CITY OF COSTA MESA
CALIFORNIA

PRELIMINARY OPERATING & CAPITAL IMPROVEMENT BUDGET

FISCAL YEAR 2016-2017

CITY OF COSTA MESA, CALIFORNIA

PRELIMINARY OPERATING AND CAPITAL IMPROVEMENT BUDGET FISCAL YEAR 2016-2017

CITY COUNCIL

Stephen M. Mensinger
Mayor

James M. Righeimer
Mayor Pro Tem

Katrina Foley
Council Member

Sandra L. Genis
Council Member

Gary Monahan
Council Member

Thomas R. Hatch
Chief Executive Officer

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In collaboration with

Ernesto Munoz
Public Services Director

CITY OF COSTA MESA CALIFORNIA
CITY OF THE ARTS
INCORPORATED 1953

City Council

James M. Righeimer
Mayor Pro Tem

Katrina Foley
Council Member

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Costa Mesa

BUDGET MESSAGE

CITY CHIEF EXECUTIVE OFFICER'S BUDGET MESSAGE

May 3, 2016

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

I am pleased to submit the Fiscal Year 2016-17 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.

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 15-16. Having already reduced operating expenditures to a minimum base level in prior years, management used the FY 15-16 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 updated financial and budget policies. These policies are outlined in detail in the Appendix Section. Highlights of these policies as they relate to this budget include:

- Consistency with Council and CEO 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
- 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 $1 million budgeted for contingencies
- Provision for an additional $500,000 payment to reduce unfunded pension liabilities

The first set of FY 16-17 General Fund base operating budget requests submitted by the departments to the Finance Department totaled $116.2 million; $1.04 million or 1% 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 offset by the deletion of some one-time items in the non-departmental section of the budget. In addition, departments requested $2.7 million in budget increases for operating expense increases, enhanced service levels and a few new positions. During the month of March, the Budget Review Team held meetings with each department to review and discuss these budget requests.

The first set of FY 16-17 revenue estimates totaled $116.8 million using the assumptions of modest economic growth, a gradually improving real estate market and development activity in the City. Revenue assumptions are discussed in detail in the Summaries of Financial Data section of this budget book.

The departmental budget requests and revenue estimates described above yielded a balance of about $600,000 to fund $2.7 million in requests for increases. The budget was balanced using the following process in concert with discussions with the CEO, department heads, Finance and departmental budget liaisons:

- All requests for increases were analyzed on the basis of need and department priority and classified into categories:

    - Transfers and required items (e.g. cost increases in existing service or commodity contracts) which totaled $624,244.
    - Department priority one items which totaled $285,096.
    - Department priority two items which totaled $402,330.
    - Department priority three items which totaled $134,740.
    - Department priority four items which totaled $983,083.
    - Some requests were withdrawn which totaled $254,661.

    After review and evaluation, all transfers, required items and priority one, two and three items were funded. The priority four items were deferred to future years. Examples of the funded items will be noted in the following Highlights of the Preliminary Budget section.

- Initial City-wide salary savings of $3.18 million increased by $1.4 million representing an average City-wide vacancy factor of 6.15% for the entire fiscal year

- Revenue projections were increased by about $543,000 based on updated year-to-date actuals and other items.

As a quick overview, here is the Preliminary Budget for FY 16-17 for all funds compared to the FY 15-16 Adopted Budget:

PRELIMINARY BUDGET-ALL FUNDS

Appropriations All Funds	Adopted FY 15-16	Preliminary FY 16-17	Increase/(Decrease) Amount	Percent
Operating Budget	$ 119,009,800	$ 120,809,731	$ 1,799,931	1.5%
Transfers Out	9,416,140	7,752,242	(1,663,898)	-17.7%
Capital Budget	25,763,929	15,994,334	(9,769,595)	-37.9%
Total	$ 154,189,869	$ 144,556,307	$ (9,633,562)	-6.2%

GENERAL FUND PRELIMINARY BUDGET

The General Fund provides 90.7% of the total operating budget for all governmental funds. The total preliminary General Fund budget is $117 million, an increase of $2.2 million or 1.9% from the current year adopted budget. Table 1 is a summary of the total General Fund resources and requirements for FY 16-17:

Table 1

GENERAL FUND PRELIMINARY BUDGET

	Adopted FY 15-16	Preliminary FY 16-17	Increase/(Decrease) Amount	Percent
Estimated Revenues	$ 113,638,900	$ 117,376,187	$ 3,737,287	3.3%
Transfers In	400,000	-	(400,000)	-100.0%
Use of Fund Balance	-	-	-	
Total Resources	$ 114,038,900	$ 117,376,187	$ 3,337,287	2.9%
Operating Budget	$ 106,186,760	$ 109,623,945	$ 3,437,185	3.2%
Transfers Out	9,016,140	7,752,242	(1,263,898)	-14.0%
Total Appropriations	$ 115,202,900	$ 117,376,187	$ 2,173,287	1.9%

FINANCIAL OUTLOOK

As a result of the projection for slowing growth in the economy, forecasted changes in revenue sources are projected to be mixed. Slight decreases from current year levels of revenue are forecasted for licenses and permits, fines and forfeitures, use of money and property and fees and charges for services. Modest growth is forecasted for sales and use tax, property tax, motor vehicle license fees, transient occupancy tax (TOT), and franchise fees. The City will evaluate revenues and continue to find ways to mitigate costs. Doing so will continue to stabilize the City's budget, provide necessary services to the community and work towards re-building reserves.

The City remains careful about its cash position. With the depletion of reserves in previous years, 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 at the end of both FY 13-14 and FY 14-15 which helped increase the overall cash position. The City plans for this trend to continue in the current fiscal year.

HIGHLIGHTS OF THE PRELIMINARY BUDGET

The FY 16-17 preliminary budget contains funding for on-going services to the community. The following highlights reflect some of the changes and facts regarding the budget:

- Budgeted amounts for the City's share of employee pension cost are affected by:
  - Increased pension rates from CalPERS
  - Miscellaneous employees contributing 60% of their rate increases
  - Inclusion of new, lower cost pension tier rates
  - Added costs of $5,850 for required CalPERS actuarial reports.
- The budget contains funding for an additional payment of $500,000 toward reducing the unfunded liability associated with pension costs.
- General Fund contribution to Capital Projects is 5% of the General Fund budget: $5,963,263
- General Fund contribution to Capital Facility Projects is 1.5% of the General Fund budget: $1,788,979
- Capital Projects include the third year of advance funding of a four-year level-pay plan for the next generation of the 800 MHz Coordinated Communication System. Capital Projects also include $1,600,000 for Fairview Park-related maintenance and $2.6 million for Jack Hammett fields and ADA improvements.
- Continued allocation of funds for scanning and automated retrieval of city documents.
- Allocations to the Self-Insurance Fund increased by $250,000 as part of a multi-year plan to rebuild the fund balance. Additional allocations are planned after the General Fund Reserves target is fulfilled.
- Allocations to the Information Technology (IT) Replacement Fund will increase from $150,000 to $200,000 for the accumulation of funds for future IT equipment replacements and upgrades.

- Police Department
    - Anticipated approval of the Costa Mesa Police Association memorandum of understanding.
    - Purchase of new department issued firearms
    - Funded ten new e-citation devices compatible with the county-wide system.
    - General fund assumed $185,000 in employee costs previously funded by the Narcotics Asset Forfeiture Fund.
- Fire Department
    - Funded contracting out annual fire hose testing.
    - Funded 15 iPads used to enter patient data to maintain county-wide reporting standards in emergency medical services.
    - Funded an additional $75,000 in contracted fire safety building plan check and inspection services.
- Development Services:
    - Adds one full-time Senior Combination Inspector.
    - Funded an additional $30,000 for night-time inspections
    - Funded and additional $18,500 for training and development of new staff.
- Public Services Department
    - Funded $55,000 for additional consultant help with transportation workload.
    - Funded $25,000 for consulting and other support costs related to the Bikeway & Walkability Committee.
    - Funded $60,000 for the Bike Safety Education Program.
    - Funded $50,000 for additional city tree trimming.
    - Funded $13,860 for State mandated prevailing wage increase for tree workers.
    - Funded ongoing $50,000 for Fairview Park cattail removal.
- Contingency appropriations are $1,000,000.

GENERAL FUND RESERVES/USE OF FUND BALANCE

The General Fund – Total Fund Balance was $53.8 million as of June 30, 2015. 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. The City is within $1.2 million of that goal.

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 nearly $16 million. 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. The lower funding compared to FY 15-16 is due to one-time funds of $4 million used in FY 15-16 for the Library/Neighborhood Community Center/Park project and reduced FY 16-17 estimates for Gas Tax, Narcotics Asset Forfeiture Funds, Measure M, Traffic Impact Fees, and Drainage Fees.

Approximately $7.75 million or 49% of the total funding for capital projects is from the General Fund; $2.4 million or 15% is from the Park Development Fund, $2.1 million or 13% is funded by Gas Tax, and $1.8 million or 11% is from Measure M Funds.

Table 2 below illustrates the total capital projects funding by category planned for FY 16-17. 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 FY 15-16	Preliminary FY 16-17	Increase (Decrease) Amount	Percent
Parkway & Median Improvements	$ 700,000	$ 160,000	$ (540,000)	-77.1%
Fairview Park Program	110,000	1,600,000	1,490,000	1354.5%
Street Improvements & Maintenance	6,675,946	3,501,137	(3,174,809)	-47.6%
Storm Drain Improvements	510,000	600,000	90,000	17.6%
Curbs & Sidewalks	1,150,000	400,000	(750,000)	-65.2%
Traffic Planning	1,022,208	742,000	(280,208)	-27.4%
Active Transportation Programs	-	300,000	300,000	N/A
Traffic Operations	-	604,990	604,990	N/A
Park Development & Maintenance	5,702,350	4,105,965	(1,596,385)	-28.0%
Building Maintenance	2,977,255	1,009,622	(1,967,633)	-66.1%
Capital Facility Projects	5,676,201	1,788,979	(3,887,222)	-68.5%
Next Gen. 800 MHz Comm. System	1,239,969	1,181,641	(58,328)	-4.7%
Total Appropriations	$ 25,763,929	$ 15,994,334	$ (9,769,595)	-37.9%
General Funds	$ 12,663,536	$ 7,752,242	(4,911,294)	-38.8%
Other Funds	13,100,393	8,242,092	(4,858,301)	-37.1%
Total Appropriations	$ 25,763,929	$ 15,994,334	$ (9,769,595)	-37.9%

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 (NACSLB). 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 Government Finance Officers Association of the United States and Canada presented a Distinguished Budget Presentation Award to the City of Costa Mesa for its annual budget document for the fiscal year beginning July 1, 2015. This is the 15th 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 California Society of Municipal Finance Officers presented the Excellence in Operational Budgeting, and the Excellence in Public Communications awards to the City of Costa Mesa for its FY 15-16 Adopted Budget.

Staff believes the FY 16-17 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 volatile Sales Tax revenue. The budget maintains a lower level of reoccurring cost in addition to a fewer number of full-time employees, in order to support an important capital improvement program. It does however, propose a balanced financial plan, maintains, and in a 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

Thomas R. Hatch
Chief Executive Officer
City of Costa Mesa

FY 2016-17 OPERATING & CAPITAL BUDGET IN BRIEF

The Fiscal Year 2016-17 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 $144.6 million, a decrease of $9.6 million, or 6.2% compared to the adopted budget for FY 15-16. Table 1 illustrates these amounts.

TABLE 1

PRELIMINARY BUDGET-ALL FUNDS

Appropriations All Funds	Adopted FY 15-16	Preliminary FY 16-17	Increase/(Decrease) Amount	Increase/(Decrease) Percent	FY 16-17 % of total
Operating Budget	$ 119,009,800	$ 120,809,731	$ 1,799,931	1.5%	83.6%
Transfers Out	9,416,140	7,752,242	(1,663,898)	-17.7%	5.4%
Capital Budget	25,763,929	15,994,334	(9,769,595)	-37.9%	11.1%
Total	$ 154,189,869	$ 144,556,307	$ (9,633,562)	-6.2%	100.0%

GENERAL FUND BUDGET OVERVIEW

For all governmental funds, the General Fund comprises 90.7% of the *operating* budget and 80.1% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The preliminary General Fund budget is $117.4 million, an increase of $2.2 million, or 1.9% compared to the FY 15-16 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

Expenditure Category	Adopted FY 15-16	Preliminary FY 16-17	Increase/(Decrease) Amount	Increase/(Decrease) Percent	FY 16-17 % of total
Salaries & Benefits	$ 78,892,688	$ 80,926,283	$ 2,033,595	2.6%	68.9%
Maint. & Operations	27,202,418	28,442,090	1,239,672	4.6%	24.2%
Fixed Assets	91,654	255,572	163,918	178.8%	0.2%
Transfers Out	9,016,140	7,752,242	(1,263,898)	-14.0%	6.6%
Total	$ 115,202,900	$ 117,376,187	$ 2,173,287	1.9%	100.0%

Salaries & Benefits: Budgeted personnel costs increased by $2 million, or 2.6%. This increase is attributed to a number of factors including merit increases, change in retirement rates and recent approval of the Costa Mesa Police Association memorandum of understanding. 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; principal and interest payments on outstanding City debt. The preliminary budget for maintenance and operations accounts is $28.4 million, a net increase of $1.2 million or 4.6% compared to the FY 15-16 adopted budget. Nearly half of the increase is attributed to general liability costs with the remainder of the increase found in consulting, landscaping and sprinkler maintenance and repair.

Transfers Out: The preliminary budget includes an operating transfer out of 5% of General Fund Revenues, to fund various Capital Improvement Projects. In addition, another 1.5% of General Fund Revenues is dedicated to Capital Facilities Projects.

The total adopted FY 16-17 General Fund estimated revenue is $117.4 million, a decrease of $0.8 million or 0.68% compared to projected revenues for FY 15-16. Table 3 illustrates the General Fund revenue sources that fund City services.

TABLE 3

GENERAL FUND ESTIMATED REVENUES

Revenue Source	Projected FY 15-16	Preliminary FY 16-17	Increase/(Decrease) Amount	Increase/(Decrease) Percent	FY 16-17 % of total
Taxes	$ 95,772,143	$ 94,962,112	$ (810,031)	-0.8%	80.9%
Licenses & Permits	2,433,063	2,173,933	(259,130)	-10.7%	1.9%
Fines & Forteitures	1,556,315	1,475,000	(81,315)	-5.2%	1.3%
Use of Money & Property	3,275,132	3,164,021	(111,111)	-3.4%	2.7%
Other Governmental Agencies	10,292,409	10,678,708	386,299	3.8%	9.1%
Fees & Charges for Services	3,865,600	3,848,306	(17,294)	-0.4%	3.3%
Other Revenue	979,506	1,074,107	94,601	9.7%	0.9%
Total	$ 118,174,168	$ 117,376,187	$ (797,981)	-0.7%	100.0%

Note: Excludes Transfers In

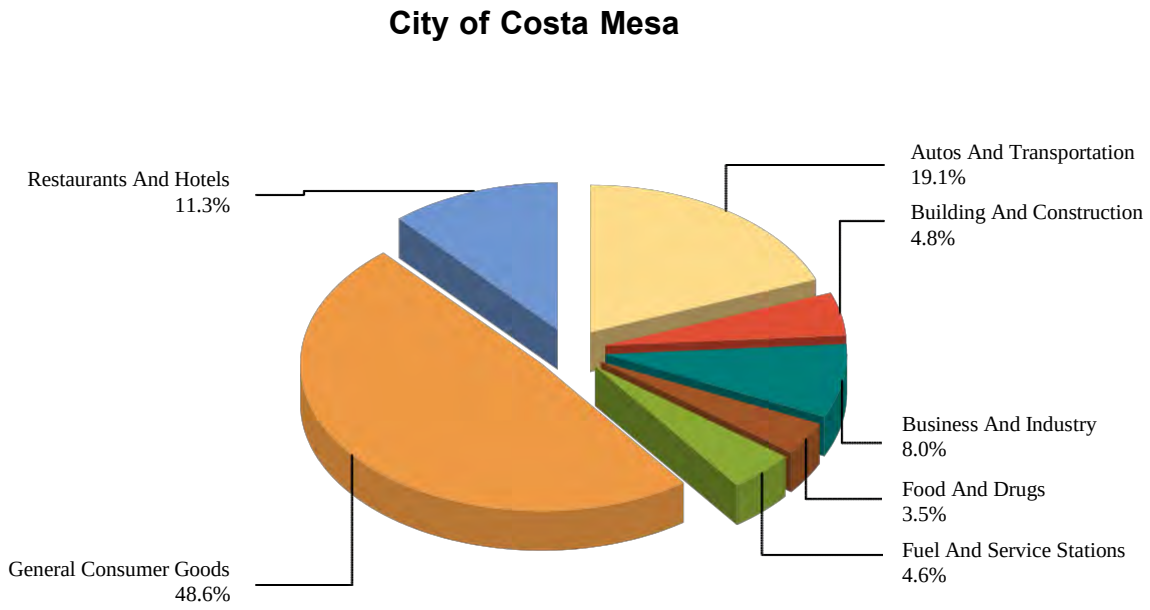
Revenues: The City has been experiencing increases in Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building Permit revenue up to and including the current fiscal year. The outlook for these revenues for FY 16-17 is more modest growth and in some cases, some slowing.

Property Tax, Sales Tax, Transient Occupancy Tax, and Franchise Fees are projected to grow modestly. Sales Tax is the largest revenue source and is estimated at $54.6 million, or 46.5% of the total General Fund revenues estimated for FY 16-17.

The overall estimated decline of 0.7% in revenues is driven by two main factors. Part of the historical Sales & Use Tax revenue includes the backfill from the State in the form of property taxes (accounted for as Sales Tax In-Lieu). This backfill from the State is the result of the “triple flip”, which was approved by the voters in 2004 under Proposition 57 to finance the State’s Fiscal Recovery Bonds. Under this Proposition, the State took one fourth of the local agencies’ sales tax and backfilled it with a like amount in property taxes from the Educational Revenue Augmentation Fund (ERAF). FY 15-16 is the last year of the triple flip and the projected revenues include nearly $3.5 million in a final “true-up” payment. While this causes the FY 16-17 amounts to appear to be declining, the core amount of Sales Tax is projected to increase by 3.4% for FY 16-17. 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.

Graph 1 illustrates the categories of businesses and industries that generated sales tax revenue for the City in calendar year 2015. (Source: HdL)

GRAPH 1



For FY 16-17, estimated revenue from Property Taxes is $25.9 million, which represents 22.1% of the total General Fund revenue. This estimate is an increase of $442,523 or 1.7% over the projected revenue for FY 15-16. The City is expecting an increase in revenue due to: property values increasing over the prior year; resale activity and new construction being added to the property tax roll. Included in the estimates are Secured Property Tax at $23.7 million, Unsecured Taxes at $800,417 Supplemental Taxes at $500,000; Homeowner's Exemption ($7,000 of assessed value is exempt from property tax, which is made up by State subvention) at $157,584; Delinquent Taxes at $50,000; and $750,000 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).

For FY 16-17, preliminary estimated revenue from Motor Vehicle License Fee (VLF) is $9.9 million, which represents 8.4% of the total General Fund revenue. This estimate reflects an increase of $218,102 or 2.3% from the projected revenue in FY 15-16. The increase is due to the estimate from the VLF Swap which includes an increase based on the projected increases in assessed property values.

Transient Occupancy Tax (TOT) is the City's fourth largest revenue source. For FY 16-17, estimated revenue from TOT is $8.5 million, which represents 7.3% of the total General Fund revenue. The projected amount reflects an increase of $44,260 or 0.5% from the current year projected revenue. Since 2010, the City has seen a continued increase in TOT revenue when compared to the prior year.

For FY 16-17, preliminary estimated revenue from all Franchise Fees is $5.0 million, which represents 4.2% of total General Fund revenues. The projected amounts reflect a decrease of $61,678 or 1.2% from the projected in FY 15-16.

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

Fund Types	Adopted FY 15-16	Preliminary FY 16-17	Increase/(Decrease) Amount	Increase/(Decrease) Percent	FY 16-17 % of total
General Fund *	$ 106,586,760	$ 109,623,945	$ 3,037,185	2.8%	75.8%
Special Revenue Funds	14,156,416	9,966,172	(4,190,244)	-29.6%	6.9%
Capital Project Funds	24,757,280	17,316,608	(7,440,672)	-30.1%	12.0%
Internal Service Funds	8,689,413	7,649,582	(1,039,831)	-12.0%	5.3%
Total	$ 154,189,869	$ 144,556,307	$ (9,633,562)	-6.2%	100.0%

* Excludes Transfers Out

INTERNAL SERVICE FUNDS

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

a) Equipment Replacement Fund (ERF) – This fund accounts for fleet services provided by the Maintenance Services Division to the user-departments. For FY 16-17, the preliminary budget is $3.0 million and the estimated revenue is $784,725. The difference will be provided from the accumulated fund balance. The funding necessary to replace vehicles is accumulated in the ERF over a number of years based upon an established replacement schedule. Among the items scheduled for replacement are five police patrol vehicles, as well as replacement of aging support vehicles for fire, development services, public services and parks vehicles and two new code enforcement vehicles. All will be purchased without incurring additional City debt.

Under the Internal Service Funds method of accounting for fleet services, user-departments are charged an internal rent monthly. 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 the service, including labor, materials, and overhead costs.

b) Self-Insurance Fund – This fund accounts for the Risk Management Program dealing with workers' compensation, general liability, and unemployment insurance. The FY 16-17 preliminary budget totals $4.7 million, $444,669, or 10% over the current adopted budget.

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

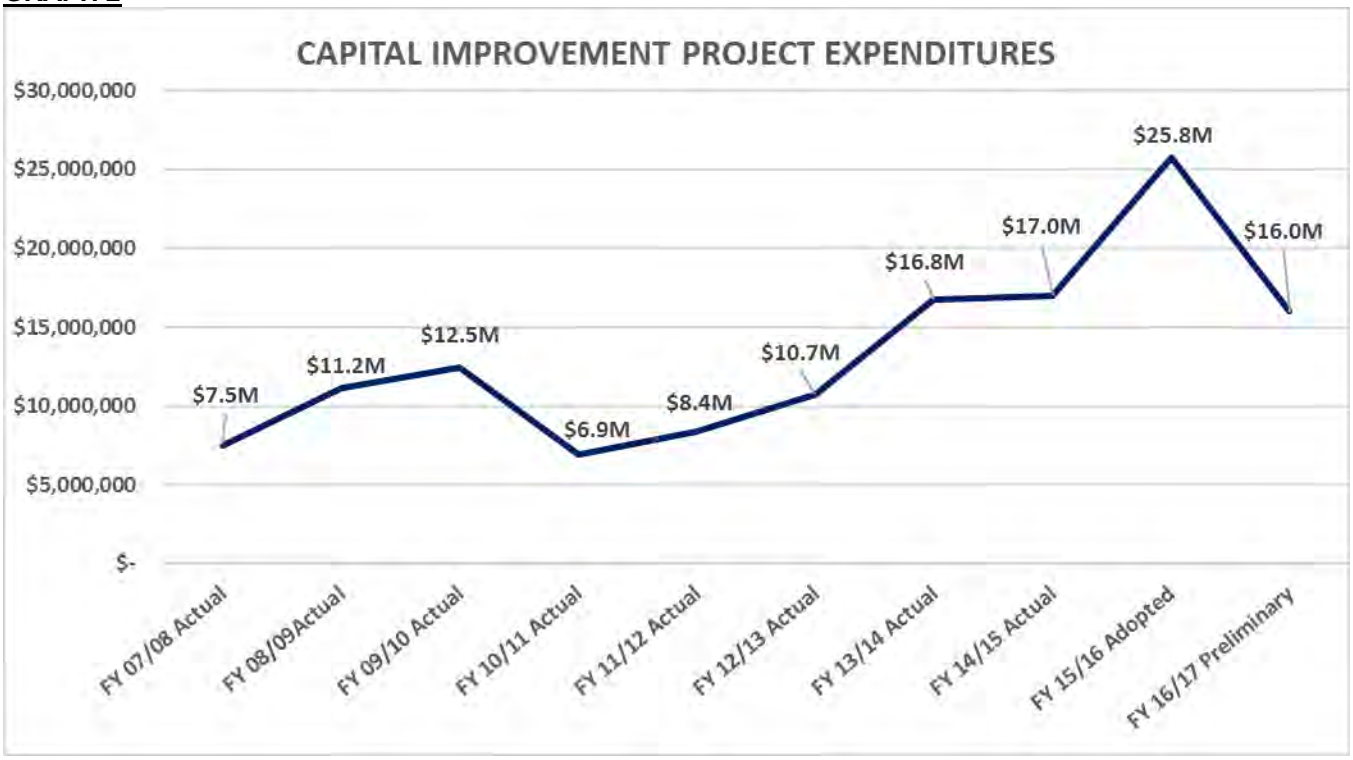
Division. Internal charges include a $250,000 surcharge as the beginning of a multi-year plan to rebuild the balance in this fund.

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. Special Revenue Funds and Capital Projects Funds fund balances 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 16-17 preliminary budget.

TABLE 5

ESTIMATED FUND BALANCES TO BE USED

Fund Name	Projected Bal. 07/01/2016	Projected Bal. 06/30/2017	Amount To Be Used	Percent
Gas Tax Fund	$ 597,265	$ 49,707	$ 547,558	91.7%
Prop. 172 Fund	33,152	13,136	20,016	60.4%
AQMD Fund	89,773	(102,717)	192,490	214.4%
Park Dev. Fees Fund	(2,159,871)	(2,179,919)	20,048	-0.9%
Suppl. Law Enf. Svcs. Fund	16,996	(44,543)	61,539	362.1%
Traffic Impact Fees Fund	3,415,491	2,860,491	555,000	16.2%
Equipment Replacement Fund	7,747,911	5,565,494	2,182,417	28.2%
Total	$ 9,740,717	$ 6,161,649	$ 3,579,068	36.7%

Costa Mesa

General Information

LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2016-2017

Thomas R. Hatch
Chief Executive Officer

Richard L. Francis
Assistant Chief Executive Officer

Tamara S. Letourneau
Assistant Chief Executive Officer

Gary Armstrong
Economic
and Development Services Director

Thomas Duarte
City Attorney

Stephen G. Dunivent
Interim Finance Director

Steve Ely
Information Technology Director

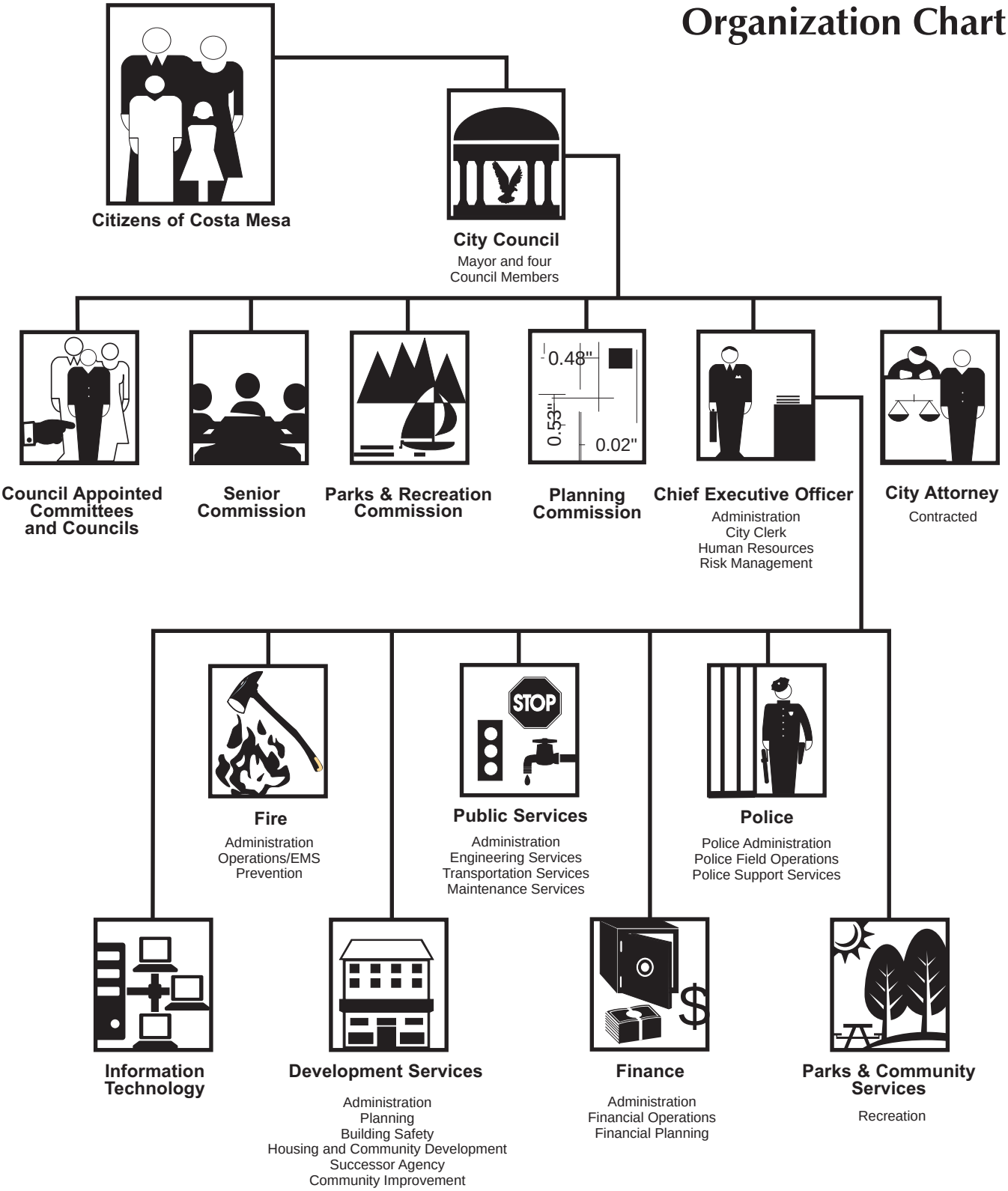
Robert Sharpnack
Police Chief

Ernesto Munoz
Public Services Director

Daniel A. Stefano
Fire Chief

City of Costa Mesa, California

Organization Chart



Visit our Web site at www.costamesaca.gov

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 Chief Executive Officer 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 Chief Executive Officer'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 Chief Executive Officer 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 Chief Executive Officer holds departmental budget hearings. Subsequently, the Chief Executive Officer makes his recommendations and Finance, along with Central Services, prepares the proposed budget document. The Chief Executive Officer 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 Chief Executive Officer and staff conduct a "walkthrough" of the various proposed projects. After the Chief Executive Officer'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 Chief Executive Officer. The Finance Department provides a Mid-Year Budget Report to the Chief Executive Officer 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 16-17.

Special Revenue Funds:

Fund 216 Rental Rehabilitation Program

Fund 218 Fire System Development Fees Fund

Fund 219 Local Law Enforcement Block Grant

Fund 220 Office of Traffic Safety Grant

Capital Projects Funds:

Fund 403 Measure M Construction

Fund 409 Vehicle Parking District 1 Fund

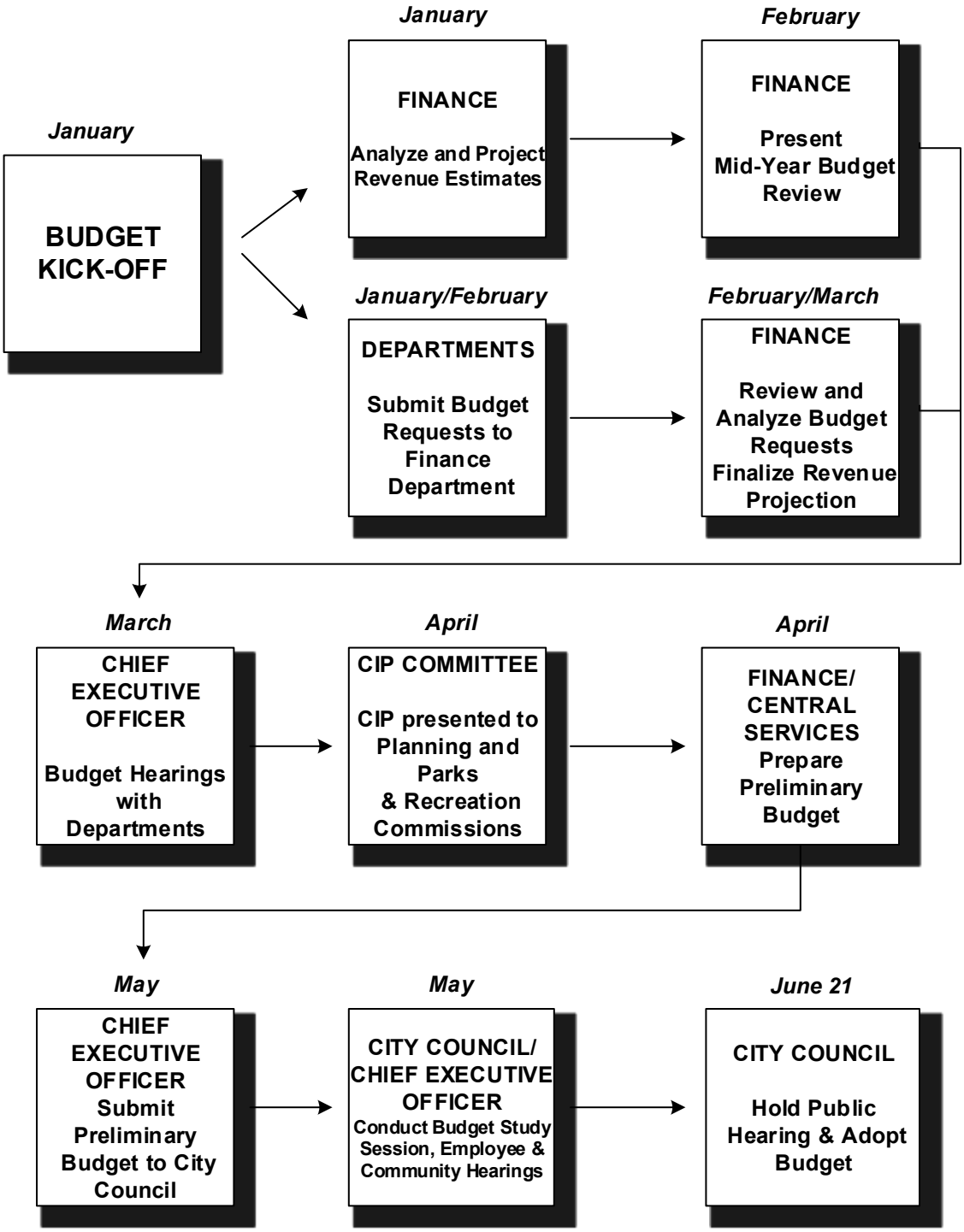
Fund 410 Vehicle Parking District 2 Fund

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 2016-2017



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.

AIR QUALITY IMPROVEMENT FUND (AQMD) - 203: 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.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) - 207: 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.

DRAINAGE FEES FUND - 209: 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.

FIRE SYSTEM DEVELOPMENT FEES FUND - 218: 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.

HOMELESSNESS PREVENTION FUND – 221: 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.

LOCAL LAW ENFORCEMENT BLOCK GRANT FUND (LLEBG) - 219: 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.

NARCOTICS FORFEITURE FUND - 217: 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

OFFICE OF TRAFFIC SAFETY FUND – 220: 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.

PARK DEVELOPMENT FEES FUND - 208: 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.

SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (SLESF) - 213: 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).

CAPITAL OUTLAY FUND - 401: 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.

GOLF COURSE IMPROVEMENT FUND – 413: 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.

MEASURE "M" TURNBACK FUND - 414: 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.

MEASURE "M" 2 FAIRSHARE FUND - 416: 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.

VEHICLE PARKING DISTRICTS FUND - 409/410: 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.

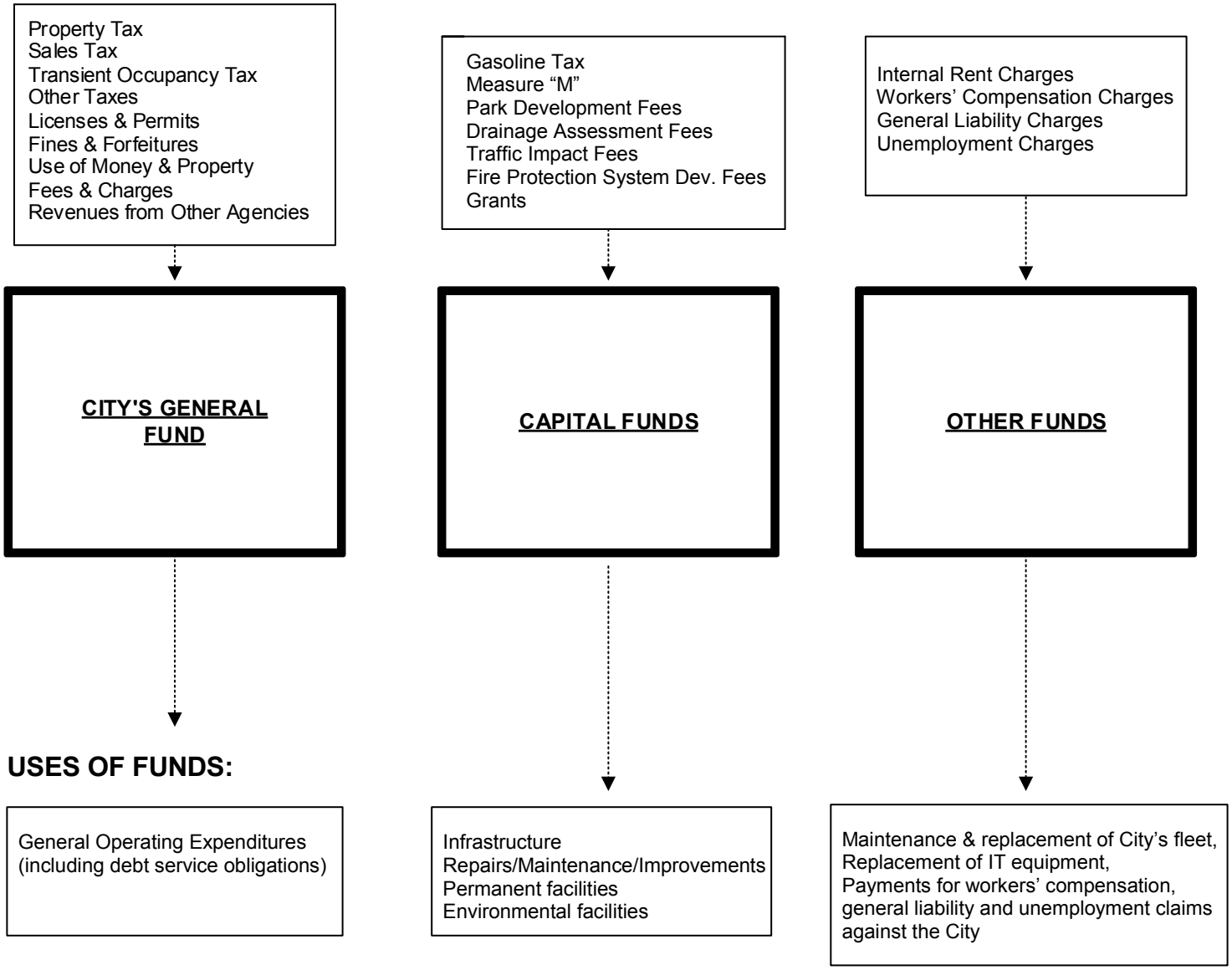
EQUIPMENT REPLACEMENT FUND - 601: Established to account for all motorized equipment used by City departments.

SELF-INSURANCE FUND - 602: 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:



Costa Mesa

SUMMARIES OF FINANCIAL DATA

SUMMARIES OF FINANCIAL DATA

FISCAL YEAR 2016-2017

CALCULATION OF PROJECTED FUND BALANCES

for the Fiscal Year Ending June 30, 2017

Fund Description	Projected Balances 07/01/16	Estimated Revenues FY 16-17	Preliminary Operating Budget FY 16-17
General Fund*	**$ 53,226,798**	**$ 117,376,187**	**$ 109,623,945**
Gas Tax Fund 201	597,265	2,340,881	778,152
Proposition 172 Fund 202	33,152	1,086,253	1,106,270
Air Quality Management District Fund (AQMD) 203	89,773	127,500	15,000
HOME Program Fund 205	188,511	481,017	480,017
Community Development Block Grant Fund (CDBG) 207	(97,504)	1,220,347	646,622
Park Development Fees Fund 208	(2,159,871)	2,576,117	225,200
Drainage Fees Fund 209	579,497	409,000	-
Supplemental Law Enforcement Services Fund 213	16,996	203,404	264,944
Traffic Impact Fees Fund 214	3,415,491	170,000	-
Rental Rehabilitation Program Fund 216	17,292	300	-
Narcotics Forfeiture Fund 217	685,069	12,000	-
Fire System Development Fees Fund 218	354,631	2,700	-
Subtotal Special Revenue Funds	**$ 3,720,302**	**$ 8,629,519**	**$ 3,516,205**
Capital Improvement Fund	$ 17,842,096	$ 140,000	$ -
Measure "M" Construction Fund 403	156,524	-	-
Measure "M" Turnback Fund 414	14,769	-	-
Measure "M2" Regional Fund 415	(2,824,867)	2,000,000	-
Measure "M2" Fairshare Fund 416	129,600	1,991,250	20,000
Vehicle Parking District 1&2 Funds 409 and 410	50,000	6,578	-
Subtotal Capital Projects Funds	**$ 15,368,122**	**$ 4,137,828**	**$ 20,000**
Total Governmental Funds	**$ 72,315,222**	**$ 130,143,535**	**$ 113,160,150**
Equipment Replacement Fund 601	$ 7,747,911	$ 784,725	$ 2,967,142
Self Insurance Fund 602	(6,177,059)	4,904,186	4,682,440
IT Replacement Fund 603	250,888	201,500	-
Total Internal Service Funds	**$ 1,821,741**	**$ 5,890,411**	**$ 7,649,582**
GRAND TOTAL	**$ 74,136,963**	**$ 136,033,945**	**$ 120,809,732**

* Calculated projected balance as of July 1, 2016 using total available and undesignated fund balance as of July 1, 2015 plus projected FY 15-16 revenues and expenditures through June 30, 2016.

