -       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       -       2,250,000	·		,		-		-		
Hamilton St Charle St. to Harbor Blvd.       -       -       -       75,000         Harbor Blvd South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       2,250,000			453,000		-		-		
Harbor Blvd South Coast Dr. to Mac Arthur Blvd.       -       -       -       488,000         Harbor Blvd. Wilson St. to Baker St.       -       -       -       -       2,250,000			-		-		-		
Harbor Blvd. Wilson St. to Baker St 2,250,000			-		-		-		
			-		-		-		
Harbor Blvd. Newport Blvd. to Wilson St 2,000,000 2,000,000			-		-				
	Harbor Blvd. Newport Blvd. to Wilson St.		-		-		2,000,000		2,000,000

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY		EV 47 40	EV 40 40		EV 40 00		EV 00 04
PROGRAM / Project Description		FY 17-18	FY 18-19		FY 19-20		FY 20-21
Irvine Ave 20th St. to S'ly City Limits		650,000	-		-		-
Mac Arthur Blvd Santa Ana River to Harbor Blvd.		-	-		-		750,000
Mesa Verde Dr Adams Ave. (E) to Harbor Blvd.		-	-		-		-
Mesa Dr Newport Blvd. to Santa Ana Ave.		-	-		-		-
Monrovia Ave From S'ly City Limits to 19th St.		-	440,000		-		-
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.		350,000	-		-		-
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.		-	-		-		-
Orange Ave 22nd St. to Del Mar Ave.		-	-		-		-
Paularino Ave Bear St. Bristol St.		-	-		-		-
Placentia Ave Adams to Southerly City Limits		-	500,000		-		-
Pomona Ave Victoria St. to 19th St.		-	845,000		-		-
Pomona Ave 19th St. to 16th St.		585,000	-		-		-
Sakioka Dr Sunflower Ave. to Anton Blvd.		-	-		-		-
Santa Ana Ave 22nd St. to 23rd St.		-	-		-		-
South Coast Dr 605' W/O Harbor Blvd to Harbor Blvd		-	233,000		-		-
Sunflower Ave Cadillac Ave. to Hyland Ave.		-	150,000		-		-
Superior Ave 17th St. to 18th St.		-	190,000		-		-
Victoria St Santa Ana River to SR- 55		-	-		-		-
Westside Improvements		-	250,000		250,000		250,000
Wilson St - W'ly City Limits to Fairview Rd.		-	-		-		-
17th St From Irvine Ave. to W'ly City Limits		-	-		-		-
18th St From Irvine Ave. to W'ly City Limits		-	-		-		-
19th St From Irvine Ave. to W'ly City Limits		-	-		-		-
22nd St. Newport Blvd. to Santa Ana Ave.	_		-				<u> </u>
Subtotal Street Maintenance	\$	5,773,904	\$ 12,306,000	\$	9,188,000	\$	10,845,000
Otana Park Innovana							
Storm Drain Improvements			_	_		_	
E. 17th St. Storm Drain System	\$	-	\$ -	\$	-	\$	1,176,785
W. 18th St. Storm Drain System		-	-		653,490		-
W. 19th St. Storm Drain System		-	-		823,390		-
Brentwood Ave. Storm Drain System		-	-		-		-
Cherry Lake Storm Drain System Phase I, II & III		-	-		-		-
Cherry Lake Storm Drain System Phase IV & V		-	-		-		-
Citywide Storm Drain Improvements		760,193	500,000		500,000		500,000
Jack Hammett Sports Complex-Infiltration System	_		-		-		-
Subtotal Storm Drain Improvements		760,193	\$ 500,000	\$	1,976,880	\$	1,676,785
Curbs and Sidewalks				_		_	
New Sidewalk / Missing Link Program	\$	50,000		\$	100,000	\$	100,000
Parkway Improvement Program		100,000	250,000		250,000		250,000
Priority Sidewalk Repair	_	50,000	50,000		50,000		50,000
Subtotal Curbs and Sidewalks		200,000	\$ 400,000	\$	400,000	\$	400,000
TATAL TRANSPORTATION			<b>^</b>				
TOTAL TRANSPORTATION	\$	10,638,514	\$ 19,075,420	\$	24,859,317	\$	20,271,472
COMMUNITY LIE ALTIL & ENVIRONMENT							
COMMUNITY HEALTH & ENVIRONMENT							
Beautification							
Parkway and Median Improvements							
Adams Avenue Landscape Renovation	\$	-	\$ 50,000	\$	-	\$	-
Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)		-	1,000,000		-		-
Arlington Drive Parking Lot Landscape		-	50,000		-		-
Arlington Dr. at Newport Blvd. Streetscape		-	-		180,000		-
Gisler Avenue Bike Trail Landscape		-	165,000		-		-
Harbor Blvd. Medians (Wilson St.to 19th St.)		-	1,000,000		-		-

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

PROGRAM / Project Description	F	Y 21-22	FY 22-23	FY 23-24		Total
Irvine Ave 20th St. to S'ly City Limits		-	-	-		650,000
Mac Arthur Blvd Santa Ana River to Harbor Blvd.		-	-	-		750,000
Mesa Verde Dr Adams Ave. (E) to Harbor Blvd.		-	-	476,000		476,000
Mesa Dr Newport Blvd. to Santa Ana Ave.		-	314,000	-		314,000
Monrovia Ave From S'ly City Limits to 19th St.		-	-	-		440,000
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.		-	-	-		350,000
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.		-	-	140,000		140,000
Orange Ave 22nd St. to Del Mar Ave.		-	-	627,000		627,000
Paularino Ave Bear St. Bristol St.		-	-	258,000		258,000
Placentia Ave Adams to Southerly City Limits		-	2,140,000	-		2,640,000
Pomona Ave Victoria St. to 19th St.		-	-	-		845,000
Pomona Ave 19th St. to 16th St.		-	-	-		585,000
Sakioka Dr Sunflower Ave. to Anton Blvd.		-	-	730,000		730,000
Santa Ana Ave 22nd St. to 23rd St.		-	202,000	-		202,000
South Coast Dr 605' W/O Harbor Blvd to Harbor Blvd		-	-	-		233,000
Sunflower Ave Cadillac Ave. to Hyland Ave.		-	-	350,000		500,000
Superior Ave 17th St. to 18th St.		-	-	-		190,000
Victoria St Santa Ana River to SR- 55		-	-	1,500,000		1,500,000
Westside Improvements		250,000	250,000	250,000		1,500,000
Wilson St - W'ly City Limits to Fairview Rd.		-	-	1,650,000		1,650,000
17th St From Irvine Ave. to W'ly City Limits		-	1,200,000	-		1,200,000
18th St From Irvine Ave. to W'ly City Limits		860,000	-	-		860,000
19th St From Irvine Ave. to W'ly City Limits		-	-	1,400,000		1,400,000
22nd St. Newport Blvd. to Santa Ana Ave.		-		270,000		270,000
Subtotal Street Maintenance	<b>\$ 1</b> 1	1,363,000	\$ 12,264,000	\$ 21,936,000	\$	83,675,904
Storm Drain Improvements						
E. 17th St. Storm Drain System	\$	-	\$ -	\$ -	\$	1,176,785
W. 18th St. Storm Drain System		-	-	-		653,490
W. 19th St. Storm Drain System		-	-	-		823,390
Brentwood Ave. Storm Drain System		793,040	-	-		793,040
Cherry Lake Storm Drain System Phase I, II & III		-	2,721,600	-		2,721,600
Cherry Lake Storm Drain System Phase IV & V		-	-	2,009,360		2,009,360
Citywide Storm Drain Improvements		500,000	500,000	500,000		3,760,193
Jack Hammett Sports Complex-Infiltration System		-	-	2,500,000		2,500,000
Subtotal Storm Drain Improvements	<b>\$</b> 1	1,293,040	\$ 3,221,600	\$ 5,009,360	\$	14,437,858
Curbo and Cidoualka						
Curbs and Sidewalks	\$	100,000	\$ 100,000	\$ 100,000	Ф	650,000
New Sidewalk / Missing Link Program  Parkway Improvement Program	Ф	250,000	250,000	250,000	Φ	
Priority Sidewalk Repair		50,000	50,000	50,000		1,600,000 350,000
Subtotal Curbs and Sidewalks	\$	400,000	\$ 400,000	\$ 400,000	\$	2,600,000
Cubicital Carbs and Clacification	<u> </u>	400,000	Ψ 400,000	Ψ 400,000	Ψ	2,000,000
TOTAL TRANSPORTATION	\$ 29	9,023,176	\$ 32,788,786	\$ 42,860,710	\$	179,517,395
COMMUNITY HEALTH & ENVIRONMENT						
Beautification						
Parkway and Median Improvements						
Adams Avenue Landscape Renovation	\$	-	\$ -	\$ -	\$	50,000
Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)		-	-	-		1,000,000
Arlington Drive Parking Lot Landscape		-	-	-		50,000
Arlington Dr. at Newport Blvd. Streetscape		-	-	-		180,000
Gisler Avenue Bike Trail Landscape		-	-	-		165,000
Harbor Blvd. Medians (Wilson St.to 19th St.)		-	-	-		1,000,000

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY PROGRAM / Project Description	F,	Y 17-18		FY 18-19		FY 19-20		FY 20-21
	•	, .				1 1 13 20		20 21
Mission Mendoza Landscaping		-		60,000		-		-
Newport Blvd. Landscape - 19th St. to Bristol St.		-		1,100,000		-		-
Redhill Avenue Medians (McCormick Ave. to Bristol St.)		1,038,000		50,000		-		-
Smalley Road Landscape Renovation  Tree Planting Program		-		50,000		50,000		FO 000
		-		50,000		50,000		50,000
Victoria Street - Phased Landscape Renovation		115 000		30,000		30,000		30,000
Gisler/California Improvements	<u> </u>	115,000	•	2 EEE 000	\$	260,000	\$	90,000
Subtotal Parkway & Median Improvements	<u> </u>	1,153,000	\$	3,555,000	<b>.</b>	260,000	<b>—</b>	80,000
Park Development								
ACA Accessibility Improvements - Heller, Shiffer, and Wakeham Parks	\$	60,000	\$	400,000	\$	-	\$	-
Balearic Center-Land Acquisition Services		-		60,000		-		-
Brentwood Park - Improvements	2	2,000,000		-		-		-
Canyon Park - New Restroom		-		-		-		-
Costa Mesa Bark Park Renovation - Construction Phase		-		-		-		-
Davis School Field Design & Construction		-		-		-		-
Estancia High School Sports Lighting		-		1,200,000		-		-
Fairview Developmental Center Sports Complex		-		-		500,000		2,000,000
Harbor Boulevard, Parkway Improvements		-		100,000		-		-
Heller Park - 2 New Lighted Basketball Courts		-		-		-		275,000
Jack Hammett - Addition of a Storage Facility		-		660,000		-		-
Lindbergh Park - 1 New Half Court Basketball Court		-		-		-		75,000
Lindbergh Park - Expand Park		-		-		-		1,300,000
Marina View Park - 1 New Half Court Basketball Court		-		-		-		-
Mesa del Mar Neighborhood Entryway		25,000		200,000		_		-
Moon Park - 1 New Half Court Basketball Court		-		-		-		-
Lions Park Projects	2	1,353,598		5,218,701		3,451,500		-
Park Monument Signage		-		50,000		50,000		50,000
Park Security Lighting Replacement Program		400,000		400,000		400,000		400,000
Pinkley Park - 2 New Tennis Courts		-		_		_		150,000
Smallwood Park Improvements		300,000		150,000		250,000		350,000
Smallwood Park Security Lighting		-		_		100,000		-
Talbert Nature Preserve		_		_		135,000		_
Tanager Park - 2 New Tennis Courts		_		_		· -		_
TeWinkle Park - 2 New Tennis Courts		_		_		_		_
TeWinkle Park - 2 Sand Volleyball Courts		_		_		_		-
TeWinkle Park - Drainage Swale - North Boundary		_		_		_		400,000
TeWinkle Park - Landscape Buffer North Boundary		_		_		_		300,000
TeWinkle Park - Landscape Median		_		275,000		_		-
TeWinkle Park - New Restroom - Lake Area		_		,		_		_
TeWinkle Park - New Tot Lot East of Junipero Dr.		_		_		_		_
TeWinkle Park - Presidio Square Restroom Demolition		_		_		_		_
TeWinkle Park - Skate Park Expansion		750,000		_		_		_
Vista Park - Picnic Shelter		700,000		165,000		_		_
Vista Park-Veteran's Memorial		20,000		60,000		_		_
Wakeham Park - 2 New Tennis Courts		20,000		-		_		
Youth Sports- Costa Mesa United		_		_		100,000		100,000
Subtotal Park Development	<u> </u>	4,908,598	\$	8,938,701	\$	4,986,500	\$	5,400,000
Subtotal Park Development	<b>Φ 2</b>	4,906,396	Ф	0,930,701	- P	4,960,500	<b>.</b>	5,400,000
Fairview Park								
Fairview Park-Bluff Stairs (South)Bluff Stairs at South Fairview Park	\$	-	\$	350,000	\$	-	\$	-
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restore Native Habitat		250,000		2,000,000		2,000,000		2,000,000
Fairview Park - Fence Along Placentia Ave		-		380,000		-		-
Fairview Park Improvements - Masterplan Implementation		250,000		250,000		250,000		250,000