Preliminary Capital Budget FY 16-17	Total Preliminary Budget FY 16-17	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Balances 06/30/2017
$ -	**$ 109,623,945**	**$ 7,752,242**	**$ -**	**$ 7,752,242**	**$ 53,226,798**
2,110,287	2,888,439	(547,558)	-	-	49,707
-	1,106,270	(20,016)	-	-	13,136
304,990	319,990	(192,490)	-	-	(102,717)
-	480,017	1,000	-	-	189,511
573,725	1,220,347	-	-	-	(97,504)
2,370,965	2,596,165	(20,048)	-	-	(2,179,919)
365,000	365,000	44,000	-	-	623,497
-	264,944	(61,540)	-	-	(44,543)
725,000	725,000	(555,000)	-	-	2,860,491
-	-	300	-	-	17,592
-	-	12,000	-	-	697,069
-	-	2,700	-	-	357,331
$ 6,449,967	**$ 9,966,172**	**$ (1,336,652)**	**$ -**	**$ -**	**$ 2,383,649**
$ 7,752,242	$ 7,752,242	$ (7,612,242)	$ 7,752,242	$ -	$ 17,982,096
-	-	-	-	-	156,524
-	-	-	-	-	14,769
-	-	2,000,000	-	-	(824,867)
1,792,125	1,812,125	179,125	-	-	308,725
-	-	6,578	-	-	56,578
$ 9,544,367	**$ 9,564,367**	**$ (5,426,539)**	**$ 7,752,242**	**$ -**	**$ 17,693,825**
$ 15,994,334	**$ 129,154,484**	**$ 989,051**	**$ 7,752,242**	**$ 7,752,242**	**$ 73,304,273**
$ -	$ 2,967,142	$ (2,182,417)	$ -	$ -	$ 5,565,494
-	4,682,440	221,746	-	-	(5,955,313)
-	-	201,500	-	-	452,388
$ -	**$ 7,649,582**	**$ (1,759,171)**	**$ -**	**$ -**	**$ 62,570**
$ 15,994,334	**$ 136,804,066**	**$ (770,121)**	**$ 7,752,242**	**$ 7,752,242**	**$ 73,366,842**

CITY OF COSTA MESA, CALIFORNIA

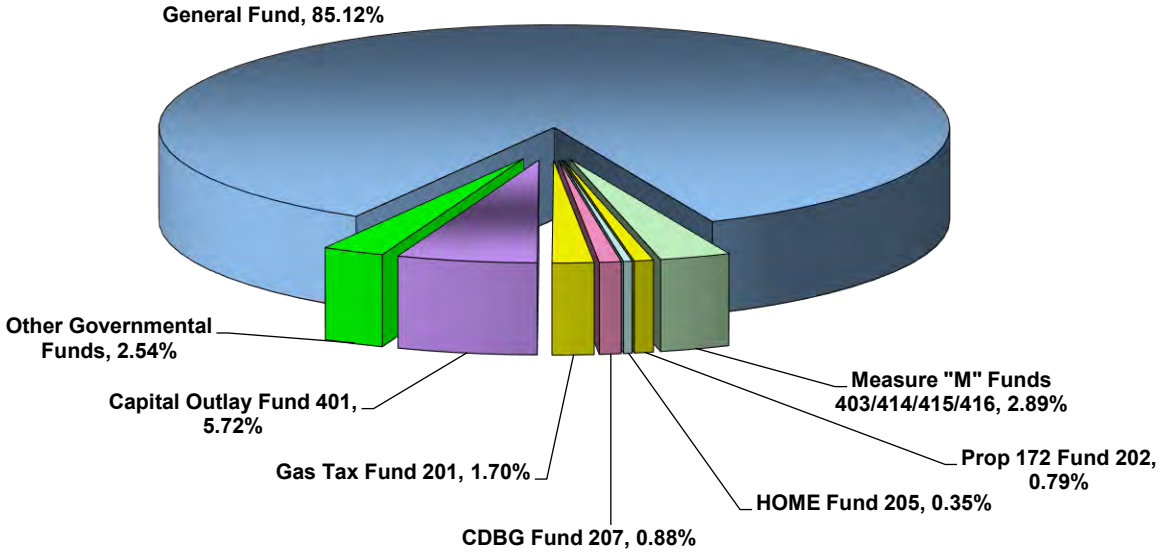
TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS

FISCAL YEAR 2016-2017

TOTAL RESOURCES - $137,895,777

(Where Monies Come From)

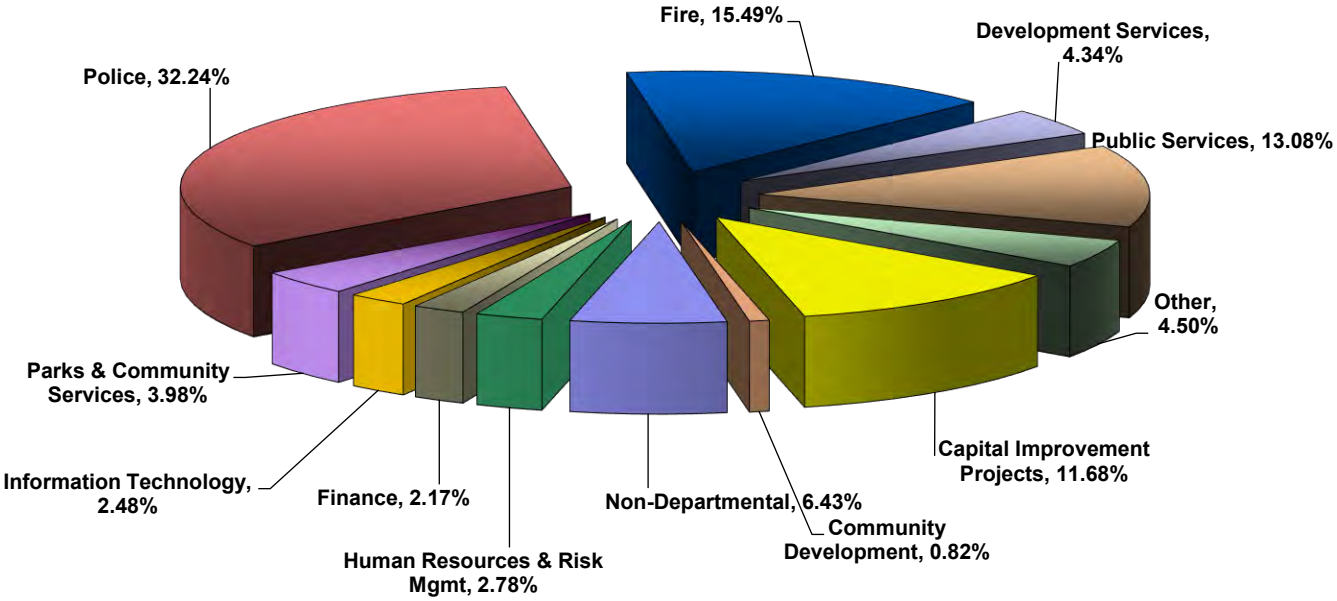
(Including Transfers In, Does not include Funds 601, 602 or 603)



TOTAL APPROPRIATIONS - $136,906,725

(Where Monies Go)

(Including Transfers Out, Does not include Funds 601 or 602)



FOUR-YEAR BUDGET SUMMARY
ALL FUNDS (INCLUDING TRANSFERS)

FISCAL YEARS 2013-2014 THROUGH 2016-2017

The following is a four-year budget summary that includes all governmental and proprietary funds. The $8.1 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 13-14 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 13-14 Actual**	**FY 14-15 Actual**	**FY 15-16 Adopted**	**FY 16-17 Preliminary**
Taxes	86,640,646	90,019,979	92,687,865	96,054,589
Licenses & Permits	3,095,537	4,513,714	3,531,500	5,285,050
Fines & Forfeits	3,614,144	1,367,190	1,685,608	1,475,000
Intergovernmental	21,748,247	21,615,158	19,446,229	19,007,607
Charges for Services	9,774,869	9,532,838	10,769,000	9,677,217
Rental	4,057,195	3,250,083	2,963,900	2,983,221
Investment Income	424,115	1,393,406	326,880	465,155
Miscellaneous	1,235,684	2,302,496	849,300	1,086,107
Transfers In	5,076,133	10,749,332	9,416,140	7,752,242
Total Revenues & Other Sources	**$ 135,666,570**	**$ 144,744,195**	**$ 141,676,422**	**$ 143,786,187**

Expenditures & Other Uses	**FY 13-14 Actual**	**FY 14-15 Actual**	**FY 15-16 Adopted**	**FY 16-17 Preliminary**
Protection of Persons & Property	58,848,095	56,525,447	61,289,707	63,553,969
Community Health & Environment	9,090,634	9,771,822	11,924,539	12,162,520
Transportation	6,476,529	6,657,985	8,108,544	8,170,055
Leisure & Community Services	3,626,352	4,529,894	4,944,998	5,431,029
General Government Support	28,229,934	29,403,785	28,778,193	27,531,466
Capital Improvement Projects	16,775,234	17,011,423	25,763,929	15,994,334
Debt Service:				
Principal Payments*	2,305,000	2,390,000	2,855,179	2,960,179
Interest Payments*	1,216,623	1,169,894	1,108,639	1,000,514
Transfers Out*	5,572,511	10,824,803	9,416,140	7,752,242
Total Expenditures & Other Uses	**$ 132,140,911**	**$ 138,285,051**	**$ 154,189,869**	**$ 144,556,307**
Estimated Ending Balances	**$ 3,525,659**	**$ 6,459,144**	**$ (12,513,447)**	**$ (770,120)**

* Included under General Government Support in other presentations in the document.

SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2016-2017

FUND	TRANSFERS IN	TRANSFERS OUT
General Fund - 101	$ -	$ 7,752,242 [1]
Capital Improvement Fund - 401	7,752,242 [1]	-
Total	$ 7,752,242	$ 7,752,242

[1] Funding of $7,752,242 for support of projects in the Capital Improvement Fund.

REVENUE SUMMARIES

FISCAL YEAR 2016-2017

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Fund 101 - General Fund					
Property Tax - Secured	$ 20,720,823	$ 21,882,259	$ 22,382,400	$ 22,952,276	$ 23,667,104
Property Tax - Unsecured	753,951	824,705	823,300	789,065	800,417
Property Tax - Supplemental	502,504	595,455	613,700	545,808	500,000
Property Tax - Homeowners	158,740	156,221	160,800	155,823	157,584
Delinquent Tax - Penalties/Int	65,310	58,617	71,700	42,309	50,000
Property Transfer Tax	619,679	541,562	621,700	997,300	750,000
Sales & Use Tax	36,301,503	38,706,304	45,936,000	46,543,469	54,600,000
Sales Tax In-Lieu	12,963,130	12,408,760	6,926,000	9,267,486	-
Transient Occupancy Tax	7,676,090	7,995,154	8,107,500	8,486,740	8,531,000
Electric Franchise Fee	1,271,786	1,359,603	1,303,800	1,360,000	1,310,319
Cable TV Franchise Fee	1,249,306	1,207,187	1,214,800	1,220,017	1,214,800
PEG Cable Franchise Fee	219,804	108,430	100,900	243,668	100,900
Gas Franchise Fee	248,606	259,858	252,200	260,000	252,200
Solid Waste Hauler Franchise Fee	1,901,963	1,950,848	2,167,900	1,939,149	2,082,937
Business License	918,695	963,238	952,100	978,682	953,052
Business License Web Fee	(2,410)	(8,830)	(8,200)	(9,649)	(8,200)
Total Taxes	**$ 85,569,482**	**$ 89,009,372**	**$ 91,626,600**	**$ 95,772,143**	**$ 94,962,112**
Dog License	$ 102,083	$ 98,437	$ 98,400	$ 99,154	$ 98,400
Fire Permits	85,559	99,893	106,000	80,786	96,300
Building Permits	1,003,000	1,087,612	1,460,000	1,413,620	1,260,000
Electrical Permits	150,915	167,601	227,000	233,702	187,000
Plumbing/Mechanical Permits	179,385	201,236	279,600	258,561	217,988
Street Permits	210,675	268,795	269,800	303,300	276,545
Special Business Permits	430	215	100	215	100
Home Occupation Permits	13,775	12,524	15,000	12,050	12,000
Operator's Permits	3,125	2,850	1,300	2,250	1,300
Other Permits	29,675	31,786	24,300	29,425	24,300
Total Licenses & Permits	**$ 1,778,622**	**$ 1,970,948**	**$ 2,481,500**	**$ 2,433,063**	**$ 2,173,933**
Municipal Code Violations	$ 111,023	$ 71,374	$ 190,000	$ 51,690	$ 80,000
Vehicle Code Violations	423,524	346,248	400,000	334,930	345,000
Parking Citations	641,653	760,229	600,000	1,142,868	1,050,000
Red Light Camera Violations	39,818	27,017	-	26,828	-
Total Fines & Forfeitures	**$ 1,216,018**	**$ 1,204,868**	**$ 1,190,000**	**$ 1,556,315**	**$ 1,475,000**

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Investment Earnings	$ 171,426	$ 1,142,056	$ 180,800	$ 275,364	$ 180,800
GASB 31 Adjustment	1,232,047	296,377	-	-	-
Other Interest	-	21,426	-	20,405	-
Buildings/Grounds, Rental	201,993	211,913	243,100	211,624	212,962
Rental - Downtown Comm. Center	25,835	19,885	29,000	19,786	29,000
Rental - Balearic Center	10,824	16,382	14,000	21,362	19,000
Rental - Neighborhood Comm. Ctr.	120,366	114,622	109,000	108,175	111,180
Senior Center, Rental	-	81,926	116,000	105,210	105,000
Rental - Fields	155,188	146,214	150,000	159,133	157,500
Rental - Tennis	41,041	49,942	44,600	48,308	47,607
Rental - Golf Course Operations	2,170,005	2,206,319	2,162,800	2,205,537	2,215,000
Rental - Bus Shelter Ads	99,896	85,076	95,400	100,228	85,972
Total Use of Money & Property	**$ 4,228,621**	**$ 4,392,138**	**$ 3,144,700**	**$ 3,275,132**	**$ 3,164,021**
Motor Vehicle In-Lieu Tax	$ 49,713	$ 48,020	$ 48,000	$ 45,777	$ 48,000
Vehicle License Fee Swap - Property Tax	9,179,346	9,433,319	9,567,500	9,688,586	9,906,688
Other Federal Grants	601,158	494,616	672,700	205,365	500,000
POST Reimbursements	106,004	23,681	21,300	21,184	21,300
Beverage Container Program	59,134	-	59,000	29,599	-
SB 90 - State Mandated Costs	68,294	996,667	144,700	78,578	60,000
Other State Grants	8,680	-	99,600	108,518	25,000
Other County Grants	86,227	116,169	-	114,802	-
Reimb. - Oth Governmental Agencies	-	116,662	-	-	117,720
Total Other Govt. Agencies	**$ 10,158,557**	**$ 11,229,135**	**$ 10,612,800**	**$ 10,292,409**	**$ 10,678,708**
Zoning/Variance/CUP Fees	$ 121,683	$ 136,305	$ 147,500	$ 143,620	$ 139,713
Subdivision Map Fees	31,790	24,565	31,100	37,345	31,878
Environmental Impact Fees	17,360	27,970	29,000	10,709	29,000
Plan Checking Fee	306,726	342,349	408,000	398,798	410,040
Vacation/Abandonment of ROW	300	750	500	300	500
Street, Sidewalk, Curb Repairs	-	24,624	-	-	-
Source Reduction/Recycling	20,210	15,250	16,600	19,300	16,600
Special Policing Fees	439,073	378,127	470,500	370,207	500,000
Vehicle Storage/Impound Fees	154,590	176,420	147,400	194,320	175,822
Vehicle Code Violation Fee	5,747	4,090	3,600	4,710	3,600
Repo Vehicle Release Fee	2,880	3,450	3,400	3,430	3,400
DUI/Emergency Response	76,794	5,341	1,600	21,130	6,000
Jail Booking Fees - City	151,258	14,900	26,600	61,108	38,000
Police False Alarms	156,695	262,138	243,200	195,507	200,000
Fingerprinting	53,582	60,977	60,700	62,522	60,700
Fire Cost Recovery	9,058	2,592	7,500	(3,006)	7,500
Fire Inspections	6,890	4,260	4,500	6,980	4,590
Hazmat Disclosure Fee	101,080	128,941	130,700	125,789	135,275
EMS - First Responder Fee	224,702	264,116	226,600	255,812	264,531

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Paramedic Fee - Advanced	$ 276,086	$ 279,902	$ 285,400	$ 267,945	$ 258,000
Medical Supply Reimbursement	112,875	128,938	124,800	132,280	100,000
Fire False Alarms	2,835	405	1,400	-	1,400
Accident Cost Recovery	11,932	32,690	25,800	18,800	25,800
Park Permits	39,341	41,942	39,000	40,795	40,755
Park Improvements	10,450	8,822	7,200	12,461	7,294
Recreation - Aquatics	77,657	81,777	85,000	77,036	85,000
Recreation - Day Camp	174,862	148,464	128,000	153,862	143,210
Playgrounds	286,131	317,464	251,000	350,812	302,560
Special Events	21,710	32,800	28,400	31,550	31,240
Recreation - Early Childhood	119,624	95,981	89,000	127,476	125,000
Instructional Classes	448,248	469,719	390,000	506,253	465,000
Recreation - Basketball	40,611	19,190	35,000	17,859	17,500
Adult Open Gym	3,859	3,895	2,500	7,069	5,000
Recreation - Softball	93,669	111,833	110,000	49,520	38,000
Adult Sports Futsal	-	-	-	-	17,500
Teen Camp	36,885	33,371	34,000	37,307	34,000
Senior Center Charges	-	11,571	87,200	10,657	20,000
Photocopies	3,715	4,375	3,300	3,783	3,300
Police Reports	33,993	26,717	26,000	29,870	26,000
Police Clearance Letters	3,705	4,470	4,300	4,170	4,300
Sale - Maps & Publications	1,485	746	900	385	900
Sale - Miscellaneous Supplies	2,847	761	1,700	1,045	1,700
Central Services Reimb	-	84,510	51,700	61,744	51,700
Charges for Other Services	7,839	13,760	10,400	14,340	14,000
Special Assessments	20,015	1,695	15,000	-	2,000
Total Fees & Charges	**$ 3,710,792**	**$ 3,832,962**	**$ 3,796,000**	**$ 3,865,600**	**$ 3,848,306**

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Contributions	$ -	$ 1,500	$ 1,500	$ -	$ 1,500
Sponsorship Naming Rights	34,965	-	-	-	-
Donations	3,572	112,206	5,500	101,500	-
Reimb. - Const. Permit Insp. Fees	66,746	83,650	72,800	81,905	75,000
Damage to City Property	(34,205)	20,804	58,800	19,960	25,000
Civil Subpoena Costs	10,561	13,075	10,600	6,277	10,706
Settlements	-	43,518	-	44,099	-
Other Reimbursements	70,769	230,241	166,300	340,828	200,000
Sale - Other Equipment	4,755	882	900	-	900
Gain on Disposal of Assets	-	-	-	5,700	-
Nonoperating Income - Other	-	626,386	359,000	287,740	649,101
Other	581,733	211,590	111,900	91,497	111,900
Total Other Revenues	**$ 738,897**	**$ 1,343,853**	**$ 787,300**	**$ 979,506**	**$ 1,074,107**
Total Revenues	**$ 107,400,989**	**$ 112,983,276**	**$ 113,638,900**	**$ 118,174,169**	**$ 117,376,187**
Operating Transfers In	$ 126	$ 201	$ 400,000	$ 400,363	$ -
Total Other Financing Sources	**$ 126**	**$ 201**	**$ 400,000**	**$ 400,363**	**$ -**
Total Fund 101	**$ 107,401,115**	**$ 112,983,477**	**$ 114,038,900**	**$ 118,574,532**	**$ 117,376,187**
Fund 201 - Gas Tax					
Investment Earnings	$ 46,316	$ 46,214	$ 20,000	$ 30,000	$ 20,000
Gas Tax - 2103	1,551,156	1,239,870	530,766	530,766	267,597
Gas Tax - 2105	770,245	694,603	669,465	669,465	708,602
Gas Tax - 2106	386,342	448,108	349,949	349,949	350,675
Gas Tax - 2107.1	819,567	894,475	915,282	915,282	984,007
Gas Tax - 2107.5	10,000	20,000	10,000	10,000	10,000
Other Reimbursements	-	394,970	-	-	-
Total Fund 201	**$ 3,583,627**	**$ 3,738,240**	**$ 2,495,462**	**$ 2,505,462**	**$ 2,340,881**
Fund 202 - Prop 172					
Investment Earnings	$ 1,152	$ 91	$ 200	$ -	$ -
Sales Tax - Public Safety	1,064,676	1,002,064	1,054,415	1,000,950	1,086,253
Total Fund 202	**$ 1,065,828**	**$ 1,002,155**	**$ 1,054,615**	**$ 1,000,950**	**$ 1,086,253**
Fund 203 - Air Quality					
Investment Earnings	$ 3,527	$ 1,883	$ 2,500	$ 2,972	$ 2,500
AB 2766 - AQMD	138,322	138,769	125,000	130,000	125,000
Other Reimbursements	-	533	-	-	-
Total Fund 203	**$ 141,849**	**$ 141,184**	**$ 127,500**	**$ 132,972**	**$ 127,500**

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Fund 205 - HOME					
Investment Earnings	$ 767	$ 75	$ 150	$ 1,000	$ 1,000
Lien/Loan Repayment	318,000	112,626	50,000	135,000	-
HOME Invest/Partnership Grant	93,045	255,316	743,265	602,143	480,017
Total Fund 205	**$ 411,812**	**$ 368,017**	**$ 793,415**	**$ 738,143**	**$ 481,017**
Fund 207 - CDBG					
Investment Earnings	$ 7	$ 160	$ -	$ -	$ -
Interest Earned on Adv. To RDA	4,522	-	-	-	-
Lien/Loan Repayment	71,682	185,132	-	-	-
Community Dev. Block Grant	762,642	1,720,740	1,028,141	798,141	1,220,347
Total Fund 207	**$ 838,853**	**$ 1,906,031**	**$ 1,028,141**	**$ 798,141**	**$ 1,220,347**
Fund 208- Park Development					
Investment Earnings	$ 9,284	$ 16,818	$ 15,000	$ 19,000	$ 15,000
Park Development Fees	766,260	1,992,098	500,000	1,800,000	2,561,117
Total Fund 208	**$ 775,544**	**$ 2,008,916**	**$ 515,000**	**$ 1,819,000**	**$ 2,576,117**
Fund 209 - Drainage Fees					
Investment Earnings	$ 9,751	$ 6,375	$ 6,250	$ 10,000	$ 9,000
Drainage Assessment Fees	406,746	308,770	400,000	385,000	400,000
Total Fund 209	**$ 416,496**	**$ 315,146**	**$ 406,250**	**$ 395,000**	**$ 409,000**
Fund 213 - SLESF					
Investment Earnings	$ (7)	$ -	$ -	$ -	$ -
Safety (COPS)	192,672	203,370	14,800	141,000	203,404
Total Revenues	**$ 192,665**	**$ 203,370**	**$ 14,800**	**$ 141,000**	**$ 203,404**
Operating Transfers In	$ 41,007	$ 87,165	$ 188,604	$ 62,404	$ -
Total Other Financing Sources	$ 41,007	$ 87,165	$ 188,604	$ 62,404	$ -
Total Fund 213	**$ 233,672**	**$ 290,535**	**$ 203,404**	**$ 203,404**	**$ 203,404**
Fund 214 - Traffic Impact Fees					
Investment Earnings	$ 18,720	$ 17,147	$ 16,424	$ 25,000	$ 20,000
Traffic Impact Fees	143,909	241,897	150,000	400,000	150,000
Other Reimbursements	-	11,010	-	-	-
Total Fund 214	**$ 162,629**	**$ 270,054**	**$ 166,424**	**$ 425,000**	**$ 170,000**
Fund 216 - Rental Rehab					
Lien/Loan Repayment	$ -	$ -	$ -	$ 40,000	$ -
Investment Earnings	46	92	86	300	300
Total Fund 216	**$ 46**	**$ 92**	**$ 86**	**$ 40,300**	**$ 300**

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Fund 217 - Narcotic Seizure					
Asset Forfeiture - US Treasury	$ 725,663	$ 26,724	$ -	$ -	$ -
Asset Forfeiture - DOJ	1,657,631	110,820	495,608	53,000	-
Asset Forfeiture - County/Other	14,832	24,778	-	360	-
Investment Earnings	17,307	12,251	6,100	12,500	12,000
Total Fund 217	**$ 2,415,433**	**$ 174,573**	**$ 501,708**	**$ 65,860**	**$ 12,000**
Fund 218 - Fire System Dev.					
Investment Earnings	$ 3,858	$ 3,995	$ 3,700	$ 2,700	$ 2,700
Total Fund 218	**$ 3,858**	**$ 3,995**	**$ 3,700**	**$ 2,700**	**$ 2,700**
Fund 219 - LLEBG					
Investment Earnings	$ 157	$ 127	$ -	$ -	$ -
Local Law Enforcement Block Grant	20,200	20,994	-	-	-
Total Fund 219	**$ 20,357**	**$ 21,121**	**$ -**	**$ -**	**$ -**
Fund 220 - Office of Traffic Safety					
Other Federal Grants	$ 47,010	$ 69,940	$ -	$ -	$ -
Total Fund 220	**$ 47,010**	**$ 69,940**	**$ -**	**$ -**	**$ -**
Fund 401 - Capital Outlay					
Investment Earnings	$ 28,192	$ 58,340	$ 20,000	$ 140,000	$ 140,000
ISTEA Grant	-	500,000	-	-	-
Other Federal Grants	331,195	660,892	-	-	-
Other State Grants	1,832,530	401,171	800,000	-	-
Other Governmental Agencies	-	7,763	-	-	-
Other Reimbursements	-	63,631	-	-	-
Total Revenues	**$ 2,191,917**	**$ 1,691,797**	**$ 820,000**	**$ 140,000**	**$ 140,000**
Operating Transfers In - 5%	$ 5,035,000	$ -	$ 5,587,335	$ 5,587,335	$ 5,963,263
Operating Transfers In - 1.5%	-	-	1,676,201	1,676,201	1,788,979
Operating Transfers In	-	10,652,000	1,400,000	1,400,000	-
Operating Transfers In	-	-	164,000	164,000	-
Total Other Financing Sources	**$ 5,035,000**	**$ 10,652,000**	**$ 8,827,536**	**$ 8,827,536**	**$ 7,752,242**
Total Fund 401	**$ 7,226,917**	**$ 12,343,797**	**$ 9,647,536**	**$ 8,967,536**	**$ 7,892,242**
Fund 403 - Measure M Regional					
Investment Earnings	$ 13,214	$ 6,708	$ 3,300	$ -	$ -
Measure "M" Regional Grant	41,159	-	-	-	-
Total Fund 403	**$ 54,373**	**$ 6,708**	**$ 3,300**	**$ -**	**$ -**

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Fund 414 - Measure M Turnback					
Investment Earnings	$ 2,226	$ 754	$ 800	$ -	$ -
Other Interest	11,800	-	-	-	-
State & Local Partnership Grant	-	-	-	45,800	-
Total Fund 414	**$ 14,026**	**$ 754**	**$ 800**	**$ 45,800**	**$ -**
Fund 415 - Measure M2 Competitive					
Measure "M2" Regional Grant	2,456,726	864,202	1,446,761	2,529,670	2,000,000
Other Reimbursements	20,000	5,151	-	-	-
Total Fund 415	**$ 2,476,726**	**$ 869,353**	**$ 1,446,761**	**$ 2,529,670**	**$ 2,000,000**
Operating Transfers In	$ -	$ 9,966	$ -	$ -	$ -
Total Other Financing Sources	**$ -**	**$ 9,966**	**$ -**	**$ -**	**$ -**
Total Fund 415	**$ 2,476,726**	**$ 879,319**	**$ 1,446,761**	**$ 2,529,670**	**$ 2,000,000**
Fund 416 - Measure M2 Fairshare					
Investment Earnings	$ 25,354	$ 26,318	$ 12,500	$ 30,000	$ 12,000
Measure "M2" Fairshare	2,116,879	2,245,812	2,200,000	2,300,000	1,979,250
Total Fund 416	**$ 2,142,233**	**$ 2,272,129**	**$ 2,212,500**	**$ 2,330,000**	**$ 1,991,250**
Fund 409 - Veh Prkg Dist. 1					
Property Tax - Secured	$ 2,234	$ 2,902	$ 2,350	$ 2,100	$ 2,000
Property Tax - Unsecured	15	15	-	11	11
Property Tax - Supplemental	10	11	-	7	10
Property Tax - Homeowners	3	3	-	1	1
Delinquent Tax - Penalties/Int	1	1	-	1	1
Investment Earnings	61	75	70	105	105
Total Fund 409	**$ 2,324**	**$ 3,008**	**$ 2,420**	**$ 2,225**	**$ 2,128**
Fund 410 - Veh Prkg Dist. 2					
Property Tax - Secured	$ 4,201	$ 5,585	$ 4,500	$ 4,000	$ 4,200
Property Tax - Unsecured	12	13	-	10	-
Property Tax - Supplemental	8	9	-	6	-
Property Tax - Homeowners	3	2	-	1	-
Delinquent Tax - Penalties/Int	1	1	-	1	-
Investment Earnings	114	141	100	275	250
Total Fund 410	**$ 4,339**	**$ 5,751**	**$ 4,600**	**$ 4,293**	**$ 4,450**

REVENUE & OTHER FINANCING SOURCES

FROM FISCAL YEAR 2013-2014 THROUGH FISCAL YEAR 2016-2017

FUND/ACCT DESCRIPTION	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 15-16 Projected	FY 16-17 Preliminary
Fund 601 - Equipment Replacement					
Investment Earnings	$ 32,192	$ 28,145	$ 20,400	$ 35,000	$ 30,000
Other Charges for Services	6,056	3,874	2,000	3,000	2,000
Rental of Automotive Equip	2,494,272	1,386,558	2,495,000	1,892,000	742,725
Damage to City Property	490	-	-	(18,000)	-
Sale of Automotive Equipment	11,646	95,134	10,000	68,400	10,000
Sale of Office Furniture	-	193	-	800	-
Sale of Office Equipment	-	877	-	1,400	-
Sale of Other Equipment	-	2,798	-	6,300	-
Total Fund 601	**$ 2,544,656**	**$ 1,517,579**	**$ 2,527,400**	**$ 1,988,900**	**$ 784,725**
Fund 602 - Self Insurance					
Investment Earnings	$ 28,651	$ 25,254	$ 18,000	$ 39,100	$ 18,000
General Liability Premiums	1,387,971	1,821,732	1,868,000	1,762,500	2,241,479
Workers' Comp. Premiums	2,134,800	2,348,799	2,418,000	2,348,700	2,601,919
Unemployment Premiums	47,034	42,787	42,000	42,700	42,788
Settlements	750	-	-	-	-
Other Reimbursements	83,641	-	-	39,900	-
Other	-	82,714	-	-	-
Total Fund 602	**$ 3,682,847**	**$ 4,321,286**	**$ 4,346,000**	**$ 4,232,900**	**$ 4,904,186**
Fund 603 - IT Replacement Fund					
Investment Earnings	$ -	$ 388	$ 500	$ 1,500	$ 1,500
Rental of IT Equipment	-	100,000	150,000	150,000	200,000
Total Fund 603	**$ -**	**$ 100,388**	**$ 150,500**	**$ 151,500**	**$ 201,500**
TOTAL REVENUES	**$ 130,590,437**	**$ 133,994,863**	**$ 132,260,282**	**$ 137,663,986**	**$ 136,033,945**
TOTAL OTHER SOURCES	**$ 5,076,133**	**$ 10,749,332**	**$ 9,416,140**	**$ 9,290,303**	**$ 7,752,242**
GRAND TOTAL ALL FUNDS	**$ 135,666,570**	**$ 144,744,195**	**$ 141,676,422**	**$ 146,954,289**	**$ 143,786,187**

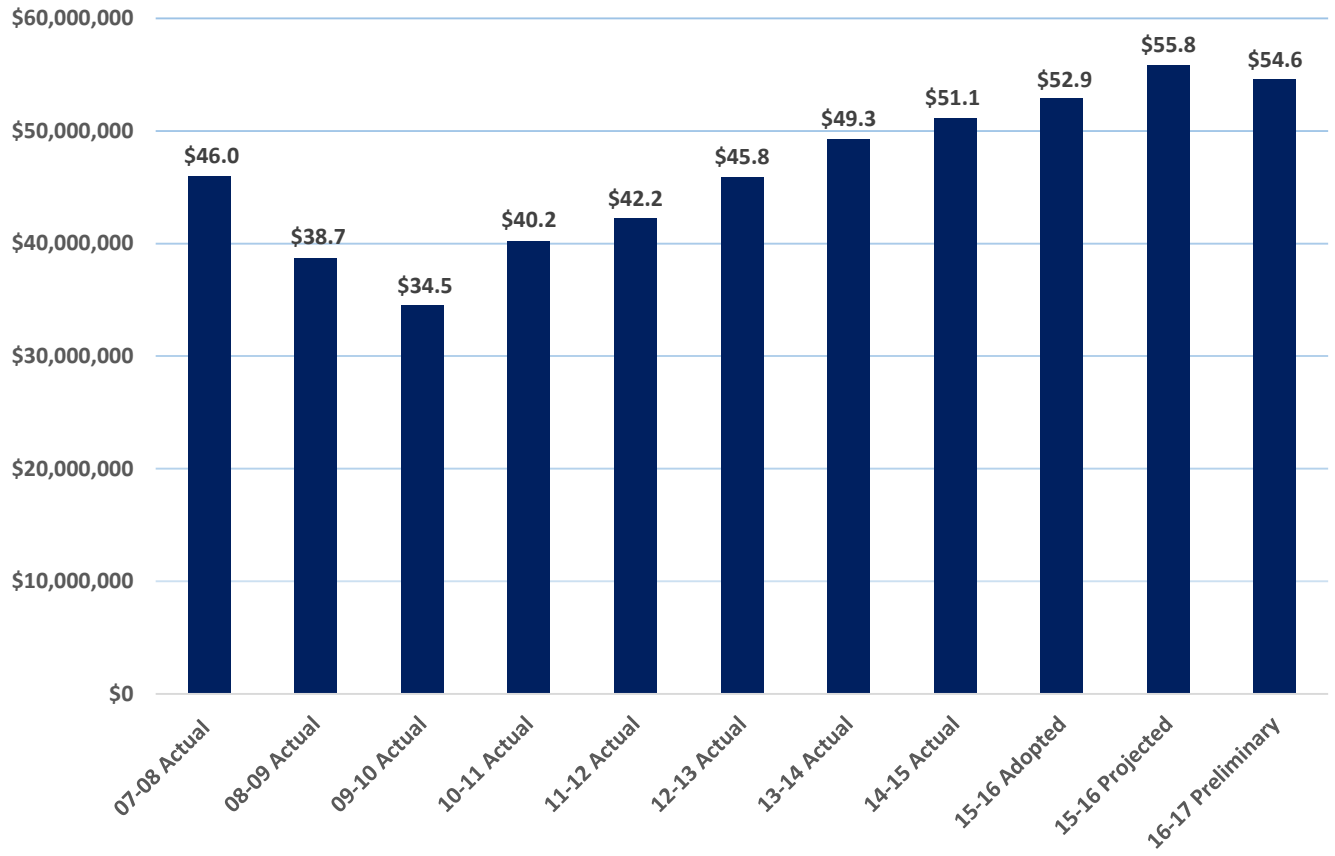
SALES & USE TAX

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)	0.50%
Total Rate	8.00%

Sales & Use Tax represents Costa Mesa's single largest revenue source and is estimated at $54.6 million, or 46.5 percent of the total General Fund revenues estimated for FY 16-17. This amount represents a decrease of $1.2 million, or 2.2 percent from current year estimates. This change in revenue is the net effect of a 3.7 percent increase in the base sales tax projection and the end of the State's Triple-Flip deduction (which for FY 15-16 contained some one-time true-up accruals) back-filled by the sales tax in-lieu revenue.

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. The "triple flip" portion is remitted only twice a year, in January and May. 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.

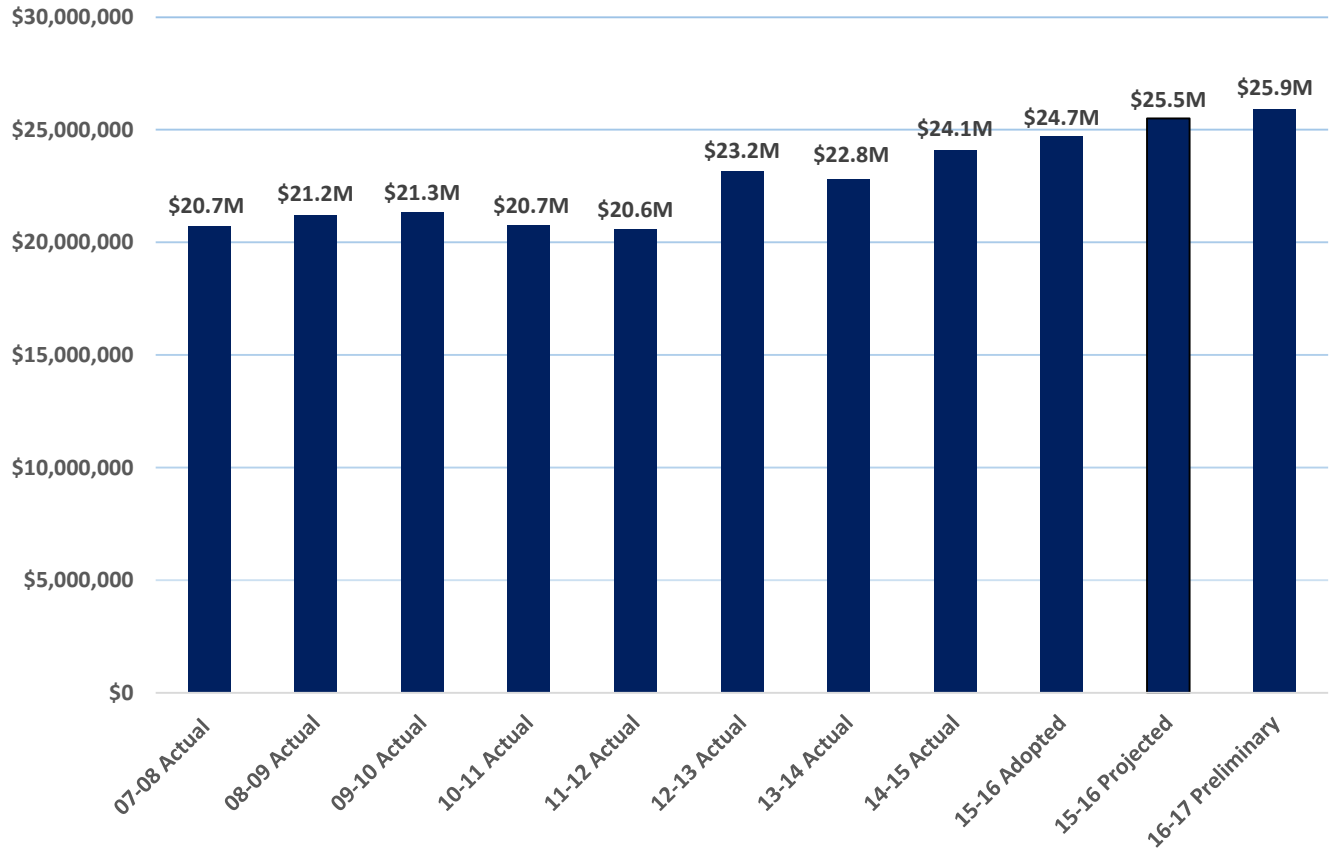


PROPERTY TAX

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 16-17, the CPI adjustment factor is a positive 2.0 percent, the maximum allowed under Prop 13.

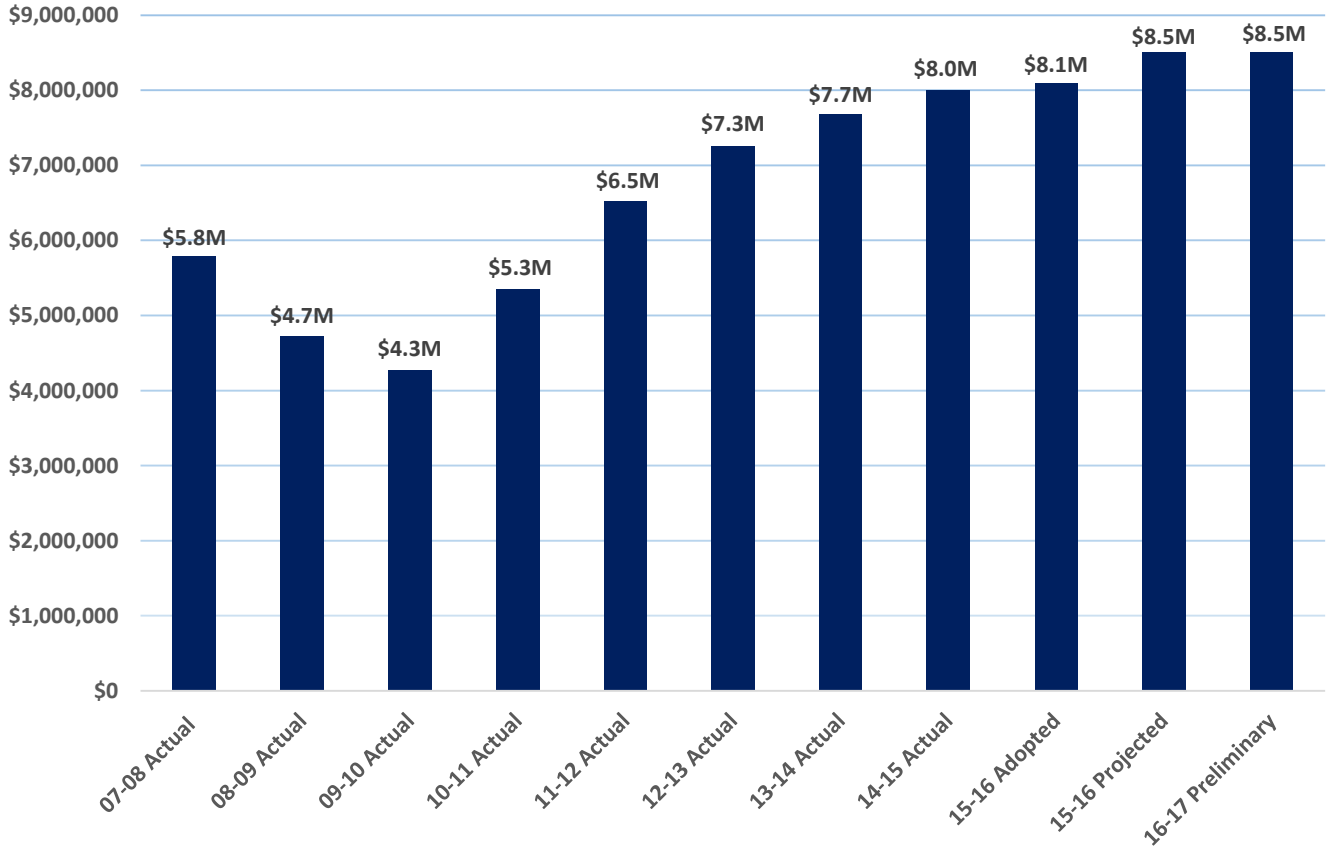
For FY 16-17, estimated revenue from Property Taxes is $25.9 million, which represents 22.1 percent of the total General Fund revenue. This estimate is an increase of $400,000, or 1.6 percent over current year projected revenue. The City is expecting an increase in revenue due to: property values increasing over the prior year, and new construction. Included in the estimates are Secured Property Tax at $23.7 million, Unsecured Taxes at $800,000, Supplemental Taxes at $500,000; Homeowner's Exemption ($7,000 of assessed value is exempt from property tax, which is made up by State subvention) at $157,000, Delinquent Taxes at $50,000; and $750,000 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 16-17, estimated revenue from TOT is $8.5 million, which represents 7.2 percent of the total General Fund revenue. The projected amount reflects an increase of $44,000, or 0.5 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 Time Warner 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 16-17, estimated revenue from all Franchise Fees is $5.0 million, which represents 4.3 percent of total General Fund revenues.

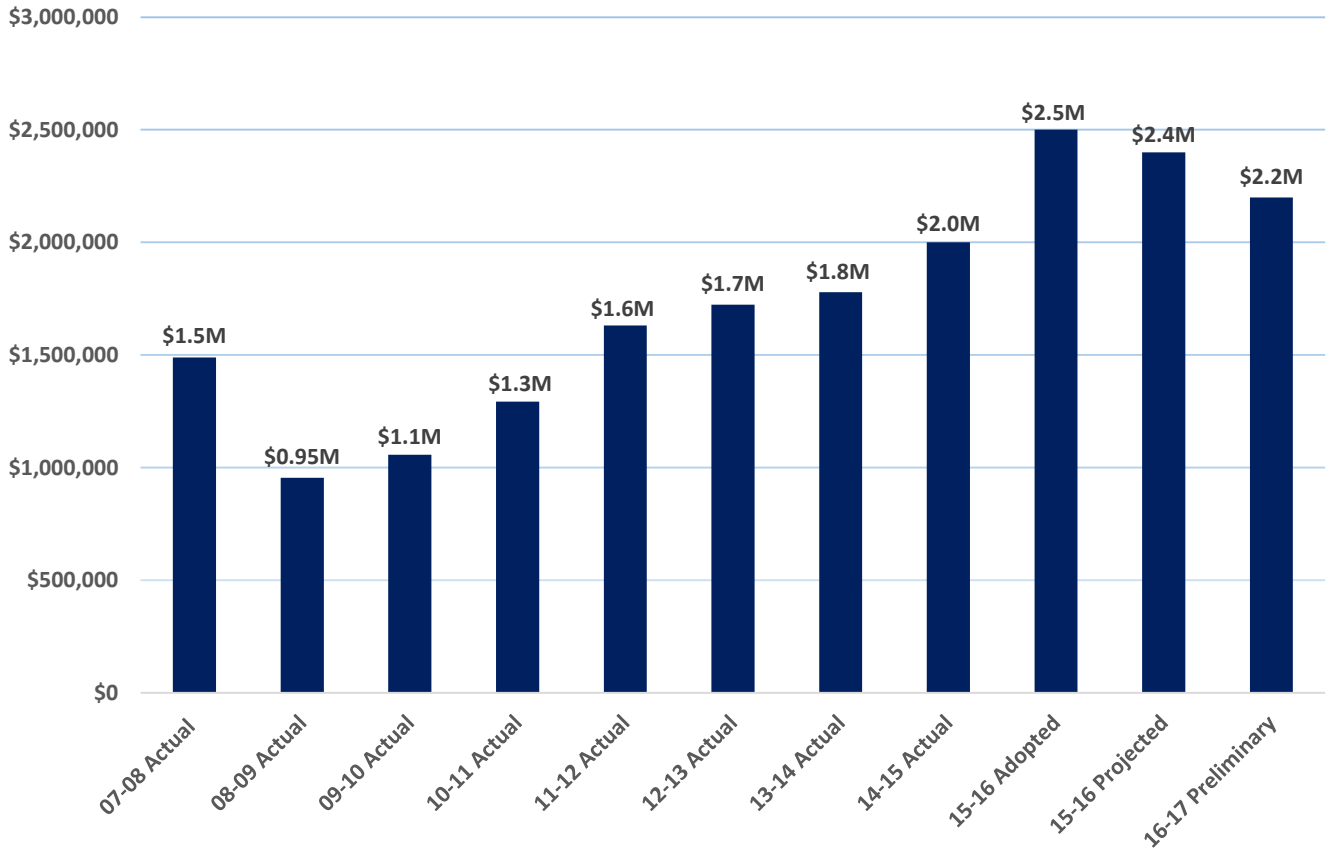
These amounts include approximately $101,000 from a PEG (Public, Education and Government) fee paid by the cable franchisee. This amount is received in the General Fund to support the operating costs for cable television services provided by the City.

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 16-17, estimated revenue from Licenses & Permits is $2.2 million, which represents 1.9 percent of total General Fund revenues. This estimate reflects a decrease of $259,000, or 11 percent from current year projected revenue. The largest component for this revenue source comes from building permits projected at $1,260,000, based on City estimates of current activity from building permits.

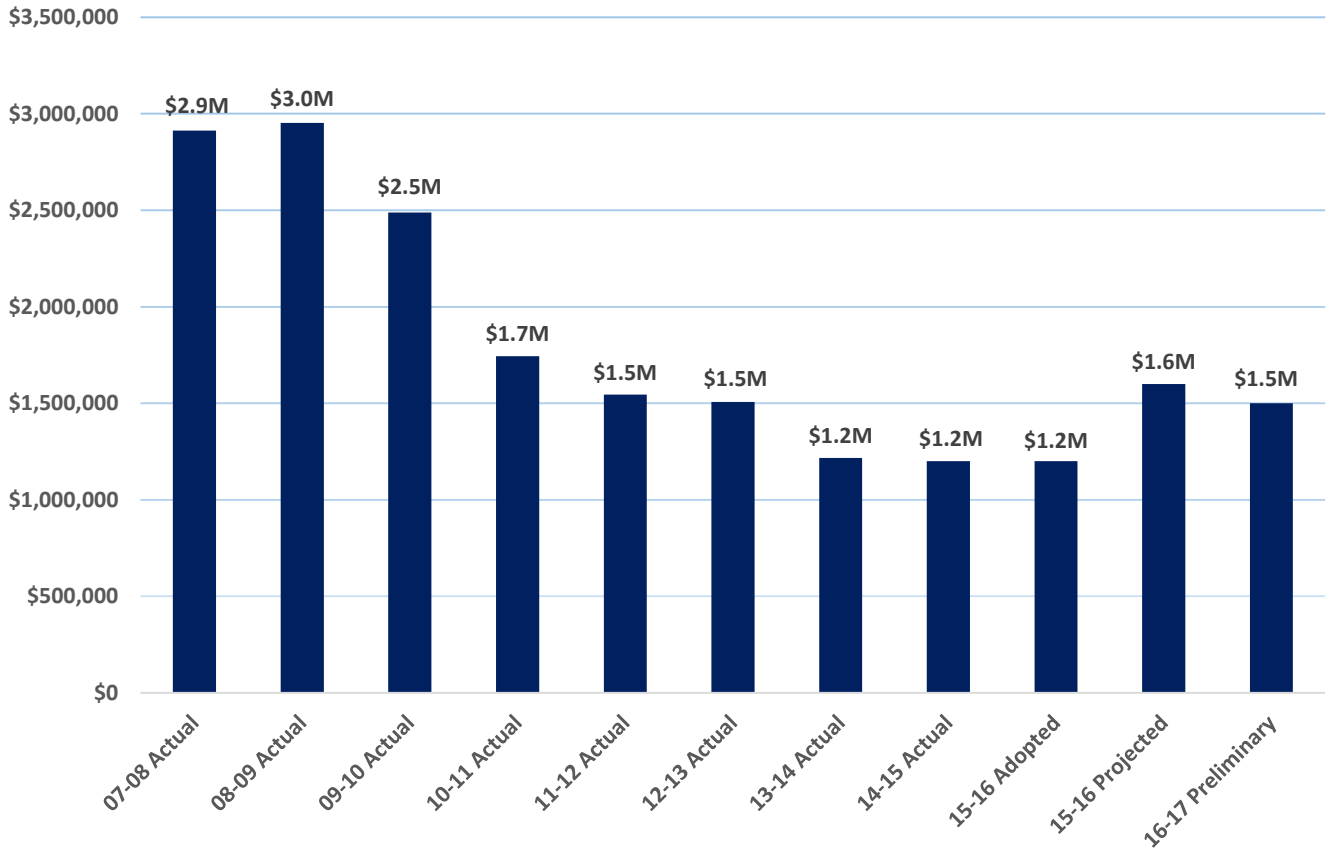


FINES & FORFEITURES

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 16-17, estimated revenue from Fines & Forfeitures is $1.6 million, which represents 1.4 percent of the total General Fund revenue. The adopted estimated amount reflects a decrease of $80,000, or 5 percent from current year revenue, based on parking citation trends.

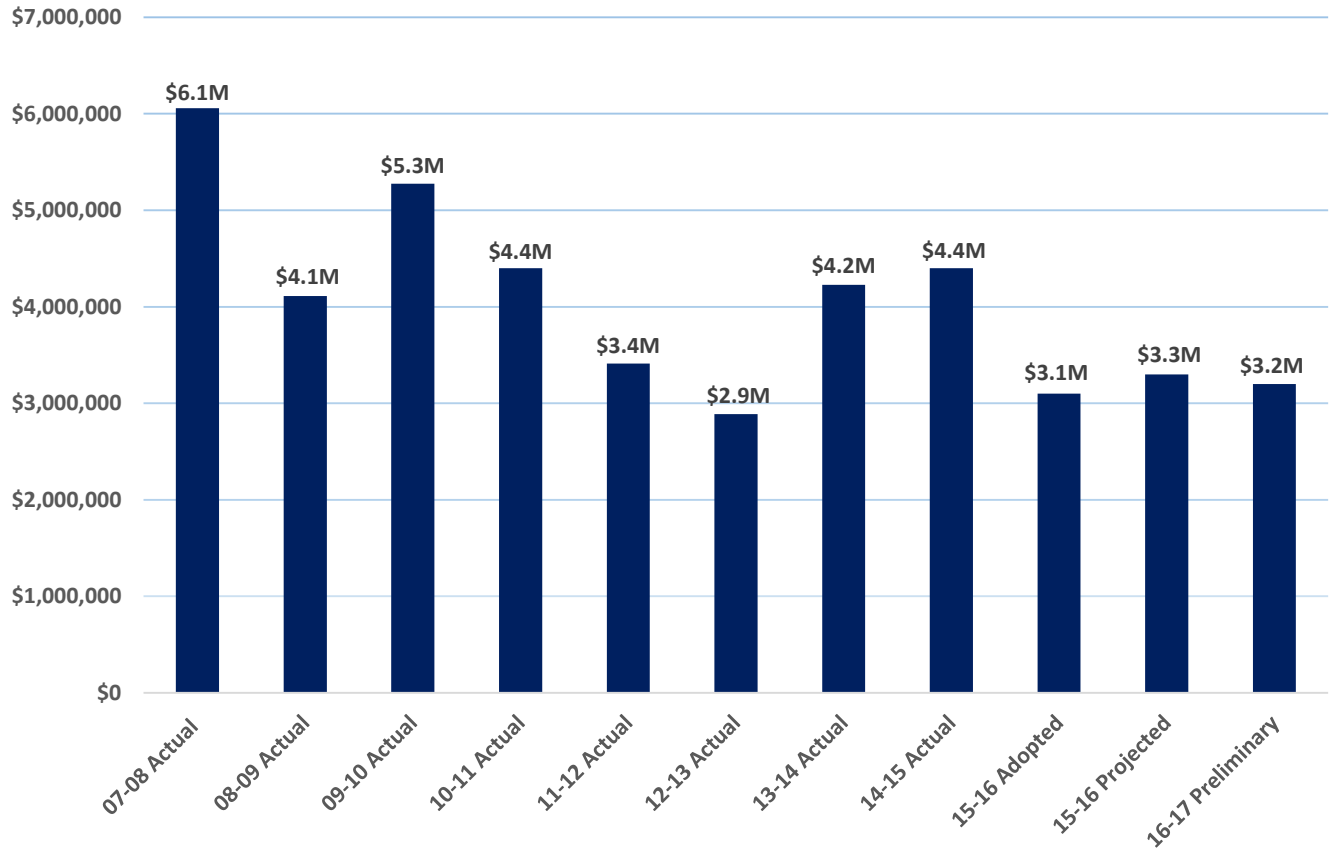


USE OF MONEY & PROPERTY

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.

For FY 16-17, adopted estimated revenue from Use of Money & Property is $3.2 million or 2.7 percent of the total General Fund revenue. The estimated revenue reflects a decrease of $111,000, or 3 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 current year.



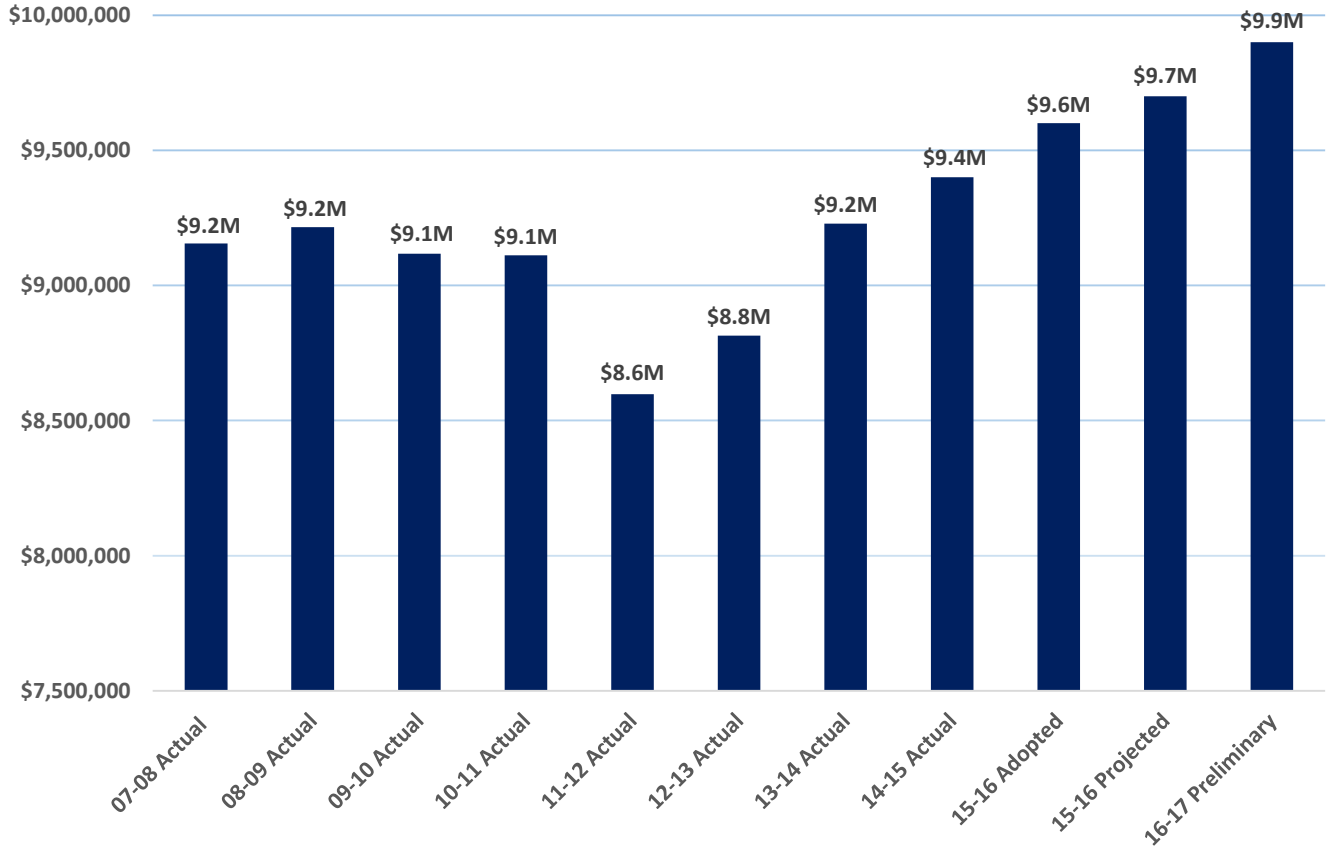
MOTOR VEHICLE LICENSE FEES

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 16-17, adopted estimated revenue from VLF is $9.9 million, which represents 8.4 percent of the total General Fund revenue. This estimate reflects an increase of $217,000, or 2 percent from current year projected revenues.



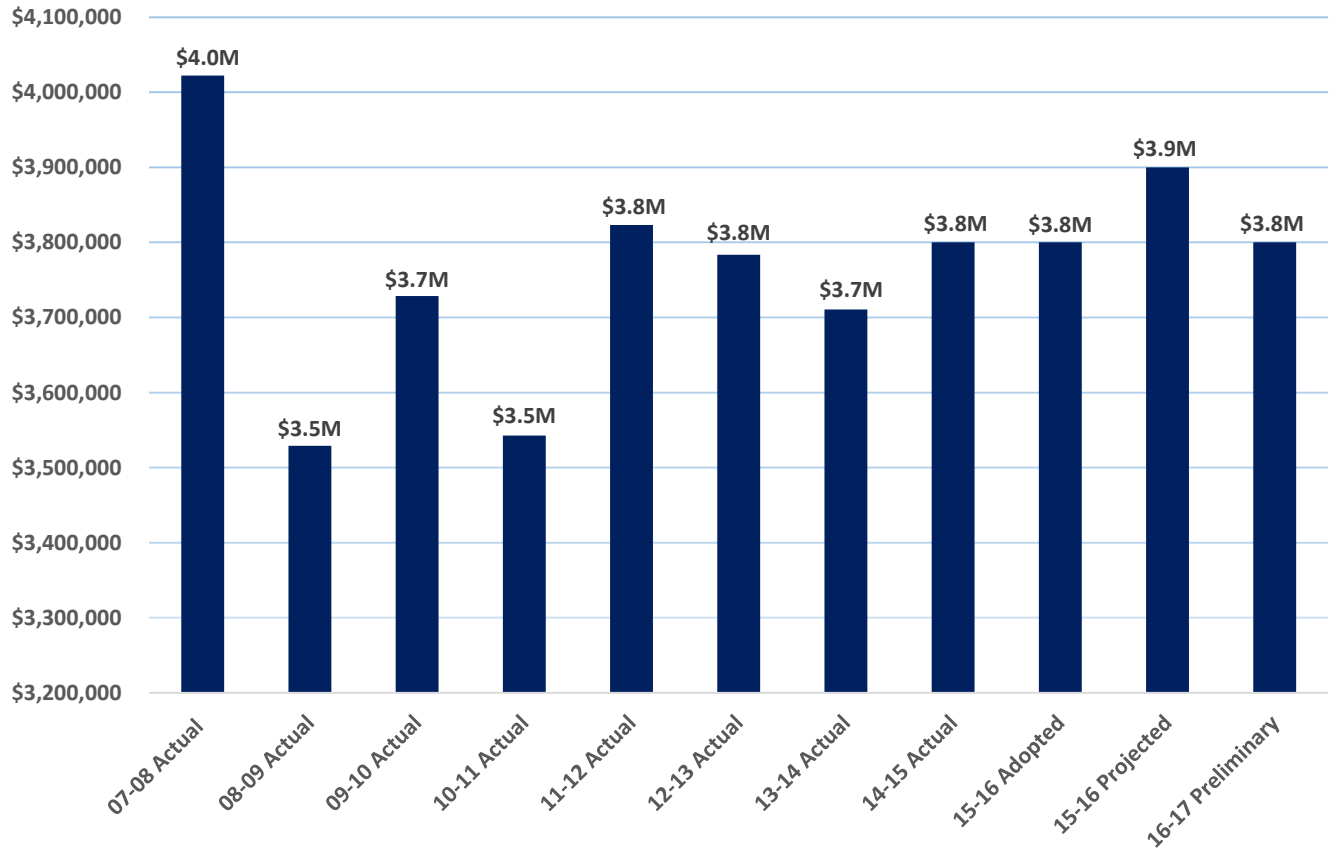
FEES & CHARGES FOR SERVICES

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 16-17, estimated revenue from Fees & Charges for Services is $3.8 million, which represents 3.2 percent of the total General Fund revenue. This revenue is about $17,000, or 0.4 percent less than current year.



APPROPRIATIONS SUMMARIES

ALL FUNDS

FISCAL YEAR 2016-2017

BUDGET COMPARISON
BY FUND/BY DEPARTMENT

Fund/Department	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
General Fund (101)				
City Council	$ 383,575	$ 427,536	$ 378,408	$ 369,993
Chief Executive Officer's Office	7,130,382	7,771,156	7,872,268	8,595,613
City Attorney's Office	1,350,222	1,305,124	1,000,000	1,000,000
Finance	2,472,789	2,432,792	2,843,051	2,966,949
Parks & Community Services	3,632,720	4,538,489	4,958,298	5,444,329
Information Technology	3,037,943	2,637,899	3,328,366	3,397,359
Police	35,587,986	35,572,020	41,016,560	42,829,345
Fire	20,630,954	20,127,674	20,379,286	21,152,202
Development Services	3,651,123	4,455,717	5,544,394	5,941,559
Public Services	14,289,411	14,389,644	16,650,521	17,094,915
Non-Departmental	10,464,247	15,499,882	11,231,747	8,583,923
Subtotal Fund 101	**$ 102,631,351**	**$ 109,157,932**	**$ 115,202,900**	**$ 117,376,187**
Gas Tax Fund (201)				
Capital Improvement Projects	$ 4,910,117	$ 3,979,369	$ 5,350,000	$ 2,110,287
Public Services	176,087	322,607	859,120	778,152
Subtotal Fund 201	**$ 5,086,205**	**$ 4,301,976**	**$ 6,209,120**	**$ 2,888,439**
Prop 172 Fund (202)				
Police	$ 1,036,824	$ 1,073,138	$ 1,104,019	$ 1,048,056
Fire	298,451	69,868	58,214	58,214
Subtotal Fund 202	**$ 1,335,274**	**$ 1,143,006**	**$ 1,162,233**	**$ 1,106,270**
AQMD Fund (203)				
Capital Improvement Projects	$ 284,774	$ 367,290	$ -	$ 304,990
Public Services	4,096	4,390	15,000	15,000
Subtotal Fund 203	**$ 288,871**	**$ 371,680**	**$ 15,000**	**$ 319,990**
HOME Fund (205)				
Capital Improvement Projects	$ 7,865	$ -	$ -	$ -
Development Services	413,093	386,640	663,821	480,017
Subtotal Fund 205	**$ 420,958**	**$ 386,640**	**$ 663,821**	**$ 480,017**
CDBG Fund (207)				
Development Services	$ 576,859	$ 586,548	$ 684,849	$ 646,621
Capital Improvement Projects	261,250	1,256,260	530,296	573,725
Subtotal Fund 207	**$ 838,109**	**$ 1,842,808**	**$ 1,215,145**	**$ 1,220,346**
Park Dev Fees Fund (208)				
Capital Improvement Projects	$ 142,455	$ 64,621	$ 1,900,000	$ 2,370,965
Non-Departmental	-	21,426	225,200	225,200
Subtotal Fund 208	**$ 142,455**	**$ 86,048**	**$ 2,125,200**	**$ 2,596,165**

BUDGET COMPARISON
BY FUND/BY DEPARTMENT

Fund/Department	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Drainage Fees Fund (209)				
Capital Improvement Projects	$ 126,371	$ 1,063,384	$ 510,000	$ 365,000
Subtotal Fund 209	**$ 126,371**	**$ 1,063,384**	**$ 510,000**	**$ 365,000**
SLESF Fund (213)				
Police	$ 233,672	$ 273,538	$ 203,404	$ 264,944
Subtotal Fund 213	**$ 233,672**	**$ 273,538**	**$ 203,404**	**$ 264,944**
Traffic Impact Fees Fund (214)				
Capital Improvement Projects	$ 588,273	$ 547,871	$ 800,000	$ 725,000
Subtotal Fund 214	**$ 588,273**	**$ 547,871**	**$ 800,000**	**$ 725,000**
Narcotics Forfeiture Fund (217)				
Capital Improvement Projects	$ -	$ 50,328	$ 763,889	$ -
Police	3,141,718	983,172	300,000	-
Subtotal Fund 217	**$ 3,141,718**	**$ 1,033,500**	**$ 1,063,889**	**$ -**
Fire System Development Fund (218)				
Non-Departmental	$ -	$ -	$ 400,000	$ -
Subtotal Fund 218	**$ -**	**$ -**	**$ 400,000**	**$ -**
LLEBG Fund (219)				
Police	$ -	$ 35,922	$ -	$ -
Subtotal Fund 219	**$ -**	**$ 35,922**	**$ -**	**$ -**
Office of Traffic Safety (220)				
Police	$ -	$ 72,355	$ -	$ -
Subtotal Fund 220	**$ -**	**$ 72,355**	**$ -**	**$ -**
Capital Outlay Fund (401)				
Capital Improvement Projects	$ 4,187,737	$ 3,933,388	$ 13,627,536	$ 7,752,242
Subtotal Fund 401	**$ 4,187,737**	**$ 3,933,388**	**$ 13,627,536**	**$ 7,752,242**
Measure M Fund (403)				
Capital Improvement Projects	$ 2,338,266	$ 618,569	$ -	$ -
Public Services	806	-	-	-
Non-Departmental	-	9,966	-	-
Subtotal 403 Fund	**$ 2,339,072**	**$ 628,534**	**$ -**	**$ -**
Vehicle Prk Dist 1 Fund (409)				
Non-Departmental	$ -	$ 70	$ -	$ -
Subtotal Fund 409	**$ -**	**$ 70**	**$ -**	**$ -**

BUDGET COMPARISON
BY FUND/BY DEPARTMENT

Fund/Department	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Vehicle Prk Dist 2 Fund (410)				
Non-Departmental	$ -	$ 131	$ -	$ -
Subtotal Fund 410	**$ -**	**$ 131**	**$ -**	**$ -**
Measure M Turnback Fund (414)				
Capital Improvement Projects	$ 1,195,811	$ 3,334	$ -	$ -
Public Services	-	-	-	-
Subtotal Fund 414	**$ 1,195,811**	**$ 3,334**	**$ -**	**$ -**
Measure M 2 (415)				
Capital Improvement Projects	$ 1,939,657	$ 2,767,249	$ 82,208	$ -
Public Services	64,171	14,681	-	-
Subtotal Fund 415	**$ 2,003,828**	**$ 2,781,930**	**$ 82,208**	**$ -**
Measure M 2 Fair Share (416)				
Capital Improvement Projects	$ 792,659	$ 2,359,760	$ 2,200,000	$ 1,792,125
Public Services	179,973	218,628	20,000	20,000
Subtotal Fund 416	**$ 972,632**	**$ 2,578,388**	**$ 2,220,000**	**$ 1,812,125**
Vehicle Repl Fund (601)				
Finance	$ -	$ 6,029	$ -	$ -
Public Services	2,246,570	2,595,006	4,451,642	2,967,142
Non-Departmental	-	8,062	-	-
Subtotal Fund 601	**$ 2,246,570**	**$ 2,609,097**	**$ 4,451,642**	**$ 2,967,142**
Self-Insurance Fund (602)				
Chief Executive Officer's Office	$ 4,362,005	$ 5,433,519	$ 4,237,771	$ 4,682,440
Subtotal Fund 602	**$ 4,362,005**	**$ 5,433,519**	**$ 4,237,771**	**$ 4,682,440**
Grand Total	**$ 132,140,911**	**$ 138,285,051**	**$ 154,189,869**	**$ 144,556,307**

SUMMARY OF APPROPRIATIONS
BY DEPARTMENT/BY FUND

FY 2016-17 Preliminary Budget

Fund	City Council	CEO Office	City Attorney	Finance	Parks & Comm Svcs	I.T.
General Fund - 101	$ 369,993	$ 8,595,613	$ 1,000,000	$2,966,949	$ 5,444,329	$ 3,397,359
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	-	-	-	-	-	-
Traffic Impact Fees Fund - 214	-	-	-	-	-	-
Narcotics & Seizure Fund - 217	-	-	-	-	-	-
Fire System Devel Fund - 218	-	-	-	-	-	-
Capital Outlay Fund - 401	-	-	-	-	-	-
Measure M Fund - 403/415/416	-	-	-	-	-	-
Equipment Replacement Fund - 601	-	-	-	-	-	-
Self-Insurance Fund - 602	-	4,682,440	-	-	-	-
Total	**$ 369,993**	**$ 13,278,053**	**$ 1,000,000**	**$2,966,949**	**$ 5,444,329**	**$ 3,397,359**

Police	Fire	Development Services	Public Services	Non-Departmental	CIP	Total
$ 42,829,345	$ 21,152,202	$ 5,941,559	$ 17,094,915	$ 8,583,923	$ -	$ 117,376,187
-	-	-	778,152	-	2,110,287	2,888,439
1,048,056	58,214	-	-	-	-	1,106,270
-	-	-	15,000	-	304,990	319,990
-	-	480,017	-	-	-	480,017
-	-	646,621	-	-	573,725	1,220,346
-	-	-	-	225,200	2,370,965	2,596,165
-	-	-	-	-	365,000	365,000
264,944	-	-	-	-	-	264,944
-	-	-	-	-	725,000	725,000
-	-	-	-	-	-	-
-	-	-	-	-	-	-
-	-	-	-	-	7,752,242	7,752,242
-	-	-	20,000	-	1,792,125	1,812,125
-	-	-	2,967,142	-	-	2,967,142
-	-	-	-	-	-	4,682,440
$ 44,142,345	**$ 21,210,416**	**$ 7,068,198**	**$ 20,875,208**	**$ 8,809,123**	**$ 15,994,334**	**$ 144,556,307**

SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Regular Salaries - Sworn	$ 19,532,648	$ 18,907,710	$ 22,208,991	$ 22,681,195
Regular Salaries - Non-Sworn	15,942,446	16,290,110	17,179,295	15,915,774
Regular Salaries - Part-Time	3,559,319	4,158,702	4,020,125	4,919,701
Overtime	6,761,339	7,141,940	4,377,267	4,577,706
Accrual Payoff - Excess Max.	247,706	176,295	222,268	214,472
Vacation/Comp. Time Cash Out	184,700	283,673	162,612	158,094
Holiday Allowance	666,324	759,612	417,042	405,771
Separation Pay-Off	638,388	387,294	-	-
Other Compensation	2,228,087	2,168,183	2,284,374	2,606,697
Cafeteria Plan	3,678,086	4,060,181	4,932,612	4,893,590
Medicare	690,198	715,330	639,698	656,848
Retirement	16,121,541	17,569,927	20,792,272	21,703,679
Longevity	2,510	2,568	2,268	2,268
Professional Development	375,768	432,123	621,241	667,219
Auto Allowance	23,431	30,696	22,138	35,662
Clothing Allowance	-	-	1,000	-
Unemployment	89,000	71,757	85,575	128,363
Workers' Compensation	4,425,463	5,085,059	4,404,598	4,962,132
Employer Contr.Retirees' Med.	1,768,746	1,880,229	1,927,074	1,915,100
Salaries & Benefits	**$ 76,935,698**	**$ 80,121,388**	**$ 84,300,450**	**$ 86,444,271**
Stationery and Office	$ 183,994	$ 203,855	$ 197,733	$ 194,413
Multi-Media, Promos, Subscrpt.	269,664	326,378	475,443	458,984
Small Tools and Equipment	424,216	700,054	733,616	453,823
Uniforms and Clothing	284,798	349,614	391,929	393,069
Safety and Health	343,959	287,583	422,250	452,438
Maintenance and Construction	660,495	728,042	676,730	733,230
Agriculture	92,712	125,362	155,165	131,165
Fuel	637,963	521,886	700,200	600,200
Electricity - Buildings & Fac.	553,207	605,593	562,600	587,600
Electricity - Power	245,272	270,833	245,000	269,000
Electricity - Street Lights	998,106	1,045,470	1,100,000	1,100,000
Gas	40,000	37,870	52,000	47,000
Water - Domestic	116,726	167,062	153,115	168,075
Water - Parks and Parkways	792,545	692,970	822,750	834,250
Waste Disposal	166,657	148,420	122,200	150,100
Janitorial and Housekeeping	332,216	397,821	603,018	396,057
Postage	85,315	152,667	102,045	99,700
Legal Advertising/Filing Fees	184,929	225,485	225,900	235,400
Advertising and Public Info.	18,504	7,439	11,450	11,750
Telephone/Radio/Communications	357,429	331,995	417,607	479,440
Meetings and Conferences	1,178	48,814	42,527	36,000
Mileage Reimbursement	689	2,575	5,335	4,873
Board Member Fees	29,000	29,700	34,200	34,200
Buildings and Structures	190,622	107,141	111,350	120,350
Landscaping and Sprinklers	1,403,613	1,295,394	1,409,673	1,597,364
Underground Lines	4,087	-	5,000	5,000
Automotive Equipment	201,646	166,849	150,000	150,000
Subtotal Maint. & Operations	**$ 8,619,542**	**$ 8,976,872**	**$ 9,928,836**	**$ 9,743,481**

SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Office Furniture	$ -	$ 16,942	$ 30,350	$ 6,350
Office Equipment	754,984	641,480	623,994	672,593
Other Equipment	999,172	1,153,193	906,721	892,982
Streets, Alleys and Sidewalks	170,820	140,720	1,145,100	1,150,100
Employment	485,556	554,778	108,600	83,300
Consulting	3,842,089	4,076,305	4,121,499	4,516,890
Legal	470,756	354,559	318,500	263,500
Engineering and Architectural	498,964	300,964	518,000	488,584
Financial & Information Svcs.	186,737	157,195	237,250	235,100
Medical and Health Inspection	142,371	131,717	217,555	213,555
Law Enforcement	479,037	506,925	661,200	763,390
Recreation	400,074	427,184	565,798	579,321
Principal Payments	2,305,000	2,390,000	2,855,179	2,960,179
Interest Payments	1,216,623	1,169,894	1,108,639	1,000,514
External Rent	644,160	737,912	791,715	757,940
Grants, Loans and Subsidies	633,000	634,535	858,816	676,403
Depreciation	529,434	661,723	-	-
Central Services	60,541	151,591	110,169	139,700
Internal Rent - Maint. Charges	1,236,770	1,129,080	1,440,985	1,556,293
Internal Rent - Repl.Cost	1,257,502	257,478	698,189	749,812
Internal Rent - IT Replacement	-	100,000	150,002	200,000
General Liability	2,758,910	3,807,363	3,169,996	3,841,587
Special Liability	7,402	7,402	13,000	4,612
Buildings & Personal Property	359,209	443,522	315,000	286,759
Faithful Performance Bonds	6,434	-	7,500	7,500
Taxes and Assessments	136,282	177,151	97,235	122,235
Contingency	20,113	(58,882)	1,000,000	1,000,000
Other Costs	3,369	(78)	-	-
Assistance	-	9,425	14,220	20,000
Acquisition Costs	311,931	322,736	-	-
Operating Transfers Out	5,572,511	10,824,803	9,416,140	7,752,242
Loss on Disposal of Assets	-	222,880	-	-
Nonoperating Expenses Other	1,000,000	-	-	-
Maintenance & Operations	**$ 35,109,294**	**$ 40,427,366**	**$ 41,430,188**	**$ 40,684,922**
Buildings and Structures	$ 24,154	$ 6,838	$ -	$ -
Automotive Equipment	104,606	51,299	2,455,780	1,135,110
Office Furniture	-	-	1,200	4,023
Office Equipment	9,710	21,518	-	-
Other Equipment	3,182,216	645,218	238,322	293,647
Fixed Assets	**$ 3,320,685**	**$ 724,874**	**$ 2,695,302**	**$ 1,432,780**
Total Operating	**$ 115,365,676**	**$ 121,273,628**	**$ 128,425,940**	**$ 128,561,973**
Capital Improvements	**$ 16,775,234**	**$ 17,011,423**	**$ 25,763,929**	**$ 15,994,334**
Total Appropriations	**$ 132,140,911**	**$ 138,285,051**	**$ 154,189,869**	**$ 144,556,307**

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM

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 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Police Protection				
Police Administration - 50001	$ 3,026,560	$ 3,503,000	$ 3,431,675	$ 4,051,613
Field Area Policing - 10111	16,049,601	16,702,741	18,478,828	18,386,529
Helicopter Patrol - 10112	248,304	237,384	300,000	300,000
Traffic Enforcement - 10113	3,019,391	2,819,046	3,339,530	3,557,405
Contract & Special Event Policing - 10114	507,189	461,006	505,278	514,007
Crime Investigation - 10120	3,327,565	2,412,335	3,830,696	4,242,107
Special Investigation Unit - 10127	4,294,485	1,644,765	1,818,635	1,800,935
Records / Information Systems - 10131	2,079,160	2,068,911	2,244,571	2,189,952
Crime Scene Inv./Photographic Svcs - 10132	508,589	484,054	732,183	698,896
Training - 10133	622,427	629,076	681,527	911,435
Youth Crime Intervention - 10135	792,495	605,233	1,694,448	1,656,644
Property and Evidence - 10136	339,131	394,809	523,139	554,287
Jail - 10137	1,234,783	1,546,729	815,484	814,580
Equipment Maintenance - 10138	15,603	12,371	18,364	19,628
Animal Control - 10139	353,041	364,814	366,930	383,959
RAID - 10143	40,397	20,120	45,889	99,923
2010 COPS Hiring Grant - 70210	-	626,717	-	-
2013 Justice Assistance Grant - 70908	-	17,896	-	-
2014 Justice Assistance Grant - 70909	-	18,026	-	-
AB109-Post Release Comm Superv - 71019	-	14,554	-	-
2014 STEP Grant - 71024	-	6,420	-	-
2015 STEP Grant - 71025	-	65,936	-	-
Total Police Protection	**$ 36,458,720**	**$ 34,655,942**	**$ 38,827,177**	**$ 40,181,900**
Fire Protection				
Fire Administration - 50001	$ 1,685,968	$ 1,850,058	$ 1,929,346	$ 2,394,594
Response and Control - 10210	17,399,917	16,623,065	16,668,537	17,670,268
Fire Prevention - 10220	526,758	567,162	648,377	857,369
Emergency Medical Aid - 10230	1,316,762	1,157,256	1,191,240	288,186
Total Fire Protection	**$ 20,929,405**	**$ 20,197,542**	**$ 20,437,500**	**$ 21,210,416**
Other Public Safety Services				
Building Safety - 20410	$ 1,459,970	$ 1,671,963	$ 2,025,030	$ 2,161,653
Total Other Public Safety Services	**$ 1,459,970**	**$ 1,671,963**	**$ 2,025,030**	**$ 2,161,653**
Total Protection of Persons and Property	**$ 58,848,095**	**$ 56,525,447**	**$ 61,289,707**	**$ 63,553,969**

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM

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 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Beautification				
Parkway and Median Maintenance - 20111	$ 1,078,134	$ 1,076,158	$ 1,150,015	$ 1,206,146
Fairview Park - 20115	-	-	-	422,201
Street Cleaning - 20120	323,868	379,543	771,526	796,463
Graffiti Abatement - 20130	232,945	243,557	252,102	258,346
Park Maintenance - 40111	3,474,131	3,745,429	4,134,251	3,949,000
Park Development - 40112	469,887	283,651	211,700	121,557
Total Beautification	**$ 5,578,965**	**$ 5,728,339**	**$ 6,519,594**	**$ 6,753,713**
Sanitation				
Recycling - 20230	$ 37,361	$ 37,806	$ 46,500	$ 160,500
Water Quality - 20510	293,202	248,735	490,411	341,761
Total Sanitation	**$ 330,563**	**$ 286,541**	**$ 536,911**	**$ 502,261**
Planning				
Development Services Admin. - 50001	$ 495,340	$ 642,822	$ 645,891	$ 747,855
Current Planning - 20320	1,326,959	1,679,565	1,627,661	1,642,322
Code Enforcement - 20350	593,214	707,517	879,310	-
Planning Commission - 20360	24,104	25,949	27,600	27,600
Total Planning	**$ 2,439,617**	**$ 3,055,853**	**$ 3,180,462**	**$ 2,417,777**
Community Improvement				
Code Enforcement - 20350	$ -	$ -	$ -	$ 1,134,766
Group Home Enforcement - 50255	-	-	331,951	412,606
Heighborhood Stabilization - 50257	-	-	331,951	114,758
Total Community Improvement	**$ -**	**$ -**	**$ 663,902**	**$ 1,662,129**
Housing and Community Development				
Code Enforcement - 20350	$ 25,377	$ 9,535	$ -	$ -
Public Service Programs - 20421	137,500	133,322	154,221	148,552
Single Family Housing Rehabilitation - 20422	297,549	352,679	542,701	373,215
Neighbors for Neighbors - 20426	-	28	-	-
CDBG Administration - 20427	165,518	171,564	205,628	198,070
HOME Program -20440	115,544	33,960	68,107	55,967
HOME Projects -20445	-	-	53,013	50,835
Total Housing & Community Dev	**$ 741,488**	**$ 701,089**	**$ 1,023,670**	**$ 826,639**
Total Community Health & Environment	**$ 9,090,634**	**$ 9,771,822**	**$ 11,924,539**	**$ 12,162,520**

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM

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 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Administration				
Development - 30310	$ 154,525	$ 78,040	$ 80,579	$ 81,288
Real Estate - 30320	29,625	43,888	47,606	48,089
Public Services Admin. - 50001	1,415,290	1,431,657	1,462,963	1,374,234
Construction Management - 50002	666,879	797,696	1,159,140	1,132,917
Total Administration	**$ 2,266,319**	**$ 2,351,282**	**$ 2,750,288**	**$ 2,636,527**
Traveled Ways				
Street Maintenance - 30111	$ 699,462	$ 574,509	$ 943,822	$ 930,274
Street Improvements - 30112	437,516	538,201	737,311	657,030
Storm Drain Maintenance - 30121	96,617	89,121	129,590	199,972
Storm Drain Improvements - 30122	130,300	150,154	167,068	240,207
Total Traveled Ways	**$ 1,363,894**	**$ 1,351,985**	**$ 1,977,791**	**$ 2,027,483**
Traffic Safety				
Traffic Planning - 30210	$ 365,601	$ 382,857	$ 477,209	$ 441,495
Active Transportation Improvements - 30225	-	-	-	132,565
Traffic Operations - 30241	2,019,715	2,133,994	2,208,604	2,208,846
Signs and Markings - 30243	460,999	437,867	694,652	723,138
Total Traffic Safety	**$ 2,846,315**	**$ 2,954,718**	**$ 3,380,465**	**$ 3,506,044**
Total Transportation	**$ 6,476,529**	**$ 6,657,985**	**$ 8,108,544**	**$ 8,170,055**

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM

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 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Community Facilities				
Downtown Recreation Center - 40121	$ 181,555	$ 157,025	$ 173,483	$ 321,766
Balearic Community Center - 40122	153,991	160,419	159,930	208,174
Neighborhood Community Center - 40123	291,906	273,269	282,549	374,650
Total Community Facilities	**$ 627,452**	**$ 590,713**	**$ 615,962**	**$ 904,591**
Community Programs				
Recreation Administration - 50001	$ 620,173	$ 855,437	$ 930,351	$ 912,430
Aquatics - 40212	152,534	187,771	266,954	209,293
Tennis - 40213	27,926	24,113	26,600	26,600
Adult Sports Basketball and Volleyball - 40214	35,916	26,345	39,962	26,969
Adult Sports Softball - 40215	65,738	52,346	64,935	7,149
Adult Sports Misc/Field Ambassadors - 40216	386,258	462,298	452,287	552,069
Youth Sports Basketball/Cheerleading - 40218	32,905	79,898	111,949	90,494
Youth Sports Football/Cheer/Soccer- 40219	-	15	-	-
Adult Sports Futsal- 40222	-	-	-	18,399
Senior Citizens - 40231	356,455	930,964	902,785	982,212
Day Camp - 40232	169,595	168,521	186,382	135,599
Playgrounds - 40233	503,646	527,726	547,929	749,670
Teen Programs - 40236	133,411	149,845	180,483	155,361
Concert Programs - 40237	602	-	2,200	-
Early Childhood - 40241	126,342	132,059	136,478	146,728
Adult Instructional Classes - 40242	110,852	108,135	123,840	135,991
Youth Instructional Classes - 40243	275,847	233,710	354,854	329,005
Special Recreation Events - 40244	701	-	1,047	5,773
Bark Park - 40248	-	-	-	40,795
Community Gardens - 40249	-	-	-	1,900
Total Community Programs	**$ 2,998,900**	**$ 3,939,181**	**$ 4,329,036**	**$ 4,526,438**
Total Leisure and Community Services	**$ 3,626,352**	**$ 4,529,894**	**$ 4,944,998**	**$ 5,431,029**

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM

GENERAL GOVERNMENT SUPPORT

ALL FUNDS (Excludes CIP)

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

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Representation				
City Council - 50110	$ 383,575	$ 427,536	$ 378,408	$ 369,993
Elections - 50120	1,373	236,600	61,110	321,557
Parks & Recreation Comm. - 50125	5,000	4,403	6,650	6,650
Senior Commission - 50126	-	1,600	4,650	4,650
Cultural Arts Committee - 50190	552	2,592	1,000	1,000
Historic Resources Committee - 50191	817	-	1,000	1,000
Total Representation	**$ 391,316**	**$ 672,730**	**$ 452,818**	**$ 704,850**
Policy Formulation & Implementation				
Chief Executive Officer - 50001	$ 1,492,843	$ 1,852,815	$ 1,714,909	$ 2,314,612
Chief Executive Officer - 50210	-	2,941	-	-
CEO City Council - 50110	-	-	356,270	-
Non-Departmental - 50240	10,464,247	15,539,537	11,856,947	8,809,123
Network for Homeless Solutions - 50250	638,435	584,578	331,696	231,520
Public Communications - 51030	-	1,262	-	-
Communications and Marketing - 51050	1,188,565	1,164,642	1,257,213	1,154,246
Total Policy Formulation & Implement	**$ 13,784,091**	**$ 19,145,774**	**$ 15,517,034**	**$ 12,509,501**
Legal Services				
General Legal Services - 50320	$ 1,350,222	$ 1,305,124	$ 1,000,000	$ 1,000,000
Total Legal Services	**$ 1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**
City Clerk				
City Council Meetings - 50410	$ 280,744	$ 138,578	$ 248,539	$ 325,924
Public Records - 50420	183,562	263,878	327,572	438,374
Total City Clerk	**$ 464,305**	**$ 402,457**	**$ 576,111**	**$ 764,298**
Financial Services				
Finance Administration - 50001	$ 520,868	$ 396,595	$ 423,946	$ 532,768
Accounting - 50510	697,282	713,529	816,596	809,239
Budget and Research - 50520	290,121	235,859	393,367	364,000
Purchasing - 50530	361,068	494,430	552,776	568,749
Treasury - 50540	603,451	598,408	656,366	692,193
Total Financial Services	**$ 2,472,789**	**$ 2,438,820**	**$ 2,843,051**	**$ 2,966,949**