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

PROGRAM / Project Description		FY 21-22		FY 22-23	F	Y 23-24		Total
Mission Mendoza Landscaping		-		-		-		60,000
Newport Blvd. Landscape - 19th St. to Bristol St.		-		-		-		1,100,000
Redhill Avenue Medians (McCormick Ave. to Bristol St.)		-		-		-		1,038,000
Smalley Road Landscape Renovation		-		-		-		50,000
Tree Planting Program		50,000		50,000		50,000		300,000
Victoria Street - Phased Landscape Renovation		30,000		30,000		30,000		180,000
Gisler/California Improvements		· -		· -		_		115,000
Subtotal Parkway & Median Improvements	\$	80,000	\$	80,000	\$	80,000	\$	5,288,000
Park Development								
ACA Accessibility Improvements - Heller, Shiffer, and Wakeham Parks	\$	_	\$	_	\$	_	\$	460,000
Balearic Center-Land Acquisition Services	•	_	•	_	•	_	•	60,000
Brentwood Park - Improvements		_		_		_		2,000,000
Canyon Park - New Restroom		_		_		650,000		650,000
Costa Mesa Bark Park Renovation - Construction Phase		_		_		-		-
Davis School Field Design & Construction		2,500,000		-		_		2,500,000
Estancia High School Sports Lighting		2,300,000		-		_		1,200,000
Fairview Developmental Center Sports Complex		2,000,000		1,000,000		_		5,500,000
Harbor Boulevard, Parkway Improvements		2,000,000		1,000,000		_		100,000
• •		-		-		_		
Heller Park - 2 New Lighted Basketball Courts		-		-				275,000
Jack Hammett - Addition of a Storage Facility		-		-		-		660,000
Lindbergh Park - 1 New Half Court Basketball Court		-		-		-		75,000
Lindbergh Park - Expand Park		-		-		-		1,300,000
Marina View Park - 1 New Half Court Basketball Court		80,000		-		-		80,000
Mesa del Mar Neighborhood Entryway		-		-		-		225,000
Moon Park - 1 New Half Court Basketball Court		80,000		-		-		80,000
Lions Park Projects		-		-		-		30,023,799
Park Monument Signage		50,000		50,000		50,000		300,000
Park Security Lighting Replacement Program		-		-		-		1,600,000
Pinkley Park - 2 New Tennis Courts		-		-		-		150,000
Smallwood Park Improvements		-		-		-		1,050,000
Smallwood Park Security Lighting		-		-		-		100,000
Talbert Nature Preserve		-		-		-		135,000
Tanager Park - 2 New Tennis Courts		150,000		-		-		150,000
TeWinkle Park - 2 New Tennis Courts		-		150,000		-		150,000
TeWinkle Park - 2 Sand Volleyball Courts		-		-		150,000		150,000
TeWinkle Park - Drainage Swale - North Boundary		-		-		-		400,000
TeWinkle Park - Landscape Buffer North Boundary		-		-		-		300,000
TeWinkle Park - Landscape Median		-		-		-		275,000
TeWinkle Park - New Restroom - Lake Area		-		650,000		-		650,000
TeWinkle Park - New Tot Lot East of Junipero Dr.		500,000		_		_		500,000
TeWinkle Park - Presidio Square Restroom Demolition		250,000		-		-		250,000
TeWinkle Park - Skate Park Expansion		_		-		-		750,000
Vista Park - Picnic Shelter		_		_		_		165,000
Vista Park-Veteran's Memorial		_		_		_		80,000
Wakeham Park - 2 New Tennis Courts		150,000		_		_		150,000
Youth Sports- Costa Mesa United		100,000		100,000		100,000		500,000
Subtotal Park Development	\$	5,860,000	\$	1,950,000	\$	950,000	\$	52,993,799
Fairview Park								
Fairview Park-Bluff Stairs (South)Bluff Stairs at South Fairview Park	\$	_	\$	_	\$	_	\$	350,000
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restore Native Habitat	Ψ	2,000,000	Ψ	_	Ψ	_	Ψ	8,250,000
Fairview Park - Fence Along Placentia Ave		_,000,000		_		-		380,000
Fairview Park Improvements - Masterplan Implementation		250,000		250,000		250,000		1,750,000

# **CITY OF COSTA MESA, CALIFORNIA** SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

ROGRAM / Project Description	F	Y 17-18		FY 18-19		FY 19-20		FY 20-21
Fairview Park - Plant Establishment and Pond Maintenance		250,000		150,000		150,000		150,000
Fairview Park Projects-On Call Environmental Services		50,000		50,000		50,000		50,000
Fairview Park Riparian Habitat Phase III		-		500,000		500,000		-
Fairview Park Southeast Entrance and Parking Lot		150,000		-		-		-
Fairview Park-West Bluff Repair		-		250,000		650,000		-
Subtotal Fairview Park	\$	950,000	\$	3,930,000	\$	3,600,000	\$	2,450,000
Park Development Fund								
Davis School Lighting and Turf	\$	-	\$	2,000,000	\$	-	\$	-
Kaiser Lighting and Turf		-		5,000,000		-		-
Parsons Lighting and Turf		-		2,230,000		-		
Subtotal Park Development Fund	\$	-	\$	9,230,000	\$	-	\$	
Park Maintenance								
Del Mesa Park - Replace Walkway Lights	\$	-	\$	-	\$	-	\$	
Estancia Park-Slope Renovation		30,000		-		-		
Gisler Park - Replace Picnic Shelter		_		50,000		-		
Heller Park- Replace Existing Restroom		-		_		_		600,000
Jack Hammett Sports Complex - Light Pole & Footing Replacement		44,000		_		_		
Parkway Landscape Improvements - Andros Street and Elm		-		40,000		_		
Pinkley Park - Replace Existing Playground Equipment		_		_		65,000		
Shiffer Park - Replace Playground Equipment (2 Areas)		_		_		-		175,000
Smalley/Sunflower - Landscape Renovation		_		75,000		_		0,000
TeWinkle Park Lake - Design of repair of lake liners and		_		50,000		_		_
TeWinkle Park Lake- Repair Lake Liner and Waterfalls		_		50,000		150,000		_
Vista Park- Installation of Perimeter Trail Fence				40,000		100,000		
Rehabilitate Parking Lot - Various Locations		100,000		50,000		50,000		50,000
Various Locations-Install Backflow Enclosures		100,000				30,000		30,000
		E0 000		50,000		-		
Various Parks-Replace Playground Surfacing		50,000		75.000		75.000		E0 000
Various Parks-Sidewalk Replacement		50,000		75,000		75,000		50,000
Wakeham Park - Playground and Planter		-		-		190,000		•
Wilson Park - Replace Existing Restroom w/Pre-Fabricated  Subtotal Park Maintenance		274,000	\$	200,000 <b>680,000</b>	\$	530,000	\$	875,000
Subtotal Fark Maintenance	<u> </u>	214,000	Ψ_	000,000	Ψ_	330,000	Ψ_	010,000
anitation Water Quality								
NPDES Best Management Practices Implementation	\$	_	\$	50,000	\$	50,000	\$	50,000
Subtotal Water Quality	\$	-	\$	50,000	\$	50,000	\$	50,000
·				·		·		
OTAL COMMUNITY HEALTH & ENVIRONMENT	\$ 2	27,285,598	\$	26,383,701	\$	9,426,500	\$	8,855,000
SENERAL GOVERNMENT SUPPORT								
Building Maintenance								
Building Maintenance Balearic Center - ADA Upgrades (Exterior Restrooms)	\$	-	\$	-	\$	150,000	\$	-
Building Maintenance	\$	- 40,000	\$	-	\$	150,000 -	\$	
Building Maintenance Balearic Center - ADA Upgrades (Exterior Restrooms)	\$		\$	- - -	\$	150,000 - -	\$	120,000
Building Maintenance Balearic Center - ADA Upgrades (Exterior Restrooms) Balearic Center - Construct Undergrounding of New Electrical Service	\$		\$	- - -	\$	150,000 - -	\$	120,000
Building Maintenance Balearic Center - ADA Upgrades (Exterior Restrooms) Balearic Center - Construct Undergrounding of New Electrical Service Balearic Center - Fire Protection Sprinklers	\$	40,000	\$	- - - 700,000	\$	150,000 - - - - 700,000	\$	
Building Maintenance  Balearic Center - ADA Upgrades (Exterior Restrooms)  Balearic Center - Construct Undergrounding of New Electrical Service  Balearic Center - Fire Protection Sprinklers  Balearic Center - Install New HVAC Unit	\$	40,000 - 350,000	\$	- - - - 700,000	\$	- - -	\$	
Building Maintenance  Balearic Center - ADA Upgrades (Exterior Restrooms)  Balearic Center - Construct Undergrounding of New Electrical Service  Balearic Center - Fire Protection Sprinklers  Balearic Center - Install New HVAC Unit  Building Maintenance Projects	\$	40,000 - 350,000 346,118	\$	- - - 700,000 -	\$	- - -	\$	
Building Maintenance  Balearic Center - ADA Upgrades (Exterior Restrooms)  Balearic Center - Construct Undergrounding of New Electrical Service  Balearic Center - Fire Protection Sprinklers  Balearic Center - Install New HVAC Unit  Building Maintenance Projects  City Clerk's Office Remodel	\$	40,000 - 350,000 346,118 70,000	\$	- - - 700,000 - -	\$	- - -	\$	
Building Maintenance  Balearic Center - ADA Upgrades (Exterior Restrooms)  Balearic Center - Construct Undergrounding of New Electrical Service  Balearic Center - Fire Protection Sprinklers  Balearic Center - Install New HVAC Unit  Building Maintenance Projects  City Clerk's Office Remodel  City Hall - HVAC Cooling Tower Replacement	\$	40,000 - 350,000 346,118 70,000	\$	700,000 - - 50,000	\$	700,000	\$	
Building Maintenance  Balearic Center - ADA Upgrades (Exterior Restrooms)  Balearic Center - Construct Undergrounding of New Electrical Service  Balearic Center - Fire Protection Sprinklers  Balearic Center - Install New HVAC Unit  Building Maintenance Projects  City Clerk's Office Remodel  City Hall - HVAC Cooling Tower Replacement  City Hall - HVAC Upgrade	\$	40,000 - 350,000 346,118 70,000	\$	- -	\$	700,000	\$	750,000

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

PROGRAM / Project Description		FY 21-22		FY 22-23		FY 23-24		Total
Fairview Park - Plant Establishment and Pond Maintenance		150,000		150,000		150,000		1,150,000
Fairview Park Projects-On Call Environmental Services		50,000		50,000		50,000		350,000
Fairview Park Riparian Habitat Phase III		30,000		30,000		30,000		1,000,000
Fairview Park Southeast Entrance and Parking Lot		_		_		_		150,000
Fairview Park-West Bluff Repair		_		_		_		900,000
Subtotal Fairview Park	\$	2,450,000	\$	450,000	\$	450,000	\$	14,280,000
		_,,		,		.00,000	<u> </u>	,
Park Development Fund								
Davis School Lighting and Turf	\$	-	\$	-	\$	-	\$	2,000,000
Kaiser Lighting and Turf		-		-		-		5,000,000
Parsons Lighting and Turf		-		-		-		2,230,000
Subtotal Park Development Fund	\$	-	\$	-	\$	-	\$	9,230,000
Park Maintenance								
Del Mesa Park - Replace Walkway Lights	\$	45,000	\$	-	\$	-	\$	45,000
Estancia Park-Slope Renovation		-		-		-		30,000
Gisler Park - Replace Picnic Shelter		-		-		-		50,000
Heller Park- Replace Existing Restroom		-		-		-		600,000
Jack Hammett Sports Complex - Light Pole & Footing Replacement		-		-		-		44,000
Parkway Landscape Improvements - Andros Street and Elm		-		-		-		40,000
Pinkley Park - Replace Existing Playground Equipment		-		-		-		65,000
Shiffer Park - Replace Playground Equipment (2 Areas)		-		-		-		175,000
Smalley/Sunflower - Landscape Renovation		-		-		-		75,000
TeWinkle Park Lake - Design of repair of lake liners and		-		-		-		50,000
TeWinkle Park Lake- Repair Lake Liner and Waterfalls		-		-		-		200,000
Vista Park- Installation of Perimeter Trail Fence		-		-		-		40,000
Rehabilitate Parking Lot - Various Locations		50,000		50,000		50,000		400,000
Various Locations-Install Backflow Enclosures		-		-		-		50,000
Various Parks-Replace Playground Surfacing		-		-		-		50,000
Various Parks-Sidewalk Replacement		50,000		-		-		300,000
Wakeham Park - Playground and Planter		-		-		-		190,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated		-		-		-		200,000
Subtotal Park Maintenance		145,000	\$	50,000	\$	50,000	\$	2,604,000
Sanitation								
Water Quality								
NPDES Best Management Practices Implementation	\$	50,000	\$	50,000	\$	50,000	\$	300,000
Subtotal Water Quality	\$	50,000	\$	50,000	\$	50,000	\$	300,000
TOTAL COMMUNITY HEALTH & ENVIRONMENT	\$	8,585,000	\$	2,580,000	\$	1,580,000	\$	84,695,799
GENERAL GOVERNMENT SUPPORT								
Building Maintenance								
Balearic Center - ADA Upgrades (Exterior Restrooms)	\$	_	\$	-	\$	_	\$	150,000
Balearic Center - Construct Undergrounding of New Electrical Service	·	_	·	_	•	_	·	40,000
Balearic Center - Fire Protection Sprinklers		_		_		_		120,000
Balearic Center - Install New HVAC Unit		-		-		-		350,000
Building Maintenance Projects		750,000		750,000		750,000		4,746,118
City Clerk's Office Remodel		_		-		-		70,000
City Hall - HVAC Cooling Tower Replacement		-		-		_		66,200
City Hall - HVAC Upgrade		-		-		_		550,000
City Hall - Replace Mechanical Door Lock Cylinders		-		-		_		50,000
City Hall 2nd Floor- Paint and Carpet		-		-		-		150,000
City Hall - Paint Interior - 3rd Floor		-		-		-		80,000

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

ROGRAM / Project Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21
City Hall 5th Floor - Paint interior	93,500	-	-	-
City Hall 5th Floor - Replace Carpet	110,000	-	-	-
City Hall - Paint Exterior	-	100,000	-	-
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	85,000	-	-
City Hall - Replace Roof on Exterior Walkway Canopy	130,000	-	-	-
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	-	125,000	130,000	135,000
Communications - City EOC & Property Evidence Building	-	450,000	1,000,000	1,000,000
Communications - Floor Finishes & Carpet	-	-	-	50,000
Communications - Exterior Paint & Abatement	-	-	30,000	-
Fleet Shop - Extent Bay #2 on North Side of Building for Fire Apparatus	-	15,000	80,000	-
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	75,000	-	-
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	175,000	-
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	-	-	-	185,000
Costa Mesa Tennis Center - Floor Finishes	-	-	30,000	-
Costa Mesa Tennis Center - Master Plan Improvements	-	30,000	-	_
Costa Mesa Tennis Center - Plumbing Fixtures	-	-	10,000	_
Costa Mesa Tennis Center - Replace Tennis Fencing	_	_	-	115,000
Costa Mesa Tennis Center - Replace Tennis Lighting	_	300,000	_	
DRC - Replace four (4) HVAC Units	90,000	-	_	_
DRC - Replace Pool Plaster	123,000	_	_	_
Downtown Recreation Center - Wall Finishes (Phase 1)	-	_	65,000	_
Fire Station #1 - Demolish Existing and Construct New Facility	6,142,500	_	-	-
Fire Station #2 - Access Improvements	-	250,000	_	-
Fire Station #2 - Front Public Access Parking for Baker Street	300,000	,	_	
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	_	_	100,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	_	135,000	_	.00,000
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	_	45,000	_	_
Fire Station #4 - Replace Roof	_	85,000	_	_
Fire Station #6 - Repair Failing Perimeter Walls	_	-	_	_
Fire Station #6 - Replace (3) HVAC Units	50,000	_	_	_
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	_	_
Fire Station #2 - 6 - Critical Infrastructure Protection	20,000	20,000	20,000	_
		20,000	20,000	_
Fire Station Accessibility Design - Fire Station 2 & Station 4	50,000	-	-	-
Fire Stations - Plymo Vent Vehicle Exhaust Systems	250,000	-	-	-
Fire Stations Solar Carport Panels	-	30,000	-	-
Mesa Verde Library - ADA Compliance Design	-	50,000	-	-
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
P. D Front Lobby Security Project	53,000	-	-	-
P. D Range Remodel/ Update	205,000	-	-	-
P. D Carpet Replacement, Records and Investigative Svs Bureaus	87,200	-	-	-
P. D Design of Gym Expansion	100,000	-	-	-
Police Substation - ADA Restrooms	-	175,000	-	-
Police Substation - Interior Floor Finishes	-	80,000	-	-
Senior Center - Door Replacement	-	48,000	-	-
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	100,000	-	-
Westside Resource Center (Police Substation)	-	200,000	-	-
OTAL GENERAL GOVERNMENT SUPPORT	\$ 8,826,518	\$ 3,228,000	\$ 2,940,000	\$ 2,505,000

# SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

ROGRAM / Project Description	FY 21-22	FY 22-23	FY 23-24	Total
City Hall 5th Floor - Paint interior	-	-	-	93,50
City Hall 5th Floor - Replace Carpet	-	-	-	110,00
City Hall - Paint Exterior	-	-	-	100,00
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	-	-	85,00
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	-	130,00
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	140,000	145,000	-	675,00
Communications - City EOC & Property Evidence Building	1,000,000	-	-	3,450,00
Communications - Floor Finishes & Carpet	-	-	-	50,00
Communications - Exterior Paint & Abatement	-	-	_	30,00
Fleet Shop - Extent Bay #2 on North Side of Building for Fire Apparatus	-	-	-	95,00
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	-	-	75,00
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	-	175,00
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	-	-	_	185,00
Costa Mesa Tennis Center - Floor Finishes	-	-	_	30,00
Costa Mesa Tennis Center - Master Plan Improvements	-	-	_	30,00
Costa Mesa Tennis Center - Plumbing Fixtures	-	-	_	10,00
Costa Mesa Tennis Center - Replace Tennis Fencing	_	_	_	115,00
Costa Mesa Tennis Center - Replace Tennis Lighting	_	_	_	300,00
DRC - Replace four (4) HVAC Units	_	_	_	90,00
DRC - Replace Pool Plaster	_	_	_	123,00
Downtown Recreation Center - Wall Finishes (Phase 1)	_	_	_	65,00
Fire Station #1 - Demolish Existing and Construct New Facility	_	_	_	6,142,50
Fire Station #2 - Access Improvements	_	_	_	250,00
Fire Station #2 - Front Public Access Parking for Baker Street	_	_	_	300,00
Fire Station #2 - Remove UST/Install Above-Ground Tank	_	_	_	100,00
Fire Station #3 - Remove UST/Install Above-Ground Tank	_	_	_	135,00
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	_	_	_	45,00
Fire Station #4 - Replace Roof	_	_	_	85,00
Fire Station #6 - Repair Failing Perimeter Walls	95,000	_	_	95,00
Fire Station #6 - Replace (3) HVAC Units	93,000	_	-	50,00
	190,000	-	-	
Fire Station #6 - Remove UST/Install Above-Ground Tank	180,000	-	-	180,00
Fire Station #2 - 6 - Critical Infrastructure Protection	-	-		60,00
Fire Station Accessibility Design - Fire Station 2 & Station 4	-	-	-	50,00
Fire Stations - Plymo Vent Vehicle Exhaust Systems	-	-	-	250,00
Fire Stations Solar Carport Panels	-	-	-	30,00
Mesa Verde Library - ADA Compliance Design	-	-	-	50,00
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,00
P. D Front Lobby Security Project	-	-	-	53,00
P. D Range Remodel/ Update	-	-	-	205,00
P. D Carpet Replacement, Records and Investigative Svs Bureaus	-	-	-	87,20
P. D Design of Gym Expansion	-	-	-	100,00
Police Substation - ADA Restrooms	-	-	-	175,00
Police Substation - Interior Floor Finishes	-	-	-	80,00
Senior Center - Door Replacement	-	-	-	48,00
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	-	-	100,00
Westside Resource Center (Police Substation)	-	-	-	200,00
OTAL GENERAL GOVERNMENT SUPPORT	\$ 2,165,000	\$ 895,000	\$ 750,000	21,309,51





# HISTORY OF COSTA MESA

Located on the "coastal tableland" above Newport Bay, Costa Mesa was once grazing grounds for cattle belonging to the Mission San Juan Capistrano. At the beginning of the 19th Century, missionaries built an adobe way station or "estancia" for the vaqueros who tended the herds. This structure still stands at 1900 Adams Avenue and was recently restored and transformed by the City into a museum. In 1810, this same area was a part of the Spanish land grant of Santiago del Santa Ana made to Jose Antonio Yorba. By 1880, settlers had begun buying portions of the rancho from Yorba's heirs and in the same decade established the town of Fairview. A school house and church were built near the present intersection of Harbor and Adams, and a 25-room hotel accommodated visitors to the nearby hot sulfur springs. But in early 1889, a storm washed out the railroad and brought financial disaster to the community which soon reverted to a farming country.

By this time, the little town of Harper, named after a nearby rancher, had emerged on a siding of the Santa Ana and Newport Railroad. Its first business, Ozment's General Store, stood on the corner of Newport and 18th Streets and contained the City's first post office, established in 1909. On May 11, 1920, Harper officially changed its name to Costa Mesa, which means "coastal tableland" in Spanish, and continued as an agricultural community, growing sweet potatoes, corn, tomatoes, strawberries, and apples.

Building and oil drilling industries were just beginning to bring new growth to the City when the depression hit Southern California. Industries collapsed and the local bank closed. More disaster followed when the 1933 earthquake shook the town, damaging businesses and the Main School. But, the school was soon rebuilt and continued in operation as the Clara McNally School. These buildings are now used for school administrative and service purposes.

World War II brought many thousands of people to the area for training at the Santa Ana Army Air Base, located on what is now the Orange County Fairgrounds, Orange Coast College, and the present site of the Civic Center. When the war ended, many of these men returned with their families to begin a population boom in the City.

On June 29, 1953, the City was incorporated and a City Council-Manager form of government was chosen. The new City had an area of 3.5 square miles and a population of 16,840. The City has an area of 16.8 square miles and the population has risen to 109,960, as of January 1, 2010.

Today, Costa Mesa is a major commercial and industrial center of Orange County. The City, which formally adopted the slogan "The City of the Arts" in late 1984, is home to the Orange County Performing Arts Center and the Tony Award-winning South Coast Repertory Theatre. The Center includes a 3,000-seat facility, which was completed in 1985. And in September 2006, the 2,000-seat Henry and Renee Segerstrom Concert Hall and 500-seat Samueli Theatre opened with great sucess. The Concert Hall is the new home to the Orange County's Pacific Symphony and Pacific Chorale.