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM

GENERAL GOVERNMENT SUPPORT

ALL FUNDS (Excludes CIP)

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Personnel Services				
Human Resources Administration - 50610	$ 1,043,593	$ 1,109,037	$ 1,210,708	$ 1,388,163
Employee Benefit Administration - 50630	50,402	38,596	42,788	42,788
Post Employment Benefits - 50650	1,876,592	2,007,763	1,926,650	1,988,546
Insurance Administration - 50661	416,239	402,532	437,601	432,671
General Liability - 50662	1,832,500	2,416,673	1,846,183	1,998,979
Workers' Compensation- 50663	2,487,539	2,985,216	2,348,800	2,640,673
Total Personnel Services	**$ 7,706,865**	**$ 8,959,816**	**$ 7,812,730**	**$ 8,491,820**
Computer Services				
Computer Operations - 50001	$ -	$ -	$ -	$ 487,253
IT Administration - 50710	2,416,410	1,853,570	1,541,330	1,306,565
Computer Systems Development - 50720	621,532	784,329	1,787,036	1,603,541
Total Computer Services	**$ 3,037,943**	**$ 2,637,899**	**$ 3,328,366**	**$ 3,397,359**
Maintenance Services				
Maintenance Services Admin. - 50001	$ 298,551	$ 318,975	$ 318,575	$ 441,257
Facility Maintenance - 50910	2,001,357	1,958,796	2,061,017	2,040,780
Fleet Services - 50920	2,275,151	2,594,322	4,451,642	2,967,142
Total Maintenance Services	**$ 4,575,059**	**$ 4,872,093**	**$ 6,831,234**	**$ 5,449,179**
Telecommunications				
Operations - 51010	$ 3,117,637	$ 2,917,566	$ 3,200,414	$ 3,347,935
Technical Support and Maintenance - 51020	418,374	423,250	401,300	402,484
Emergency Services - 51040	5,467	12,952	195,093	210,026
Total Telecommunications	**$ 3,541,477**	**$ 3,353,768**	**$ 3,796,807**	**$ 3,960,445**
Total General Government Support	**$ 37,324,066**	**$ 43,788,481**	**$ 42,158,151**	**$ 39,244,401**

FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
City Council				
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**
Chief Executive Officer's Office				
Chief Executive Officer	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	1.00	2.00	2.00	2.00
Administrative Secretary	-	1.00	1.00	1.00
Assistant Recreation Supervisor	1.00	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	3.00	-	-
Community Outreach Worker	-	-	-	1.00
Deputy City Clerk	1.00	2.00	2.00	2.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Executive Secretary	2.00	1.00	1.00	1.00
Graphics Designer	1.00	1.00	1.00	1.00
Human Resources Analyst	2.00	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
Personal Computer/Network Assistant	-	-	-	1.00
Principal Human Resources Analyst	2.00	2.00	2.00	2.00
Public Affairs Manager/Assistant to the CEO	2.00	2.00	3.00	3.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	-	-
Total Chief Executive Officer's Office	**24.00**	**27.00**	**24.00**	**25.00**
Finance Department				
Finance Director	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	3.00	3.00	3.00	3.00
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
Budget Specialist	1.00	1.00	1.00	1.00
Buyer	1.00	2.00	2.00	2.00
Executive Secretary	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	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	-	-	-	1.00
Total Finance Department	**17.00**	**18.00**	**19.00**	**19.00**

FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Parks and Community Services Department				
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Recreation Supervisor	2.00	2.00	2.00	3.00
Management Analyst	1.00	-	-	1.00
Recreation Coordinator	1.00	1.00	3.00	2.00
Recreation Manager	1.00	1.00	1.00	1.00
Recreation Specialist	-	1.00	-	-
Recreation Supervisor	1.00	2.00	2.00	1.00
Senior Center Program Administrator	-	1.00	1.00	1.00
Total Parks and Community Svcs Department	**7.00**	**9.00**	**10.00**	**10.00**
Information Technology Department				
Information Technology Director	-	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
Network Administrator	3.00	3.00	3.00	3.00
Programmer Analyst II	-	-	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	**9.00**	**10.00**	**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	11.00	6.00	6.00
Court Liaison	-	-	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	1.00	1.00	-
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist *	3.00	3.00	4.00	3.00
Custody Officer	7.00	7.00	-	-
Electronics Technician	1.00	1.00	1.00	1.00
Executive Secretary	1.00	2.00	2.00	2.00
Logistical Support Manager	1.00	1.00	1.00	1.00
Office Specialist II	2.00	1.00	1.00	1.00
Park Ranger	-	-	5.00	6.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00
Police Officer	90.00	97.00	98.00	101.00
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

FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Police Department (Continued)				
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
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	10.00	7.00	6.00	3.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Total Police Department	**213.00**	**217.00**	**213.00**	**212.00**
*Temporary - To be removed upon vacancy				
Fire Department				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief - Administration	-	1.00	-	-
Code Enforcement Officer	-	-	1.00	1.00
Division Chief - Administration	-	-	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Deputy Fire Chief	1.00	-	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Captain	21.00	15.00	15.00	15.00
Fire Captain - Administration	-	-	1.00	1.00
Fire Engineer	24.00	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	39.00
Management Analyst	1.00	1.00	1.00	1.00
Total Fire Department	**94.00**	**82.00**	**84.00**	**84.00**
Development Services Department				
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 of Community Improvement	-	-	1.00	-
Assistant Planner	-	1.00	1.00	1.00
Associate Planner	1.00	2.00	3.00	3.00
Building/Combination Bldg. Inspector	-	5.00	5.00	5.00
Building Official	1.00	1.00	1.00	1.00
Building Technician	1.00	-	-	-
Building Technician II	-	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
Code Enforcement Officer	5.00	5.00	9.00	7.00
Community Improvement Manager	-	-	-	1.00
Executive Secretary	2.00	1.00	1.00	1.00
Management Analyst	3.00	3.00	2.00	3.00

FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Development Services Department (Continued)				
Office Specialist II	1.00	1.00	1.00	1.00
Permit Processing Specialist	-	1.00	1.00	1.00
Plan Check Engineer	1.00	1.00	-	-
Principal Planner	2.00	3.00	1.00	1.00
Senior Code Enforcement Officer	-	-	-	1.00
Senior Combination Inspector	-	-	-	1.00
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	-	-	1.00	1.00
Total Development Services Department	**24.00**	**33.00**	**37.00**	**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	1.00	-	-
Associate Engineer	2.00	2.00	2.00	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	3.00	1.00
Engineering Technician III	4.00	4.00	4.00	6.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	2.00	2.00	2.00	2.00
Executive Secretary	1.00	2.00	2.00	2.00
Facilities & Equipment Supervisor	1.00	1.00	-	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	6.00	7.00	7.00	7.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Superintendent	-	-	3.00	3.00
Maintenance Supervisor	5.00	5.00	5.00	5.00
Maintenance Worker	10.00	10.00	10.00	10.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist I	-	-	1.00	1.00
Office Specialist II	1.00	-	-	-
Principal Civil Engineer	-	-	1.00	1.00
Public Right of Way Coordinator	-	1.00	1.00	1.00
Senior Engineer	3.00	3.00	3.00	4.00
Senior Maintenance Supervisor	1.00	1.00	-	-
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	13.00	14.00	11.00	11.00
Transportation Services Manager	1.00	1.00	1.00	1.00
Total Public Services Department	**72.00**	**75.00**	**74.00**	**74.00**
Total Full-time Employees	**466.00**	**477.00**	**478.00**	**479.00**

FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Part-time Employees FTE's (Full-time Equivalents)				
CEO's Office	6.25	11.91	9.29	12.59
Finance Department	1.21	2.21	2.71	2.50
Parks and Community Services*	41.78	44.43	60.77	64.00
Information Technology Department	-	0.5	1.48	1.94
Police Department	24.18	18.91	19.63	22.46
Fire Department	1.75	2.75	3.25	3.50
Development Services Department	3	4.25	6.5	8.23
Public Services Department	3.65	8.37	7.77	10.82
Total Part-time FTE's	**81.82**	**93.33**	**111.40**	**126.04**

* Division title changed from Recreation in FY 14-15. Previously included in Public Services in prior year.

APPROPRIATIONS SUMMARIES

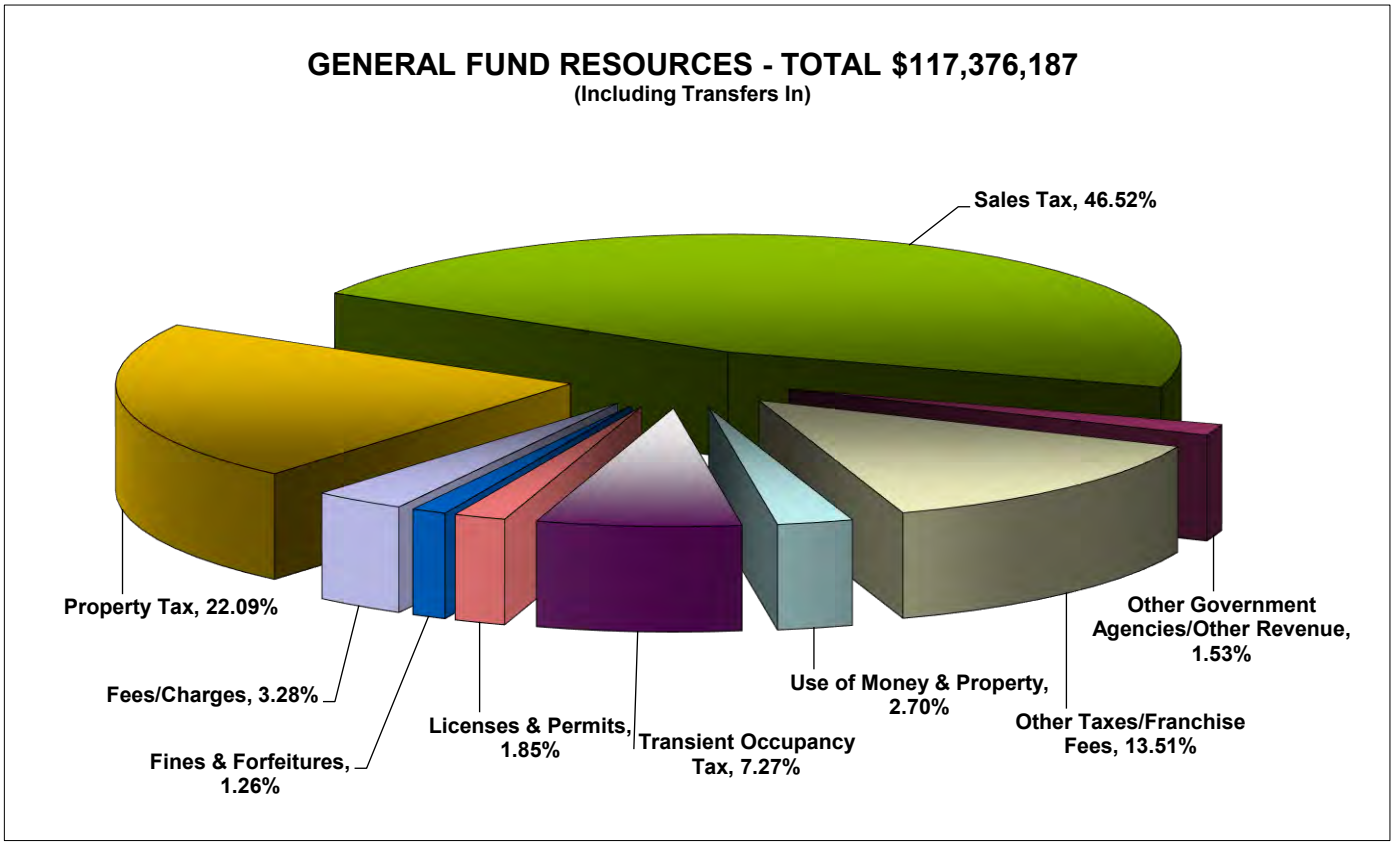
GENERAL FUND

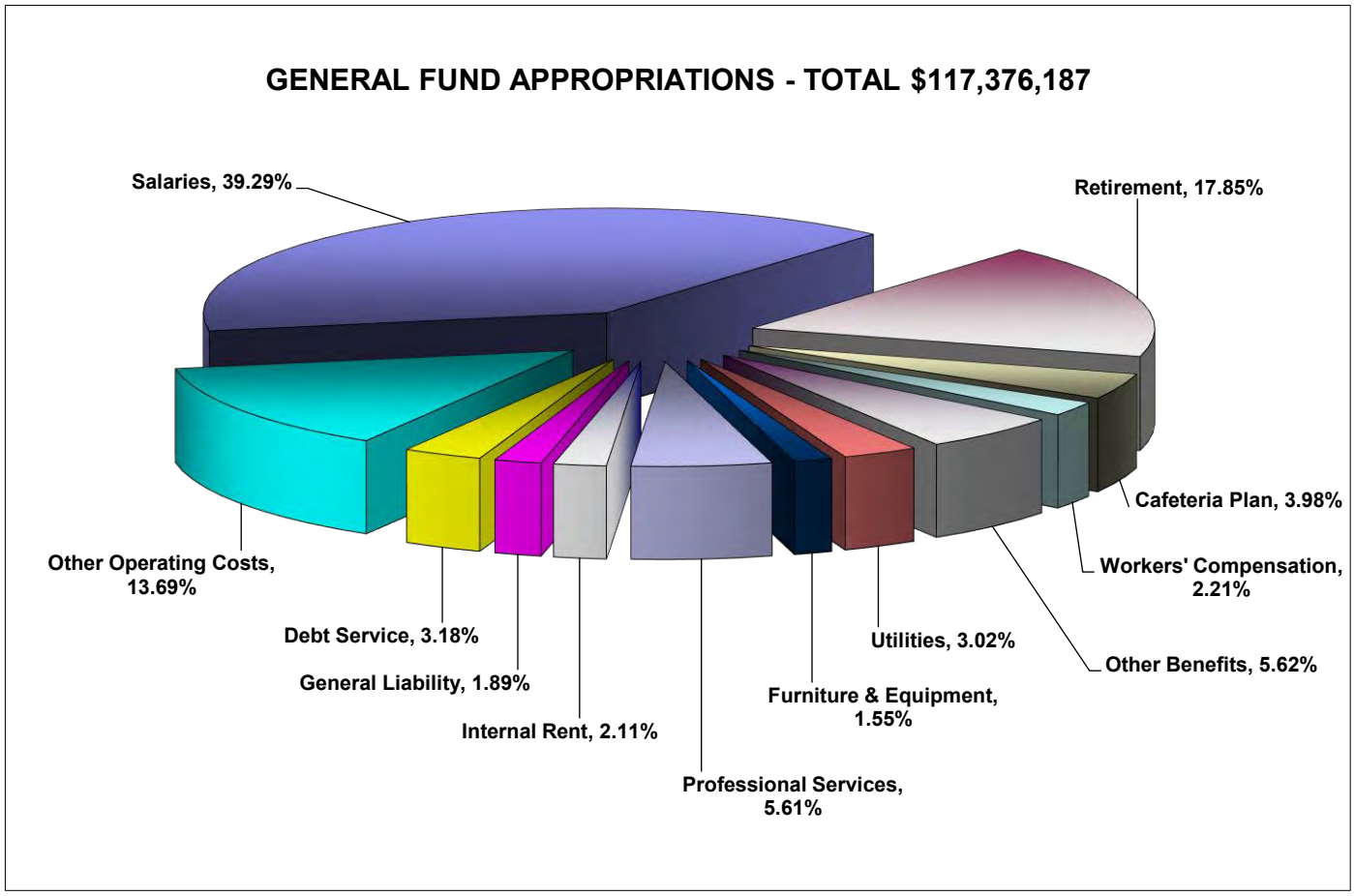
FISCAL YEAR 2016-2017

CITY OF COSTA MESA, CALIFORNIA

GENERAL FUND RESOURCES & APPROPRIATIONS

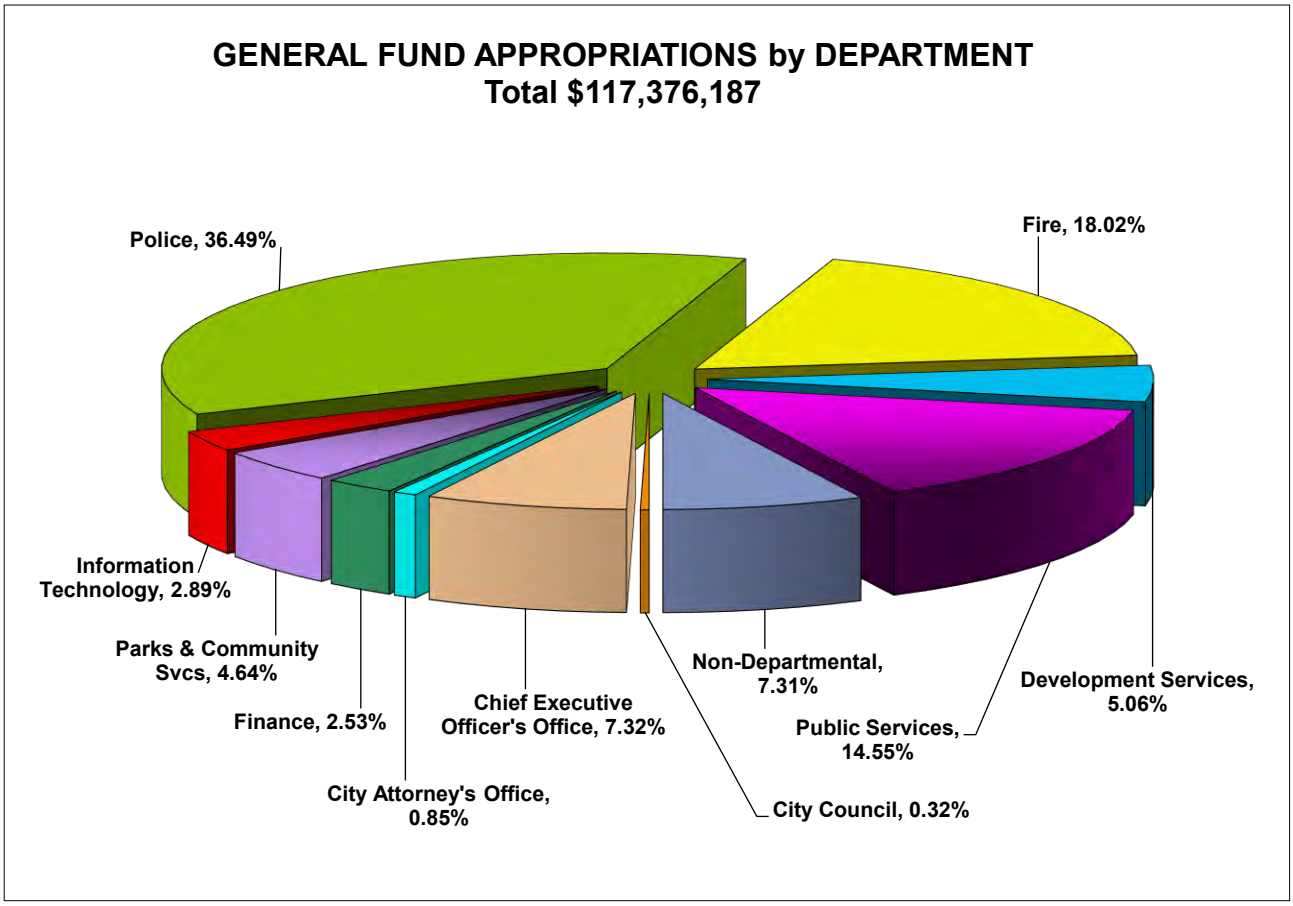
FISCAL YEAR 2016-2017

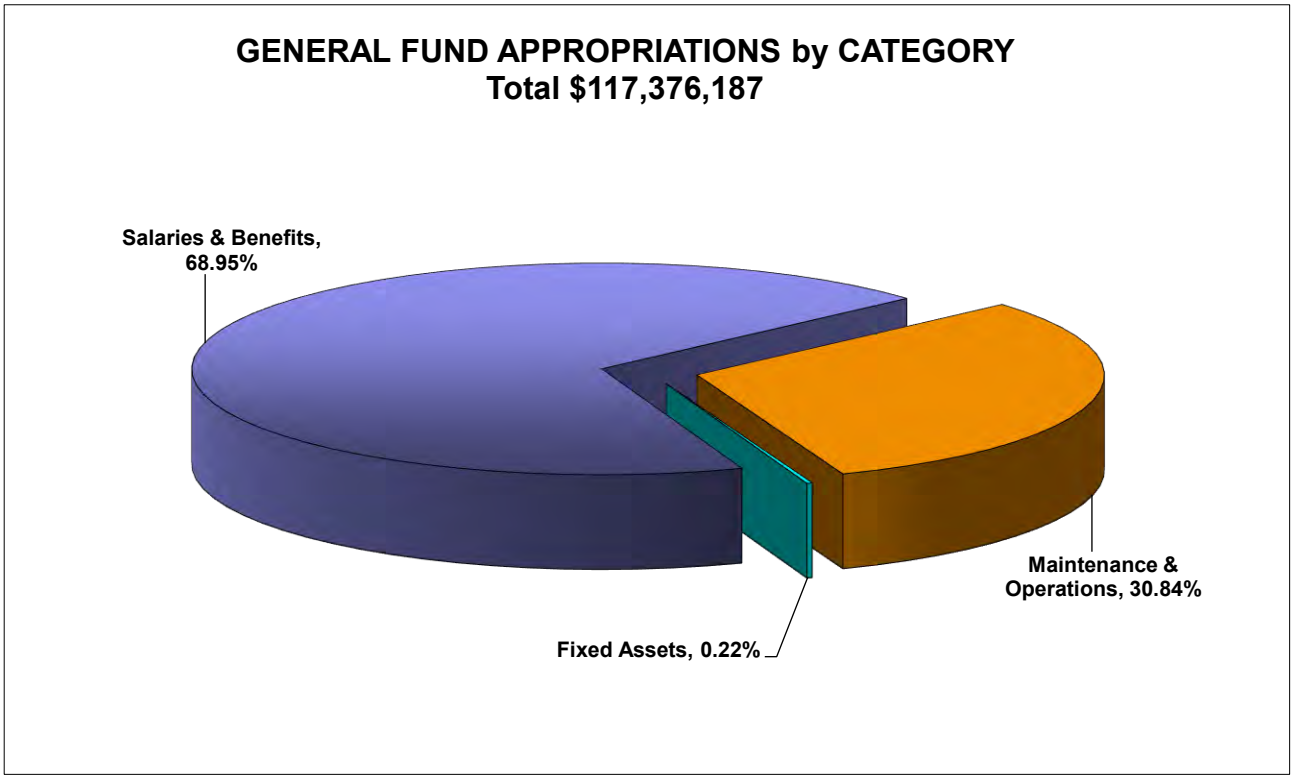




GENERAL FUND APPROPRIATIONS

FISCAL YEAR 2016-2017



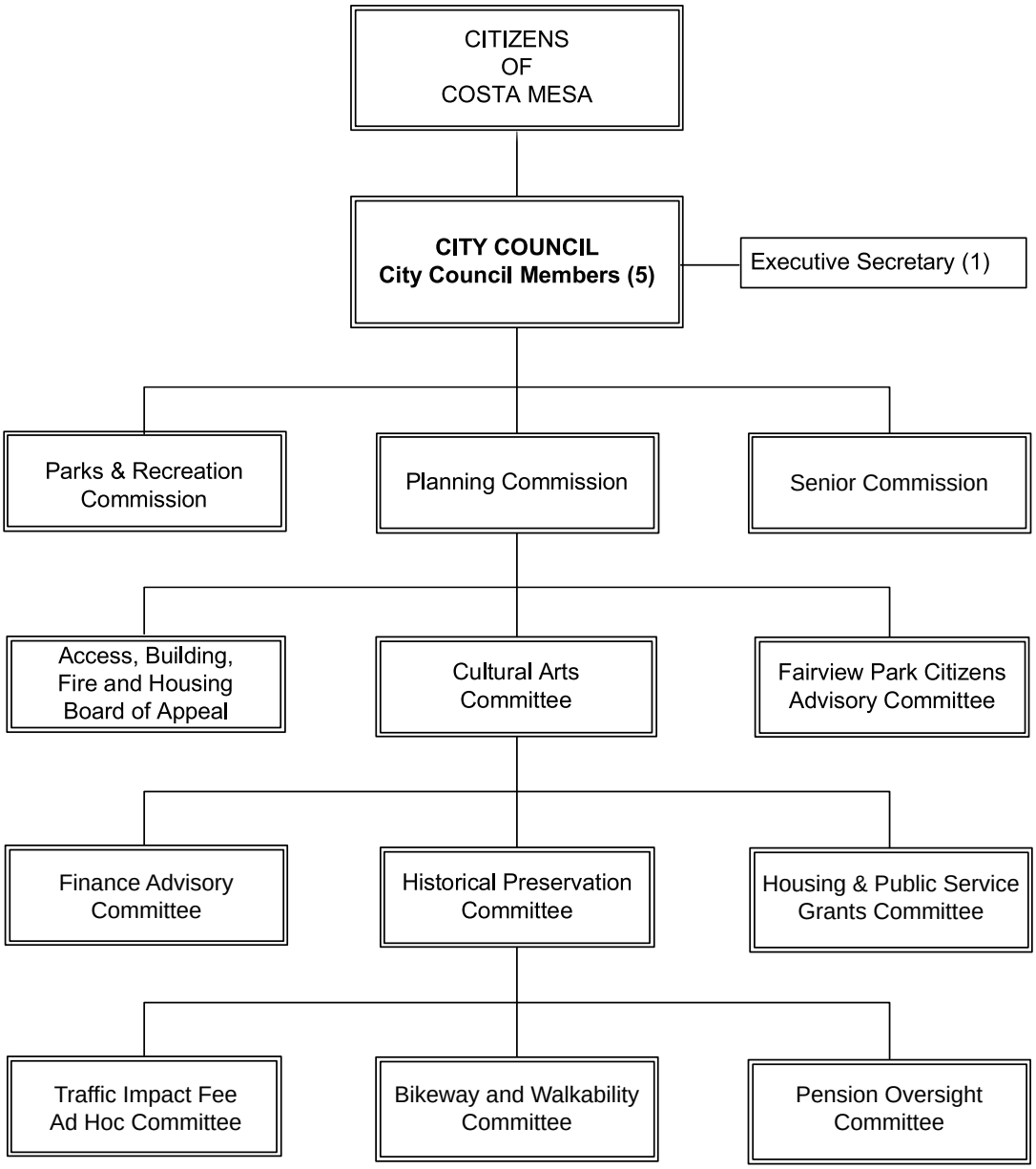


SUMMARY OF APPROPRIATIONS
BY ACCOUNT - GENERAL FUND ONLY

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Regular Salaries - Sworn	$ 18,915,834	$ 18,320,595	$ 21,539,829	$ 22,006,227
Regular Salaries - Non-Sworn	15,014,359	15,314,727	15,877,777	14,699,213
Regular Salaries - Part-Time	3,520,779	4,092,264	4,008,311	4,876,796
Overtime	6,283,939	6,617,025	4,259,053	4,532,965
Accrual Payoff - Excess Max.	242,643	168,807	219,868	212,072
Vacation/Comp. Time Cash Out	175,380	265,353	162,612	158,094
Holiday Allowance	649,758	733,383	417,042	405,771
Separation Pay-Off	627,220	374,201	-	-
Other Compensation	2,147,803	2,076,036	2,187,405	2,502,661
Cafeteria Plan	3,542,899	3,887,212	4,693,161	4,666,196
Medicare	668,019	688,814	609,770	627,968
Retirement	15,599,620	16,928,366	20,005,902	20,956,554
Longevity	2,510	2,568	2,268	2,268
Professional Development	362,170	412,175	614,729	657,019
Auto Allowance	23,431	30,696	22,138	35,662
Clothing Allowance	-	-	1,000	-
Unemployment	45,919	41,811	41,811	84,599
Workers' Compensation	2,089,555	2,304,484	2,302,938	2,587,119
Employer Contr.Retirees' Med.	1,768,746	1,880,229	1,927,074	1,915,100
Salaries & Benefits	**$ 71,680,585**	**$ 74,138,746**	**$ 78,892,688**	**$ 80,926,283**
Stationery and Office	$ 180,728	$ 199,598	$ 192,980	$ 183,847
Multi-Media, Promos, Subscrpt.	267,808	324,181	470,043	454,612
Small Tools and Equipment	302,897	472,484	641,500	413,035
Uniforms and Clothing	283,126	346,365	387,929	386,069
Safety and Health	343,340	287,462	421,750	451,938
Maintenance and Construction	421,945	450,557	405,730	462,230
Agriculture	92,712	125,362	155,165	131,165
Fuel	1,100	(935)	200	200
Electricity - Buildings & Fac.	553,207	605,593	562,600	587,600
Electricity - Power	245,272	270,833	245,000	269,000
Electricity - Street Lights	998,106	1,045,470	1,100,000	1,100,000
Gas	40,000	37,870	52,000	47,000
Water - Domestic	116,726	167,062	153,115	168,075
Water - Parks and Parkways	792,545	692,970	822,750	834,250
Waste Disposal	166,111	147,699	121,700	149,600
Janitorial and Housekeeping	331,348	396,861	601,518	395,057
Postage	84,697	151,762	100,945	98,600
Legal Advertising/Filing Fees	180,751	219,266	209,900	219,400
Advertising and Public Info.	17,529	7,186	10,750	10,750
Telephone/Radio/Communications	357,429	331,995	417,607	479,440
Meetings and Conferences	1,178	48,814	42,527	36,000
Mileage Reimbursement	664	2,244	4,335	3,695
Board Member Fees	29,000	29,700	34,200	34,200
Buildings and Structures	181,249	83,322	97,350	100,350
Landscaping and Sprinklers	1,403,613	1,295,394	1,409,673	1,597,364
Underground Lines	4,087	-	5,000	5,000
Office Furniture	-	16,942	24,850	3,850
Office Equipment	729,752	641,401	623,194	671,793

SUMMARY OF APPROPRIATIONS
BY ACCOUNT - GENERAL FUND ONLY

Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Maintenance & Operations (Continued)				
Other Equipment	$ 965,213	$ 1,137,510	$ 896,721	$ 882,982
Streets, Alleys and Sidewalks	170,820	140,720	1,145,100	1,150,100
Employment	485,556	552,118	108,600	83,300
Consulting	3,354,461	3,674,691	3,660,382	4,053,987
Legal	380,083	349,782	293,500	238,500
Engineering and Architectural	484,905	283,085	451,500	422,084
Financial & Information Svcs.	186,737	157,195	237,250	235,100
Medical and Health Inspection	142,371	131,717	217,555	213,555
Law Enforcement	387,237	426,351	636,200	763,390
Recreation	400,074	427,184	565,798	579,321
Principal Payments	2,305,000	2,390,000	2,650,000	2,755,000
Interest Payments	1,216,623	1,124,579	1,088,618	980,493
External Rent	497,289	612,764	641,715	757,940
Grants, Loans and Subsidies	240,000	190,345	150,000	150,000
Central Services	60,474	151,474	108,700	139,700
Internal Rent - Maint. Charges	1,220,147	1,115,713	1,415,045	1,529,197
Internal Rent - Repl.Cost	1,231,044	253,231	689,465	744,680
Internal Rent - IT Replacement	-	100,000	150,002	200,000
General Liability	1,303,856	1,740,140	1,742,501	2,223,406
Taxes and Assessments	87,775	87,554	25,235	25,235
Contingency	20,113	-	1,000,000	1,000,000
Other Costs	3,236	(78)	-	-
Assistance	-	9,425	14,220	20,000
Acquisition Costs	311,931	322,736	-	-
Operating Transfers Out	5,572,511	10,814,636	9,016,140	7,752,242
Nonoperating Expenses Other	1,000,000	-	-	-
Maintenance & Operations	**$ 30,154,376**	**$ 34,590,328**	**$ 36,218,558**	**$ 36,194,332**
Buildings and Structures	$ 18,884	$ -	$ -	$ -
Automotive Equipment	-	1,404	-	-
Office Furniture	-	-	1,200	4,023
Office Equipment	9,710	21,518	-	-
Other Equipment	767,796	405,936	90,454	251,549
Fixed Assets	**$ 796,389**	**$ 428,858**	**$ 91,654**	**$ 255,572**
Total Appropriations	**$ 102,631,351**	**$ 109,157,932**	**$ 115,202,900**	**$ 117,376,187**



Costa Mesa
CITY COUNCIL

CITY COUNCIL

The City Council is a General Government Support function. 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. This department is comprised of one division with one program bearing the same title.

CITY COUNCIL

City Council - Program 50110

Enacts ordinances to promote the health, safety, and general welfare of the citizens of Costa Mesa within the limitations of the Government Code of the State of California; levies taxes for the support of municipal services; regulates the use of property through zoning laws; and appoints the Chief Executive Officer, City Attorney, City Treasurer, various commissions, committees, and boards.

BUDGET NARRATIVE

The FY 16-17 preliminary budget for the City Council is $369,993, a decrease of $8,415, or 2.2 percent as compared to the adopted budget for FY 15-16. The decrease is mainly attributed to a reduction in staff salaries and benefits.

GOALS

- Create, develop, and maintain a safe, secure and harmonious community that values diversity; maintain quality public facilities and infrastructure, and a physically attractive environment; ensure continuing sufficient fiscal resources for City services.

OBJECTIVES

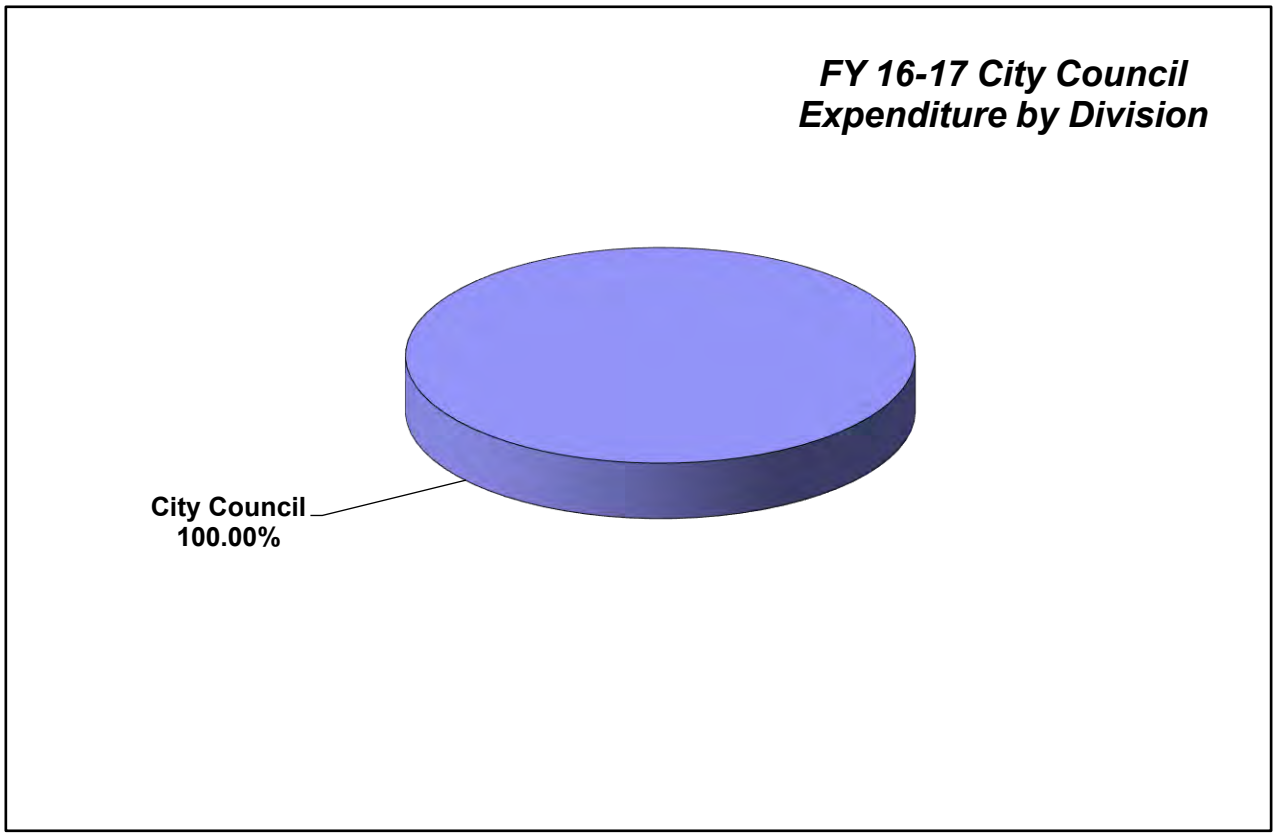
- To determine major policy which represents and meets the needs of the citizens of Costa Mesa.
- To formulate City policies which will provide effective and efficient means of carrying out goals.

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 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	**6.00**	**6.00**	**6.00**	**6.00**
Total Department Part-time Positions (in FTE's)	**-**	**-**	**-**	**-**
TOTAL DEPARTMENT	**6.00**	**6.00**	**6.00**	**6.00**

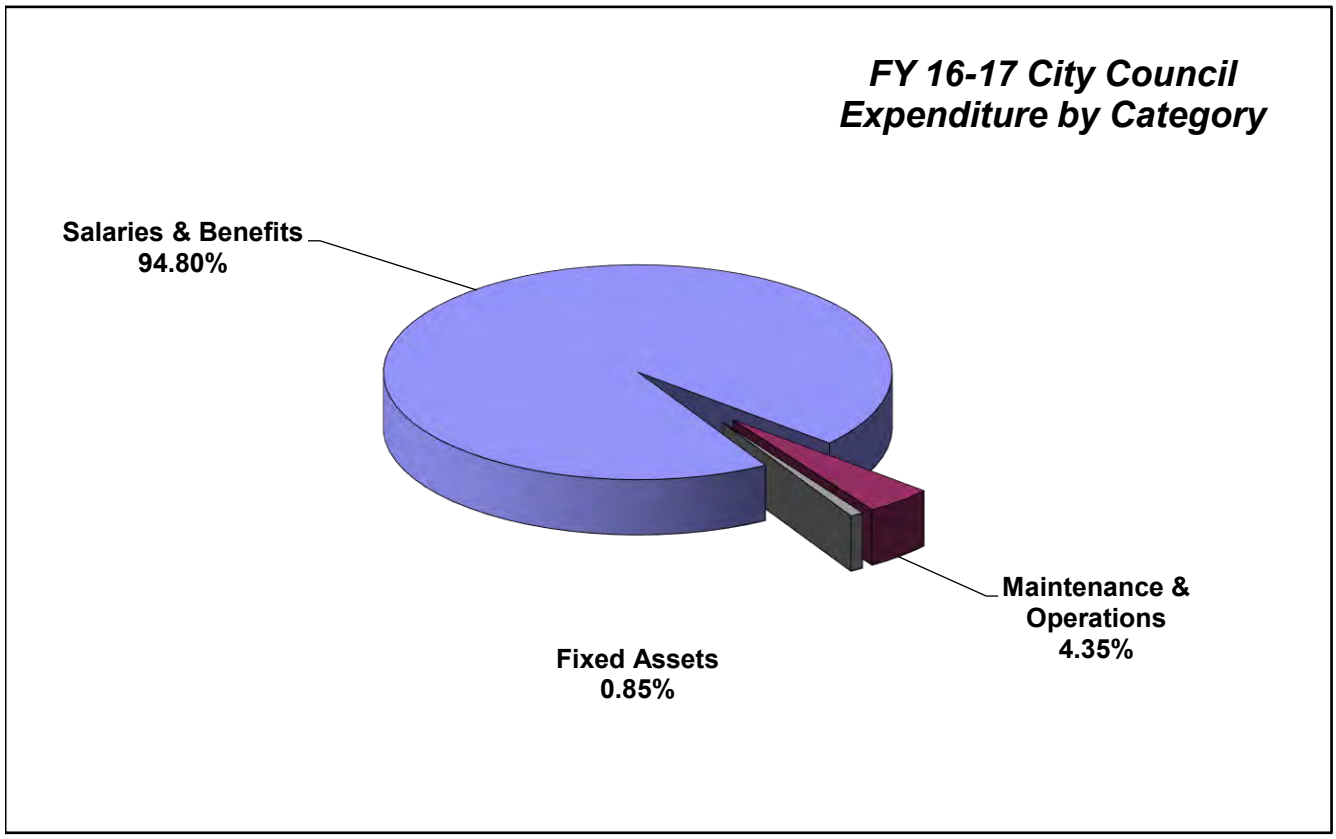
CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Expenditure by Division:					
City Council - 10100	$ 383,575	$ 427,536	$ 378,408	$ 369,993	-2.22%
Total Expenditures	**$ 383,575**	**$ 427,536**	**$ 378,408**	**$ 369,993**	**-2.22%**



CITY COUNCIL
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 342,318	$ 343,581	$ 365,833	$ 350,768	-4.12%
Maintenance & Operations	41,257	80,805	12,575	16,075	27.83%
Fixed Assets	-	3,150	-	3,150	0.00%
Total Expenditures	**$ 383,575**	**$ 427,536**	**$ 378,408**	**$ 369,993**	**-2.22%**



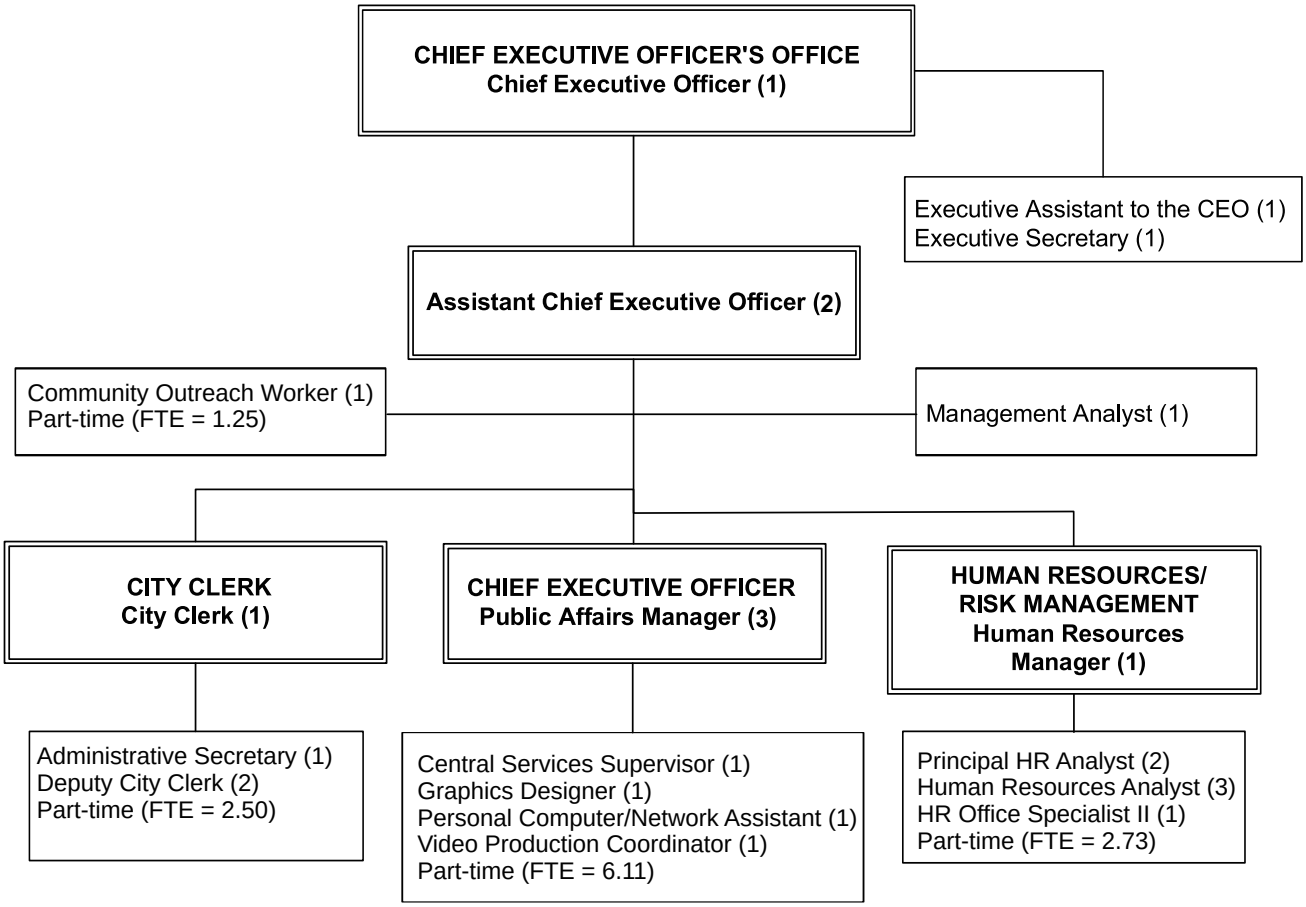
Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 383,575	$ 427,536	$ 378,408	$ 369,993	102.27%
Total Funding Sources	**$ 383,575**	**$ 427,536**	**$ 378,408**	**$ 369,993**	**102.27%**

CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account #	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ 122,077	$ 122,660	$ 122,076	$ 109,513	-10%
Regular Salaries - Part time	501300	2,343	-	-	-	0%
Overtime	501400	78	297	-	-	0%
Cafeteria Plan	505100	112,341	120,025	119,628	119,628	0%
Medicare	505200	2,152	2,241	1,770	1,588	-10%
Retirement	505300	32,155	36,937	35,637	26,217	-26%
Professional Development	505500	71,173	61,421	86,722	93,822	8%
Subtotal Salaries & Benefits		**$ 342,318**	**$ 343,581**	**$ 365,833**	**$ 350,768**	**-4%**
Stationery and Office	510100	$ 340	$ 1,172	$ 1,250	$ 1,250	0%
Multi-Media, Promotions and Subs	510200	2,250	9,674	1,875	1,875	0%
Small Tools and Equipment	510300	1,125	901	350	1,350	286%
Uniform & Clothing	510400	124	-	500	500	0%
Safety and Health	510500	435	715	-	-	0%
Postage	520100	124	52,595	600	600	0%
Meetings & Conferences	520500	-	10,214	6,000	8,500	42%
Landscaping and Sprinklers	525200	14,528	-	-	-	0%
Consulting	530200	21,293	-	-	-	0%
External Rent	535400	940	4,868	500	500	0%
Central Services	535800	99	666	1,500	1,500	0%
Subtotal Maintenance & Operations		**$ 41,257**	**$ 80,805**	**$ 12,575**	**$ 16,075**	**28%**
Other Equipment	590800	-	3,150	-	3,150	0%
Subtotal Fixed Assets		**$ -**	**$ 3,150**	**$ -**	**$ 3,150**	**0%**
Total Expenditures		**$ 383,575**	**$ 427,536**	**$ 378,408**	**$ 369,993**	**-2%**

CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
CITY COUNCIL - 10100					
City Council - 50110					
Salaries & Benefits	$ 342,318	$ 343,581	$ 365,833	$ 350,768	-4%
Maintenance & Operations	41,257	80,805	12,575	16,075	28%
Fixed Assets	-	3,150	-	3,150	0%
Subtotal City Council	**$ 383,575**	**$ 427,536**	**$ 378,408**	**$ 369,993**	**-2%**
Total Expenditures	**$ 383,575**	**$ 427,536**	**$ 378,408**	**$ 369,993**	**-2%**



Costa Mesa

CHIEF EXECUTIVE OFFICER'S OFFICE

CHIEF EXECUTIVE OFFICER'S OFFICE

The Chief Executive Officer'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 12.59 full-time equivalents. The four divisions are as follows:

- ***Administration***
- ***City Clerk***
- ***Human Resources***
- ***Risk Management***

ADMINISTRATION - 11100

Chief Executive Officer 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.