Costa Mesa also offers world-class shopping and dining experiences in and around South Coast Plaza. Home to large corner stores like Nordstrom's, Macy's, Saks Fifth Avenue, Bloomingdale's, and Sears. South Coast Plaza also offers smaller specialized stores like Tiffany & Co., Ralph Lauren, Williams-Sonoma, and Coach. The South Coast Plaza area also offers a variety of fine dining that include Maggiano's Little Italy, Vaca, Anqi, The Capital Grille, and Water Grill.

This history has made and continues to make the City of Costa Mesa a destination for all experiences.

# MISCELLANEOUS STATISTICS Fiscal Year 2017-2018

General	
Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	112,377
Acres Zoned for Industry	1,026
Acres of Open Space	1,039
Post Offices	2
Number of Full-Time Employees	477
Fire Protection	
Number of Fire Stations	6
Number of Sworn Fire Fighters	84
Fire Insurance Rating	Class 2
Police Protection	
Number of Sworn Police Officers	136
Streets, Parks and Sanitation	
Miles of Streets (in lane miles)	522
Miles of Alleys	15
Trees, Street	25,000
Park Sites	30
Skate Park	1
18-hole Public Golf Courses	2
Miles of Storm Drains	45.5
Miles of Sewers	325.7
Sanitation Pumping Stations	20
Education Facilities	
Elementary Schools	10
Junior High Schools	2
High Schools	2
2-year Community College	1
Private Colleges	19
Public Libraries	2



#### **INTRODUCTION:**

The financial and budget policies were adopted by the City Council on March 3, 2015 and subsequently updated in October 2016. Excerpts of these policies and additional information are presented below.

The City of Costa Mesa's largest financial responsibility to its residents is the care of public funds. Financial and budget policies are developed by the Finance Department and City Manager in order to establish the framework for the overall budget planning and financial management of the City of Costa Mesa. These policies shall periodically be reviewed by the City's Finance and Pension Advisory Committee and adopted by the City Council. These policies will help City officials plan fiscal strategy using a consistent approach contributing to the City's fiscal stability and will provide adequate funding of the services desired by the public.

The City Manager will propose a budget within a reasonable amount of time for the City Council and public to review and discuss it before adoption. The budget will be adopted by the City Council by June 30 of each year. If, for some unforeseen reason, the budget is not adopted by June 30, the Council must adopt a continuing appropriations resolution by June 30 that will provide for operations until the budget is adopted.

#### **REVENUES:**

#### **Diversified and Stable Base**

The City will seek to maintain a diversified and stable revenue base to protect the City from short-term fluctuations in any one revenue source.

#### **Revenues and Grants**

Ongoing revenues will be projected using realistic assumptions. Revenue forecasts will be neither overly optimistic nor overly conservative. They will be as realistic as possible based on the best available information. Should economic downturns develop which could result in revenue shortfalls or fewer available resources, the City will make adjustments in anticipated expenditures to compensate.

One-time revenues shall be limited for use on non-recurring items including start-up costs, reserve stabilization, capital expenses and early debt retirement.

New revenue sources pending legislation or grant approval are not included in the base budget request. They will be considered for addition to the budget during the mid-year budget report process (i.e. when legislation is passed or grants awarded).

### Fees and Charges for Services

User fees will be imposed to cover the cost of services provided for unique or narrow segments of the community. Fees will normally be set at full cost recovery. Full cost recovery includes direct and indirect costs, overhead and depreciation for the period during which the fee will be in effect. Fees may be set at less than full cost recovery (cost of service may be subsidized) as the City Council deems necessary. Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery. Fees that are set by State law shall be implemented in accordance with those laws.

#### **OPERATING & CAPITAL BUDGET:**

### **Consistency with Council & City Manager Priorities**

Base operating budget requests shall be consistent with the priorities and operational plans set forth by the City Council, City Manager and the City's Financial Policies. Department heads are responsible for using these priorities and plans along with program outcome indicators to evaluate existing programs and redirect existing resources as needed for greater efficiency, to reduce cost and minimize the requests for additional resources. A certification regarding the evaluation of existing resources is required as part of the budget request submittal.

# **Balanced Budget**

A balanced budget means that operating revenues must fully cover operating expenditures, including debt service. Under this policy, it is allowable for total expenditures to exceed revenues in a given year by the use of unassigned fund balance. However, in that situation, beginning unassigned fund balance can only be used to fund capital improvement plan projects or other one-time, non-recurring expenditures. Budgets for funds outside the General Fund are balanced to the fund's own revenue sources without General Fund subsidy unless previously approved by the Council or City Manager.

#### Salaries & Benefits

The Finance Department budget staff will set the regular salary and employee benefits base budgets based on known changes in bargaining unit MOUs, retirement rates and other employee benefit costs. (See the City Budget Manual for detailed accounts centrally prepared by Finance and those prepared by the departments.) The vacancy factor will initially be set at zero percent (0%) for each department. The vacancy factor may be modified later in the budget process if necessary to reflect actual, projected or targeted vacancy rates. If the vacancy factor is set above zero percent, the resulting salary savings will be included in the non-departmental section of the budget.

#### **Services & Supplies**

Services and supplies shall be budgeted at the same level as current year budget to the extent they are necessary to support basic operations, Council and City Manager's goals. Budgeted base amounts may be reduced if an analysis of actual usage reveals ongoing over-budgeting practices. One-time items applicable only to past years' operations may to be removed from the base.

#### Percentage of General Fund Budget for Capital Expenditures

The City will allocate a minimum of five percent (5%) of the General Fund budget to capital expenditures and plan a goal of an additional one and one-half percent (1.5%) dedicated to a Capital Facilities Account. This allocation may be annually reviewed by the Finance Advisory Committee. During an economic downturn or in the event of a disaster these allocated funds could be used as a type of reserve for operations.

For purposes of this policy, Capital Expenditures are defined as: fixed assets (those capital items with value greater than \$5,000), improvements/modifications to buildings/facilities/infrastructure, and improvements/modifications to City owned parks/fields/open space. These expenditures can be budgeted in either the City's General Fund or Capital Improvements Fund.

### **Contingencies**

A contingency line-item of approximately \$500,000 will be included in the non-departmental section of the budget. This amount will allow the City Manager to retain budget flexibility for operations during the fiscal year. The Finance Department and City Manager will develop a process to account for requests and approvals of the use of these funds during the fiscal year. Use of these funds, as with all other funds, will comply with the City Purchasing Policy & Procedures. A status report and allocation of the use of these funds will be included in the mid-year budget report.

### **Requests for Budget Increase**

All requests for budget increase require outcome indicators that outline the department's intended outcome(s) resulting from the obtaining the additional resources. Multiple requests will be ranked in order of the department's priority for approval. Department heads will certify that all potential alternatives for redirecting existing resources have been examined and that lower priority items have been reduced or eliminated in order to free up existing resources before asking for an increase.

Budget Staff and the City Manager will conduct a mid-year review of prior year budget increases to determine what prior year budget increases will be funded. Funding for these increases will continue if the City Manager and the department agree that:

They meet the performance expectations
They merit continuation
They are still relevant to the department's mission
Sufficient funding exists

#### **Special Revenue Funds**

Special Revenue Funds will be used for specific programs or projects under the guidelines established for each fund. Appropriations may not exceed the anticipated resources including use of reserves when appropriate.

#### **Debt Service Funds**

Adequate funding will be appropriated within the Debt Service Funds to fund debt obligations as they come due. Reserves will be maintained within the Funds as necessary pursuant to bond covenants and/or other legal restrictions.

#### **Internal Service Funds**

Internal Service Funds will have revenues (intra-City user charges, interest income, and other income) sufficient to meet operating expenses and capital outlay.

#### **Five-Year Financial Plan**

The City will forecast its General Fund revenues and expenditures for each of the next five years and will update this forecast at least every two years. This forecast will be reviewed by the Finance Advisory Committee

#### **GENERAL EXPENDITURE MANAGEMENT:**

#### **Mid-Year Budget Reviews**

The City Council will formally review the budget to actual status of revenues and expenditures as soon as practical when the December actual information is available, and amend the budget if necessary. The midyear review will also serve as an opportunity for the Council to discuss and provide input on expectations for the next fiscal year budget.

#### **Budgetary Control**

The level of budget control exists at the program level. Annual budgets are set at the individual account level however Department Heads will be responsible for not exceeding the overall program budget. The Finance Department will provide monthly budget to actual reports to the City Manager and to each department (Director, Manager, or Budget Liaison) for review. It is the responsibility of each department to communicate to Finance when program budgets might be exceeded. This communication is to be before the situation occurs and include the reason or cause for the potential situation. At that time, the most appropriate action will be discussed to resolve any budget shortfalls.

### **Budget Transfers and Adjustments**

Budget transfers are shifts of existing resources between divisions, programs, and accounts. Department heads are responsible for the efficient and effective use of the resources within their departmental budgets and are required to reallocate existing resources before requesting budget increases. Therefore, they are permitted, with the concurrence of the Finance Department, to make budget transfers of resources among the accounts, programs and divisions within their department. If necessary, the City Manager may also approve the transfer of resources between departments staying within the total appropriations previously authorized by the City Council. Exceptions to this flexibility are transfers out of salaries and benefits (which require City Manager or Finance Department approval) and transfers of specific program funds that have restrictions on their use.

Budget adjustments are changes that affect the total amount of the City budget. These include appropriation of new grants or other revenues that had not been approved or realized at the time of the June budget adoption. These also include increases or decreases to unassigned fund balance for items were approved but not spent in previous fiscal years or for unanticipated, one-time items that cannot be postponed to the next budget cycle. Budget adjustments must be approved by the City Council.

#### **Operating Carryover and Surplus**

Operating program appropriations not spent during the first fiscal year may be carried over for specific purposes into the second fiscal year with the approval of the City Manager.

A fiscal year-end surplus may occur when there is a net increase in fund balance or when there is a positive budget variance. Such a surplus will be reviewed for potential use using the following priorities:

- Increase reserves if reserves are below target
- 2. Examine opportunities for prepayment and accelerated payoff of debt
- 3. Increase funds for capital facilities

#### **ACCOUNTING:**

The City will comply with the requirements of the Governmental Accounting Standards Board (GASB) and record and maintain its financial transactions based upon Generally Accepted Accounting Principles (GAAP).

### **INVESTMENTS:**

The City Treasurer shall invest the City's idle funds in accordance with the guidelines established in the adopted Investment Policy.

### **RESERVES & FUND BALANCE:**

Current General Fund reserves consist of committed and assigned fund balance. They are part of the General Fund balance. As of June 30, 2016 they total \$32,431,748 and consisted of the following:

\$ 14,125,000	Committed for declared disasters
2,000,000	Committed for self-insurance
4,107,428	Assigned for compensated absences
2,766,672	Assigned for Police Retirement 1% Supplemental
3,946,563	Assigned for Optional Post-Employment Benefits (OPEB)
2,486,085	Non-spendable
3,000,000	Economics Reserve
\$ 32,431,748	Subtotal
 32,040,713	Unassigned Fund Balance
\$ 64,472,461	Total Unassigned Fund Balance & Reserves

When reserves are combined with the unassigned fund balance, the total is \$64,472,461. This amount was a positive net change (surplus) of \$10,656,510. Since the total amount exceeded the General Fund reserves goal of \$55,000,000, a recommendation was made in the FY 16-17 Mid-year Budget Report to use \$9,472,461 (the amount in excess of the goal) to accomplish some important carry over, debt reduction, and capital project needs. City Council approved that report on March 7, 2017. The \$55,000,000 goal will be increased by a CPI factor going forward.

The following is a brief discussion of some of fund balance and reserve items.

#### **Emergency Reserve/Committed for Declared Disasters**

The \$14,125,000 committed for declared disasters was established by the City Council as an emergency reserve. As set forth by Council Resolution 11-27 (June 21, 2011) and Municipal Code Sections 2-206 and 2-207, use of this reserve is limited to the following purposes:

- 1. To provide required emergency funding as a result of a declared emergency.
- 2. To provide required funding for an unanticipated but urgent event threatening the public health, safety and welfare of the City such as earthquakes, major unanticipated infrastructure failures and terrorist events.

This reserve may only be utilized by resolution of the City Council for the reasons stated above. This amount will be shown as committed fund balance on the City's Comprehensive Annual Financial Report (CAFR).

Paired with this reserve is the policy of a minimum monthly cash balance (throughout the fiscal year) in the General Fund of at least \$14,000,000. This keeps the reserve funds liquid rather than having them tied up on longer-term investments. The amount presented on the monthly Treasurer's Report will be used to determine the actual ending monthly cash balance.

#### **Self-Insurance Reserve**

The \$2,000,000 self-insurance reserve is set by Resolution 11-27 and Municipal Code Section 2-154. The City will maintain a minimum \$2,000,000 Committed General Fund Balance to be used to pay actual losses not covered by other insurance policies or insurance pools. If used, this reserve shall be replenished with funds each fiscal year from the General Fund operating reserve.

#### Other Reserves

The other three categories of reserves listed above are based on specific studies or calculations of what is needed for those programs. The amounts are refreshed annually and recommended to continue as long as required.

#### **Reserve Study and Goals**

The risks that the City faces, and which should be accounted for in the process of establishing reserves, include economic volatility, major infrastructure failure, natural disasters and other emergencies. A separate study of these risks is prepared and periodically updated to assess each category of risk and recommend an adequate amount of reserves that will enable the City to prepare for them. During the annual budget process, the midyear budget report and preparation of the five-year financial plan, actual reserve amounts will be compared to recommended amounts. If reserves are below target, recommendations will be made for increasing reserves. As noted above, the City has reached the \$55,000,000 goal and plans to increase it by a CPI factor should there be a FY 16-17 General Fund surplus.

#### **Debt Service Funds**

The Debt Service Funds shall maintain reserves as prescribed by the bond covenants adopted at the time of the debt issuance.

### **Equipment Replacement Fund**

The Equipment Replacement Fund shall maintain adequate reserves to provide funding for replacement of fleet vehicles and motorized equipment.

#### **Self-Insurance Fund**

The Self-Insurance Fund shall maintain adequate loss reserves based upon an actuarial analysis of the risk of loss to provide funding for estimated claims and potential liabilities.

#### **DEBT:**

#### **Debt Issuance**

The City may issue long-term (exceeding twelve months) for capital projects and fixed assets. All General Fund debt issuances shall identify the method of repayment (or have a dedicated revenue source). The term of the debt should not exceed the life of the asset being financed. The City shall not issue General Fund debt to support ongoing operating costs unless such debt issuance achieves net operating cost savings and such savings are verified by independent analysis.

# **Unfunded Pension Liability**

Should the City's pension obligations include an unfunded liability, the City shall develop a plan to reduce and eventually eliminate the unfunded liability. In addition to paying the annual required contribution (that includes amortization of the unfunded pension liability), the City will annually allocate a minimum of \$500,000 per year toward reducing the unfunded liability starting with the Fire Side Fund. In addition, if the City prepays annual retirement costs, the savings on any prepayment option exercised will be used to make an additional payment to the Fire Side Fund. These actions are intended to pay off the Fire Side Fund in eleven or twelve years; four to five years early.



# **FIVE YEAR FINANCIAL PLAN**

General Fund Summary

	 FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted
Sales & Use Tax	\$ 42,234,307	\$ 45,830,110	\$ 49,264,633	\$ 51,115,064	\$ 57,593,561	\$ 54,600,000
Property Tax	20,591,798	23,172,595	22,821,008	24,058,820	25,998,070	25,925,102
Transient Occupancy Tax	6,524,510	7,257,695	7,676,090	7,995,155	8,622,505	8,531,000
Franchise Fee's	4,471,325	4,818,970	4,891,465	4,885,926	5,060,402	4,961,156
Licenses & Permits	1,630,901	1,723,297	1,778,622	1,970,946	2,584,241	2,173,933
Fines & Forfeitures	1,544,335	1,506,940	1,216,018	1,204,868	1,530,045	1,475,000
Use of Money & Property	3,412,897	2,888,003	4,228,621	4,392,138	4,085,050	3,164,021
Vehicle License Fee Swap - Property Tax	8,594,278	8,814,644	9,229,059	9,481,340	9,982,948	9,954,688
Fee's & Charges for Services	3,823,258	3,783,376	3,710,792	3,832,961	3,964,345	3,848,308
All Other Revenue's	 2,835,319	6,225,055	2,584,679	4,046,056	2,575,520	2,759,689
Total Revenues	\$ 95,662,928	\$ 106,020,685	\$ 107,400,989	\$ 112,983,274	\$ 121,996,687	\$ 117,392,897
Budgeted Positions Count Filled Positions	497	465	466	477 408	478 396	479 460
Regular Salaries	\$ 38,380,113	\$ 36,964,019	\$ 37,450,971	\$ 37,727,587	\$ 38,257,223	\$ 41,572,669
Retirement	13,876,454	14,084,805	15,599,620	16,928,366	18,003,320	20,948,417
Other Pay & Benefits	17,025,652	18,441,092	18,626,243	19,482,793	20,120,572	18,360,653
Maintenance & Operations	15,969,918	20,170,385	19,808,025	19,907,748	20,690,753	22,761,915
Debt Service	5,372,777	3,832,025	3,521,623	3,514,579	3,518,316	3,735,493
Contingency	-	193,717	20,113	-	-	1,000,000
Total Operating Expenses	\$ 90,624,913	\$ 93,686,044	\$ 95,026,595	\$ 97,561,073	\$ 100,590,184	\$ 108,379,147
Transfers - Non-Capital	\$ 33,804	\$ 2,684,946	\$ 5,572,511	\$ 10,814,636	\$ 8,934,119	\$ 44,544
Surplus/(Deficit)	\$ 5,004,211	\$ 9,649,696	\$ 6,801,883	\$ 4,607,565	\$ 12,472,385	\$ 8,969,206
Capital:						
Fixed Assets	\$ 579,391	\$ 520,297	\$ 800,292	\$ 428,858	\$ 1,163,383	\$ 272,282
Equipment Replacement Cost	1,693,248	983,600	1,231,044	253,231	689,465	744,682
IT Replacement Cost	-	-	-	100,000	150,002	200,000
Capital Improvement Project	-	-	-	-	-	5,963,263
City Facilities Improvement	-	-	-	-	-	1,788,979
Total Needs	\$ 2,272,639	\$ 1,503,897	\$ 2,031,336	\$ 782,089	\$ 2,002,850	\$ 8,969,206
Additional Capital Financing						
Total Operating & Capital Surplus/(Deficit)	\$ 2,731,572	\$ 8,145,799	\$ 4,770,547	\$ 3,825,476	\$ 10,469,535	\$ -

	 FY 17-18 Forecast	FY 18-19 Forecast	FY 19-20 Forecast	FY 20-21 Forecast	FY 21-22 Forecast	
Sales & Use Tax	\$ 56,906,000	\$	58,196,000	\$ 59,415,000	\$ 60,682,000	\$ 61,993,000
Property Tax	28,356,145		29,240,946	30,262,621	31,322,550	32,422,168
Transient Occupancy Tax	8,829,585		9,138,620	9,458,472	9,789,519	10,132,152
Franchise Fee's	4,863,473		4,902,473	4,942,131	4,982,457	5,023,465
Licenses & Permits	2,246,258		2,083,859	2,129,950	2,177,491	2,226,540
Fines & Forfeitures	1,426,600		1,458,232	1,490,797	1,524,322	1,558,835
Use of Money & Property	3,135,249		3,144,998	3,155,208	3,165,901	3,177,100
Vehicle License Fee Swap - Property Tax	10,251,889		10,558,005	10,873,305	11,198,065	11,532,567
Fee's & Charges for Services	3,904,449		3,924,904	4,012,194	4,103,094	4,197,773
All Other Revenue's	 2,495,491		2,464,607	2,493,867	2,463,154	2,492,467
Total Revenues	\$ 122,415,139	\$	125,112,645	\$ 128,233,545	\$ 131,408,552	\$ 134,756,066
Budgeted Backbare Count	100		475	470	477	470
Budgeted Positions Count Filled Positions	480 461		475 451	476 452	477 453	478 454
				.02	.00	
Regular Salaries	\$ 42,633,646	\$	43,200,064	\$ 44,150,150	\$ 45,128,185	\$ 46,118,236
Retirement	22,452,182		26,600,438	29,742,232	34,056,869	37,376,061
Other Pay & Benefits	19,351,949		19,772,243	20,267,879	20,782,711	21,072,898
Maintenance & Operations	24,538,058		24,893,095	25,280,175	25,664,544	26,081,526
Debt Service	3,720,865		3,715,384	3,696,362	3,699,464	3,693,199
Contingency	 500,000		500,000	500,000	500,000	500,000
Total Operating Expenses	\$ 113,196,699	\$	118,681,224	\$ 123,636,798	\$ 129,831,772	\$ 134,841,921
Transfers - Non-Capital	\$ 44,544	\$	44,544	\$ 44,544	\$ 44,544	\$ 44,544
Surplus/(Deficit)	\$ 9,173,895	\$	6,386,877	\$ 4,552,203	\$ 1,532,236	\$ (130,398)
Capital:						
Fixed Assets	\$ 310,000	\$	310,000	\$ 310,000	\$ 310,000	\$ 310,000
Equipment Replacement Cost	752,344		789,961	829,459	870,932	914,479
IT Replacement Cost	200,000		200,000	200,000	200,000	200,000
Capital Improvement Project	6,120,757		6,255,632	6,411,677	6,570,428	6,737,803
City Facilities Improvement	 1,836,227		1,876,690	1,923,503	-	-
Total Needs	\$ 9,219,328	\$	9,432,283	\$ 9,674,640	\$ 7,951,360	\$ 8,162,282
Additional Capital Financing						
Total Operating & Capital Surplus/(Deficit)	\$ (45,433)	\$	(3,045,406)	\$ (5,122,437)	\$ (6,419,124)	\$ (8,292,681)

**ACCRUAL BASIS OF ACCOUNTING:** Revenues are recognized when both measurable and available; expenditures are recorded when services have been substantially performed or goods have been received and the liabilities incurred.

**ADOPTED BUDGET:** The official budget as approved by the City Council at the start of each fiscal year.

<u>AD VALOREM TAX:</u> (which means "according to its value") A state or local government tax based on the value of real property as determined by the county tax assessor.

**AGENCY FUND:** Used to account for assets held by the City in a fiduciary capacity for individuals, government entities, and others. Such funds are operated by carrying out the specifications of trust indentures, statutes, ordinances, or other governing regulations.

**AMENDED BUDGET:** The adopted budget as amended by the City Council through the course of a fiscal year.

<u>APPROPRIATIONS:</u> A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time when it may be expended.

<u>ARBITRAGE:</u> The interest rate differential that exists when proceeds from a municipal bond – which is tax-free and carries a lower yield – are invested in taxable securities with a yield that is higher. The 1986 Tax Reform Act made this practice by municipalities illegal solely as a borrowing tactic, except under certain safe-harbor conditions.

**ASSESSED VALUATION:** A municipality's property tax base stated in dollars based on real estate and/or other taxable business property for the purposes of taxation, sometimes expressed as a percent of the full market value of the taxable property within a community.

**AUTHORITY OR AGENCY:** A state or local unit of government created to perform a single activity or a limited group of functions and authorized by the state legislature to issue bonded debt.

<u>AUTHORIZING ORDINANCE:</u> A law that, when enacted, allows the unit of government to sell a specific bond issue or finance a specific project.

**BOND:** A security whereby an issuer borrows money from an investor and agrees and promises, by written contract, to pay a fixed principal sum on a specified date (maturity date) and at a specified rate of interest.

**BOND PREMIUM:** The amount at which a bond or note is bought or sold above its par value or face value without including accrued interest.

**<u>BUDGET:</u>** A plan of financial operation comprised of estimated expenditures for a given period (usually a single fiscal year) and the proposed means of financing the expenditures (through revenues).