City Council - 50110

Coordinates meetings, appointments, and conferences for City Council; oversees Council's correspondence and mail; orders supplies and other needs of Council Members; and performs clerical duties related to Council's business.

Network for Homeless Solutions - 50250

The Network for Homeless Solutions (NHS) is supported by two part-time interns and a part-time homeless consultant. There are also two Community Outreach Workers, one full-time and one part-time, who are responsible for the execution of the Homeless Task Force Implementation Strategy adopted by the City Council in 2012. The Community Outreach Workers' job is to assist Costa Mesa homeless residents obtain housing and link them to services designed to end their homelessness. The NHS consists of staff liaisons from all departments, as well as key stakeholders within the community and mental health workers from the County of Orange. The team meets weekly to discuss strategies to remediate homelessness and the attendant quality of life issues.

Communications and Marketing - 51050

Provides planning and implementation of a comprehensive internal and external communications program; provides programming, coordination, and oversight of the City's Municipal Access Channel (CMTV 3); provides audio/video production services; oversees the City's website, social media platforms, city news blog and media relations; fosters community relations and public affairs through special events and outreach; offers mail, graphic design, and printing services; promotes city and community branding through marketing and advertising opportunities.

CITY CLERK - 11200

Elections - 50120

The City Clerk is the election official and conducts the General Municipal Election which is held on the first Tuesday in November or even numbered years to elect members of the City Council and consider local ballot measures. The City Clerk is the Filing officer for the Political Reform Act to accept and transmit necessary Campaign Statements and Conflict of Interest Statements to the Fair Political Practices Commission.

CHIEF EXECUTIVE OFFICER'S OFFICE

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. The Clerk is responsible for preparing agendas and minutes, preparing legal notices, publishing, and posting of Resolutions and Ordinances. The Clerk's office is also responsible for greeting the public at the City Hall lobby and on the telephone to answer/or refer citizens' inquiries.

Public Records - 50420

The City Clerk is the Custodian of Records and City Archivist who oversees authorized destruction of records and coordinates information requested by Subpoenas for Records. The Clerk responds to public requests for records under the California Public Records Act. The City Clerk is responsible for manning the 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.

CHIEF EXECUTIVE OFFICER'S OFFICE

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.

BUDGET NARRATIVE

The FY 16-17 preliminary budget for the C.E.O.'s Office is $13,278,053, an increase of $1,168,014, or 9.65%, compared to the adopted budget for FY 15-16.

Increases in Maintenance and Operations accounts consist of department cellular phone usage costs, general liability charges, and additional consulting costs for anticipated election expenses and document imaging services.

PRIOR YEAR'S ACCOMPLISHMENTS

- Continued positive working relationship among City administrative staff, the Association of California Cities Orange County, Orange County Division representatives, and elected area legislators.
- Combined efforts in communications to ensure that the City is "heard" on issues that would positively and/or negatively affect Costa Mesa, and that the City is kept current on the latest legislation and State issues, such as the State's budget.
- Attended various key meetings dealing with the State budget and proposed legislation.
- Prepared multiple letters on bills and legislative issues to area legislators, state bill authors, and the Governor.
- Completed a new lease agreement with Boys and Girls Club.
- Continued to assist the 1/5 Support Group in fundraising and awareness efforts for the City's adopted 1st Battalion, 5th Marine Regiment.
- Network for Homeless Solutions Outreach Team connected 63 individuals with permanent housing in 2015 and are maintaining follow up support on them and 11 previously homeless Costa Mesa residents that were housed prior to 2015. The collaborative team also reconnected another 22 individuals to family or placement outside of the area.
- Successfully launched outreach efforts to the Costa Mesa business community, addressing their concerns with homelessness and panhandling.
- Apprised residents of City information in a timely and easily accessible manner through various means: press releases, brochures and flyers, City's website, City Channel 3, social media channels, the Costa Mesa Minute and City Hall Snapshot.
- Created and implemented a 5-year Strategic Plan for the Communications and Marketing Division, establishing new Mission, Vision and Values and guidelines.
- Created Costa Mesa Connected, a news blog to chronicle news and features about city employees and initiatives, which also features a Community Calendar that expands event listings throughout the city.

CHIEF EXECUTIVE OFFICER'S OFFICE

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Launched City Hall Snapshot, a communication vehicle to highlight internal accomplishments of city staff. Also launched Monday briefing, which is a compilation of small blurbs targeted at local media.
- Televised/web-streamed 57 live public meetings.
- Produced 270 episodes of the Costa Mesa Minute and posted them to the City website and social media platforms, and televised on CMTV 3.
- Received five STAR awards from SCAN-NATOA for excellence in government programming.
- Successfully processed and completed over 400 total requests for print/copy services each month.
- Hosted the annual Snoopy House event in which an estimated 30,000 Costa Mesa residents and guests attended. The City provided 1,500 photos with Santa and served over 7,000 cups of hot apple cider.
- City Clerk Division processed a record 711 Public Records Act Requests, a 17% increase over 2014.
- City Clerk Division successfully transferred Building Department permits into the Laserfiche document imaging system.
- Oversaw the timely filings of the Candidate Campaign Statements (Form 460) and the Conflict of Interest filings (Form 700).
- In partnership with the Police Department, 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, Costa Mesa Police Association, and Costa Mesa Fire Association regarding wages, hours, terms and conditions of employment, or meet and confer negotiations following the COIN Ordinance.
- Managed, coordinated and facilitated various employee recognition programs to include the monthly Meet & Greet and CEO Award ceremony and an enhanced annual Employee Service Award ceremony and program.
- 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.
- Implemented Accord Affordable Care Act (ACA) reporting and management system.

CHIEF EXECUTIVE OFFICER'S OFFICE

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.
- Successfully conduct the 2016 election, including three City Council seats and at least three initiatives.
- 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.

CHIEF EXECUTIVE OFFICER'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.

CHIEF EXECUTIVE OFFICER'S OFFICE

Performance Measures/Workload Indicators:	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Performance Measures:			
Percentage of complaint responses provided within 10 business days:	70%	70%	70%
Completed City Council minutes by the following Council meeting:	80%	100%	100%
Public record requests to the City Clerk responded to within prescribed time:	95%	100%	100%
Employee turnover rate (non-retirements):	6%	6%	5%
Percentage of eligibility lists established within ten (10) weeks of administrative authorization to fill:	38%	80%	70%
Percentage of promotional eligibility lists established within five (5) weeks of administrative authorization to fill:	50%	80%	70%
Percentage of work related injuries reported to third party administrator within 24 hours of notice of injury:	100%	100%	100%
Percentage of insurance certificate verification requests reviewed within five business days:	90%	90%	90%
Percentage of claims filed that are closed without litigation:	78%	80%	80%
Percentage of benefit change requests processed within five business days:	95%	90%	90%
Percentage of complaints regarding homeless issues responded to within 5 days:	100%	100%	100%

Workload Indicators*:*	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Number of correspondence letters prepared on legislation:	5	10	10
Number of complaints requiring formal written response (including email letters):	100	150	150
Number of weekly informal complaints/inquiries received/processed:	600	800	800
Press releases & information pieces processed:	700	800	800
Number of Council requests and projects processed:	1,000	1,500	1,500
Number of proclamations, certificates, speeches, tours, response/ Congratulatory letters prepared and other Council-related support activities:	300	600	600
Number of formal and informal records requests & phone calls processed:	4,750	5,100	5,500
Number of Costa Mesa Minute and Costa Mesa Works Episodes Produced:	268	250	270
Number of citizens reached through City social media:	*	*	8,500
Number of recruitment processed:	59	60	60
Number of qualified job applicants placed onto an eligibility list:	529	600	600
Number of volunteers participating in City programs:	70	100	100

CHIEF EXECUTIVE OFFICER'S OFFICE

Workload Indicators (Continued):	**FY 14-15 Actual**	**FY 15-16 Adopted**	**FY 16-17 Preliminary**
Number of job applicants processed:	6,655	9,500	7,000
Number of open enrollment submissions processed:	410	*	425
Number of outgoing mail metered in-house:	114,000	120,000	120,000
Number of copies produced by Central Service:	1,800,000	2,000,000	2,000,000
Number of individuals placed into permanent housing:	*	11	40
Number of individuals placed into temporary housing:	*	30	25
Number of linkages to social services made:	*	222	250

* No figures

CHIEF EXECUTIVE OFFICER'S OFFICE FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

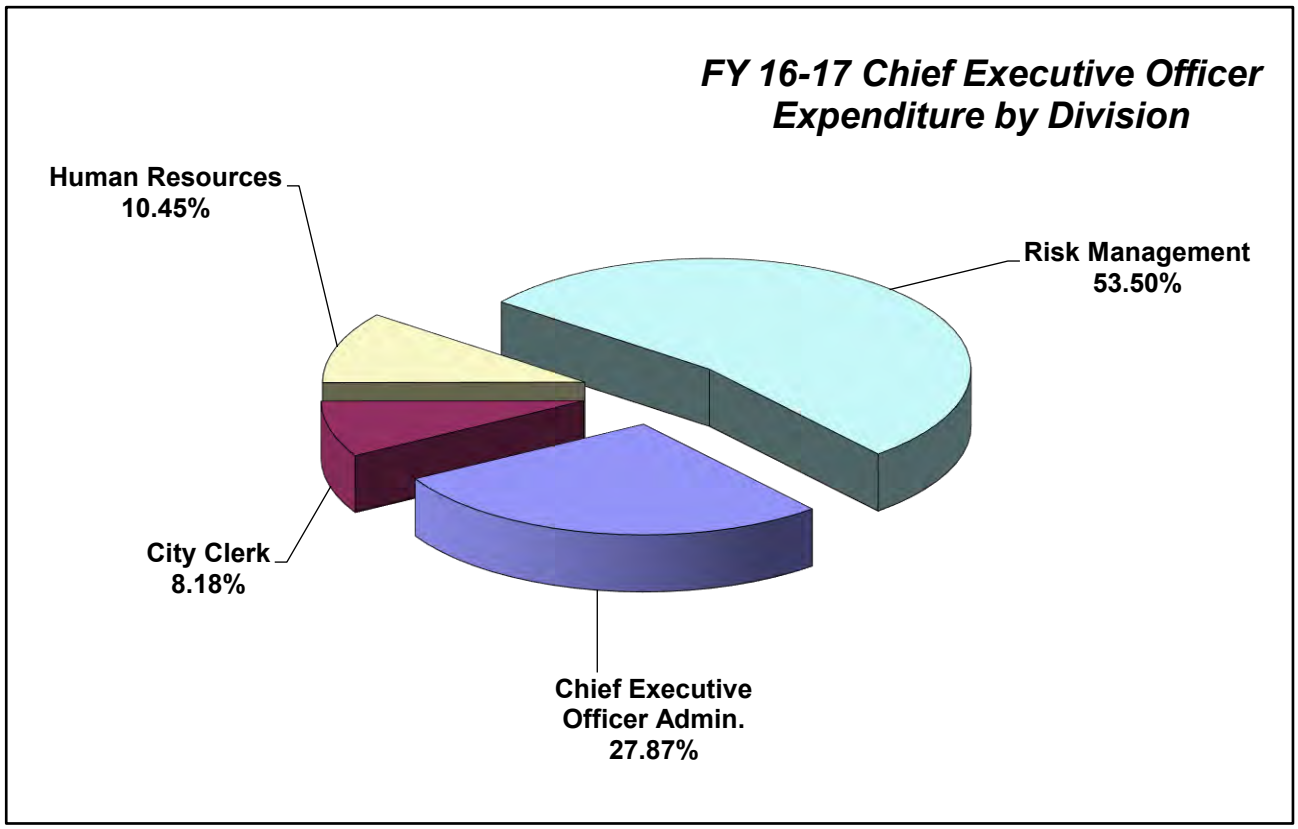
	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Chief Executive Officer - 11100				
Chief Executive Officer/CEO	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	1.00	1.00	2.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Subtotal CEO Administration - 50001	5.00	5.00	6.00	6.00
Community Outreach Worker	-	-	-	1.00
Housing Program - 20600	-	-	-	1.00
Code Enforcement Officer	3.00	3.00	-	-
Personal Computer/Network Assistant	-	-	-	1.00
Subtotal Network for Homeless Solutions - 50250	3.00	3.00	-	1.00
Assistant Recreation Supervisor	0.50	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 CEO	2.00	2.00	3.00	3.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	-	-
Subtotal Communications and Marketing - 51050	6.50	6.50	7.00	6.00
Total Chief Executive Officer Full-time Positions	**14.50**	**14.50**	**13.00**	**14.00**
Total Chief Executive Officer Part-time (in FTE's)	**3.79**	**8.85**	**7.00**	**7.36**
City Clerk - 11200				
City Clerk	-	0.50	0.30	0.30
Deputy City Clerk	-	0.20	-	0.20
Subtotal Elections - 50120	-	0.70	0.30	0.50
City Clerk	0.70	0.25	0.40	0.40
Deputy City Clerk	0.80	0.90	1.00	0.90
Administrative Secretary	-	0.50	0.50	0.50
Executive Secretary	0.50	-	-	-
Subtotal City Council Meetings - 50410	2.00	1.65	1.90	1.80
City Clerk	0.30	0.25	0.30	0.30
Deputy City Clerk	0.20	0.90	1.00	0.90
Administrative Secretary	-	0.50	0.50	0.50
Executive Secretary	0.50	-	-	-
Subtotal Public Records - 50420	1.00	1.65	1.80	1.70
Total City Clerk Full-time Positions	**3.00**	**4.00**	**4.00**	**4.00**
Total City Clerk Part-time Positions (in FTE's)	**0.46**	**1.06**	**0.50**	**2.50**

CHIEF EXECUTIVE OFFICER'S OFFICE FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Human Resources - 14100				
Assistant Chief Executive Officer	-	0.50	-	-
Human Resources Manager	0.60	0.65	0.65	0.65
Human Resources Analyst	1.00	2.00	2.00	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	3.30	4.85	4.35	4.45
Total Human Resources Full-Time Positions	**3.30**	**4.85**	**4.35**	**4.45**
Total HR Part-time Positions (in FTE's)	**1.50**	**1.45**	**1.25**	**2.25**
Assistant Chief Executive Officer	-	0.50	-	-
Human Resources Manager	0.40	0.35	0.35	0.35
Human Resources Analyst	1.00	1.00	1.00	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	2.70	3.15	2.65	2.55
Total Risk Management Full-time Positions	**2.70**	**3.15**	**2.65**	**2.55**
Total Risk Mgmt Part-time Positions (in FTE's)	**0.50**	**0.55**	**0.55**	**0.48**
Total Department Full-time Positions	**23.50**	**26.50**	**24.00**	**25.00**
Total Department Part-time Positions (in FTE's)	**6.25**	**11.91**	**9.30**	**12.59**
TOTAL DEPARTMENT	**29.75**	**38.41**	**33.30**	**37.59**

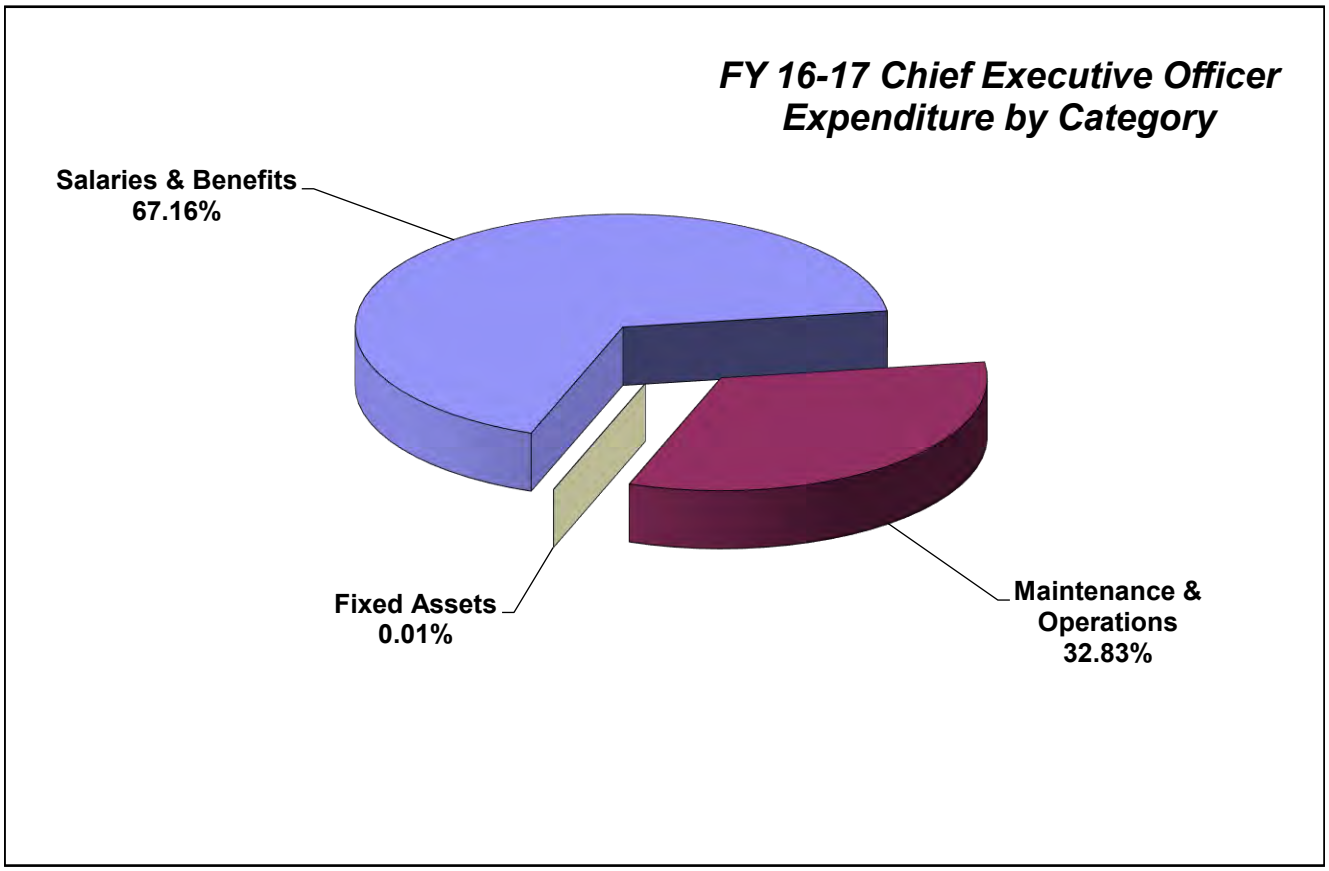
CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION

Expenditure by Division:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
CEO Admin. - 11100	$ 3,319,843	$ 3,605,802	$ 3,660,088	$ 3,700,378	1.10%
City Clerk - 11200	465,678	639,056	637,221	1,085,855	70.40%
Human Resources - 14100	1,043,593	1,213,900	1,210,708	1,388,163	14.66%
Risk Management -14400	6,663,272	7,745,916	6,602,022	7,103,657	7.60%
Total Expenditures	**$ 11,492,387**	**$ 13,204,675**	**$ 12,110,039**	**$ 13,278,053**	**9.65%**



CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 8,140,260	$ 9,072,867	$ 8,468,055	$ 8,918,165	5.32%
Maintenance & Operations	3,341,767	4,124,131	3,638,124	4,359,178	19.82%
Fixed Assets	10,360	7,677	3,860	710	-81.61%
Total Expenditures	**$ 11,492,387**	**$ 13,204,675**	**$ 12,110,039**	**$ 13,278,053**	**9.65%**



Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 7,130,382	$ 7,771,156	$ 7,872,268	$ 8,595,613	64.74%
Self-Insurance Fund - 602	4,362,005	5,433,519	4,237,771	4,682,440	35.27%
Total Funding Sources	**$ 11,492,387**	**$ 13,204,675**	**$ 12,110,039**	**$ 13,278,053**	**100.00%**

CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ 2,266,184	$ 2,287,300	$ 2,462,679	$ 2,440,117	-1%
Regular Salaries - Part time	501300	393,385	408,238	428,745	539,293	26%
Overtime	501400	64,239	86,976	43,000	29,000	-33%
Accrual Payoff - Excess Maximum	501500	6,777	3,708	3,400	3,400	0%
Vacation/Comp. Time Cash Out	501600	22,294	39,272	11,200	11,200	0%
Holiday Allowance	501700	11,536	12,949	-	-	0%
Separation Pay-Off	501800	10,908	2,512	-	-	0%
Other Compensation	501900	5,796	7,454	2,555	47,483	1758%
Cafeteria Plan	505100	289,959	339,935	452,766	349,128	-23%
Medicare	505200	41,614	44,258	35,502	35,458	0%
Retirement	505300	802,694	1,033,999	849,441	955,470	12%
Professional Development	505500	41,544	80,922	129,969	63,285	-51%
Auto Allowance	505600	15,726	19,248	10,800	18,600	72%
Unemployment	505800	44,152	30,886	44,704	87,492	96%
Workers' Compensation	505900	2,354,707	2,794,980	2,067,544	2,423,140	17%
Employer Contr.Retirees' Med.	506100	1,768,746	1,880,229	1,925,750	1,915,100	-1%
Subtotal Salaries & Benefits		**$ 8,140,260**	**$ 9,072,867**	**$ 8,468,055**	**$ 8,918,165**	**5%**
Stationery and Office	510100	$ 26,700	$ 30,013	$ 18,030	$ 16,780	-7%
Multi-Media, Promotions and Subs	510200	122,172	89,844	98,425	94,400	-4%
Small Tools and Equipment	510300	27,129	53,077	26,990	26,640	-1%
Uniform & Clothing	510400	2,192	407	1,800	1,300	-28%
Safety and Health	510500	17	16	250	250	0%
Maintenance & Construction	510600	-	226	500	500	0%
Postage	520100	9,906	11,814	11,625	11,025	-5%
Legal Advertising/Filing Fees	520200	10,936	13,812	10,300	20,300	97%
Advertising and Public Info.	520300	15,301	5,783	10,300	10,300	0%
Telephone/Radio/Communications	520400	973	1,052	850	5,150	506%
Meetings & Conferences	520500	1,178	16,973	5,000	5,000	0%
Mileage Reimbursement	520600	296	1,337	1,125	1,125	0%
Office Furniture	525600	-	5,741	500	500	0%
Office Equipment	525700	158	289	800	800	0%
Other Equipment	525800	2,848	4,666	14,500	14,500	0%
Employment	530100	89,759	70,307	21,800	21,800	0%
Consulting	530200	758,987	582,736	750,230	1,051,190	40%
Legal	530300	120,847	164,333	85,000	85,000	0%
Medical and Health Inspection	530600	57,782	67,863	95,600	91,600	-4%
Law Enforcement	530700	81,097	83,294	118,700	163,550	38%
External Rent	535400	39,677	39,821	46,280	49,320	7%
Grants, Loans and Subsidies	535500	-	128,405	150,000	150,000	0%
Central Services	535800	8,916	26,189	15,650	14,150	-10%
Internal Rent - Maint. Charges	536100	9,526	8,464	4,956	5,895	19%
Internal Rent - Repl.Cost	536200	7,687	3,082	10,406	10,299	-1%
Internal Rent - IT Replacement	536300	-	10,953	16,430	21,906	33%
General Liability	540100	1,537,496	2,222,250	1,712,357	2,082,026	22%
Special Liability	540200	7,402	7,402	13,000	4,612	-65%
Buildings & Personal Property	540500	359,209	443,522	315,000	286,759	-9%
Faithful Performance Bonds	540600	6,434	-	7,500	7,500	0%
Taxes & Assessments	540700	36,960	79,919	60,000	85,000	42%
Contingency	540800	-	(58,882)	-	-	0%
Other Costs	540900	183	-	-	-	0%
Assistance	545300	-	9,425	14,220	20,000	41%
Subtotal Maintenance & Operations		**$ 3,341,767**	**$ 4,124,131**	**$ 3,638,124**	**$ 4,359,178**	**20%**
Other Equipment	590800	$ 10,360	$ 7,677	$ 3,860	$ 710	-82%
Subtotal Fixed Assets		**$ 10,360**	**$ 7,677**	**$ 3,860**	**$ 710**	**-82%**
Total Expenditures		**$ 11,492,387**	**$ 13,204,675**	**$ 12,110,039**	**$ 13,278,053**	**10%**

CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
ADMINISTRATION - 11100					
C.E.O. Administration - 50001					
Salaries & Benefits	$ 1,124,420	$ 1,324,604	$ 1,196,438	$ 1,613,303	35%
Maintenance & Operations	368,423	528,211	518,471	701,309	35%
Fixed Assets	-	-	-	-	0%
Subtotal C.E.O Administration	**$ 1,492,843**	**$ 1,852,815**	**$ 1,714,909**	**$ 2,314,612**	**35%**
City Council - 50110					
Salaries & Benefits	$ -	$ -	$ 346,545	$ -	-100%
Maintenance & Operations	-	-	6,575	-	-100%
Fixed Assets	-	-	3,150	-	-100%
Subtotal City Council	**$ -**	**$ -**	**$ 356,270**	**$ -**	**-100%**
City Manager - 50210					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	2,941	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal City Council	**$ -**	**$ 2,941**	**$ -**	**$ -**	**0%**
Neighborhood Improvement Task Force - 50250					
Salaries & Benefits	$ 498,666	$ -	$ -	$ -	0%
Maintenance & Operations	132,798	-	-	-	0%
Fixed Assets	6,971	-	-	-	0%
Subtotal City Council	**$ 638,435**	**$ -**	**$ -**	**$ -**	**0%**
Network for Homeless Solutions - 50250					
Salaries & Benefits	$ -	$ 463,739	$ 216,171	$ 106,520	-51%
Maintenance & Operations	-	119,093	114,815	124,290	8%
Fixed Assets	-	1,746	710	710	0%
Subtotal Network for Homeless Solu	**$ -**	**$ 584,578**	**$ 331,696**	**$ 231,520**	**-30%**
Cable Television Services - 51030					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	827	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Network for Homeless Solu	**$ -**	**$ 827**	**$ -**	**$ -**	**0%**
Communications and Marketing - 51050					
Salaries & Benefits	$ 973,846	$ 945,624	$ 1,056,568	$ 947,481	-10%
Maintenance & Operations	213,384	218,680	200,645	206,765	3%
Fixed Assets	1,336	338	-	-	0%
Subtotal Comm and Marketing	**$ 1,188,565**	**$ 1,164,642**	**$ 1,257,213**	**$ 1,154,246**	**-8%**

CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
CITY CLERK - 11200					
Elections - 50120					
Salaries & Benefits	$ -	$ 109,505	$ 59,810	$ 77,257	29%
Maintenance & Operations	1,373	127,095	1,300	244,300	18692%
Fixed Assets	-	-	-	-	0%
Subtotal Elections	**$ 1,373**	**$ 236,600**	**$ 61,110**	**$ 321,557**	**426%**
City Council Meetings - 50410					
Salaries & Benefits	$ 234,687	$ 110,790	$ 230,889	$ 298,274	29%
Maintenance & Operations	46,056	27,789	17,650	27,650	57%
Fixed Assets	-	-	-	-	0%
Subtotal City Council Meetings	**$ 280,744**	**$ 138,578**	**$ 248,539**	**$ 325,924**	**31%**
Public Records - 50420					
Salaries & Benefits	$ 124,263	$ 242,164	$ 204,472	$ 266,734	30%
Maintenance & Operations	59,299	16,914	123,100	171,640	39%
Fixed Assets	-	4,800	-	-	0%
Subtotal Public Records	**$ 183,562**	**$ 263,878**	**$ 327,572**	**$ 438,374**	**34%**
HUMAN RESOURCES - 14100					
Human Resources Administration - 50610					
Salaries & Benefits	$ 588,938	$ 735,222	$ 749,128	$ 881,883	18%
Maintenance & Operations	452,602	373,022	461,580	506,280	10%
Fixed Assets	2,053	793	-	-	0%
Subtotal Human Resources Admin	**$ 1,043,593**	**$ 1,109,037**	**$ 1,210,708**	**$ 1,388,163**	**15%**
Risk Management Administration - 50661					
Salaries & Benefits	$ -	$ 104,863	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Human Resources Admin	**$ -**	**$ 104,863**	**$ -**	**$ -**	**0%**
RISK MANAGEMENT - 14400					
Employee Benefit Admin - 50630					
Salaries & Benefits	$ 41,966	$ 28,970	$ 42,788	$ 42,788	0%
Maintenance & Operations	8,436	9,626	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Employee Benefit Admin	**$ 50,402**	**$ 38,596**	**$ 42,788**	**$ 42,788**	**0%**

CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Post-Employment Benefits - 50650					
Salaries & Benefits	$ 1,875,767	$ 2,006,788	$ 101,390	$ 1,987,646	1860%
Maintenance & Operations	825	975	900	900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Post Employment Benefits	**$ 1,876,592**	**$ 2,007,763**	**$ 102,290**	**$ 1,988,546**	**1844%**
Risk Mgmt Admin - 50661					
Salaries & Benefits	$ 387,045	$ 264,337	$ 2,208,056	$ 378,766	-83%
Maintenance & Operations	29,194	33,331	53,905	53,905	0%
Fixed Assets	-	-	-	-	0%
Subtotal Risk Mgmt Admin	**$ 416,239**	**$ 297,668**	**$ 2,261,961**	**$ 432,671**	**-81%**
Liability - 50662					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	1,832,500	2,416,673	1,846,183	1,998,979	8%
Fixed Assets	-	-	-	-	0%
Subtotal Liability	**$ 1,832,500**	**$ 2,416,673**	**$ 1,846,183**	**$ 1,998,979**	**8%**
Workers' Comp - 50663					
Salaries & Benefits	$ 2,290,663	$ 2,736,260	$ 2,055,800	$ 2,317,513	13%
Maintenance & Operations	196,875	248,956	293,000	323,160	10%
Fixed Assets	-	-	-	-	0%
Subtotal Workers' Comp	**$ 2,487,539**	**$ 2,985,216**	**$ 2,348,800**	**$ 2,640,673**	**12%**
Total Expenditures	**$ 11,492,387**	**$ 13,204,675**	**$ 12,110,039**	**$ 13,278,053**	**10%**

CITY ATTORNEY
Contracted City Attorney

Costa Mesa
CITY ATTORNEY'S OFFICE

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 16-17 preliminary budget for the City Attorney's Office remains at $1,000,000.

	General Fund	Other 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	1,000,000	-	1,000,000	
CEO/Human Resources	85,000	-	85,000	
Total	**$ 1,093,500**	**$ 25,000**	**$ 1,118,500**	
By Account				
Legal	$ 238,500	$ 25,000	$ 263,500	
Consulting	855,000	-	855,000	
Total	**$ 1,093,500**	**$ 25,000**	**$ 1,118,500**	

CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY DIVISION

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Expenditure by Division:					
City Attorney - 12100	$ 1,350,222	$ 1,305,124	$ 1,000,000	$ 1,000,000	0.00%
Total Expenditures	**$ 1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**	**0.00%**

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

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Expenditure by Category:					
Salaries & Benefits	$ -	$ -	$ -	$ -	-
Maintenance & Operations	1,350,222	1,305,124	1,000,000	1,000,000	0.00%
Fixed Assets	-	-	-	-	-
Total Expenditures	**$ 1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**	**0.00%**

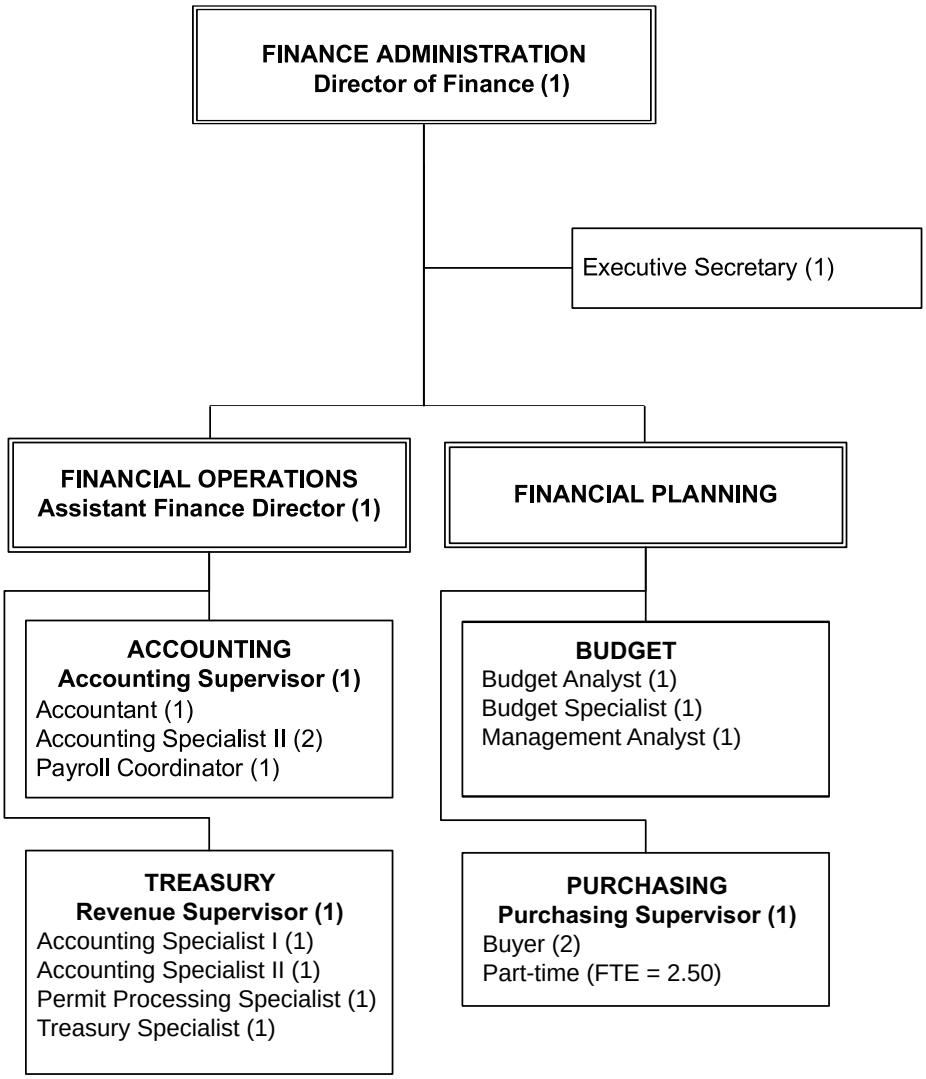
	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	$ 1,350,222	$ 1,305,124	$ 1,000,000	$ 1,000,000	100.00%
Total Funding Sources	**$ 1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**	**100.00%**

CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Subtotal Salaries & Benefits		**$ -**	**$ -**	**$ -**	**$ -**	**0%**
Postage	520100	$ 24	$ 1	$ -	$ -	0%
Consulting	530200	1,129,030	1,119,674	800,000	855,000	7%
Legal	530300	221,168	185,449	200,000	145,000	-28%
Subtotal Maintenance & Operations		**$ 1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**	**0%**
Subtotal Fixed Assets		**$ -**	**$ -**	**$ -**	**$ -**	**0%**
Total Expenditures		**$ 1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**	**0%**

CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
CITY ATTORNEY'S OFFICE - 12100					
Legal Services - 50320					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	1,350,222	1,305,124	1,000,000	1,000,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services	**$1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**	**0%**
Total Expenditures	**$1,350,222**	**$ 1,305,124**	**$ 1,000,000**	**$ 1,000,000**	**0%**



Costa Mesa

FINANCE DEPARTMENT

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, 12 professional staff and one clerical position, plus 2.50 part-time positions to assist in the purchasing function. 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 C.E.O., City Council, and the Pension Oversight Committee on financial issues; and reports to the Financial Advisory Committee regarding investment activities and other financial activity.

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, C.E.O., 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 16-17 adopted budget for the Finance Department is $2,966,949, a slight increase of $123,898 or 4.36% compared to the adopted budget for FY 15-16. Salaries and Benefits had an increase of $153,949 or 6.32%, mainly attributed to additional overtime for meeting attendances, as well as an increase in workers' compensation cost allocation; Maintenance and Operations had a slight decrease of $30,051, or -7.38%, primarily from eliminated consulting fees.

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
  - 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, 2015 CAFR incorporating new GASB 68 and 71 reporting requirements and closed FY 2014-15 with a $3,615,625 surplus.
- 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.