**BUDGET MESSAGE:** A written discussion of the budget presented by the City Manager to the City Council.

**CAPITAL BUDGET:** A budget which focuses on capital projects to implement the Capital Improvement Program.

<u>CAPITAL IMPROVEMENT PROGRAM:</u> A plan for capital improvements to be implemented each year over a number of years to meet capital needs arising from the assessment of long-term needs. It sets forth the estimated cost for each project and specifies the resources required to finance the projected expenditures.

<u>CAPITAL IMPROVEMENT PROJECT:</u> The budget unit to group activities and costs necessary to implement a specific capital improvement and/or acquisition. A project can include the construction, acquisition, expansion, replacement, or rehabilitation of a physical facility or improvement. Projects often include planning and design, land acquisition, and project management costs related to such facilities and improvements.

<u>CAPITAL PROJECTS FUNDS:</u> Used to account for financial resources for the acquisition or construction of major capital facilities other than those financed by proprietary and trust funds.

<u>CERTIFICATES OF PARTICIPATION (COPS):</u> A form of lease revenue bond that permits the investor to participate in a stream of lease payments, installment payments or loan payments relating to the acquisition or construction of specific equipment, land, or facilities. COPs have become a popular financing device in California since the passage of Proposition 13. COPs are not viewed legally as "debt" because payment is tied to an annual appropriation by the government body. As a result, COPs are seen by investors as providing weaker security and often carry ratings that are a notch or two below an agency's general obligation rating.

<u>COMMUNITY FACILITIES DISTRICT 91-1:</u> Established to account for a special tax received under the Mello-Roos Community Facilities Act of 1982. Bonds were issued to provide for improvements within the district and the special tax revenue is restricted for payment of principal and interest to the bondholder.

**CONTRACTED SERVICES:** Services rendered in support of City operations and activities by external parties. These may be based upon either formal contracts or ad hoc charges.

**COUPON RATE:** The specified annual interest rate payable to the bond or note holder as printed on the bond. This term is still used even though there are no coupon bonds anymore.

**<u>DEBT LIMIT:</u>** The maximum statutory or constitutional amount of debt that the general obligation bond issuer can either issue or have outstanding at any time.

<u>DEBT SERVICE FUNDS:</u> Account for the accumulation of resources set aside to meet current and future debt service requirements (payments) on general long-term debt.

<u>DELINQUENT TAXES:</u> Property Taxes that have been levied but remain unpaid on and after the due date. In California, the due dates are December 10 and April 10. Special taxes and assessments are often due on these dates as well. When tax delinquencies exceed 5%, the Bond Advisor places the issue on its internal Bond Watch.

**<u>DEPARTMENT:</u>** A major organizational group of the City with overall management responsibility for an operation or a group of related operations within a functional area.

**<u>DISCOUNT:</u>** The amount by which market value of a bond is less than par value or face value.

**<u>DIVISION:</u>** An organizational subgroup of a department.

**ENCUMBRANCE:** The commitment of appropriated funds to purchase goods, which have not yet been received, or services that has yet to be rendered

**EXPENDITURES:** Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service and capital outlays.

**EXPENSES:** Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

**FEASIBILITY STUDY:** A financial study provided by the issuer of a revenue bond that estimates service needs, construction schedules, and most importantly, future project revenues and expenses used to determine the financial feasibility and creditworthiness of the project to be financed.

**<u>FISCAL AGENT:</u>** Also known as the Paying Agent, the bank, designated by the issuer, to pay interest and principal to the bondholder.

**FISCAL YEAR:** A 12-month period to which the annual operating budget applies and at the end of which an entity determines its financial position, the results of its operations, and adopts a budget for the coming year. The City of Costa Mesa's fiscal year is from July 1 to June 30.

**FIXED ASSETS:** Equipment costing \$5,000 or more, including tax, with a useful life longer than one year, and not qualifying as a capital improvement project. Includes automotive equipment, office equipment, office furniture, acquisitions, landscaping improvements, etc.

**FULL FAITH AND CREDIT:** The pledge of "the full faith and credit and taxing power without limitation as to rate or amount." A phrase used primarily in conjunction with General Obligation bonds to convey the pledge of utilizing all taxing powers and resources, if necessary, to pay the bond holders.

**FULL-TIME EQUIVALENT (FTE):** The conversion of part-time employee hours to an equivalent of a full-time position. For example: one person working 20 hours a week for a year would be 0.5 FTE.

**FUND:** An independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

**FUND BALANCE:** The equity (assets minus liabilities) of governmental fund and fiduciary fund types. However, for budgeting purposes, a working capital definition of current assets minus current liabilities is used for the computation.

**GENERAL OBLIGATION (GO) BOND:** A bond secured by a pledge of the issuer's taxing powers (limited or unlimited). More commonly the general obligation bonds of local governments are paid from ad valorem property taxes and other general revenues. Considered the most secure of all municipal debt. Limited in California by Proposition 13 to debt authorized by a two-thirds vote in the case of local governments or a simple majority for State issuance.

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP):** Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

**GOVERNMENTAL FUNDS:** Typically are used to account for tax-supported (governmental) activities. These include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds.

**HOMEOWNERS' SUBVENTION:** Owner-occupied properties are eligible for an annual exemption of \$7,000 of the assessed value of the property. This State exemption is reimbursed to the City through this subvention.

**INTERFUND TRANSFERS:** Defined as "flows of assets" (such as goods or services) without equivalent flows of assets in return and without requirement for repayment.

**INTERGOVERNMENTAL REVENUE:** Revenue collected by one government and distributed (usually through some predetermined formula) to another level of government(s).

**INTERNAL SERVICE FUNDS:** Account for the goods or services provided by one fund and/or department to another fund and/or department on a cost reimbursement basis.

**INVESTMENT GRADE:** A rating issued by the three major bond rating agencies, Moody's, Standard & Poor's, and Fitch, rated BBB, Baa or better. Many fiduciaries, trustees, and some mutual fund managers can only invest in securities with an investment grade rating.

**ISSUER:** A state or local unit of government that borrows money through the sale of bonds and/or notes.

<u>JOINT POWERS AUTHORITY (JPA):</u> The formation of two or more public entities with common powers to consolidate their forces and resources to acquire assets and/or provide services to the public. Their bonding authority and taxing ability is the same as their powers as separate units.

**<u>LETTER OF CREDIT:</u>** A form of supplement or, in some cases, direct security for a municipal bond under which a commercial bank or private corporation guarantees payment on the bond under certain specified conditions.

**LIEN:** A claim on revenues, assessments or taxes made for a specific issue of bonds.

MARKS-ROOS BOND: The State Legislature enacted the Marks-Roos (named after its legislative sponsors) Local Bond Pooling Act of 1985 to facilitate the financing of local government facilities by bond bank pools funded by bond proceeds. The pool, formed under a Joint Powers Authority, can buy any type of legally issued debt instrument within or without its geographic area. The idea was to save money through economies of scale by selling one large bond issue to finance several small projects. (Several Marks-Roos issues have defaulted and are under investigation by the Securities and Exchange Commission. Prospective investors should find out what sort of loans the pooled fund will make before buying such deals.)

MELLO-ROOS BOND: The Mello-Roos (named for its legislative sponsors) Community Facilities District Act of 1982 established another method where by almost every municipal subdivision of the state may form a special, separate district to finance a long list of public facilities by the sale of bonds and finance certain public services on a pay-as-you-go basis. These Community Facilities Districts are formed and bond issues authorized by a two-thirds vote of the property owners in the district. Typically, the only voters in a district are one or more real estate developers who own or have an option on all of the land in the district. These land-based financings were nicknamed "dirt bonds" by the Bond Advisor years ago. Bonds are sold to finance facilities that can include school, parks, libraries, public utilities and other forms of infrastructure. The Districts may provide public services that include police and fire protection, recreation programs, area maintenance, library services, flood and storm drainage. Bonded debt service and/or the public services are paid for by special taxes levied on the real property within the district. As the developer subdivides and sells off the land the new property owner assumes the tax burden. (Tax delinquencies can lead to fines and penalties and ultimately foreclosure and sale. The ultimate security for Mello-Roos bonds is the value of the real property being taxed, consequently a provision in the law requires the appraised value of the land be three times the bonded debt. Recent foreclosure sales have cast doubts on the skills of the appraisers and underscore the risk of some of this debt when a severe real estate slump hits developers.)

<u>MODIFIED ACCRUAL BASIS:</u> The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting.

**NET BUDGET:** The legally adopted budget less interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements are subtracted from the legally adopted budget amount.

**<u>OBJECTIVE:</u>** A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should specify a standard of performance for a given program or stated goal.

**OBJECT CODE:** The classification of expenditures in terms of what is bought and paid for grouped into categories.

<u>OFFICIAL STATEMENT (OS):</u> A document (prospectus) circulated for an issuer prior to a bond sale with salient facts regarding the proposed financing. There are two OS, the first known as the preliminary, or "red herring" – so named because some of the type on its cover is printed in red – and it is supposed to be available to the investor before the sale. The final OS must be sent to the purchaser before delivery of the bonds.

**OPERATING BUDGET:** A budget which focuses on everyday operating activities and programs. Usually includes personnel, maintenance and operations and capital equipment.

**OVERLAPPING DEBT:** The proportionate share of the general obligation bonds of local governments located wholly or in part within the limits of the reporting unit of government, that must be borne by property owners within the unit.

**PAR VALUE:** The face value or principal amount of a bond, usually \$5,000, due to the holder at maturity. It has no relation to the market value.

<u>PERSONNEL EXPENSES:</u> Compensation paid to or on behalf of City employees for salaries and wages, overtime and benefits.

**PREMIUM:** The amount, if any, by which the price exceeds the principal amount (par value) of a bond. Its current yield will be less than its coupon rate.

**PRINCIPAL:** The face value of a bond, exclusive of interest.

<u>PROFESSIONAL SERVICES:</u> Includes the cost of outside professional and specialized services purchased by the City, such as consultants for special studies, outside attorneys, architectural and engineering, etc.

**PROGRAM BUDGET:** A budget organized by a grouping of related activities, projects and services which are similar in purpose. The expenditure focus of a program budget is related to the nature of work and services performed.

**PROPERTY TAX:** A tax levied on real estate and personal property. The basic rate in Orange County is 1% of assessed value, of which Costa Mesa receives approximately 15 cents for every dollar collected.

**PROPERTY TRANSFER TAX:** An assessment on real property transfers at the current rate of \$.55 per \$500 in market value, and is collected at the time of the transfer with the County receiving half the collected amount. Also known as the Documentary Transfer Tax.

**PROPOSED BUDGET:** The budget as formulated and proposed by the City Manager. It is submitted to the City Council for review and approval.

**RATINGS:** Various alphabetical and numerical designations used by institutional investors, underwriters, and commercial rating companies to indicate bond and note creditworthiness. Standard & Poor's and Fitch Investors Service Inc. use the same system, starting with their highest rating of AAA, AA, A, BBB, BB, B, CCC, CC, C, and D for default. Moody's Investors Services uses Aaa, Aa, A, Baa, Ba, B, Caa, Ca, C, and D. Each of the services use + or - or +1 to indicate half steps in between. The top four grades are considered Investment Grade Ratings.

**REFUNDING BOND:** The issuance of a new bond for the purpose of retiring an already outstanding bond issue.

**RETAINED EARNINGS:** An equity account reflecting the accumulated earnings of Proprietary Fund types. For budgeting purposes, the working capital definition of fund balance is used.

**REVENUE:** Moneys that the City receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

**REVENUE BOND:** A municipal bond whose debt service is payable solely from the revenues received from operating the facilities acquired or constructed with the proceeds of the bonds.

**SELF-INSURANCE:** The retention of liabilities, arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. The City currently provides self-insurance for workers' compensation, general liability and unemployment, and purchases outside insurance for excess coverage in these areas.

**SPECIAL REVENUE FUNDS:** Account for the revenue derived from specific taxes or other earmarked revenue sources (other than expendable trusts or for major capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

**SUPPLEMENTAL ROLL PROPERTY TAXES:** Assessed on property that changes ownership during the year and is based on the difference between the new and old assessed values.

**TAX BASE:** The total resource of the community that is legally available for taxation.

<u>TAXES:</u> Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, user charges.

**TRUSTEE:** A bank designated as the custodian of funds and official representative of bondholders. Appointed to ensure compliance with trust indenture.

<u>UNDERWRITER:</u> A financial institution (investment or commercial bank), which purchases a new issue of municipal securities for resale; may acquire the bonds either by negotiated sale or based on competitive bidding.

<u>USER CHARGES:</u> Payments made by users or customers of publicly provided services that benefit specific individuals. These services exhibit "public good" characteristics. Examples of user charges are fees paid for recreational activities, building fees, police fees, etc.

# **ACRONYMS**

AB: Assembly Bill

**ABLE:** AirBorne Law Enforcement

**AC:** Air Conditioning

**ACT:** Activity Club for Teens

ADA: Americans with Disabilities Act

**ADT:** Average Daily Traffic

**AHRP:** Arterial Highway Rehabilitation Program

ALS: Advanced Life Support

**APA:** American Planning Association

**AQMD:** Air Quality Management District

A/V: Audio/Video

**AVL:** Automatic Vehicle Location

**AYSO:** American Youth Soccer Organization

**BAN:** Bank Anticipation Note

**BCC:** Balearic Community Center

**BIA:** Business Improvement Area

**BLS:** Basic Life Support

**BMP:** Best Management Practices

**CAD:** Computer Automated Dispatch

**CAFR:** Comprehensive Annual Financial Report

**CAL OSHA:** California Occupational Safety and Health Administration

**CalPERS:** California Public Employees Retirement System

**<u>CalTrans:</u>** California Department of Transportation

**CCTV:** Closed-circuit Television

**CD:** Community Design

**CDBG:** Community Development Block Grant

# **ACRONYMS**

**CEQA:** California Environmental Quality Act

**CEO:** Chief Executive Officer

**CERT:** Community Emergency Response Team

**CIP:** Capital Improvement Program

**CIR:** Circulation Impact Report

**CMP:** Congestion Management Program

**CMRA:** Costa Mesa Redevelopment Agency

**CMSD:** Costa Mesa Sanitary District

CMTV: Costa Mesa's Municipal Access Channel

**CNG:** Compressed Natural Gas

CO: Carbon Monoxide

**COP:** Certificates of Participation

**COPPS:** Community-Oriented Policing and Problem Solving

**COPS:** Citizen's Option for Public Safety

**CPI:** Consumer Price Index

**CPR:** Cardiopulmonary Resucitation

**CSI:** Crime Scene Investigation

**CSMFO:** California Society of Municipal Finance Officers

**CSS:** Community Services Specialist

**CUP:** Conditional Use Permit

**DARE:** Drug Awareness Resistance Education

**DOJ:** Departrment of Justice

**DLT:** Digital Linear Tape

**DRC:** Downtown Recreation Center

**DUI:** Driving under the Influence

**EAP:** Employee Assistance Program

# **ACRONYMS**

**EDD:** Employment Development Department

**EIR:** Environmental Impact Report

**EMS:** Emergency Medical Service

**EOC:** Emergency Operations Center

**ERAF:** Educational Revenue Augmentation Fund

**ERF:** Equipment Replacement Fund

**FEMA:** Federal Emergency Management Agency

**FHWA:** Federal Highway Administration

**FTE:** Full-Time Equivalent

FY: Fiscal Year

**GAAP:** Generally Accepted Accounting Practices

**GASB:** Governmental Accounting Standards Board

**GFOA:** Government Finance Officers' Association

**GIS:** Geographic Information System

**GMA:** Growth Management Area

**GO:** General Obligation

**HCD:** Housing and Community Development

**HEPA:** High-Efficiency Particulant Air (Filter)

**<u>HUD:</u>** Housing and Urban Development

**HVAC:** Heating, Ventilation, Air Conditioning

**<u>I-405:</u>** Interstate 405, also known as the San Diego Freeway

**ICE:** Immigration & Customs Enforcement

**ICU:** Intersection Capacity Utilization

**IIP:** Intersection Improvement Project

**IIPP:** Injury and Illness Prevention Program

## **ACRONYMS**

**IPEMA:** International Playground Equipment Association

IT: Information Technology

**JPA:** Joint Powers Authority

**JIC:** Joint Information Center

**JUA:** Joint Use Agreement

**LIDAR:** Light Detection and Ranging

**LLEBG:** Local Law Enforcement Block Grant

LOS: Level of Service

**LRMS:** Law Records Management System

LTD: Long-term Disability

LTO: Linear Tape Open

**M&O:** Maintenance & Operation

**MADD:** Mothers Against Drinking and Driving

**MDC:** Mobile Data Computer

MIC: Mobile Intensive Care

MIS: Management Information Services

**MOU:** Memorandum of Understanding

**MPAH:** Master Plan of Arterial Highways

**NACSLB:** National Advisory Council on State and Local Budgeting

**NCC:** Neighborhood Community Center

**NEC:** National Electric Code

**NFN:** Neighbors for Neighbors

**NIMS:** National Incident Management System

**NMUSD:** Newport-Mesa Unified School District

**NPDES:** National Pollutant Discharge Elimination System

**NPI:** National Purchasing Institute

## **ACRONYMS**

**OCFCD:** Orange County Flood Control District

**OCFEC:** Orange County Fair & Exposition Center

OCTA: Orange County Transportation Authority, OC Treasurer's Association

**OPEB:** Other Post Employment Benefits

**OS:** Official Statement

**OTS:** Office of Traffic Safety

PC: Personal Computer, Penal Code

PD: Police Department

**PDAOC:** Planning Director's Association of Orange County

**PEG:** Public, Education & Government

**PERS:** Public Employees Retirement System

**POST:** Peace Officer Standard Training

**PPE:** Personal Protective Equipment

**PUC:** Public Utility Commission

**RAID:** Reduce/Remove Aggressive & Impaired Drivers

RAN: Revenue Anticipation Note

**RMS:** Records Management System

**ROCKS:** Recreation on Campus for Kids

ROR: Rate of Return

ROW: Right-of-Way

**RRIP:** Residential Remodel Incentive Program

**SAAV:** Service Authority for Abandoned Vehicles

SB: Senate Bill

**SBOE:** State Board of Equalization

**SCBA:** Self-Contained Breathing Apparatus

## **ACRONYMS**

**SEC:** Security and Exchange Commission

**SED:** Special Enforcement Detail

**SEMS:** Standardized Emergency Management Systems

**SIP:** Signal Improvement Program

SLESF: Supplemental Law Enforcement Services Fund

**SMP:** Senior Mobility Program

SOBECA: South Bristol Entertainment and Cultural Arts

**SR-55:** State Route 55, also known as the Costa Mesa Freeway

**SR-73:** State Route 73, also known as the Corona del Mar Freeway

SRO: School Resource Officer

**SUV:** Sports Utility Vehicle

**SWAT:** Special Weapons and Tactics (Team)

**TAN:** Tax Anticipation Note

**TARGET:** Tri-Agency Gang Enforcmenet Team

**TEA:** Transportation Enhancement Activities

TMC: Turning Movement Count

**TOT:** Transient Occupancy Tax

**TPA:** Third Party Administrator

**TRAN:** Tax and Revenue Anticipation Note

**UASI:** Urban Area Security Initiative

**UBC:** Uniform Building Code

**UCM:** Utility Cost Management

**UMC:** Uniform Mechanical Code

**UPC:** Uniform Plumbing Code

**UPS:** Uninterrupted Power System

**UST:** Underground Storage Tank

# **ACRONYMS**

**<u>VLF:</u>** Vehicle License Fee

**WMD:** Weapons of Mass Destruction

**WROC:** Westside Revitalization Oversight Committee



# ASSESSED VALUE

## **Last 10 Fiscal Years**

Fiscal Year	Assessed Value		 Increase (Decrease)	Percent Increase (Decrease)
2006-07	\$	12,734,703,051	\$ 1,089,927,574	9.36%
2007-08	\$	13,824,233,517	\$ 1,089,530,466	8.56%
2008-09	\$	14,366,107,839	\$ 541,874,322	3.92%
2009-10	\$	14,432,675,049	\$ 66,567,210	0.46%
2010-11	\$	14,116,462,882	\$ (316,212,167)	-2.19%
2011-12	\$	14,117,917,712	\$ 1,454,830	0.01%
2012-13	\$	14,377,053,503	\$ 259,135,791	1.84%
2013-14	\$	14,926,307,046	\$ 549,253,543	3.82%
2014-15	\$	15,711,723,908	\$ 785,416,862	5.26%
2015-16	\$	16,532,734,533	\$ 821,010,625	5.23%

Sources: HDL Coren & Cone

Orange County Assessor 2006/2007-2015/2016 Combined Tax Rolls

# COMPUTATION OF LEGAL DEBT MARGIN Fiscal Year Ended June 30, 2016

ASSESSED VALUE		\$ 16,532,734,533
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 619,977,545
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	\$ -	
LESS: Assets in Debt Service Fund (Net)	<del>-</del> _	
TOTAL AMOUNT OF DEBT APPLICABLE TO DE	BT LIMIT	\$ 
LEGAL DEBT MARGIN		\$ 619,977,545

# RATIO OF NET GENERAL BONDED DEBT TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA

**Last Ten Fiscal Years** 

Fiscal Year	Population (1)	Assessed Value (2)	Gross Bonded Debt (3)	
2006-07	113,143	12,734,703,051	6,105,000	
2007-08	113,955	13,824,233,517	5,630,000	
2008-09	116,479	14,366,107,839	5,145,000	
2009-10	116,341	14,432,675,049	4,650,000	
2010-11	109,960	14,116,462,882	4,140,000	
2011-12	110,757	14,117,917,712	3,615,000	
2012-13	111,358	14,377,053,503	-	
2013-14	111,846	14,926,307,046	-	
2014-15	112,343	15,711,723,908	-	
2015-16	112,377	16,532,734,533	-	
			Ratio of Net	Net Bonded
Fiscal Year	Less Debt Service Fund <sup>(4)</sup>	Net Bonded Debt	Bonded Debt to Assessed Value	Debt Per Capita
Fiscal Year			Bonded Debt to	Debt Per
	Service Fund (4)	Bonded Debt	Bonded Debt to Assessed Value	Debt Per Capita
2006-07	<b>Service Fund</b> (4) 711,982	<b>Bonded Debt</b> 5,393,018	Bonded Debt to Assessed Value  0.00042	Debt Per Capita 47.67
2006-07 2007-08	711,982 706,045	5,393,018 4,923,955	Bonded Debt to Assessed Value  0.00042  0.00036	<b>Debt Per Capita</b> 47.67  43.21
2006-07 2007-08 2008-09	711,982 706,045 704,300	5,393,018 4,923,955 4,440,700	0.00042 0.00036 0.00031	Debt Per Capita 47.67 43.21 38.12
2006-07 2007-08 2008-09 2009-10	711,982 706,045 704,300 704,300	5,393,018 4,923,955 4,440,700 3,945,700	0.00042 0.00036 0.00031 0.00027	Debt Per Capita 47.67 43.21 38.12 33.91
2006-07 2007-08 2008-09 2009-10 2010-11	711,982 706,045 704,300 704,300 704,300	5,393,018 4,923,955 4,440,700 3,945,700 3,435,700	0.00042 0.00036 0.00031 0.00027 0.00024	Debt Per Capita 47.67 43.21 38.12 33.91 31.24
2006-07 2007-08 2008-09 2009-10 2010-11 2011-12	711,982 706,045 704,300 704,300 704,300	5,393,018 4,923,955 4,440,700 3,945,700 3,435,700	0.00042 0.00036 0.00031 0.00027 0.00024 0.00021	Debt Per Capita 47.67 43.21 38.12 33.91 31.24 26.28
2006-07 2007-08 2008-09 2009-10 2010-11 2011-12 2012-13	711,982 706,045 704,300 704,300 704,300	5,393,018 4,923,955 4,440,700 3,945,700 3,435,700	0.00042 0.00036 0.00027 0.00024 0.00021 0.00000	Debt Per Capita 47.67 43.21 38.12 33.91 31.24 26.28 0.00

<sup>(1)</sup> Costa Mesa Community Economic Profile

<sup>(2)</sup> Assessed Valuation - Source: HdL Coren & Cone, Orange County Assessor Combined Tax Rolls

<sup>(3)</sup> As of February 1, 2012, the Successor Agency to the former Costa Mesa Redevelopment Agency is responsible for the outstanding Redevelopment debt.