GOALS

- Successfully convert banking and merchant services to a new financial institution while maintaining current internal and external customer services
- Complete Purchasing Policy & Procedures and department training; clear findings from a prior audit

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	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Performance Measures:			
Number of Audit Adjustments (Auditor Recommended)	1	1	1
Years Received GFOA CAFR Award	36	37	37
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	10	25
Percentage of items posted/sold via online auction	5%	5%	32.5%
Inventory turnover ratio per fiscal year	4.00	4.00	4.00
Workload Indicators:			
City budgeted funds monitored (Millions)	$139.7	$147.8	$147.8
Number of budget adjustments processed	18	20	20
Number of budget transfers	205	100	200
Accounts Payable checks issued	9,764	10,000	10,000
Number of payroll checks issued	15,319	15,000	15,750
Number of Journal Entries prepared	513	0	500
Number of purchase orders issued	700	800	900
Average days to process purchase order (informal bid) (new in 16-17)	0	0	25
Number of contracts issued	120	120	180
Number of surplus items (new in 16-17)	0	0	917
Percentage of surplus items posted/sold via auctioneer (new in 16-17)	0%	0%	32.5%
Dollar value of online auction sales (new in 16-17)	$0	$ 0	$57,539
Number of Transient Occupancy Tax (TOT) audits	9	10	11
Business Licenses: See attached worksheet			
Number of animal license renewals processed	3,721	4,000	4000
Number of new animal licenses processed	930	1,200	1,000
Number of accounts receivable invoices processed	2,795	3,000	3,000
Number of special event permits issued	56	42	65
Number of cash register transactions processed	12,613	32,000	13,000
Number of Finance Advisory Committees meetings	12	12	12
Number of Pension Committee meetings	24	12	12

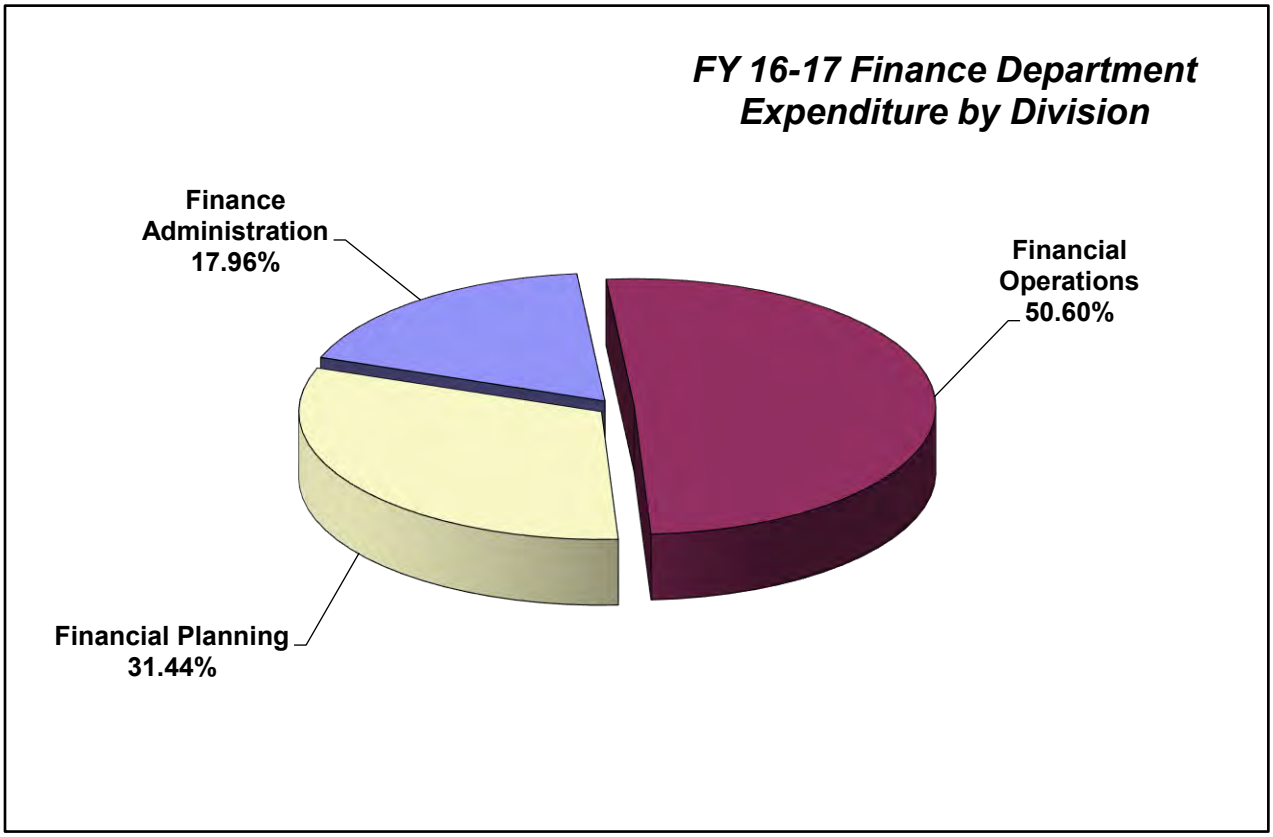
Workload Indicators (Continued)	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Business Licenses:			
Number of business license renewal notices mailed	10,951	11,000	11,000
Number of business license past due and delinquent notices mailed	2,664	3,000	3,000
Number of business license renewal submitted on line	2,464	3,000	3,500
Number of business license renewal submitted by mail or over counter	9,381	9,000	9,500
Number of business license new application submitted on line	941	900	1,500
Number of business license new application submitted by mail or over counter	1,480	1,100	1,500

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 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
Total Finance Administration Full-time Positions	**2.00**	**2.00**	**2.00**	**2.00**
Financial Operations - 13200				
Assistant Finance Director	0.65	0.65	0.65	0.60
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist II	2.00	2.00	2.00	2.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Payroll Coordinator	1.00	1.00	1.00	1.00
Subtotal Accounting - 50510	5.65	5.65	5.65	5.60
Assistant Finance Director	0.35	0.35	0.35	0.40
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	1.00	-
Treasury Specialist	-	-	-	1.00
Subtotal Treasury - 50540	5.35	5.35	5.35	5.40
Total Financial Operations Full-time Positions	**11.00**	**11.00**	**11.00**	**11.00**
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
Subtotal Budget & Research - 50520	2.00	2.00	3.00	3.00
Buyer	1.00	2.00	2.00	2.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Subtotal Purchasing - 50530	2.00	3.00	3.00	3.00
Total Financial Planning Full-time Positions	**4.00**	**5.00**	**6.00**	**6.00**
Total Fin Planning Part-time Positions (in FTE's)	**1.21**	**2.21**	**2.71**	**2.50**
Total Department Full-time Positions	**17.00**	**18.00**	**19.00**	**19.00**
Total Department Part-time Positions (in FTE's)	**1.21**	**2.21**	**2.71**	**2.50**
TOTAL DEPARTMENT	**18.21**	**20.21**	**21.71**	**21.50**

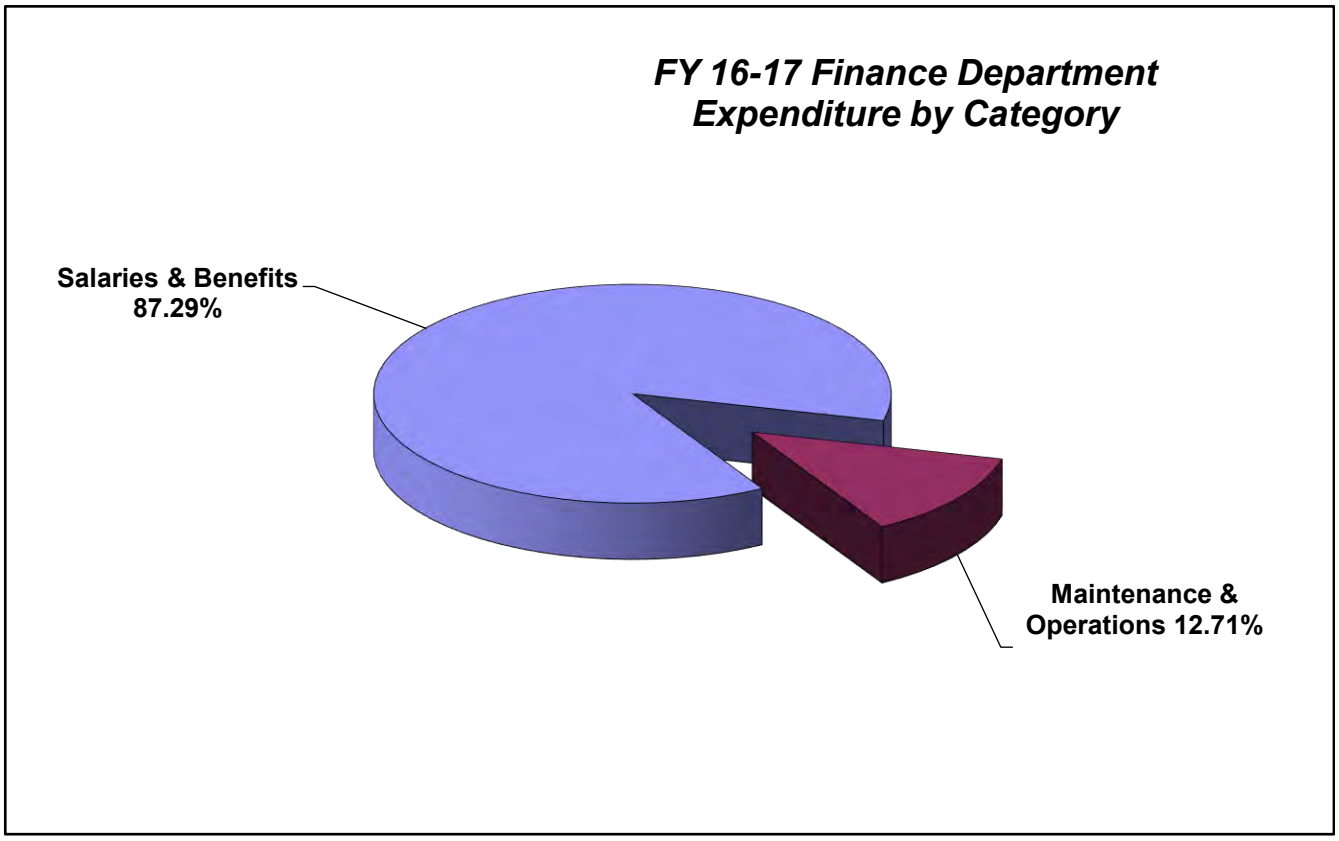
FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION

Expenditure by Division:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Finance Admin. - 13100	$ 520,102	$ 396,595	$ 423,946	$ 532,768	25.67%
Financial Operations - 13200	1,300,733	1,311,937	1,472,962	1,501,432	1.93%
Financial Planning - 13300	651,954	730,289	946,143	932,748	-1.42%
Total Expenditures	**$ 2,472,789**	**$ 2,438,820**	**$ 2,843,051**	**$ 2,966,949**	**4.36%**



FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 1,883,341	$ 1,999,199	$ 2,435,917	$ 2,589,866	6.32%
Maintenance & Operations	580,486	439,621	407,134	377,083	-7.38%
Fixed Assets	8,962	-	-	-	0.00%
Total Expenditures	**$ 2,472,789**	**$ 2,438,820**	**$ 2,843,051**	**$ 2,966,949**	**4.36%**



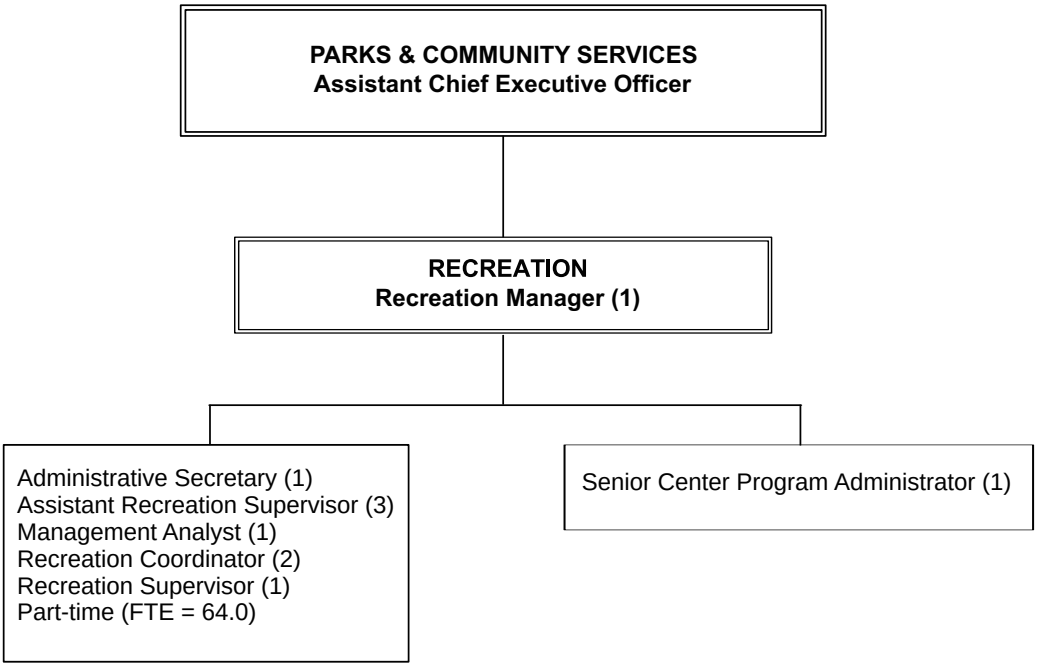
Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 2,472,789	$ 2,432,792	$ 2,843,051	$ 2,966,949	100.00%
Equipment Replacement Fund - 601	-	6,029	-	-	
Total Funding Sources	**$ 2,472,789**	**$ 2,438,820**	**$ 2,843,051**	**$ 2,966,949**	**100.00%**

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ 955,286	$ 962,096	$ 1,513,197	$ 1,587,805	5%
Regular Salaries - Part time	501300	279,984	357,127	169,094	149,973	-11%
Overtime	501400	9,993	20,954	5,000	12,700	154%
Accrual Payoff - Excess Maximum	501500	5,461	1,228	-	-	0%
Vacation/Comp. Time Cash Out	501600	9,713	3,850	-	-	0%
Holiday Allowance	501700	3,101	2,631	-	-	0%
Separation Pay-Off	501800	47,977	8,324	-	-	0%
Other Compensation	501900	7,712	6,132	6,955	15,957	129%
Cafeteria Plan	505100	138,073	160,718	230,700	230,700	0%
Medicare	505200	20,747	21,923	21,987	23,143	5%
Retirement	505300	310,756	407,939	463,012	496,913	7%
Professional Development	505500	5,902	9,600	17,480	18,415	5%
Auto Allowance	505600	881	-	-	-	0%
Unemployment	505800	2,364	1,446	1,446	1,446	0%
Workers' Compensation	505900	85,392	35,232	7,046	52,813	650%
Subtotal Salaries & Benefits		**$ 1,883,342**	**$ 1,999,199**	**$ 2,435,917**	**$ 2,589,866**	**6%**
Stationery and Office	510100	$ 14,006	$ 17,816	$ 16,450	$ 16,150	-2%
Multi-Media, Promotions and Subs	510200	2,770	2,795	3,250	4,000	23%
Small Tools and Equipment	510300	289	604	800	1,550	94%
Uniform & Clothing	510400	-	-	250	250	0%
Safety and Health	510500	-	260	-	-	0%
Maintenance & Construction	510600	2,460	20,859	-	-	0%
Postage	520100	27,429	26,940	23,000	23,075	0%
Legal Advertising/Filing Fees	520200	1,071	868	1,000	500	-50%
Meetings & Conferences	520500	-	1,874	-	-	0%
Mileage Reimbursement	520600	103	218	-	-	0%
Office Equipment	525700	4,276	2,467	4,800	4,800	0%
Employment	530100	280,381	154,554	66,800	41,500	-38%
Consulting	530200	750	1,152	10,000	-	-100%
Financial & Information Svcs	530500	186,737	157,195	237,250	235,100	-1%
External Rent	535400	1,868	2,519	2,600	2,600	0%
Central Services	535800	8,586	17,455	10,000	10,000	0%
Internal Rent - Maint. Charges	536100	1,099	692	3,221	3,204	-1%
Internal Rent - Repl.Cost	536200	6,669	-	3,318	3,680	11%
Internal Rent - IT Replacement	536300	-	4,129	6,194	8,258	33%
General Liability	540100	41,639	27,302	18,201	22,415	23%
Other Costs	540900	352	(78)	-	-	0%
Subtotal Maintenance & Operations		**$ 580,486**	**$ 439,621**	**$ 407,134**	**$ 377,083**	**-7%**
Other Equipment	590800	$ 8,962	$ -	$ -	$ -	0%
Subtotal Fixed Assets		**$ 8,962**	**$ -**	**$ -**	**$ -**	**0%**
Total Expenditures		**$ 2,472,789**	**$ 2,438,820**	**$ 2,843,051**	**$ 2,966,949**	**4%**

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
FINANCE ADMINISTRATION - 13100					
Finance Admin - 50001					
Salaries & Benefits	$ 384,023	$ 288,257	$ 319,951	$ 410,995	28%
Maintenance & Operations	136,845	108,338	103,995	121,773	17%
Fixed Assets	-	-	-	-	0%
Subtotal Finance Administration	**$ 520,868**	**$ 396,595**	**$ 423,946**	**$ 532,768**	**26%**
FINANCIAL OPERATIONS - 13200					
Acctg. & Financial Rprt. - 50510					
Salaries & Benefits	$ 562,228	$ 629,520	$ 704,696	$ 714,419	1%
Maintenance & Operations	130,054	84,009	111,900	94,820	-15%
Fixed Assets	5,000	-	-	-	0%
Subtotal Acctg. & Financial Rprt.	**$ 697,282**	**$ 713,529**	**$ 816,596**	**$ 809,239**	**-1%**
Treasury - 50540					
Salaries & Benefits	$ 498,588	$ 499,843	$ 560,716	$ 578,613	3%
Maintenance & Operations	100,901	98,566	95,650	113,580	19%
Fixed Assets	3,962	-	-	-	0%
Subtotal Treasury	**$ 603,451**	**$ 598,408**	**$ 656,366**	**$ 692,193**	**5%**
FINANCIAL PLANNING - 13300					
Budget & Research - 50520					
Salaries & Benefits	$ 277,556	$ 189,927	$ 380,117	$ 353,750	-7%
Maintenance & Operations	12,565	45,932	13,250	10,250	-23%
Fixed Assets	-	-	-	-	0%
Subtotal Budget & Research	**$ 290,121**	**$ 235,859**	**$ 393,367**	**$ 364,000**	**-7%**
Purchasing - 50530					
Salaries & Benefits	$ 160,947	$ 391,653	$ 470,437	$ 532,089	13%
Maintenance & Operations	200,120	102,777	82,339	36,660	-55%
Fixed Assets	-	-	-	-	0%
Subtotal Purchasing	**$ 361,067**	**$ 494,430**	**$ 552,776**	**$ 568,749**	**3%**
Total Expenditures	**$2,472,789**	**$2,438,820**	**$2,843,051**	**$ 2,966,949**	**4%**


PARKS & COMMUNITY SERVICES
Assistant Chief Executive Officer
RECREATION
Recreation Manager (1)
Administrative Secretary (1)
Assistant Recreation Supervisor (3)
Management Analyst (1)
Recreation Coordinator (2)
Recreation Supervisor (1)
Part-time (FTE = 64.0)
Senior Center Program Administrator (1)

PARKS AND COMMUNITY SERVICES DEPARTMENT

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 Division operates three 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 Division manages the operating agreements for the Costa Mesa Golf and Country Club, the Costa Mesa Tennis Center, the Balearic Community Center, and Childs Pace.

The department is budgeted for ten full-time and 64 (FTE) part-time staff members.

RECREATION – 14300

Recreation Administration - 50001

Serves as the administrator of parks and facility reservations, model aircraft fly permits, recreation programs and 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.

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.

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, fee-based drop-in basketball and volleyball 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 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 Playball, Tai Chi, and Line dancing. During the school year a free Teen Center is offered to teens (7-12 grade) and during the summer a free nine week summer program for children (1st-6th grade).

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 afterschool 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.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Neighborhood Community Center (NCC) - 40123

Maintains and operates the Neighborhood Community Center located at 1845 Park Avenue. This center is a 24,000 square-foot rental facility complete with a large multi-purpose hall including: stage, dance floor, and a full-service kitchen. This center also includes five (5) smaller meeting and conference rooms available for the community, educational meetings, and contract classes. This facility is regularly rented for large weddings, Quinceaneras, anniversary parties, and also used for meeting space for local non-profit groups, City Departments, local businesses, community groups, and the Newport Mesa Unified School District.

Aquatics - 40212

Provides seasonally operated year-round aquatics programming, including adult and youth swim instruction for beginners to advanced swimmers, aqua zumba, aqua aerobics, aqua boot camp, summer youth aquatics camp, junior lifeguard preparation classes, an introduction to swimming competitively, and American Red Cross Lifeguard certification courses. 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 state-mandated 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

Administration of 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.

Adult Sports Futsal - 40222

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

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

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. Ambassadors also 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.

This program also assists 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 the monthly car show and 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.

Senior Center - 40231

Maintains and operates the Costa Mesa Senior Center, located at 695 W. 19th 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 is 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.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Recreation on Campus for Kids (ROCKS) - 40233

Provides a fee-based afterschool program for children in grades one through six at eleven (11) NMUSD elementary schools. Provides children entering into grades one through six free summer activities for nine (9) weeks at three (3) locations. This program focuses on four areas: education, fitness, recreation, and enrichment in a structured environment. The program also provides staff for a free afterschool 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 7th – 9th grade at three (3) locations: Costa Mesa High School, TeWinkle Middle School, and Downtown Recreation Center. This program offers games, sports, arts and crafts, and six (6) teen special events throughout the year including 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.

Concerts - 40237

Provides administrative and coordination support for 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 & 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.

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 City facilities, parks, and local business establishments.

Special Rec Events - 40244

Provides administrative and coordination support for the City’s 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.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Bark Park - 40248

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

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 various City departments with Senior Center and senior community matters. Provide 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. 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.

PARKS AND COMMUNITY SERVICES DEPARTMENT

BUDGET NARRATIVE

The FY 16-17 preliminary budget for the Parks and Community Services Department is $5,444,329, an increase of $486,031, or 9.8%, compared to the adopted budget for FY 15-16. Increases in Salaries and Benefits of $434,313, or 14.32%, are primarily due to increases in the other compensation, retirement, and professional development accounts; Maintenance and Operations had a slight increase of $51,718, or 2.69%.

PRIOR YEAR'S ACCOMPLISHMENTS

- Managed eleven (11) R.O.C.K.S. afterschool program sites (Rea Elementary was added as the 11th site) during the 2015-2016 school year.
- Increased staff support for City of Costa Mesa Special Events and community programs and increased the number of special events offered, including "Movies in the Parks." Also, staff ran a Holiday Movie Night special event at the Neighborhood Community Center. 75 attendees were treated to a free screening of a holiday movie on the big screen and were served coffee, hot chocolate, cookies, and candy canes.
- Offered a total of 581 youth classes and 278 adult classes with a combined total enrollment of 3738 participants. 79% of participants enrolled in youth/adult classes are Costa Mesa residents.
- Additional resources were allocated to the Fields/ Ambassador Program to increase part-time staffing levels and purchase necessary equipment to run a successful program.
- Successful implementation of the new Field Use and Allocation Policy.
- Partnered with Newport Mesa Unified School to offer a free three (3) week summer day camp offering instruction in sports, music, and art. The camp, "Smart Camp," was held at Costa Mesa High School for kids in grades four through eight. A total of 342 kids participated in the program.
- Refocused marketing efforts with the redesigned recreation guide (quarterly recreation guide) with a new look and user-friendly layout with additional special events pages. The Senior Center's "Chronicle" is now in full color with an additional four (4) pages of information that focuses on programs and health and education seminars. Also included are articles each month that highlight members, volunteers and instructors at the center.
- Registered over 1500 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.
- Revamped and renamed the summer session of the Early Childhood Program to "Camp Mini Explorers" to provide a recreational camp-like experience for children aged 3-5 years.
- The City of Costa Mesa was awarded with the designation as a "Playful City" by the Kaboom! Organizaiton.
- The Parks and Community Services department assumed management of the Costa Mesa Bark Park. Staff worked to improve the current conditions of the park through added maintenance, park improvements and participant surveys.

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 through the Open Space Master Plan of Parks and Recreation process.
- Utilize best practices in the Field Allocation process by working in partnership with the Newport Mesa Unified School District and residents to maximize the use of athletic fields
- Maintain an average program or activity satisfaction rating by participants of “4” (“above average”) on a one through five scale.
- 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 inside and outside of the senior center to increase senior community involvement.
- Expand use of the DRC gymnasium to a greater number of athletic and recreational groups.
- Increase the use of the pool to include special events such as a “Dive-in Movie”.
- 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.
- 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.
- Assume full responsibility for Community/City Special events and enhancing these events through partnerships.
- Partner the Youth Sports Happy Feet Running Club with a local track team to provide a running clinic.
- Explore options and develop a plan to rekindle Family Night Out, Teens Night Out, and Kids Night Out.
- Increase community participation in recreational programs and provide access to City facilities by giving priority to local groups.
- Coordinate with NMUSD staff and coaches to develop youth skills camps and training programs.
- Reapply and retain the designation for Costa Mesa as a “Playful City,” through the Kaboom! Organization. This designation will increase the City’s exposure as a recreation friendly city that provides access and opportunities to receive grants that support recreation play.
- Successfully execute 6 (six) Teen Program Events.
- Successfully execute two (2) dog-related public events at the Costa Mesa Bark Park.
- Increase attendance in the “SMART Camp” summer program and offer more areas of programming.

PARKS AND COMMUNITY SERVICES DEPARTMENT

Performance Measures/Workload Indicators:	**FY 14-15 Actual**	**FY 15-16 Adopted**	**FY 16-17 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%	95%	96%
Average monthly ridership on City Senior Mobility Program (SMP) & Medical Transportation Program (MTP)	550	900	800
Number of hour permitted on athletic fields (all user groups)	63,000	63,000	65,000
Number of classes offered and percentage cancelled	850/10%	838/23%	859/20%
Number of children served in Day Camp Programs	1,000	1,000	1,100
Number of daily participants in Drop-In Recreation Programs	15,075	20,000	21,150
Annual number of daily ROCKS program participants	70,000	90,000	100,000
Park reservations issued and percentage of non-residents	650:5 (7%)	780:5 (8%)	800 (8%)

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

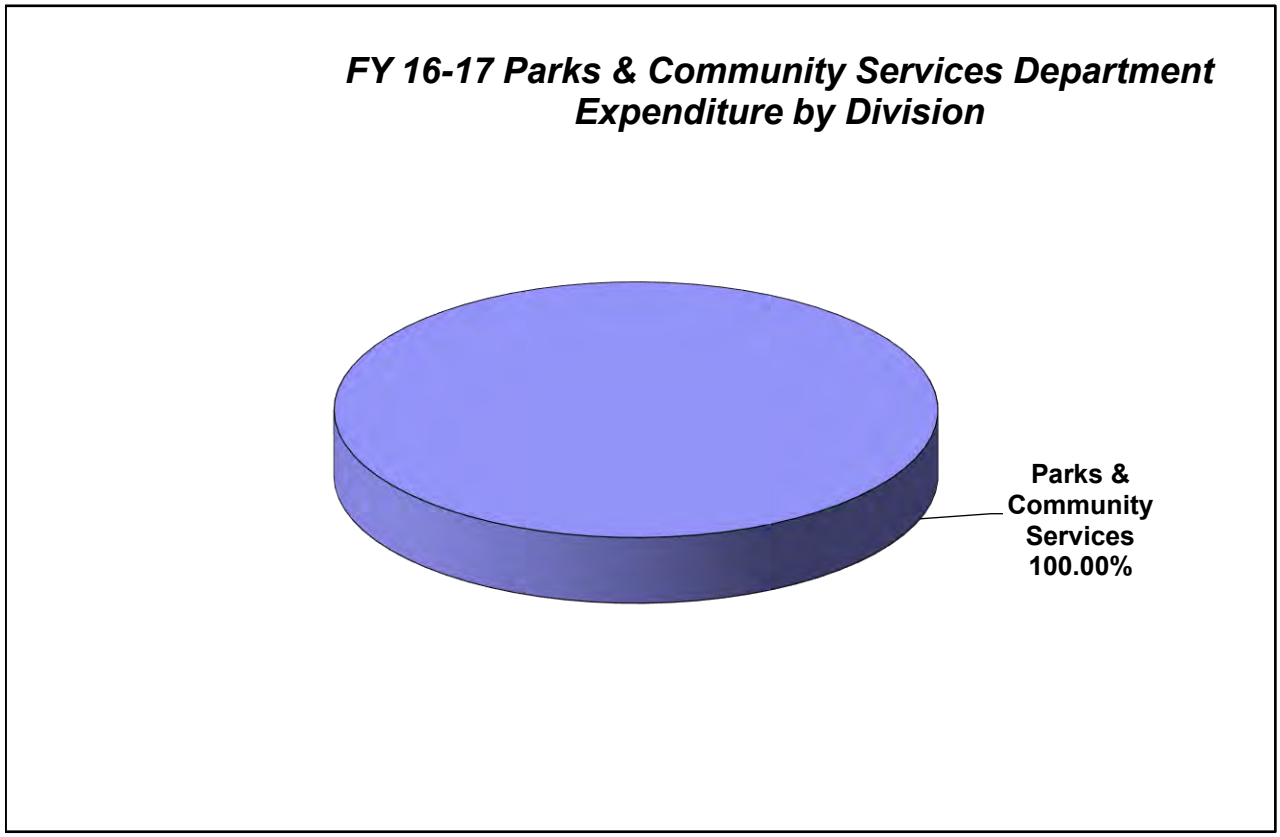
	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Parks & Community Services - 14300				
Recreation Manager	1.00	1.00	1.00	1.00
Senior Center Program Administrator	-	1.00	-	-
Administrative Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	-	-	1.00
Recreation Supervisor	1.00	2.00	2.00	1.00
Asst Recreation Supervisor	-	-	1.00	1.00
Subtotal Administration - 50001	4.00	5.00	5.00	5.00
Assistant Recreation Supervisor	0.20	0.20	-	0.30
Recreation Coordinator	-	-	-	0.25
Subtotal Downtown Recreation Center - 40121	0.20	0.20	-	0.55
Assistant Recreation Supervisor	0.40	0.30	0.30	0.50
Subtotal Balearic Community Center - 40122	0.40	0.30	0.30	0.50
Assistant Recreation Supervisor	-	-	-	0.50
Recreation Coordinator	0.60	0.60	0.60	-
Subtotal Neighborhood Community Ctr - 40123	0.60	0.60	0.60	0.50
Assistant Recreation Supervisor	0.10	0.10	-	-
Recreation Coordinator	-	1.00	2.00	0.75
Subtotal Aquatics - 40212	0.10	1.10	2.00	0.75
Assistant Recreation Supervisor	0.10	0.10	-	-
Recreation Coordinator	-	-	-	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	0.50	-	-
Recreation Coordinator	-	-	-	0.70
Subtotal Fields/Field Ambassadors - 40216	0.50	0.50	-	0.70
Assistant Recreation Supervisor	-	0.10	0.10	-
Subtotal Youth Basketball/Cheerleading - 40218	-	0.10	0.10	-
Recreation Coordinator	-	-	-	0.10
Subtotal Adult Sports Futsal - 40222	-	-	-	0.10
Sr Ctr Program Administrator	-	-	1.00	1.00
Senior Center - 40231	-	-	1.00	1.00
Assistant Recreation Supervisor	0.10	0.10	0.10	-
Subtotal Day Camp - 40232	0.10	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

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Parks & Community Services - 14300 (continued)				
Assistant Recreation Supervisor	0.10	0.10	0.10	-
Subtotal Teen Programs - 40236	0.10	0.10	0.10	-
Assistant Recreation Supervisor	0.15	0.15	0.15	0.25
Subtotal Early Childhood - 40241	0.15	0.15	0.15	0.25
Assistant Recreation Supervisor	-	-	-	0.10
Recreation Coordinator	0.20	0.20	0.20	-
Subtotal Adult Instructional Classes - 40242	0.20	0.20	0.20	0.10
Assistant Recreation Supervisor	-	-	-	0.10
Recreation Coordinator	0.20	0.20	0.20	-
Subtotal Youth Instructional Classes - 40243	0.20	0.20	0.20	0.10
Total Department Full-time Positions	**7.00**	**9.00**	**10.00**	**10.00**
Total Department Part-time Positions (in FTE's)	**41.78**	**44.43**	**60.77**	**64.00**
TOTAL DEPARTMENT	**48.78**	**53.43**	**70.77**	**74.00**

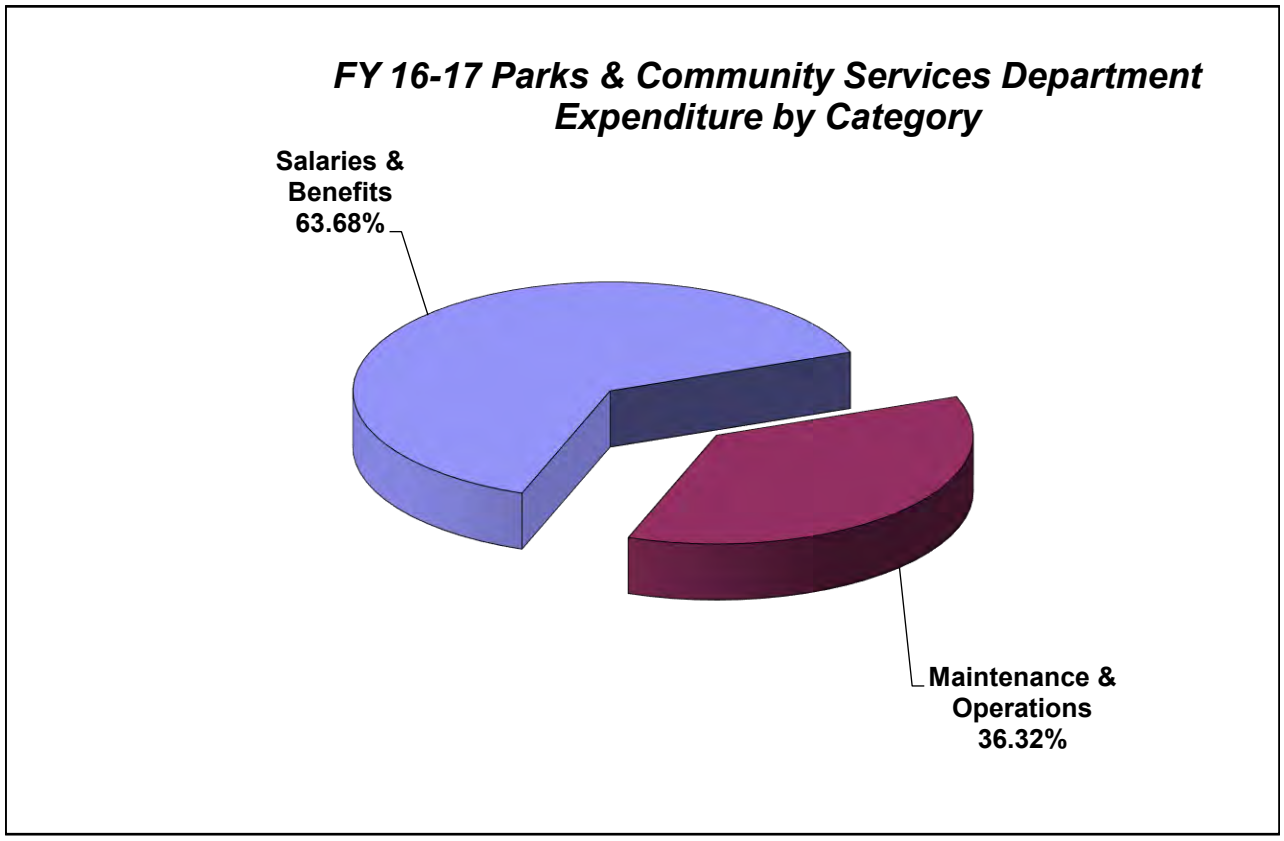
PARKS & COMMUNITY SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Expenditure by Division:					
Parks & Comm Svcs - 14300	$ 3,632,720	$ 4,538,489	$ 4,958,298	$ 5,444,329	9.80%
Total Expenditures	**$ 3,632,720**	**$ 4,538,489**	**$ 4,958,298**	**$ 5,444,329**	**9.80%**



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

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 2,085,161	$ 2,568,507	$ 3,032,399	$ 3,466,712	14.32%
Maintenance & Operations	1,547,559	1,823,005	1,925,899	1,977,617	2.69%
Fixed Assets	-	146,976	-	-	0.00%
Total Expenditures	**$ 3,632,720**	**$ 4,538,489**	**$ 4,958,298**	**$ 5,444,329**	**9.80%**



Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 3,632,720	$ 4,538,489	$ 4,958,298	$ 5,444,329	100.00%
Total Funding Sources	**$ 3,632,720**	**$ 4,538,489**	**$ 4,958,298**	**$ 5,444,329**	**100.00%**

PARKS & COMMUNITY SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ 472,648	$ 457,163	$ 643,774	$ 703,286	9%
Regular Salaries - Part time	501300	1,168,299	1,492,849	1,629,984	1,813,496	11%
Overtime	501400	1,777	7,051	-	-	0%
Vacation/Comp. Time Cash Out	501600	-	2,417	-	-	0%
Holiday Allowance	501700	1,628	186	-	-	0%
Separation Pay-Off	501800	12,926	-	-	-	0%
Other Compensation	501900	4,297	4,933	28,018	77,769	178%
Cafeteria Plan	505100	70,832	86,166	123,343	131,232	6%
Medicare	505200	24,224	28,770	9,509	10,267	8%
Retirement	505300	322,842	382,772	499,972	618,577	24%
Professional Development	505500	5,686	10,771	14,115	18,185	29%
Unemployment	505800	-	1,476	1,476	1,476	0%
Workers' Compensation	505900	-	93,952	82,208	92,424	12%
Subtotal Salaries & Benefits		**$ 2,085,161**	**$ 2,568,507**	**$ 3,032,399**	**$ 3,466,712**	**14%**
Stationery and Office	510100	$ 21,577	$ 29,081	$ 27,150	$ 26,650	-2%
Multi-Media, Promotions and Subs	510200	37,245	34,584	47,374	45,314	-4%
Small Tools and Equipment	510300	75,031	176,664	135,500	89,820	-34%
Uniform & Clothing	510400	19,860	29,971	36,610	30,200	-18%
Safety and Health	510500	11,916	12,897	19,310	20,810	8%
Maintenance & Construction	510600	4,239	5,528	6,450	6,450	0%
Electricity - Buildings & Fac.	515100	87,451	131,970	110,800	130,800	18%
Electricity - Power	515200	25,771	22,741	24,000	24,000	0%
Gas	515400	14,648	17,109	26,000	21,000	-19%
Water - Domestic	515500	18,090	19,406	19,115	16,575	-13%
Janitorial and Housekeeping	515800	66,617	105,290	139,433	139,639	0%
Postage	520100	21,126	32,092	32,600	32,600	0%
Legal Advertising/Filing Fees	520200	-	102	-	-	0%
Advertising and Public Info.	520300	1,368	111	200	200	0%
Telephone/Radio/Communications	520400	2,863	14,162	10,300	11,500	12%
Meetings & Conferences	520500	-	1,555	-	-	0%
Board Member Fees	520800	5,000	5,700	10,200	10,200	0%
Buildings and Structures	525100	-	5,381	5,300	5,300	0%
Office Furniture	525600	-	10,701	23,500	2,750	-88%
Office Equipment	525700	794	840	2,225	4,725	112%
Other Equipment	525800	14,804	22,236	25,996	26,421	2%
Employment	530100	8,998	23,819	-	-	0%
Consulting	530200	34,705	31,580	30,000	30,000	0%
Medical and Health Inspection	530600	579	545	807	807	0%
Recreation	530800	400,074	427,184	565,798	579,321	2%
External Rent	535400	342,299	452,878	458,370	485,370	6%
Grants, Loans and Subsidies	535500	240,000	61,000	-	-	0%
Central Services	535800	12,957	30,932	14,000	46,500	232%
Internal Rent - Maint. Charges	536100	42,078	32,651	45,674	49,133	8%
Internal Rent - Repl.Cost	536200	19,244	6,574	15,214	17,254	13%
Internal Rent - IT Replacement	536300	-	4,488	6,732	8,976	33%
General Liability	540100	-	54,604	72,806	100,867	39%
Taxes & Assessments	540700	18,161	18,628	14,435	14,435	0%
Other Costs	540900	65	-	-	-	0%
Subtotal Maintenance & Operations		**$ 1,547,559**	**$ 1,823,005**	**$ 1,925,899**	**$ 1,977,617**	**3%**
Other Equipment	590800	$ -	$ 146,976	$ -	$ -	0%
Subtotal Fixed Assets		**$ -**	**$ 146,976**	**$ -**	**$ -**	**0%**
Total Expenditures		**$ 3,632,720**	**$ 4,538,489**	**$ 4,958,298**	**$ 5,444,329**	**10%**

PARKS & COMMUNITY SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
PARKS & COMMUNITY SERVICES - 14300					
Recreation Admin - 50001					
Salaries & Benefits	$ 538,623	$ 662,244	$ 763,328	$ 714,103	-6%
Maintenance & Operations	81,550	193,193	167,023	198,328	19%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	**$ 620,173**	**$ 855,437**	**$ 930,351**	**$ 912,430**	**-2%**
Downtown Recreation Ctr - 40121					
Salaries & Benefits	$ 82,954	$ 66,920	$ 60,299	$ 212,919	253%
Maintenance & Operations	98,601	90,105	113,184	108,847	-4%
Fixed Assets	-	-	-	-	0%
Subtotal Downtown Rec Ctr	**$ 181,555**	**$ 157,025**	**$ 173,483**	**$ 321,766**	**85%**
Balearic Community Ctr - 40122					
Salaries & Benefits	$ 63,483	$ 77,955	$ 60,813	$ 88,188	45%
Maintenance & Operations	90,508	82,464	99,117	119,986	21%
Fixed Assets	-	-	-	-	0%
Subtotal Balearic Community Ctr	**$ 153,991**	**$ 160,419**	**$ 159,930**	**$ 208,174**	**30%**
Neighborhood Comm Ctr - 40123					
Salaries & Benefits	$ 187,429	$ 160,682	$ 174,522	$ 268,879	54%
Maintenance & Operations	104,477	112,586	108,027	105,772	-2%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Comm Ctr	**$ 291,906**	**$ 273,269**	**$ 282,549**	**$ 374,650**	**33%**
Aquatics - 40212					
Salaries & Benefits	$ 147,695	$ 183,289	$ 255,833	$ 198,172	-23%
Maintenance & Operations	4,839	4,482	11,121	11,121	0%
Fixed Assets	-	-	-	-	0%
Subtotal Aquatics	**$ 152,534**	**$ 187,771**	**$ 266,954**	**$ 209,293**	**-22%**
Tennis - 40213					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	27,926	24,113	26,600	26,600	0%
Fixed Assets	-	-	-	-	0%
Subtotal Tennis	**$ 27,926**	**$ 24,113**	**$ 26,600**	**$ 26,600**	**0%**
Adult Sports Basketball/Volleyball - 40214					
Salaries & Benefits	$ 25,791	$ 16,780	$ 21,812	$ 10,099	-54%
Maintenance & Operations	10,125	9,565	18,150	16,870	-7%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Basketball/Volleyball	**$ 35,916**	**$ 26,345**	**$ 39,962**	**$ 26,969**	**-33%**

PARKS & COMMUNITY SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Adult Sports Softball - 40215					
Salaries & Benefits	$ 30,267	$ 17,359	$ 20,305	$ 7,149	-65%
Maintenance & Operations	35,471	34,986	44,630	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Softball	**$ 65,738**	**$ 52,346**	**$ 64,935**	**$ 7,149**	**-89%**
Fields/Field Ambassadors - 40216					
Salaries & Benefits	$ 152,392	$ 165,383	$ 223,012	$ 318,328	43%
Maintenance & Operations	233,866	237,742	229,275	233,741	2%
Fixed Assets	-	59,172	-	-	0%
Subtotal Fields/Field Ambassadors	**$ 386,258**	**$ 462,298**	**$ 452,287**	**$ 552,069**	**22%**
Youth Sports Basketball/Cheerleading - 40218					
Salaries & Benefits	$ 23,710	$ 65,561	$ 97,599	$ 76,144	-22%
Maintenance & Operations	9,195	14,337	14,350	14,350	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Basketball/Cheer	**$ 32,905**	**$ 79,898**	**$ 111,949**	**$ 90,494**	**-19%**
Youth Sports Flag Football/Cheerleading/Soccer - 40219					
Salaries & Benefits	$ -	$ 15	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Sports FF/C/S	**$ -**	**$ 15**	**$ -**	**$ -**	**0%**
Adult Sports Futsal - 40222					
Salaries & Benefits	$ -	$ -	$ -	$ 10,099	0%
Maintenance & Operations	-	-	-	8,300	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Futsal	**$ -**	**$ -**	**$ -**	**$ 18,399**	**0%**
Senior Citizens Center - 40231					
Salaries & Benefits	$ 8,911	$ 270,147	$ 417,023	$ 462,228	11%
Maintenance & Operations	347,544	573,013	485,762	519,984	7%
Fixed Assets	-	87,804	-	-	0%
Subtotal Senior Citizens Center	**$ 356,455**	**$ 930,964**	**$ 902,785**	**$ 982,212**	**9%**
Day Camp - 40232					
Salaries & Benefits	$ 84,578	$ 86,980	$ 101,195	$ 34,746	-66%
Maintenance & Operations	85,017	81,542	85,187	100,853	18%
Fixed Assets	-	-	-	-	0%
Subtotal Day Camp	**$ 169,595**	**$ 168,521**	**$ 186,382**	**$ 135,599**	**-27%**

PARKS & COMMUNITY SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
ROCKS (Playgrounds) - 40233					
Salaries & Benefits	$ 463,091	$ 498,638	$ 508,917	$ 707,158	39%
Maintenance & Operations	40,555	29,087	39,012	42,512	9%
Fixed Assets	-	-	-	-	0%
Subtotal ROCKS (Playgrounds)	**$ 503,646**	**$ 527,726**	**$ 547,929**	**$ 749,670**	**37%**
Teen Programs - 40236					
Salaries & Benefits	$ 102,044	$ 119,683	$ 136,533	$ 124,911	-9%
Maintenance & Operations	31,367	30,161	43,950	30,450	-31%
Fixed Assets	-	-	-	-	0%
Subtotal Teen Programs	**$ 133,411**	**$ 149,845**	**$ 180,483**	**$ 155,361**	**-14%**
Concerts - 40237					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	602	-	2,200	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Concerts	**$ 602**	**$ -**	**$ 2,200**	**$ -**	**-100%**
Early Childhood - 40241					
Salaries & Benefits	$ 118,960	$ 124,738	$ 128,628	$ 137,875	7%
Maintenance & Operations	7,382	7,322	7,850	8,853	13%
Fixed Assets	-	-	-	-	0%
Subtotal Early Childhood	**$ 126,342**	**$ 132,059**	**$ 136,478**	**$ 146,728**	**8%**
Adult Instructional Classes - 40242					
Salaries & Benefits	$ 27,643	$ 26,013	$ 31,190	$ 26,341	-16%
Maintenance & Operations	83,209	82,122	92,650	109,650	18%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Instructional	**$ 110,852**	**$ 108,135**	**$ 123,840**	**$ 135,991**	**10%**
Youth Instructional Classes - 40243					
Salaries & Benefits	$ 27,591	$ 25,896	$ 31,190	$ 26,341	-16%
Maintenance & Operations	248,256	207,815	323,664	302,664	-6%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Instructional	**$ 275,847**	**$ 233,710**	**$ 354,854**	**$ 329,005**	**-7%**
Special Recreation Events - 40244					
Salaries & Benefits	$ -	$ -	$ -	$ 4,038	0%
Maintenance & Operations	701	-	1,047	1,735	66%
Fixed Assets	-	-	-	-	0%
Subtotal Special Recreation Events	**$ 701**	**$ -**	**$ 1,047**	**$ 5,773**	**451%**

PARKS & COMMUNITY SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Bark Park - 40248					
Salaries & Benefits	$ -	$ -	$ -	$ 38,795	0%
Maintenance & Operations	-	-	-	2,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Bark Park	**$ -**	**$ -**	**$ -**	**$ 40,795**	**0%**
Community Gardens - 40249					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	-	-	1,900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Community Gardens	**$ -**	**$ -**	**$ -**	**$ 1,900**	**0%**
Parks & Recreation Commission - 50125					
Salaries & Benefits	$ -	$ 225	$ 200	$ 200	0%
Maintenance & Operations	5,000	4,178	6,450	6,450	0%
Fixed Assets	-	-	-	-	0%
Subtotal Parks & Recreation Comm.	**$ 5,000**	**$ 4,403**	**$ 6,650**	**$ 6,650**	**0%**
Senior Commission - 50126					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	1,600	4,650	4,650	0%
Fixed Assets	-	-	-	-	0%
Subtotal Senior Commission	**$ -**	**$ 1,600**	**$ 4,650**	**$ 4,650**	**0%**
Cultural Arts Committee - 50190					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	552	2,592	1,000	1,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Cultural Arts Committee	**$ 552**	**$ 2,592**	**$ 1,000**	**$ 1,000**	**0%**
Historical Preservation Committee - 50191					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	817	-	1,000	1,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Historic Preservation Comm.	**$ 817**	**$ -**	**$ 1,000**	**$ 1,000**	**0%**
Total Expenditures	**$3,632,720**	**$4,538,489**	**$4,958,298**	**$5,444,329**	**10%**

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 = 1.94)

Costa Mesa

INFORMATION TECHNOLOGY DEPARTMENT

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; and the support and oversight of all technology-related products and services for all departments 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 positions. Part-time staffing consists of 1.94 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 C.E.O. and City Council on computer-related technological issues.