<sup>(4)</sup> Amount available for repayment of General Obligation Bonds

# RATIO OF ANNUAL DEBT SERVICE EXPENDITURES FOR GENERAL OBLIGATION BONDED DEBT TO TOTAL GENERAL GOVERNMENTAL EXPENDITURES \*

**Last Ten Fiscal Years** 

Principal_	Interest	Total General Obligation Bonded Debt Services	Total General Governmental Expenditures	Ratio Debt Service to General Govmtl. Expenditures
-	-	-	132,030,167	0.00%
-	-	-	148,917,186	0.00%
-	-	-	146,045,455	0.00%
-	-	-	119,029,826	0.00%
-	-	-	104,396,937	0.00%
-	-	-	108,877,893	0.00%
-	-	-	111,012,567	0.00%
-	-	-	120,992,396	0.00%
-	-	-	120,230,851	0.00%
-	-	-	121,143,469	0.00%
	Principal	Principal Interest	Principal Interest Obligation Bonded Debt Services	Principal         Interest         Obligation Bonded Debt Services         Governmental Expenditures           -         -         -         132,030,167           -         -         -         148,917,186           -         -         -         146,045,455           -         -         -         119,029,826           -         -         -         104,396,937           -         -         -         111,012,567           -         -         -         120,992,396           -         -         120,230,851

<sup>\*</sup> Includes General, Special Revenue, and Debt Service Funds.

### DESCRIPTION OF THE CITY'S CURRENT DEBT OBLIGATIONS

**2003** Refunding Certificates of Participation (COP) — On October 1, 2003, the Costa Mesa Public Financing Authority issued a \$14,340,000 COP to refund the 1993 Refunding Revenue Bonds (which was an advance refunding of the 1966 bonds) and the 1988 Lease Revenue Bonds. The 1966 bonds were issued for the construction of the Civic Center, including City Hall, Police Facility, Telecommunications Center, and Fire Station 5, while the 1988 bonds were issued for the widening project of Victoria Street. The certificates mature serially from October 1, 2004 to October 1, 2018 and bear interest rates ranging from 2.00% to 4.20%. The debt service payments are funded by the General Fund.

**2006** Refunding Revenue Bonds — On June 1, 2006, the Costa Mesa Public Financing Authority issued \$2,365,000 of Revenue Refunding Bonds, Series 2006A, which was to advance refund the \$3,225,000 of the 1991 Lease Revenue Bonds issued on November 1, 1991. The original bonds were issued to provide monies to enable the Authority to acquire the City of Costa Mesa Community Facilities District 91-1 (Plaza Tower Public Improvements) 1991 Special Tax Bonds, issued under the Mello-Roos Community Facilities Act of 1982. The bonds mature serially from August 1, 2007 through August 1, 2022 in annual principal payments ranging from \$120,000 to \$210,000 and bear interest rates ranging from 3.85% to 5.10%. The debt service payments are funded by the General Fund.

**2007** Certificates of Participation (COP) Police Facility Expansion — On January 18, 2007, the Costa Mesa Public Financing Authority issued a \$29,960,000 COP to fund the Police Facility Expansion Project. The project includes: renovation, expansion and seismic retrofitting of the City's Police Department facility; a new 11,342 sq. ft. single story addition to house expanded Property and Evidence sections; state of the art Crime Scene Investigation facilities; a large auditorium; a new Emergency Operation Center and dedicated training rooms. The Authority leases back the Project to the City. The certificates mature serially from October 1, 2007 through October 1, 2026 in annual principal payments ranging from \$745,000 to \$2,180,000 and bear interest rates ranging from 3.75% to 4.30%. The debt service payments are funded by the General Fund.

**Impact on the General Fund operating budget:** The total estimated debt service payments for FY 17-18 is \$3.7 million, which is equivalent to 3% of the General Fund operating budget. At this time, these payments are accommodated within the City's existing financial resources.

# SCHEDULE OF DEBT SERVICE REQUIREMENTS TO MATURITY

The annual requirements to amortize bonds payable by the City as of June 30, 2017, are as follows (excluding loans payable and advances from other funds for which minimum annual payments have not been established):

Year Ending June 30         Authority 2003 Refunding Certificates of Participation         Financing Authority 2006 Refunding 2007 Certificates of Participation         Financing Authority 2007 Refunding 2007 Certificates of Participation         Totals           2018         1,244,375         219,086         2,257,404         3,720,865           2019         1,240,250         220,130         2,255,004         3,715,384           2020         -         215,708         2,240,404         2,456,112           2021         -         215,810         2,243,404         2,452,949           2022         -         215,355         2,237,594         2,452,949           2023         -         -         2,237,829         2,237,829           2024         -         -         2,234,248         2,234,248           2025         -         -         2,231,216         2,231,216           2026         -         -         2,228,675         2,228,675           2027         -         -         2,226,870         2,226,870    Total principal and interest  \$2,484,625         \$1,086,089         \$22,392,648         \$25,963,362    Cutstanding		Financing			
Year Ending June 30         Refunding Certificates of Participation         2006 Refunding Revenue         2007 Certificates of Participation         Totals           2018         1,244,375         219,086         2,257,404         3,720,865           2019         1,240,250         220,130         2,255,004         3,715,384           2020         -         215,708         2,240,404         2,456,112           2021         -         215,810         2,243,404         2,459,214           2022         -         215,355         2,237,594         2,452,949           2023         -         -         2,237,829         2,237,829           2024         -         -         2,234,248         2,234,248           2025         -         -         2,231,216         2,231,216           2026         -         -         2,228,675         2,228,675           2027         -         -         2,226,870         2,226,870           Total principal and interest         \$ 2,484,625         \$ 1,086,089         \$ 22,392,648         \$ 25,963,362           Less interest payments           Outstanding         (119,625)         (126,089)         (4,097,648)         (4,343,362)			•	•	
Ending June 30         Certificates of Participation         Revenue         Certificates of Participation         Totals           2018         1,244,375         219,086         2,257,404         3,720,865           2019         1,240,250         220,130         2,255,004         3,715,384           2020         -         215,708         2,240,404         2,456,112           2021         -         215,810         2,243,404         2,459,214           2022         -         215,355         2,237,594         2,452,949           2023         -         -         2,237,829         2,237,829           2024         -         -         2,234,248         2,234,248           2025         -         -         2,231,216         2,231,216           2026         -         -         2,228,675         2,228,675           2027         -         -         2,226,870         2,226,870    Total principal and interest  \$2,484,625         \$1,086,089         \$22,392,648         \$25,963,362    Outstanding			•	•	
June 30         Participation         Revenue         Participation         Totals           2018         1,244,375         219,086         2,257,404         3,720,865           2019         1,240,250         220,130         2,255,004         3,715,384           2020         -         215,708         2,240,404         2,456,112           2021         -         215,810         2,243,404         2,452,949           2022         -         215,355         2,237,594         2,452,949           2023         -         -         2,237,829         2,237,829           2024         -         -         2,234,248         2,234,248           2025         -         -         2,231,216         2,231,216           2026         -         -         2,228,675         2,228,675           2027         -         -         2,226,870         2,226,870           Total principal and interest         \$ 2,484,625         \$ 1,086,089         \$ 22,392,648         \$ 25,963,362           Less interest payments           Coutstanding					
2018       1,244,375       219,086       2,257,404       3,720,865         2019       1,240,250       220,130       2,255,004       3,715,384         2020       -       215,708       2,240,404       2,456,112         2021       -       215,810       2,243,404       2,459,214         2022       -       215,355       2,237,594       2,452,949         2023       -       -       2,237,829       2,237,829         2024       -       -       2,234,248       2,234,248         2025       -       -       2,231,216       2,231,216         2026       -       -       2,228,675       2,228,675         2027       -       -       2,226,870       2,226,870     Total principal and interest  \$\$2,484,625       \$1,086,089       \$22,392,648       \$25,963,362         Less interest payments       (119,625)       (126,089)       (4,097,648)       (4,343,362)         Outstanding	•		•		
2019 1,240,250 220,130 2,255,004 3,715,384 2020 - 215,708 2,240,404 2,456,112 2021 - 215,810 2,243,404 2,459,214 2022 - 215,355 2,237,594 2,452,949 2023 - 2,237,829 2,237,829 2024 - 2,234,248 2,234,248 2025 - 2,231,216 2,231,216 2026 - 2,232,675 2,228,675 2027 - 2,226,870  Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	June 30	Participation	Revenue	Participation	I otals
2019 1,240,250 220,130 2,255,004 3,715,384 2020 - 215,708 2,240,404 2,456,112 2021 - 215,810 2,243,404 2,459,214 2022 - 215,355 2,237,594 2,452,949 2023 - 2,237,829 2,237,829 2024 - 2,234,248 2,234,248 2025 - 2,231,216 2,231,216 2026 - 2,232,675 2,228,675 2027 - 2,226,870  Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	0040	4 044 075	040.000	0.057.404	0.700.005
2020       -       215,708       2,240,404       2,456,112         2021       -       215,810       2,243,404       2,459,214         2022       -       215,355       2,237,594       2,452,949         2023       -       -       2,237,829       2,237,829         2024       -       -       2,234,248       2,234,248         2025       -       -       2,231,216       2,231,216         2026       -       -       2,228,675       2,228,675         2027       -       -       2,226,870       2,226,870     Total principal and interest  \$ 2,484,625       \$ 1,086,089       \$ 22,392,648       \$ 25,963,362         Less interest payments       (119,625)       (126,089)       (4,097,648)       (4,343,362)         Outstanding		, ,	•	, ,	, ,
2021       -       215,810       2,243,404       2,459,214         2022       -       215,355       2,237,594       2,452,949         2023       -       -       2,237,829       2,237,829         2024       -       -       2,234,248       2,234,248         2025       -       -       2,231,216       2,231,216         2026       -       -       2,228,675       2,228,675         2027       -       -       2,226,870       2,226,870     Total principal and interest  \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments  (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2019	1,240,250	220,130	2,255,004	3,715,384
2022       -       215,355       2,237,594       2,452,949         2023       -       -       2,237,829       2,237,829         2024       -       -       2,234,248       2,234,248         2025       -       -       2,231,216       2,231,216         2026       -       -       2,228,675       2,228,675         2027       -       -       2,226,870       2,226,870     Total principal and interest  \$ 2,484,625       \$ 1,086,089       \$ 22,392,648       \$ 25,963,362         Less interest payments       (119,625)       (126,089)       (4,097,648)       (4,343,362)         Outstanding	2020	-	215,708	2,240,404	2,456,112
2023 2,237,829 2,237,829 2024 2,234,248 2,234,248 2025 2,231,216 2,231,216 2026 2,228,675 2,228,675 2027 2,226,870 2,226,870  Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2021	-	215,810	2,243,404	2,459,214
2024 2,234,248 2,234,248 2025 2,231,216 2,231,216 2026 2,228,675 2027 2,226,870  Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2022	-	215,355	2,237,594	2,452,949
2025 2,231,216 2,231,216 2026 - 2,228,675 2,228,675 2027 2,226,870 2,226,870  Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2023	-	-	2,237,829	2,237,829
2026 - 2,228,675 2,228,675 2,226,870  Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2024	-	-	2,234,248	2,234,248
2027 2,226,870 2,226,870  Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2025	-	-	2,231,216	2,231,216
Total principal and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2026	-	-	2,228,675	2,228,675
and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	2027	-	-	2,226,870	2,226,870
and interest \$ 2,484,625 \$ 1,086,089 \$ 22,392,648 \$ 25,963,362  Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding					
Less interest payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	Total principal				
payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding	and interest	\$ 2,484,625	\$ 1,086,089	\$ 22,392,648	\$ 25,963,362
payments (119,625) (126,089) (4,097,648) (4,343,362)  Outstanding					
Outstanding	Less interest				
· ·	payments	(119,625)	(126,089)	(4,097,648)	(4,343,362)
· ·					
	Outstanding				
principal \$ 2,365,000 \$ 960,000 \$ 18,295,000 \$ 21,620,000	principal	\$ 2,365,000	\$ 960,000	\$ 18,295,000	\$ 21,620,000