Computer Operations - 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 16-17 preliminary budget for the I.T. Department is $3,397,359, an increase of $68,993, or 2.07%, compared to the adopted budget for FY 15-16. The net increase in Salaries and Benefits of $142,411, or 7.67%, is primarily due to increases in the part-time, professional development, and workers' compensation accounts; Maintenance and Operations had an overall decrease of $94,240, or -6.78%, primarily due to a decrease in consulting.

PRIOR YEAR'S ACCOMPLISHMENTS

- Upgraded PeopleSoft HR/Payroll and Financial Systems from UNIX and Windows 2003 to Windows 2008 servers.
- Upgraded AssetWorks and converted database from Oracle to SQL Server.
- Assisted the Police Department on the new RMS/CAD system.
- Assisted other departments on all GIS-related works, such as Group Home maps and Medical Marijuana maps.
- Worked with iCityWork to set up the City Projects web application.
- Enhanced and upgraded the following Intranet applications: Meet&Greet; CEO Leadership Award; Costa Maintenance; and I.T. Help Desk.
- Deployed network and computers to the Senior Center and Westside Substation.

INFORMATION TECHNOLOGY DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Installed new backup solutions for both City Hall and Police Department.
- Implemented Public Safety MDC's and CradlePoint Solution (wireless network technology).
- Server virtualization.

GOALS

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

OBJECTIVES

- Create new city GIS Parcel Viewer application and public-facing GIS applications for the public to retrieve information on our City website.
- Create Crystal Reports solutions for City departments to easily retrieve statistics and see numbers and trend in graphic charts. Also create more City Intranet applications such as Homeless Tracking System etc.
- Deploy network security for advanced persistent threats.
- Continue to provide professional, timely, and cost effective services, and support City, PD, and Fire staff programming needs.
- Continue to provide cost effective maintenance and development software applications to City, PD, and Fire staff.
- Continue to provide professional, timely, and cost effective services to the community via internet technology.
- Keep Help Desk response time at current levels or better.

Performance Measures/Workload Indicators:	**FY 14-15 Actual**	**FY 15-16 Adopted**	**FY 16-17 Preliminary**
Number of Printers/Terminals maintained	110/430	115/430	115/430
Help Desk requests resolved	3,456	3,264	3,360
Number of City developed software applications	2	6	10
Number of servers maintained	80	105	105
Number of miscellaneous devices maintained	30	60	60
Number of vendor software applications maintained*	1,000	800	800

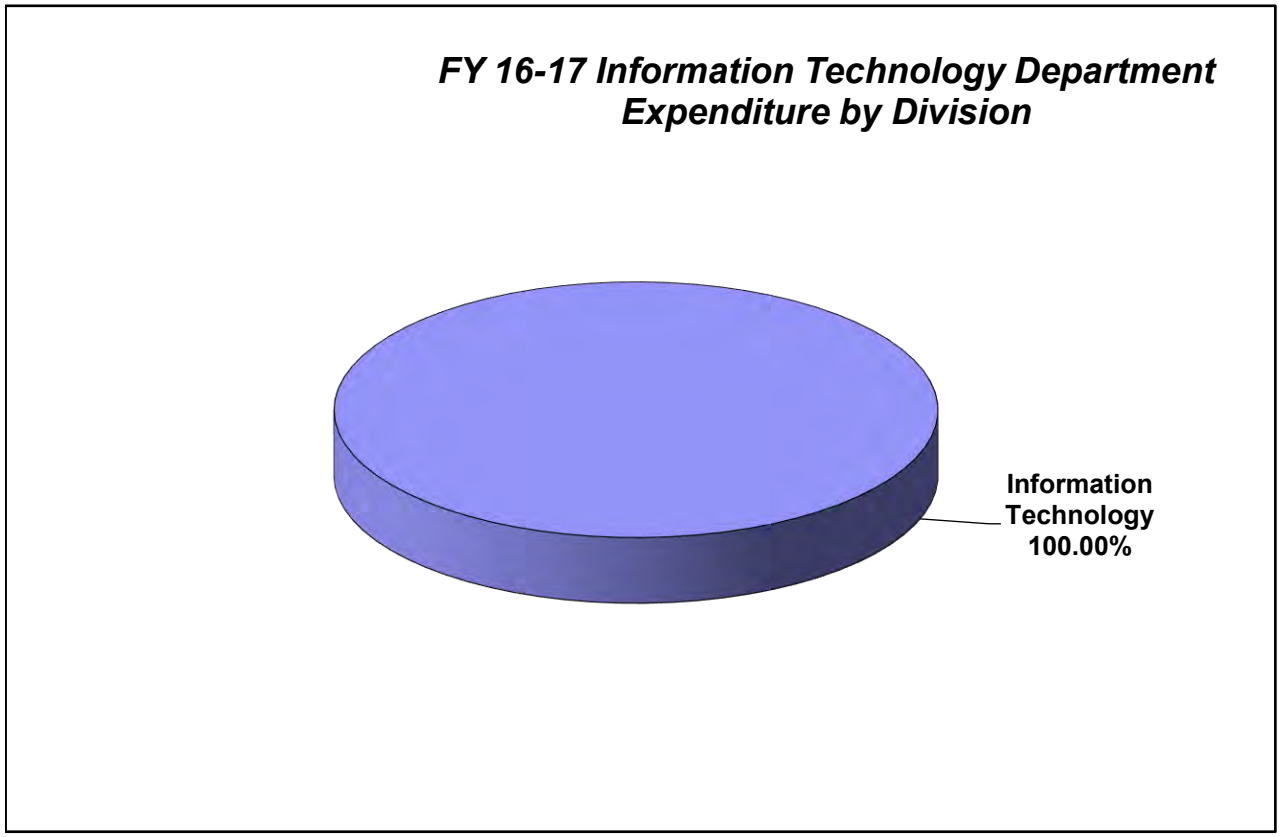
*It is difficult to determine the exact number of vendor software applications maintained as each department has different requirements.

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Information Technology - 14600				
Information Technology Director	-	-	-	1.00
Executive Secretary	-	-	-	1.00
Subtotal Administration - 50001	-	-	-	2.00
Information Technology Director	-	0.50	0.50	-
Administrative Secretary	0.50	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	4.50	5.00	5.00	4.00
Information Technology Director	-	0.50	0.50	-
Administrative Secretary	0.50	0.50	0.50	-
Programmer Analyst II	-	-	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	4.50	5.00	6.00	5.00
Total Department Full-time Positions	**9.00**	**10.00**	**11.00**	**11.00**
Total Department Part-time Positions	**-**	**0.50**	**1.50**	**1.94**
TOTAL DEPARTMENT	**9.00**	**10.50**	**12.50**	**12.94**

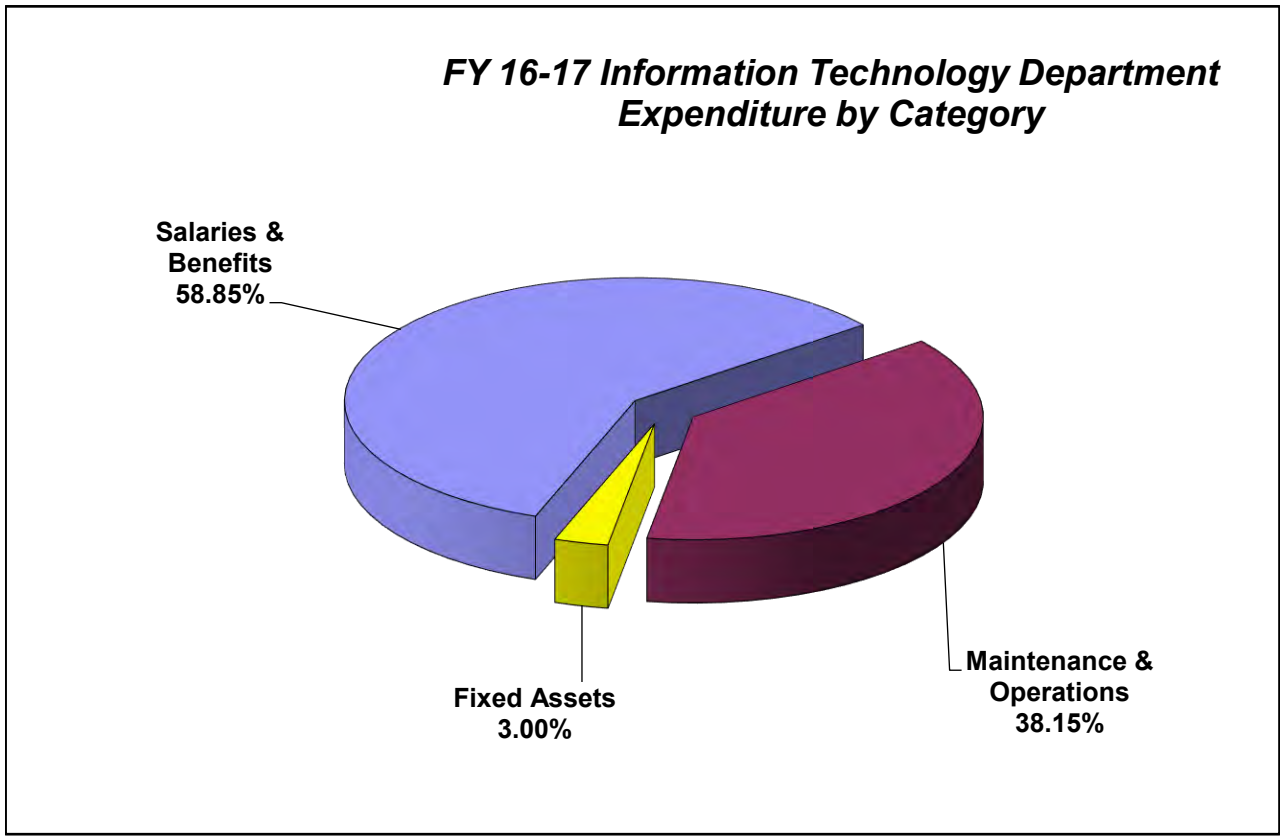
INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Expenditure by Division:					
Information Technology - 14600	$ 3,037,943	$ 2,637,899	$ 3,328,366	$ 3,397,359	2.07%
Total Expenditures	**$ 3,037,943**	**$ 2,637,899**	**$ 3,328,366**	**$ 3,397,359**	**2.07%**



INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 1,215,222	$ 1,646,169	$ 1,857,105	$ 1,999,516	7.67%
Maintenance & Operations	1,144,457	862,518	1,390,061	1,295,821	-6.78%
Fixed Assets	678,263	129,212	81,200	102,023	25.64%
Total Expenditures	**$ 3,037,943**	**$ 2,637,899**	**$ 3,328,366**	**$ 3,397,359**	**2.07%**



Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 3,037,943	$ 2,637,899	$ 3,328,366	$ 3,397,359	100.00%
Total Funding Sources	**$ 3,037,943**	**$ 2,637,899**	**$ 3,328,366**	**$ 3,397,359**	**100.00%**

INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ 753,047	$ 923,688	$ 1,109,036	$ 1,136,033	2%
Regular Salaries - Part time	501300	11,359	35,622	56,798	114,193	101%
Overtime	501400	129,631	118,057	126,466	159,178	26%
Accrual Payoff - Excess Maximum	501500	5,254	1,237	-	-	0%
Vacation/Comp. Time Cash Out	501600	3,845	19,742	10,060	10,742	7%
Holiday Allowance	501700	2,096	3,831	1,627	2,478	52%
Separation Pay-Off	501800	178	-	-	-	0%
Other Compensation	501900	1,519	1,519	1,518	1,737	14%
Cafeteria Plan	505100	73,970	111,362	131,784	131,784	0%
Medicare	505200	12,929	15,917	16,103	16,498	2%
Retirement	505300	212,085	316,689	329,797	319,225	-3%
Professional Development	505500	8,207	44,876	41,535	61,494	48%
Auto Allowance	505600	1,101	5,724	5,614	5,614	0%
Unemployment	505800	-	930	930	930	0%
Workers' Compensation	505900	-	46,976	25,837	39,610	53%
Subtotal Salaries & Benefits		**$ 1,215,222**	**$ 1,646,169**	**$ 1,857,105**	**$ 1,999,516**	**8%**
Stationery and Office	510100	$ 2,585	$ 3,992	$ 5,000	$ 2,917	-42%
Multi-Media, Promotions and Subs	510200	-	436	1,802	2,206	22%
Small Tools and Equipment	510300	27,350	23,830	1,080	2,000	85%
Safety and Health	510500	-	86	-	1,095	0%
Postage	520100	237	17	200	200	0%
Telephone/Radio/Communications	520400	42,869	43,073	42,000	43,230	3%
Meetings & Conferences	520500	-	-	13,527	1,500	-89%
Mileage Reimbursement	520600	-	160	240	400	67%
Office Equipment	525700	693,298	606,886	576,437	620,736	8%
Employment	530100	13,847	-	-	-	0%
Consulting	530200	359,602	125,858	650,885	542,095	-17%
External Rent	535400	4,292	4,378	-	-	0%
Central Services	535800	299	344	500	500	0%
Internal Rent - IT Replacement	536300	-	17,056	25,584	34,112	33%
General Liability	540100	-	36,403	72,806	44,830	-38%
Other Costs	540900	78	-	-	-	0%
Subtotal Maintenance & Operations		**$ 1,144,457**	**$ 862,518**	**$ 1,390,061**	**$ 1,295,821**	**-7%**
Office Furniture	590600	$ -	$ -	$ 1,200	$ 4,023	235%
Office Equipment	590700	9,710	-	-	-	0%
Other Equipment	590800	668,553	129,212	80,000	98,000	23%
Subtotal Fixed Assets		**$ 678,263**	**$ 129,212**	**$ 81,200**	**$ 102,023**	**26%**
Total Expenditures		**$ 3,037,943**	**$ 2,637,899**	**$ 3,328,366**	**$ 3,397,359**	**2%**

INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
INFORMATION TECHNOLOGY - 14600					
Administration - 50001					
Salaries & Benefits	$ -	$ -	$ -	$ 391,276	0%
Maintenance & Operations	-	-	-	94,954	0%
Fixed Assets	-	-	-	1,023	0%
Subtotal Computer Operations	**$ -**	**$ -**	**$ -**	**$ 487,253**	**0%**
Computer Operations - 50710					
Salaries & Benefits	$ 593,690	$ 862,203	$ 814,317	$ 635,414	-22%
Maintenance & Operations	1,144,457	862,180	645,813	573,151	-11%
Fixed Assets	678,263	129,188	81,200	98,000	21%
Subtotal Computer Operations	**$ 2,416,410**	**$ 1,853,570**	**$ 1,541,330**	**$ 1,306,565**	**-15%**
Computer Systems Development - 50720					
Salaries & Benefits	$ 621,532	$ 783,966	$ 1,042,788	$ 972,825	-7%
Maintenance & Operations	-	338	744,248	627,716	-16%
Fixed Assets	-	25	-	3,000	0%
Subtotal Computer Systems Dev	**$ 621,532**	**$ 784,329**	**$ 1,787,036**	**$ 1,603,541**	**-10%**
Total Expenditures	**$ 3,037,943**	**$ 2,637,899**	**$ 3,328,366**	**$ 3,397,359**	**2%**

POLICE ADMINISTRATION
Police Chief (1)

Executive Secretary (2)
Police Lieutenant (1)
Police Sergeant (2)
Police Training Assistant (1)
Public Affairs Manager (1)
Range Master (1)
Part-time (FTE = 1.25)

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 (2)
Part-time (FTE = 10.30)

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)
Logistical Support Manager (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)

Costa Mesa
POLICE DEPARTMENT

POLICE DEPARTMENT

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 22.46 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 Chief Executive Officer and City Council on public safety issues; and provides internal investigation and public affairs services through the Professional Standards Bureau.

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 security 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; coordinates personnel to respond to and investigate traffic collisions; and conducts department budget and grant administration.

Contract & Special Events - 10114
Provides special event public safety and traffic management services requested by the community on a contract-for-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.

RAID - 10143
The Remove the Aggressive and Impaired Driver (RAID) program 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 DEPARTMENT

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.

Telecommunications Operations - 51010
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.

POLICE DEPARTMENT

POLICE SUPPORT SERVICES – 15400 (Continued)

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 16-17 preliminary budget for the Police Department totals $44,142,345, which reflects an increase of $1,518,446 or 3.56% compared to the FY 15-16 adopted budget. Salaries and Benefits increased by $1,259,667, or 3.32%, attributed to increases in the Sworn personnel salaries, part-time salaries, holiday allowances, professional development, and workers' compensation accounts; Maintenance and Operations increased by $133,199, or 2.87%, due to increases in buildings and structures, internal rent, and general liability accounts; Fixed Assets increased by $125,495, or 6,275%, primarily for the purchase of department-issued firearms.

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

- The Proactive Response Program (PAAC) received first-place award for innovation in government from the Association of California Cities-Orange County (ACC-OC)
- Established Crime Analyst Priority Policing program to address community issues and focus police services
- Successfully transitioned to the department's new command staff and executive leadership team
- Aggressively recruited and hired new staff to fill both sworn and civilian vacancies
- Developed and built upon the City's emergency management and disaster preparedness abilities
- Continued development of the new CAD/RMS system (SunGard)
- 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

- Enhance community policing services provided to the City.
- Achieve full staffing through aggressive recruitment and hiring of qualified applicants for both sworn and civilian vacancies.
- Develop the department's first Strategic Plan with a new mission, vision, and values statement.
- Pursue innovative technology to enhance policing services and performance

OBJECTIVES

- Focus on development of the citywide Emergency Preparedness Program
- Begin staffing the West Side Substation (WSS) to create a regularly set schedule to meet community needs
- Transition to the Lexipol law enforcement policy manual to be within the standard practice of other Orange County law enforcement agencies
- Evaluate the technology and feasibility of adopting digital video body cameras for patrol officers' use

POLICE DEPARTMENT

OBJECTIVES (Continued)

- Identify and implement a new department issued handgun platform
- Renovate/upgrade the department's aging firearms range
- Implement an electronic citation system to improve efficiency and meet ILJAOC guidelines
- 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 14-15 Actual**	**FY 15-16 Adopted**	**FY 16-17 Preliminary**
• Records Bureau Cases/Arrest Reports Processed	16,133	14,584	19,310
• Custody Bookings	3,446	3,126	4,080
• Crime Scene Investigation Work Product	4,379	5,944	7,400
• Property and Evidence – Total Items Booked	10,222	8,518	12,068
• Hit-and-Run Investigations	228	140	316
Cases Cleared	108	132	138
Effectiveness	47%	100%	44%
• Traffic Customer Survey Rating Good or Better	N/A	86%	80%
• Assigned Robbery Cases	135	100	100
Cases Cleared	70	35	50
Effectiveness	51%	35%	50%
• Assigned Crimes Against Persons Cases	211	150	250
Cases Cleared	122	105	175
Effectiveness	58%	70%	70%
• Assigned Burglary Cases	116	400	200
Cases Cleared	82	160	140
Effectiveness	71%	40%	70%
• Assigned Theft Cases	1028	900	1200
Cases Cleared	611	360	720
Effectiveness	59%	40%	60%
• Assigned Juvenile Cases	122	220	150
Cases Cleared	96	198	129
Effectiveness	79%	90%	86%
• Economic/Identity Theft Cases	266	100	360
Cases Cleared	139	40	202
Effectiveness	52%	40%	56%
• 911 Emergency/Public Safety Calls Received	50,366	50,622	52,990
• 911 Calls Answered within 10 Seconds	95%	95%	95%
• Calls for Service	120,340	116,514	139,138

POLICE DEPARTMENT

Performance Measures/Workload Indicators (Continued):	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
• Telephone Calls Received	177,329	N/A	189,666
• Telecomm Quest Link	495	668	562
• Animal Control – Calls for Service	3,393	3,482	3,382
• Animal Control – Impounds	1,111	954	1,082
• Emergency Calls Responded	823	N/A	1,000
Responded within 5 Minutes	562	928	656
Effectiveness	68%	N/A	66%
• Non-Emergency Calls Responded	53,475	N/A	57,788
Responded within 30 Minutes	41,697	N/A	43,348
Effectiveness	78%	N/A	75%

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 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
Subtotal Administration - 50001	4.00	4.00	4.00	5.00
Police Sergeant	-	-	1.00	1.00
Executive Secretary	-	-	-	1.00
Police Training Assistant	-	-	1.00	1.00
Range Master	-	-	1.00	1.00
Subtotal Training - 10133	-	-	3.00	4.00
Total Police Administration Full-time Positions	**4.00**	**4.00**	**7.00**	**9.00**
Total Police Admin Part-time Positions (in FTE's)	**-**	**-**	**0.50**	**1.25**
Police Field Operations - 15300				
Police Captain	1.00	1.00	1.00	1.00
Community Services Specialist	10.00	10.00	5.00	5.00
Crime Prevention Specialist	1.00	1.00	1.00	-
Park Rangers	-	-	5.00	6.00
Police Lieutenant	4.00	4.00	3.00	3.00
Police Officer	49.00	54.00	56.00	59.00
Police Sergeant	13.00	13.00	14.00	14.00
Senior Police Officer	8.00	7.00	5.00	2.00
Subtotal Field Area Policing - 10111	86.00	90.00	90.00	90.00
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	0.50	-	-
Police Officer	1.00	1.00	1.00	1.00
Subtotal Contract & Special Events - 10114	1.50	1.50	1.00	1.00
Police Training Assistant	1.00	1.00	-	-
Range Master	1.00	1.00	-	-
Police Sergeant	1.00	1.00	-	-
Subtotal Training - 10133	3.00	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	**106.50**	**110.50**	**107.00**	**107.00**
Total Police Fld Ops Part-time Positions (in FTE's)	**10.05**	**10.05**	**11.05**	**10.30**

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

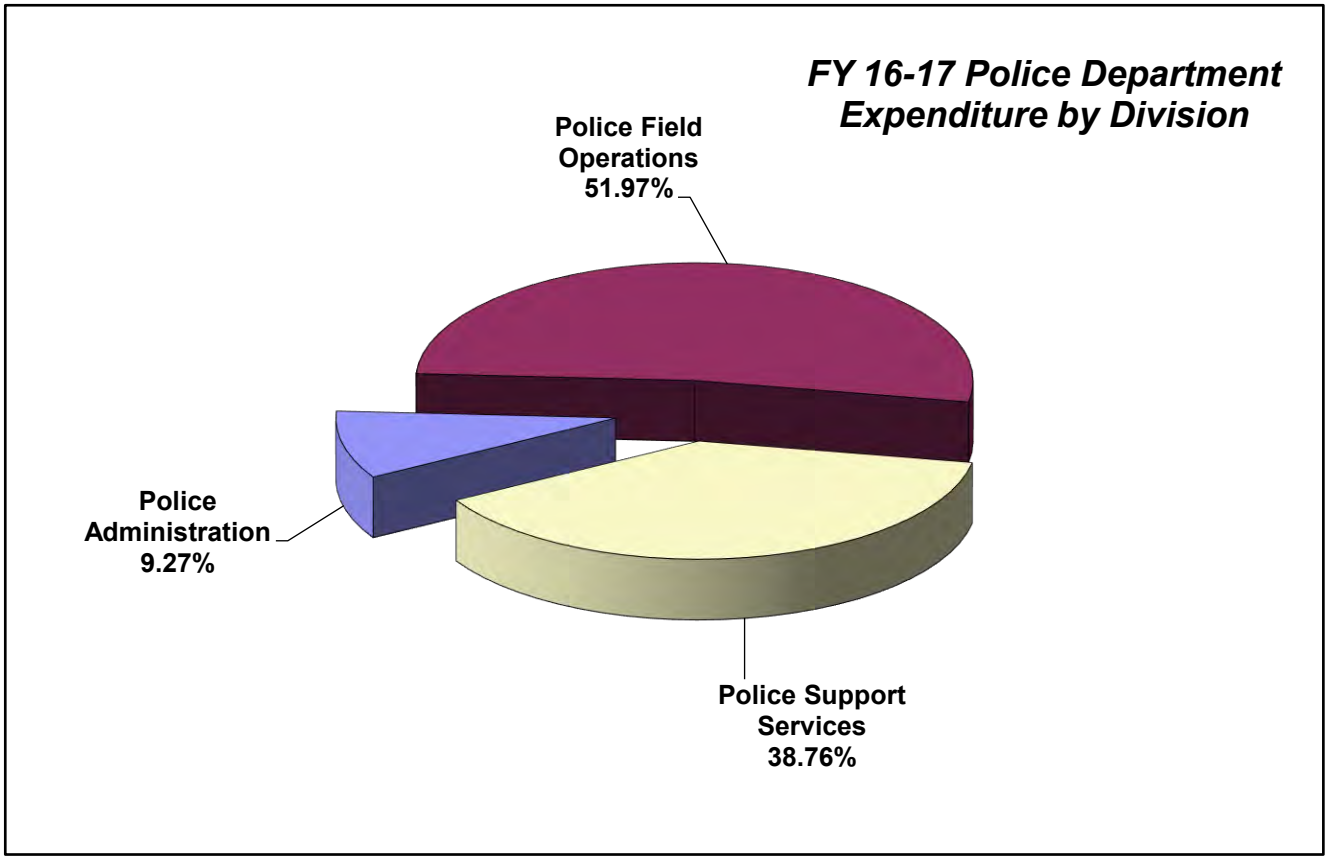
	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Police Support Services - 15400				
Police Captain	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Logistical Support Manager	1.00	1.00	1.00	1.00
Subtotal Administration - 50001	3.00	3.00	3.00	3.00
Civilian Investigator	1.00	1.00	1.00	1.00
Court Liaison	-	-	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	13.00	15.00	15.00	14.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	2.00	-	-	1.00
Subtotal Crime Investigation - 10120	21.00	21.00	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	3.00	4.00	3.00
Subtotal Crime Scene Invest/Photos - 10132	4.00	4.00	5.00	4.00
Executive Secretary	-	1.00	1.00	-
Office Specialist II	1.00	-	-	-
Police Officer	8.00	8.00	7.00	8.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	1.00	-	1.00	-
Subtotal Youth Crime Intervention - 10135	11.00	10.00	10.00	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	2.00	3.00	2.00
Police Sergeant	-	1.00	-	-
Custody Officer	7.00	7.00	-	-
Subtotal Jail - 10137	7.00	8.00	-	-

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Police Support Services - 15400 continued				
Police Lieutenant	-	-	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	22.00	23.00	23.00
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
Subtotal Emergency Services - 51040	1.00	1.00	1.00	1.00
Total Police Support Services Full-time Positions	**103.00**	**103.00**	**99.00**	**96.00**
Total Police Supt Svcs Part-time Positions (in FTE's)	**14.13**	**8.86**	**8.08**	**10.91**
Total Department Full-time Positions	**213.50**	**217.50**	**213.00**	**212.00**
Total Department Part-time Positions (in FTE's)	**24.18**	**18.91**	**19.63**	**22.46**
TOTAL DEPARTMENT	**237.68**	**236.41**	**232.63**	**234.46**

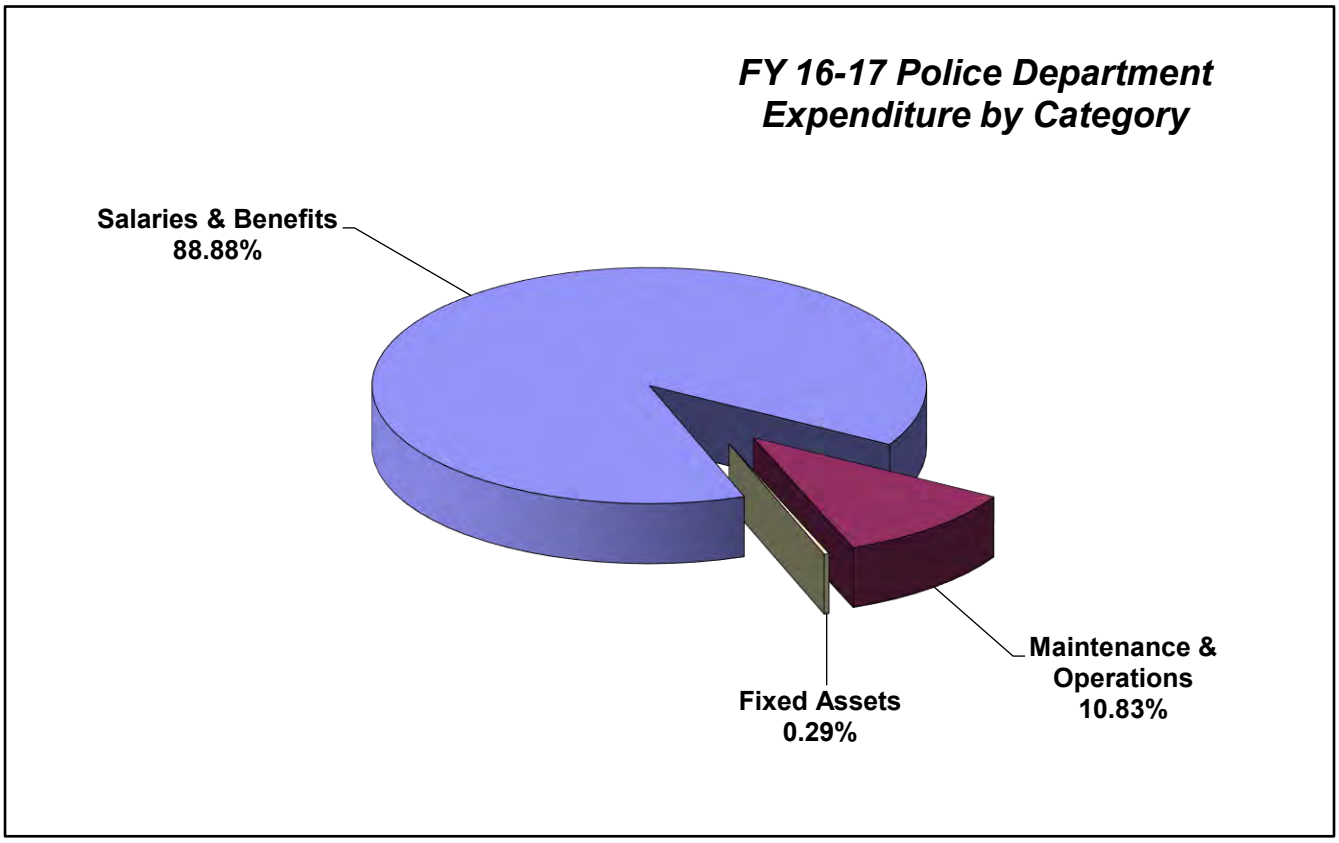
POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION

Expenditure by Division:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Police Administration - 15100	$ 2,338,779	$ 2,700,618	$ 3,271,691	$ 4,092,782	25.10%
Police Field Operations - 15300	21,291,420	21,618,034	22,736,455	22,941,824	0.90%
Police Support Services - 15400	16,370,000	13,691,493	16,615,838	17,107,740	2.96%
Total Expenditures	**$ 40,000,199**	**$ 38,010,145**	**$ 42,623,984**	**$ 44,142,345**	**3.56%**



POLICE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 34,152,125	$ 33,427,535	$ 37,975,571	$ 39,235,238	3.32%
Maintenance & Operations	3,606,593	4,255,458	4,646,413	4,779,612	2.87%
Fixed Assets	2,241,482	327,153	2,000	127,495	6274.75%
Total Expenditures	**$ 40,000,199**	**$ 38,010,145**	**$ 42,623,984**	**$ 44,142,345**	**3.56%**



Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 35,587,986	$ 35,572,020	$ 41,016,561	$ 42,829,345	96.23%
Prop 172 Fund - 202	1,036,824	1,073,138	1,104,019	1,048,056	2.59%
SLESF Fund - 213	3,141,718	273,538	203,404	264,944	0.48%
Narcotics Forfeiture Fund - 217	233,672	983,172	300,000	-	0.70%
LLEBG Fund - 219	-	35,922	-	-	0.00%
Office of Traffic Safety - 220	-	72,355	-	-	0.00%
Total Funding Sources	**$ 40,000,199**	**$ 38,010,145**	**$ 42,623,984**	**$ 44,142,345**	**100.00%**

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Sworn	501100	$ 11,965,976	$ 11,376,063	$ 14,176,472	$ 14,848,694	5%
Regular Salaries - Non Sworn	501200	4,906,515	4,706,025	5,278,985	5,201,771	-1%
Regular Salaries - Part time	501300	1,139,153	1,326,038	1,089,711	1,253,099	15%
Overtime	501400	2,754,634	2,581,473	1,807,501	1,782,501	-1%
Accrual Payoff - Excess Maximum	501500	157,156	127,049	177,000	156,900	-11%
Vacation/Comp. Time Cash Out	501600	87,409	111,978	78,550	76,050	-3%
Holiday Allowance	501700	283,345	371,232	79,800	91,900	15%
Separation Pay-Off	501800	338,566	359,482	-	-	0%
Other Compensation	501900	1,618,929	1,525,376	1,508,314	1,608,295	7%
Cafeteria Plan	505100	1,594,141	1,591,375	1,904,868	1,923,324	1%
Medicare	505200	313,483	312,507	297,379	307,477	3%
Retirement	505300	7,885,603	7,806,591	10,269,472	10,554,744	3%
Professional Development	505500	146,906	108,244	154,231	169,201	10%
Clothing Allowance	505700	-	-	1,000	-	-100%
Unemployment	505800	20,997	20,167	20,167	20,167	0%
Workers' Compensation	505900	939,312	1,103,936	1,132,121	1,241,115	10%
Subtotal Salaries & Benefits		**$ 34,152,125**	**$ 33,427,535**	**$ 37,975,571**	**$ 39,235,238**	**3%**
Stationery and Office	510100	$ 65,446	$ 63,886	$ 73,700	$ 68,700	-7%
Multi-Media, Promotions and Subs	510200	64,998	25,376	72,071	68,371	-5%
Small Tools and Equipment	510300	166,092	239,036	135,920	107,520	-21%
Uniform & Clothing	510400	142,231	151,675	188,219	188,769	0%
Safety and Health	510500	130,442	100,321	197,195	199,495	1%
Maintenance & Construction	510600	8,715	8,075	6,250	5,750	-8%
Waste Disposal	515700	894	1,693	2,600	2,600	0%
Janitorial and Housekeeping	515800	97,332	97,672	111,545	12,649	-89%
Postage	520100	7,723	7,959	15,120	13,300	-12%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Advertising and Public Info.	520300	700	86	-	-	0%
Telephone/Radio/Communications	520400	237,032	261,457	290,616	294,771	1%
Meetings & Conferences	520500	-	14,106	15,000	15,000	0%
Mileage Reimbursement	520600	128	229	1,100	300	-73%
Buildings and Structures	525100	8,454	326	3,750	6,750	80%
Office Furniture	525600	-	-	250	-	-100%
Office Equipment	525700	51,887	25,047	30,450	32,250	6%
Other Equipment	525800	176,759	180,596	12,500	15,000	20%
Consulting	530200	485,164	1,151,311	1,125,160	1,151,160	2%
Medical and Health Inspection	530600	79,635	62,432	110,500	110,500	0%
Law Enforcement	530700	397,940	423,632	542,500	599,840	11%
External Rent	535400	247,034	224,866	261,715	194,400	-26%
Central Services	535800	13,028	23,612	21,000	21,000	0%
Internal Rent - Maint. Charges	536100	562,914	489,839	758,139	806,553	6%
Internal Rent - Repl.Cost	536200	293,755	154,193	186,549	242,064	30%
Internal Rent - IT Replacement	536300	-	36,804	55,206	73,608	33%
General Liability	540100	367,812	511,229	429,258	549,162	28%
Other Costs	540900	478	-	-	-	0%
Subtotal Maintenance & Operations		**$ 3,606,593**	**$ 4,255,458**	**$ 4,646,413**	**$ 4,779,612**	**3%**
Buildings and Structures	590400	$ 5,270	$ 6,838	$ -	$ -	0%
Automotive Equipment	590500	104,606	43,735	-	-	0%
Office Equipment	590700	-	21,518	-	-	0%
Other Equipment	590800	2,131,606	$ 255,062	2,000	127,495	6275%
Subtotal Fixed Assets		**$ 2,241,482**	**$ 327,153**	**$ 2,000**	**$ 127,495**	**6275%**
Total Expenditures		**$ 40,000,199**	**$ 38,010,145**	**$ 42,623,984**	**$ 44,142,345**	**4%**

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
POLICE ADMINISTRATION - 15100					
Police Admininstration - 50001					
Salaries & Benefits	$ 1,931,616	$ 2,194,889	$ 2,011,153	$ 2,450,460	22%
Maintenance & Operations	407,245	514,660	579,011	730,887	26%
Fixed Assets	-	771	-	-	0%
Subtotal Administration	**$ 2,338,861**	**$ 2,710,320**	**$ 2,590,164**	**$ 3,181,347**	**23%**
Training - 10133					
Salaries & Benefits	$ -	$ -	$ 610,553	$ 723,446	18%
Maintenance & Operations	-	(9,702)	68,974	67,989	-1%
Fixed Assets	-	-	2,000	120,000	5900%
Subtotal Training	**$ -**	**$ (9,702)**	**$ 681,527**	**$ 911,435**	**34%**
POLICE FIELD OPERATIONS - 15300					
Administration - 50001					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	3,789	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Field Area Policing	**$ -**	**$ 3,789**	**$ -**	**$ -**	**0%**
Field Area Policing - 10111					
Salaries & Benefits	$15,413,715	$16,137,635	$17,763,998	$17,591,616	-1%
Maintenance & Operations	632,258	528,738	714,830	794,913	11%
Fixed Assets	3,627	36,368	-	-	0%
Subtotal Field Area Policing	**$ 16,049,601**	**$ 16,702,741**	**$ 18,478,828**	**$ 18,386,529**	**0%**
Traffic Enforcement - 10113					
Salaries & Benefits	$ 2,603,225	$ 2,401,256	$ 2,746,276	$ 2,954,412	8%
Maintenance & Operations	416,166	414,681	593,254	602,993	2%
Fixed Assets	-	2,910	-	-	0%
Subtotal Traffic Enforcement	**$ 3,019,391**	**$ 2,818,846**	**$ 3,339,530**	**$ 3,557,405**	**7%**
Contract & Special Events - 10114					
Salaries & Benefits	$ 507,189	$ 459,975	$ 505,278	$ 514,007	2%
Maintenance & Operations	-	1,031	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Contract & Special Events	**$ 507,189**	**$ 461,006**	**$ 505,278**	**$ 514,007**	**2%**
Training - 10133					
Salaries & Benefits	$ 574,918	$ 587,996	$ -	$ -	0%
Maintenance & Operations	47,235	50,666	-	-	0%
Fixed Assets	275	116	-	-	0%
Subtotal Training	**$ 622,427**	**$ 638,778**	**$ -**	**$ -**	**0%**

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Jail - 10137					
Salaries & Benefits	$ -	$ 2,895	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Jail	**$ -**	**$ 2,895**	**$ -**	**$ -**	**0%**
Animal Control - 10139					
Salaries & Benefits	$ 250,944	$ 261,286	$ 250,354	$ 263,449	5%
Maintenance & Operations	102,097	103,528	116,576	120,509	3%
Fixed Assets	-	-	-	-	0%
Subtotal Animal Control	**$ 353,041**	**$ 364,814**	**$ 366,930**	**$ 383,959**	**5%**
RAID - 10143					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	40,397	20,120	45,889	99,923	118%
Fixed Assets	-	-	-	-	0%
Subtotal RAID	**$ 40,397**	**$ 20,120**	**$ 45,889**	**$ 99,923**	**118%**
2010 COPS Hiring Grant - 70210					
Salaries & Benefits	$ -	$ 518,135	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2010 COPS Hiring Grant	**$ -**	**$ 518,135**	**$ -**	**$ -**	**0%**
AB109-Post Release Comm Superv - 71019					
Salaries & Benefits	$ -	$ 14,554	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal AB109-Post Release Comm	**$ -**	**$ 14,554**	**$ -**	**$ -**	**0%**
2014 STEP Grant - 71024					
Salaries & Benefits	$ -	$ 6,420	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2014 STEP Grant	**$ -**	**$ 6,420**	**$ -**	**$ -**	**0%**
2015 STEP Grant - 71025					
Salaries & Benefits	$ -	$ 65,936	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2015 STEP Grant	**$ -**	**$ 65,936**	**$ -**	**$ -**	**0%**

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

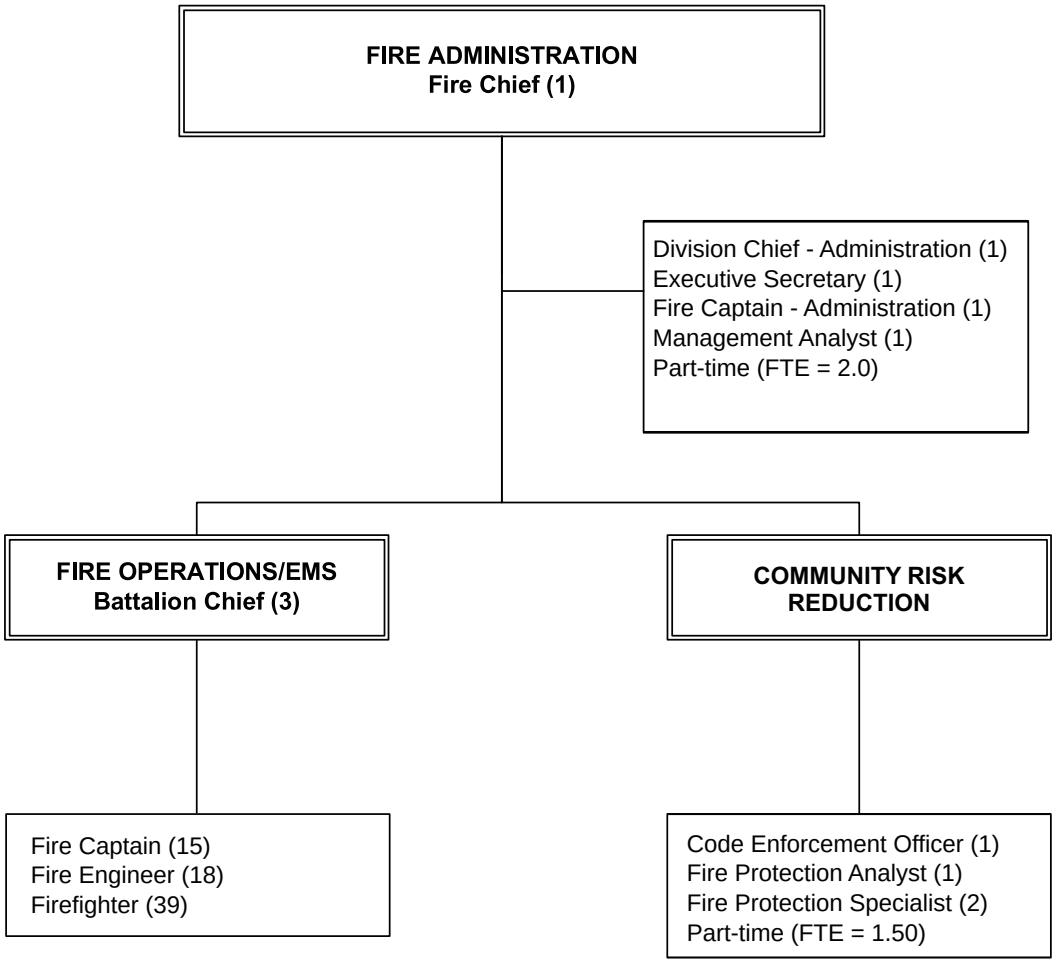
	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
POLICE SUPPORT SERVICES - 15400					
Administration - 50001					
Salaries & Benefits	$ 562,051	$ 539,285	$ 616,829	$ 687,605	11%
Maintenance & Operations	125,647	249,605	224,682	182,162	-19%
Fixed Assets	-	-	-	500	0%
Subtotal Administration	**$ 687,698**	**$ 788,891**	**$ 841,511**	**$ 870,267**	**3%**
Helicopter Patrol - 10112					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	248,304	237,384	300,000	300,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Helicopter Patrol	**$ 248,304**	**$ 237,384**	**$ 300,000**	**$ 300,000**	**0%**
Traffic Enforcement - 10113					
Salaries & Benefits	$ -	$ 200	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Enforcement	**$ -**	**$ 200**	**$ -**	**$ -**	**0%**
Crime Investigation - 10120					
Salaries & Benefits	$ 3,216,264	$ 2,326,362	$ 3,718,452	$ 4,130,104	11%
Maintenance & Operations	111,301	72,151	112,244	112,003	0%
Fixed Assets	-	13,822	-	-	0%
Subtotal Crime Investigation	**$ 3,327,565**	**$ 2,412,335**	**$ 3,830,696**	**$ 4,242,107**	**11%**
Special Investigation Unit - 10127					
Salaries & Benefits	$ 1,448,853	$ 904,745	$ 1,546,995	$ 1,618,657	5%
Maintenance & Operations	604,150	550,604	271,640	182,278	-33%
Fixed Assets	2,241,482	189,416	-	-	0%
Subtotal Special Investigation Unit	**$ 4,294,485**	**$ 1,644,765**	**$ 1,818,635**	**$ 1,800,935**	**-1%**
Records/Information Systems - 10131					
Salaries & Benefits	$ 1,963,266	$ 1,946,024	$ 2,095,821	$ 2,041,202	-3%
Maintenance & Operations	115,894	121,528	148,750	146,100	-2%
Fixed Assets	-	1,359	-	2,650	0%
Subtotal Records/Info Systems	**$ 2,079,160**	**$ 2,068,911**	**$ 2,244,571**	**$ 2,189,952**	**-2%**
Crime Scene Investigation/Photos - 10132					
Salaries & Benefits	$ 463,998	$ 455,802	$ 627,248	$ 632,656	1%
Maintenance & Operations	44,591	27,067	104,935	66,239	-37%
Fixed Assets	-	1,185	-	-	0%
Subtotal Crime Scene Inv/Photos	**$ 508,589**	**$ 484,054**	**$ 732,183**	**$ 698,896**	**-5%**

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Youth Crime Intervention - 10135					
Salaries & Benefits	$ 763,679	$ 583,177	$ 1,666,838	$ 1,629,100	-2%
Maintenance & Operations	28,816	22,056	27,610	27,544	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Crime Intervention	**$ 792,495**	**$ 605,233**	**$ 1,694,448**	**$ 1,656,644**	**-2%**
Property & Evidence - 10136					
Salaries & Benefits	$ 273,513	$ 305,700	$ 421,003	$ 444,498	6%
Maintenance & Operations	65,618	67,591	102,136	109,444	7%
Fixed Assets	-	21,518	-	345	0%
Subtotal Property & Evidence	**$ 339,131**	**$ 394,809**	**$ 523,139**	**$ 554,287**	**6%**
Jail - 10137					
Salaries & Benefits	$ 1,116,494	$ 783,655	$ 10,000	$ 10,000	0%
Maintenance & Operations	118,290	760,178	805,484	804,580	0%
Fixed Assets	-	-	-	-	0%
Subtotal Jail	**$ 1,234,783**	**$ 1,543,833**	**$ 815,484**	**$ 814,580**	**0%**
Equipment Maintenance - 10138					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	15,603	12,371	18,364	19,628	7%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	**$ 15,603**	**$ 12,371**	**$ 18,364**	**$ 19,628**	**7%**
Telecomm Operations - 51010					
Salaries & Benefits	$ 2,857,976	$ 2,619,080	$ 2,992,943	$ 3,136,405	5%
Maintenance & Operations	259,663	291,018	207,471	211,530	2%
Fixed Assets	-	7,469	-	-	0%
Subtotal Telecomm Operations	**$ 3,117,639**	**$ 2,917,566**	**$ 3,200,414**	**$ 3,347,935**	**5%**
Technical Support/Maint - 51020					
Salaries & Benefits	$ 200,522	$ 217,747	$ 220,587	$ 221,394	0%
Maintenance & Operations	217,852	205,503	180,713	177,090	-2%
Fixed Assets	-	-	-	4,000	0%
Subtotal Tech Support/Maint	**$ 418,374**	**$ 423,250**	**$ 401,300**	**$ 402,484**	**0%**
Cable Television Services - 51030					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	436	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Cable Television Services	**$ -**	**$ 436**	**$ -**	**$ -**	**0%**

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Emergency Services - 51040					
Salaries & Benefits	$ -	$ (4,099)	$ 171,243	$ 186,226	9%
Maintenance & Operations	5,467	753	23,850	23,800	0%
Fixed Assets	-	16,298	-	-	0%
Subtotal Emergency Services	**$ 5,467**	**$ 12,952**	**$ 195,093**	**$ 210,026**	**8%**
2010 COPS Hiring Grant - 70210					
Salaries & Benefits	$ -	$ 108,582	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2010 COPS Grant	**$ -**	**$ 108,582**	**$ -**	**$ -**	**0%**
2013 Justice Assistance Grant - 70908					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	17,896	-	-	0%
Subtotal 2013 Justice Assistance	**$ -**	**$ 17,896**	**$ -**	**$ -**	**0%**
2014 Justice Assistance Grant - 70909					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	18,026	-	-	0%
Subtotal 2014 Justice Assistance	**$ -**	**$ 18,026**	**$ -**	**$ -**	**0%**
Total Expenditures	**$40,000,199**	**$38,010,145**	**$42,623,984**	**$44,142,345**	**4%**



Costa Mesa

FIRE DEPARTMENT

FIRE & RESCUE DEPARTMENT

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. 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 84 full-time staff members; 78 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 Chief Executive Officer.

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.

FIRE & RESCUE DEPARTMENT

BUDGET NARRATIVE

The FY 16-17 preliminary budget for the Fire and Rescue Department is $21,210,416, an increase of $772,916, or 3.78%, compared to the FY 15-16 adopted budget. Salaries and Benefits increased by $457,407, or 2.45%, primarily in the professional development and overtime accounts; Maintenance and Operations had a net increase of $300,510, or 17,49%, mostly attributed to the general liability cost allocation; Fixed Assets increased by $15,000, or 40.43%, to upgrade tablets utilized in the Countywide Electronic Patient Care Report program.

PRIOR YEAR'S ACCOMPLISHMENTS

Fire Administration

- Completed the Fire Department 5-year Strategic Plan.
- Completed the process of acquiring GIS Data Analytics software (e.g. Fireview).
- Successfully hired three (3) probationary Firefighters.
- Promoted one (1) Division Chief and three (3) Fire Captains.
- The addition of one (1) Training/EMS Captain.
- Staff attended various professional development workshops; including computer software classes.

Fire Operations/EMS

- Completed all aspects of the reorganization plan, including the Ambulance Transportation Study and presentation to Council. The last two items of the reorganization plan are currently in progress; fire station alerting project and Fire Station 6.
- Promoted three (3) Fire Captains.
- One (1) Firefighter successfully graduated from paramedic school.
- Major purchases for the department included two (2) Pierce Fire Engines, thirteen (13) Zoll Cardiac ALS Monitors, and the initial planning stage of building a new Fire Station (Fire Station 1).
- 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, and the Arson Investigators attended CSTI.
- The department hosted several regional training events including the Cal Chief's Wildland Entrapment Program, and the Southern California Community Emergency Response Team (CERT) workshop all held locally at the Costa Mesa Neighborhood Community Center.
- Completed a comprehensive preparatory academy for Fire Captain.
- Completed a comprehensive preparatory academy for Fire Engineer.
- Completed two probationary Firefighter academies.
- Completed CAD to CAD interface with OCFA and Metro Net.
- Costa Mesa Fire & Rescue and Orange County Fire Authority instituted AVL dispatching.
- Completed a joint training with Newport Beach Fire Department; Transitional Attack and Air Track Management Training.
- Certified two (2) Captains to Acting Battalion Chief.

Community Risk Reduction

- Community Risk Reduction staff participated as a member of the collaborative city task forces (e.g. motels, group homes).
- Community Risk Reduction staff attended professional development training in Buellton and continued to represent Costa Mesa at the Fire Prevention Officer's (FPO) meetings.
- Completed two (2) Business Preparedness academies.
- CERT Volunteers were instrumental in assisting fire this past year (e.g. Rolling Hill's training exercise and assisting citizens with sandbags during rainy days).
- Completed five (5) CERT Basic classes.

FIRE & RESCUE DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Completed three (3) Teen CERT classes.
- 7,225 Volunteer Services Hours to Costa Mesa through CERT and Fire Corps.
- Recognized by FEMA as a recipient of the 2015 Outstanding CERT Initiative Program, Orange County CERT Mutual Aid Program.
- Volunteer Appreciation Event where Dottie Garrett was recognized as the Volunteer of the Year.
- Hands Only CPR events from June to September 30 (Trained over 1,300+)
- Tours, Engine visits, special events reached over 45,000 community members.
- Developed Fire and Life Safety Program for Vivante and the Tower on 19th collaborating with staff and residents to bring a personalized (starring residents) safety messages and information to these unique communities.
- Enhanced Code Enforcement; Fire Permits and apartment inspections.

GOALS

- Complete the implementation and training components of the Fireview data collection software project.
- Expand training with new deployment model.
- Continue to assess technology needs and recommend solutions.
- Evaluate turnout time.
- Fill all budgeted staffing vacancies and reduce the related overtime costs.
- Continue to improve succession planning and promotional preparatory training throughout all ranks.
- Complete the Fire Station #4 build out project.
- Complete the Fire Station alerting project.
- Completion of all of the pre-construction related elements of the Fire Station #1 rebuild project.
- Complete and present the Station #6 study to City Council and recommend viable staffing options.
- Complete Engineer's promotional testing process.
- Complete a Firefighter & Firefighter/Paramedic testing/hiring process.
- 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.
- Collaborate and work with the building division in preparing for the code adoption process.
- Improve the effectiveness and efficiencies in the organization.

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 the National Fire Protection Association (NFPA) Standard 1710 and travel time indicators (e.g. section 3.3.54).
- Improve the quality of data entry by fire operations staff.
- Develop reports using data collected to accurately reflect operational performance.
    - Identify deficiencies in current response time data collection methods
    - 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 Fire Prevention/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.

FIRE & RESCUE DEPARTMENT

OBJECTIVES / TASKS (Continued)

- 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)	*2013*	*2014*	*2015*
• Fire Incidents	214	247	238
• Rupture Explosions	5	11	3
• EMS	7,642	8,389	9,366
• Rescue	46	61	92
• Hazardous Conditions	139	195	144
• Service Calls	597	566	434
• Good Intent Calls	1,820	1,823	2,291
• False Calls	263	304	380
• Severe Weather Calls	1	0	0
• Other Calls	5	3	7
• **Total Calls for Service**	**10,732**	**11,599**	12,955

Community Risk Reduction

Plan Checks			
• Fire System Plans	272	405	473
• Architectural Plans / Life Safety	480	212	182
• Planning and Development Review	101	94	94
• Fire Code Permit Review	26	23	15
• Special Event Permit Review	41	37	56
• Film Permit Review	8	4	10
• **Total Plan Check Reviews**	**928**	**775**	**830**

Inspections			
• Fire Prevention Inspections (By Fire Prev. Staff)	904	1,181	839
• Fire Prevention Inspections (By Fire & Rescue crews)**	6,837	7,257	6,177
• Sprinkler	418	389	637
• Fire Alarm	98	40	56
• Life Safety	83	332	166
• New Business	7	6	0
• Pyrotechnic	6	0	91
• Hood Systems	24	23	39
• Knox Box / Entry Systems	77	43	43
• Hotel/Motel	55	20	56
• 850 Clearances (Annual)	24	54	54

FIRE & RESCUE DEPARTMENT

WORKLOAD INDICATORS (Continued)	***2013***	***2014***	***2015***
• 850 Clearances (New)	59	59	62
• Special Events	*	*	25
• Complaints	*	*	49
• **Total Inspections**	**8,592**	**9,404**	**8,294**
Hazardous Material Program			
• Business Plan Reviewed / Inspected	275	302	352
• Haz-Mat Incident Cost Recovery	$14,870	$15,300	$13,100
• Haz-Mat Disclosure Program	$139,790	$166,230	$152,735
• Number of Suppression Business / Apartment Inspections	6,837	7,000	6,177
Volunteer Fire Prevention Intern Program			
• Hours worked	*	425	2500
• Apartment Inspections	*	274	409
• Apartment correction mail out	*	*	249
• Fire permit inspection/issued	*	168	178
• Fire permit re-inspections	*	*	440
• Fire permit correction mail out	*	*	135
• Haz-Mat/other inspections	*	15	30
Community Education Programs			
• Presentation to Costa Mesa Groups & Residents	56	56	58
• Engine Company Visits	42	44	44
• Station Tours	16	18	17
• CPR in High Schools	N/A	N/A	746
• “Team Fire Force” Team Kids Participants	1,200	203	150
• Citizens Fire Academy (Spring Session ONLY)	3	2	1
• Community Emergency Response Team (CERT) Events	34	31	43
• Child Passenger Safety	70	73	98
• Special Events	30	29	30
• Teen CERT Classes	23	0	3
• New CERT Graduates	75	87	112
• Stations Tours (Number of participants)	402	419	609
• Engine Visits (Number of participants)	6,212	7,110	6,875
• Presentations (Number of participants)	1,791	1,965	6,661
• CERT/Teen CERT (Number of participants)	98	87	662
• Citizen's Fire Academy (Number of participants)	23	36	19
• Special Events (Number of participants)	16,575	18,445	20,052
• Volunteer Hours – CERT	4,044	4,049	6,449
• Volunteer Hours - Fire Corps	350	350	775

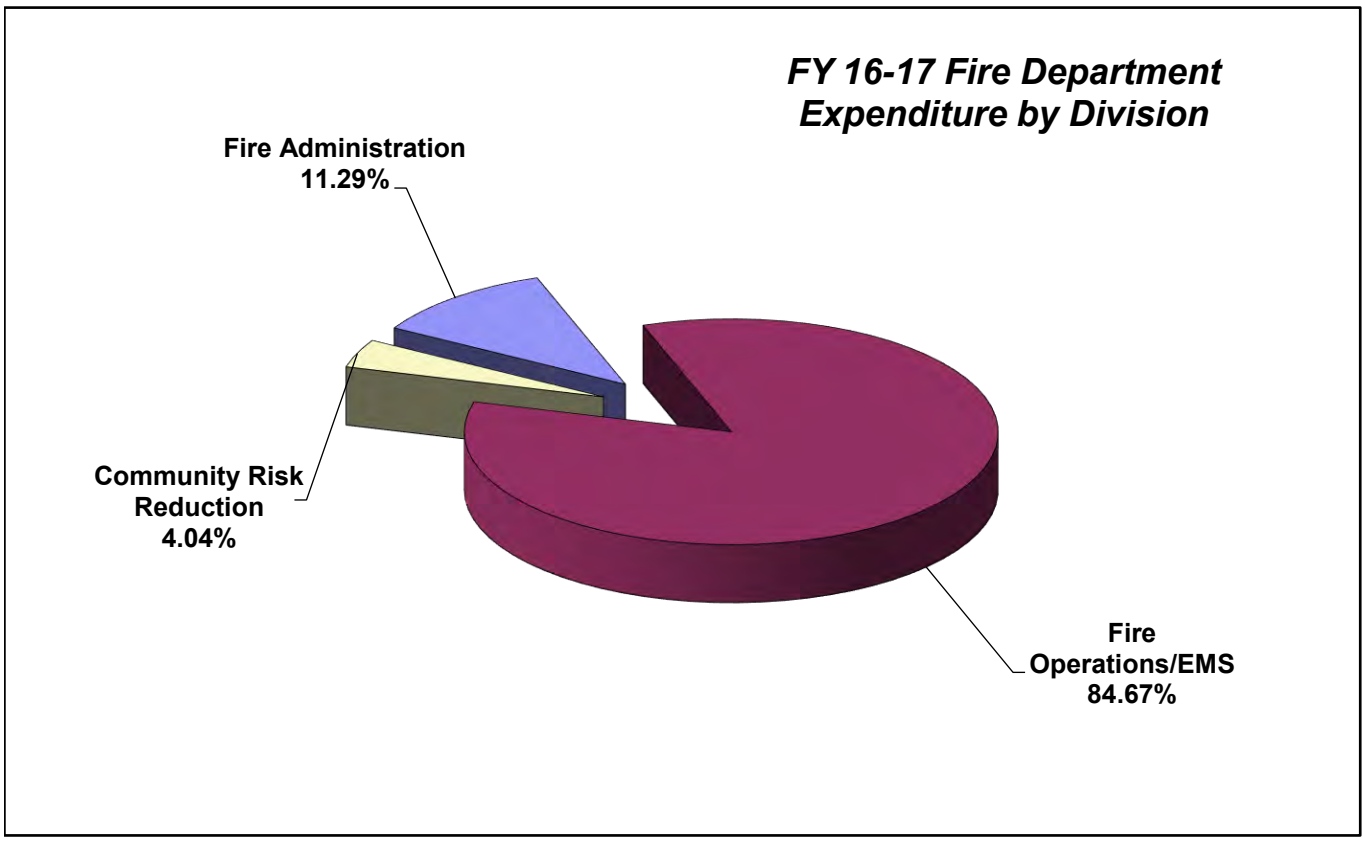
*- new item, prior year’s data not available - **-estimates on prior year’s data

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Fire Administration - 16100				
Fire Chief	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	-	1.00	-
Deputy Fire Chief - Operations	1.00	-	-	-
Division Chief - Administration	-	-	1.00	1.00
Battalion Chief - Administration	-	1.00	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Captain	-	-	-	1.00
Management Analyst	1.00	1.00	1.00	1.00
Subtotal Administration - 50001	4.00	4.00	5.00	5.00
Total Fire Administration Full-time Positions	**4.00**	**4.00**	**5.00**	**5.00**
Total Fire Admin Part-time Positions (in FTE's)	**1.25**	**1.75**	**2.00**	**2.00**
Fire/Rescue/Emergency Medical Svcs - 16200				
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain - Administration	-	-	1.00	-
Fire Captain	21.00	15.00	15.00	15.00
Fire Engineer	24.00	18.00	18.00	18.00
Firefighter	35.00	35.00	35.00	39.00
Subtotal Fire Rescue/Operations - 10210	83.00	71.00	72.00	75.00
Firefighter	4.00	4.00	4.00	-
Subtotal Emergency Medical Services - 10230	4.00	4.00	4.00	-
Total Fire Operations/EMS Full-time Positions	**87.00**	**75.00**	**76.00**	**75.00**
Fire Prevention - 16300				
Code Enforcement Officer	-	-	-	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	3.00	4.00
Total Fire Prevention Full-time Positions	**3.00**	**3.00**	**3.00**	**4.00**
Total Fire Prevention Part-time Positions (in FTE's	**0.50**	**1.00**	**1.25**	**1.50**
Total Department Full-time Positions	**94.00**	**82.00**	**84.00**	**84.00**
Total Department Part-time Positions (in FTE's)	**1.75**	**2.75**	**3.25**	**3.50**
TOTAL DEPARTMENT	**95.75**	**84.75**	**87.25**	**87.50**

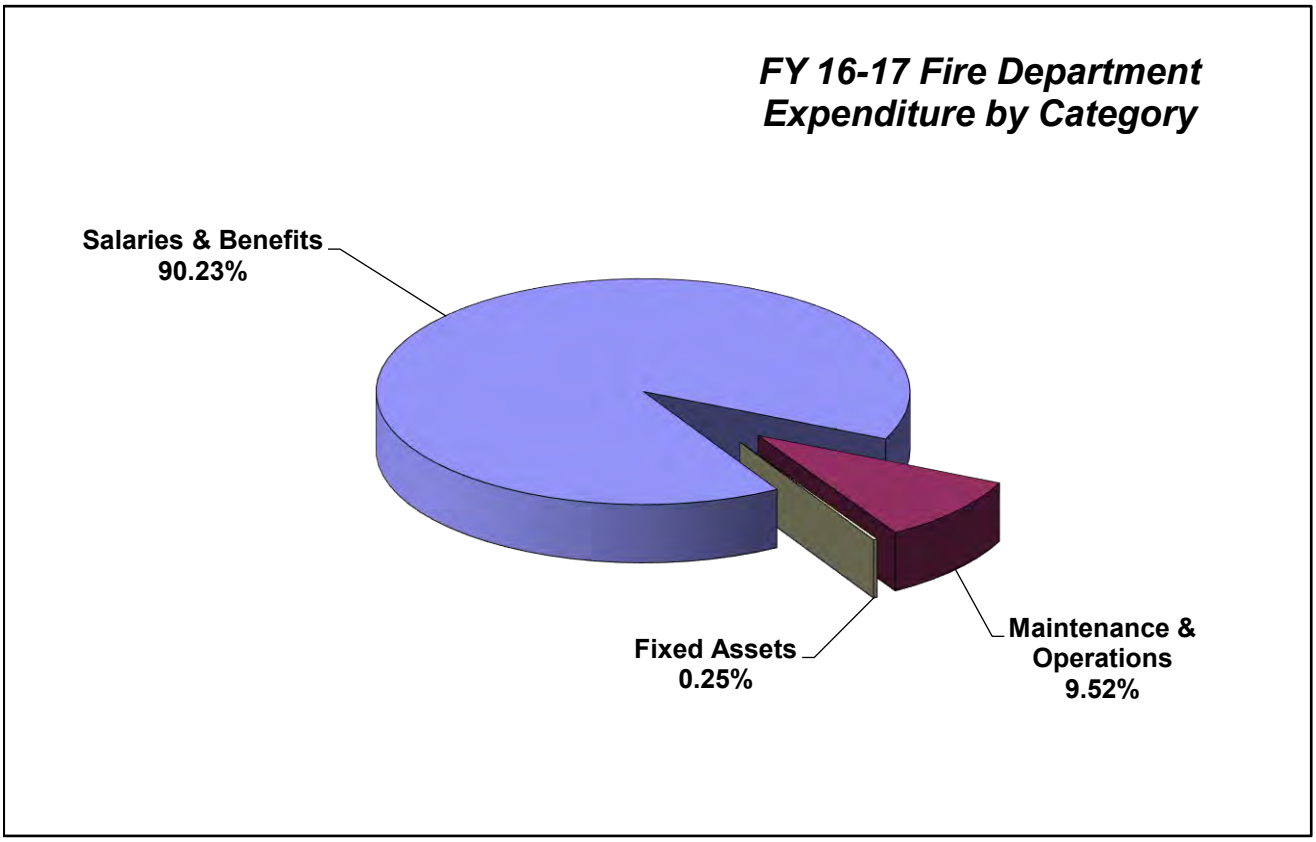
FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION

Expenditure by Division:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Fire Administration - 16100	$ 1,685,968	$ 1,850,058	$ 1,929,346	$ 2,394,594	24.11%
Fire Operations/EMS - 16200	18,716,679	17,780,321	17,859,777	17,958,453	0.55%
Community Risk Reduction - 16300	526,758	567,162	648,377	857,369	32.23%
Total Expenditures	**$ 20,929,405**	**$ 20,197,542**	**$ 20,437,500**	**$ 21,210,416**	**3.78%**



FIRE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 18,885,481	$ 18,892,342	$ 18,681,889	$ 19,139,296	2.45%
Maintenance & Operations	1,705,721	1,241,838	1,718,513	2,019,023	17.49%
Fixed Assets	338,203	63,362	37,098	52,098	40.43%
Total Expenditures	**$ 20,929,405**	**$ 20,197,542**	**$ 20,437,500**	**$ 21,210,416**	**3.78%**



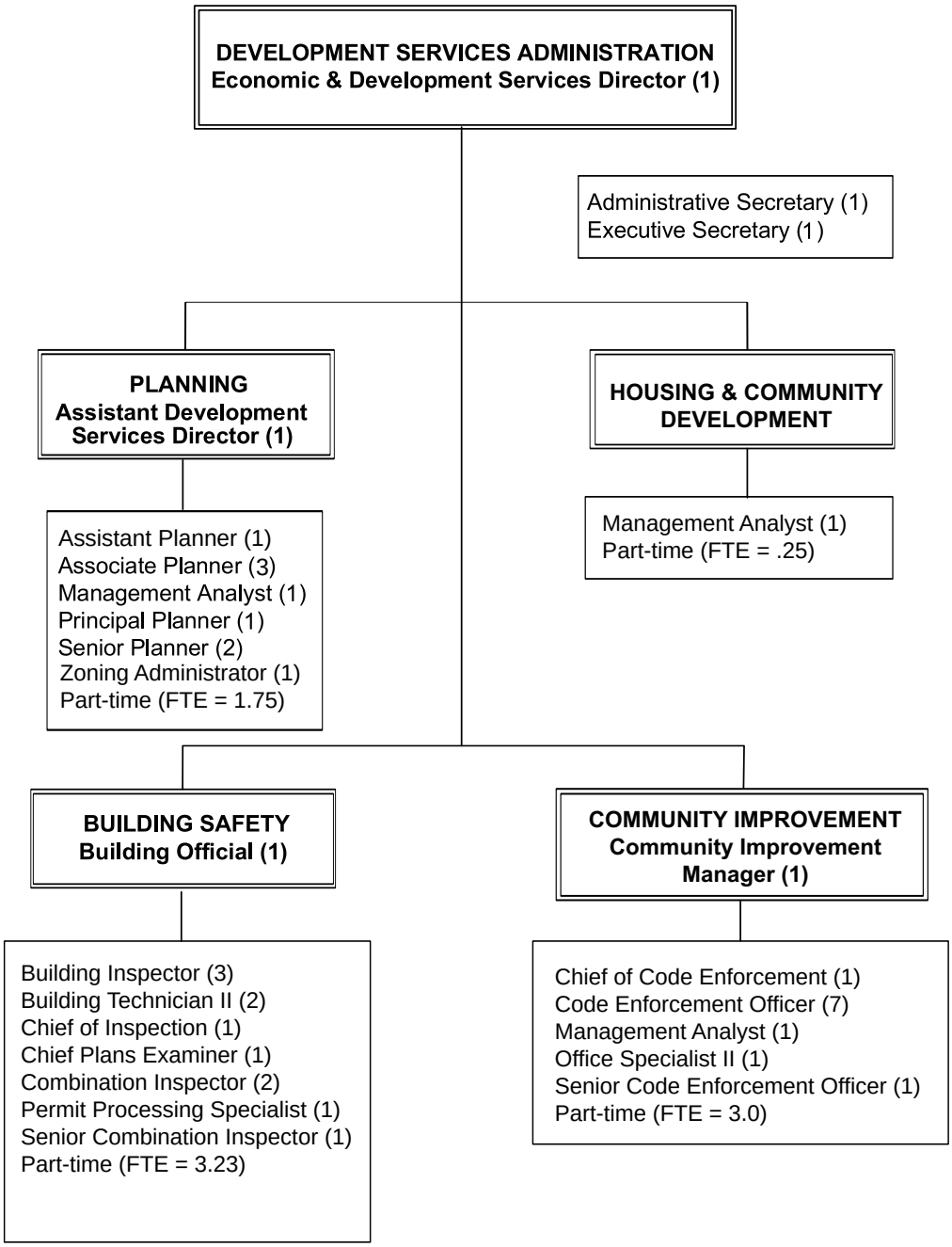
Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 20,630,954	$ 20,127,674	$ 20,379,286	$ 21,152,202	99.73%
Prop. 172 Fund - 202	298,451	69,868	58,214	58,214	0.27%
Total Funding Sources	**$ 20,929,405**	**$ 20,197,542**	**$ 20,437,500**	**$ 21,210,416**	**100.00%**

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Sworn	501100	$ 7,566,671	$ 7,531,647	$ 8,032,519	$ 7,832,501	-2%
Regular Salaries - Non Sworn	501200	373,291	377,038	441,408	477,016	8%
Regular Salaries - Part time	501300	38,127	53,170	115,720	127,780	10%
Overtime	501400	3,642,492	3,912,161	2,268,000	2,407,000	6%
Accrual Payoff - Excess Maximum	501500	28,160	26,029	19,950	19,950	0%
Vacation/Comp. Time Cash Out	501600	21,323	23,770	20,700	20,700	0%
Holiday Allowance	501700	344,277	346,250	328,375	306,241	-7%
Separation Pay-Off	501800	75,046	8,915	-	-	0%
Other Compensation	501900	509,933	537,872	636,544	678,265	7%
Cafeteria Plan	505100	598,114	612,723	660,960	690,624	4%
Medicare	505200	174,253	176,619	132,647	134,629	1%
Retirement	505300	4,731,036	4,443,522	5,104,935	5,555,768	9%
Longevity	505400	2,510	2,568	2,268	2,268	0%
Professional Development	505500	64,159	76,594	112,121	148,521	32%
Unemployment	505800	11,604	11,848	11,848	11,848	0%
Workers' Compensation	505900	704,484	751,616	793,894	726,185	-9%
Subtotal Salaries & Benefits		**$ 18,885,481**	**$ 18,892,342**	**$ 18,681,889**	**$ 19,139,296**	**2%**
Stationery and Office	510100	$ 14,511	$ 18,345	$ 12,000	$ 12,000	0%
Multi-Media, Promotions and Subs	510200	26,787	24,302	37,846	37,846	0%
Small Tools and Equipment	510300	75,316	100,150	331,521	106,521	-68%
Uniform & Clothing	510400	97,913	143,551	140,800	140,800	0%
Safety and Health	510500	199,813	171,543	203,595	227,988	12%
Maintenance & Construction	510600	23,570	25,106	32,500	32,500	0%
Fuel	510800	1,100	(956)	200	200	0%
Waste Disposal	515700	5,156	525	2,000	2,000	0%
Janitorial and Housekeeping	515800	6,622	8,087	10,500	10,500	0%
Postage	520100	4,608	2,221	1,500	1,500	0%
Advertising and Public Info.	520300	73	-	250	250	0%
Telephone/Radio/Communications	520400	69,903	8,242	41,816	51,299	23%
Meetings & Conferences	520500	-	1,739	-	3,000	0%
Mileage Reimbursement	520600	-	370	-	-	0%
Buildings and Structures	525100	1,100	2,219	6,000	6,000	0%
Landscaping and Sprinklers	525200	110	-	-	-	0%
Office Equipment	525700	2,591	3,432	1,832	1,832	0%
Other Equipment	525800	23,735	31,597	33,480	33,480	0%
Consulting	530200	271,465	208,247	129,012	129,012	0%
Engineering and Architectural	530400	43,697	64,603	75,000	150,000	100%
Medical and Health Inspection	530600	4,376	877	10,648	10,648	0%
Central Services	535800	4,385	7,580	11,200	11,200	0%
Internal Rent - Maint. Charges	536100	258,067	260,977	268,355	299,744	12%
Internal Rent - Repl.Cost	536200	499,967	62,364	255,341	298,941	17%
Internal Rent - IT Replacement	536300	-	7,540	11,310	15,080	33%
General Liability	540100	55,519	72,806	91,007	425,881	368%
Taxes & Assessments	540700	13,640	16,373	10,800	10,800	0%
Other Costs	540900	1,698	-	-	-	0%
Subtotal Maintenance & Operations		**$ 1,705,721**	**$ 1,241,838**	**$ 1,718,513**	**$ 2,019,023**	**17%**
Other Equipment	590800	$ 338,203	$ 63,362	$ 37,098	$ 52,098	40%
Subtotal Fixed Assets		**$ 338,203**	**$ 63,362**	**$ 37,098**	**$ 52,098**	**40%**
Total Expenditures		**$ 20,929,405**	**$ 20,197,542**	**$ 20,437,500**	**$ 21,210,416**	**4%**

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
FIRE ADMINISTRATION - 16100					
Admininistration - 50001					
Salaries & Benefits	$ 1,416,869	$ 1,556,579	$ 1,740,399	$ 1,850,591	6%
Maintenance & Operations	269,099	292,875	188,947	544,004	188%
Fixed Assets	-	605	-	-	0%
Subtotal Administration	**$ 1,685,968**	**$ 1,850,058**	**$ 1,929,346**	**$ 2,394,594**	**24%**
FIRE OPERATIONS/EMS - 16200					
Response & Control - 10210					
Salaries & Benefits	$16,179,171	$15,976,593	$15,740,102	$16,664,503	6%
Maintenance & Operations	1,046,712	606,797	891,337	968,667	9%
Fixed Assets	174,034	39,674	37,098	37,098	0%
Subtotal Response & Control	**$ 17,399,917**	**$ 16,623,065**	**$ 16,668,537**	**$ 17,670,268**	**6%**
Emergency Medical Aid - 10230					
Salaries & Benefits	$ 942,277	$ 947,667	$ 773,610	$ 63,809	-92%
Maintenance & Operations	210,316	186,506	417,630	209,377	-50%
Fixed Assets	164,169	23,083	-	15,000	0%
Subtotal Emergency Medical Aid	**$ 1,316,762**	**$ 1,157,256**	**$ 1,191,240**	**$ 288,186**	**-76%**
FIRE PREVENTION - 16300					
Fire Prevention - 10220					
Salaries & Benefits	$ 347,164	$ 411,503	$ 427,778	$ 560,393	31%
Maintenance & Operations	179,593	155,660	220,599	296,976	35%
Fixed Assets	-	-	-	-	0%
Subtotal Fire Prevention	**$ 526,758**	**$ 567,162**	**$ 648,377**	**$ 857,369**	**32%**
Total Expenditures	**$20,929,405**	**$20,197,542**	**$20,437,500**	**$21,210,416**	**4%**



Costa Mesa

DEVELOPMENT SERVICES DEPARTMENT

DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a Community Health and Environment function. During FY 15-16, the Community Improvement Division was created and transferred to the Development Services Department. The Department now has 38 full-time positions; composed of 3 managers, 6 supervisors, 26 professional, and 3 clerical positions, with some positions remaining vacant. Part-time staffing consists of 8.23 full-time equivalents. Staff has almost doubled over the past two years. The Department is comprised of five divisions, each division allocated into different programs. The five divisions are as follows:

- ***Administration***
- ***Planning***
- ***Building Safety***
- ***Code Enforcement and Community Improvement***
- ***Housing and Community Development***

ADMINISTRATION - 18100

Development Services Administration - 50001

Directs and coordinates the Department's activities; provides support to the Chief Executive Officer; and serves as a liaison to the City Council, Planning Commission, Housing and Public Service Grant 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 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 community, 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.

DEVELOPMENT SERVICES DEPARTMENT

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 adjustment, minor conditional use permit, and lot line adjustment).

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, 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 permit, variances, master plan, design reviews, subdivision maps, and residential common interest 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, international model codes; 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.

Inspection Services - 20410

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

CODE ENFORCEMENT AND COMMUNITY IMPROVEMENT DIVISION – 18400

The Code Enforcement/Community Improvement Division is supported by a Community Improvement Manager and nine (9) full-time and four (4) part-time Code Enforcement officers, one (1) part-time management analyst, and one full-time Office Specialist II. This division is responsible for the implementation and monitoring of code enforcement/community improvement programs. The current programs are as follows:

Code Enforcement - 20350

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.

DEVELOPMENT SERVICES DEPARTMENT

Group Home Program - 50255

The Group Home Program is responsible for implementation and enforcement of zoning regulations for group homes and offsite service providers. This includes implementation of the R1 Group Home Ordinance No. 14-13 and the implementation of the Multifamily Group Home Ordinance No. 15-11. These programs also maintain a current inventory of Group Home properties, investigates and maintains records of Code Enforcement complaints, enforcement compliance and identifies possible nuisance properties. Staff conducts inspections and works closely with property owners and Group Home operators in an effort to ensure that these properties comply with all applicable zoning regulations. This program is responsible for code updates as needed to ensure that the residential charter, of the City's various neighborhoods, is preserved for the benefit of all residents.

Neighborhood Stabilization Program - 50257

The Neighborhood Stabilization Program consists of identifying nuisance conditions throughout the City, targeting both the multifamily zones as well as the commercial business districts. Staff conducts building/property assessments for code compliancy for both property maintenance and zoning. The program works with other City departments, residents and business owners on community improvement efforts such as Community Clean-Up Days, and identifies necessary infrastructure improvements such as alley paving and lighting. Staff assigned to this program play an integral part in supporting the Neighborhood improvement task force through the Chief Executive Office.

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement - 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.

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 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.

DEVELOPMENT SERVICES DEPARTMENT

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

Directs Division administration; 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

Directs Division administration, prepare 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 16-17 preliminary budget for the Development Services Department totals $7,068,198, an increase of $175,134, or 2.54% compared to the FY 15-16 adopted budget. Salaries and Benefits increased by $469,333, or 9.29%, attributed to increases in part-time, overtime, professional development, and workers' compensation cost allocation accounts; Maintenance and Operations decreased by $293,929, or 16.07%, due to decreases in the office furniture, consulting, grants/loans/subsidies, and internal rent accounts, offset by increases in small tools and cellular phone usage cost.

The FY 16-17 CDBG Grant appropriation is $990,347 a decrease of .38% ($37,794) from the prior year. An additional $230,000 in prior years' funds is also available for a total of $1,220,347.

The FY 16-17 HOME Program Grant appropriation is $338,895, a .033% ($11,237) increase from the prior year. An additional $560,000 from the prior year is also available for a total of $$898,895.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

- Walgreens, the former Tower Records building on Superior Avenue, is currently under construction.
- Orange Coast Buick/GMC/Cadillac Dealership located at 2600 Harbor Blvd. is near completion.
- Superior Pointe, an Urban Master Plan project of 60 live/work units, located at 1695 Superior Avenue, is currently under construction.
- Westreef, a 17 unit residential development, located at 1259 Victoria Street, was completed.
- UpCoast, the development of 28 single-family, detached residences with a net density of 14 dwelling units per acre, at 1239 Victoria Street, is currently under construction.
- Westside Gateway Project, (former Argo Tech), a 177 units live/work and loft development was approved; the buildings have been demolished and site grading will start upon completion of soil and ground water remediation.
- The Edge, a community of 19 detached units by Shea Homes at 789 Paularino Avenue is near completion.
- Palmilla, an 11 unit, detached residential development at 687 Victoria Street is completed.
- Latitude, a 14 unit detached residential development by Melia Homes at 1645 Tustin Avenue is under construction.
- Costa Mesa Motor Inn was approved for an apartment complex of 224 units.
- Currently, the development of a 24 unit, two-story, residential common interest development (12 dwelling units per acre), at 650 Hamilton Street. Building permits have been issued and are currently under construction.
- Mesa Verde Ten, a 10 unit, detached, single family residential development; permits have been issued and are currently under construction.
- The reconstruction of Costa Mesa Fire Station 1 at 2803 Royal Palm Drive was approved by the Planning Commission.
- Seabright, a 26 unit attached condominium community, located at 2013-2029 Anaheim Avenue, was completed.
- Baker Street Apartment Project, located at 125 East Baker Street, a 240 unit apartment building and parking structure, common open space and recreation areas, a pool, and a clubhouse is under construction. The demolition and precise grading permits have been issued.
- City Common, a 28 unit project, located at the southwest corner of Harbor Boulevard and Hamilton Street with primary frontage on Charle Street is scheduled for a time extension. The vacant commercial buildings on the property were recently demolished.
- The Lighthouse, located at 1620-1644 Whittier Avenue, Urban Master Plan is for the development of an 89 unit, three-story mixed-use development, consists of 49 residential units and 40 live/work units within the Mesa West Bluffs Urban Plan area is under construction.
- Ganahl Lumber Relocation/Expansion, located at 1100 Bristol Street, will replace the existing store on the adjacent property. The new facility would include the 65,263 square foot main building and 34,000 square feet of shed buildings for various lumber storage/milling activities. This project has received Planning Commission approval.
- Residential Mid-Rise, located at 595 Anton Boulevard, will be a five story, type III, fully sprinkler residential building over a three level parking garage received Planning Commission extension for approval.
- Residential Mid-Rise, located at 580 Anton Boulevard, will include the construction of two midrise residential buildings consisting of 393 apartment units connected with a pedestrian bridge, six stories high above grade with one subterranean level parking received Planning Commission extension for approval. Grading and building plans have been approved.
- Maple Crossing, located at the intersection of Maple Street and Victoria Street, a 37 unit residential development, three story, detached residences have submitted plans for plan check. Site grading is currently underway.
- The City Council adopted an ordinance regulating Hookah and Vaping establishments in the City.
- The City Council adopted an ordinance requiring conditional use permits (CUP's) for group homes with more than 7 occupants in the multiple family residential zones.
- The City Council adopted an ordinance establishing apartment park impact fees of $5,000 per unit.
- First Hydrogen Fueling Station in the City at the intersection of Bay Street and Harbor Boulevard.
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DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

- 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 2015.
- As directed by the City Council, the Great Reach for the General Plan Update was completed, which included eight workshops and five roadshows. Workshops and roadshow events were held in 2014 and 2015.
- Level One, a 60 unit live/work project located at 1527 Newport Boulevard, is near completion.
- Brickyard East and West, construction of two live/work communities by Richmond American is under way at 2026 and 2075 Placentia Avenue.
- West Place, a 36 unit community of live/work and residential condominiums at 2025 Placentia Avenue is near completion.
- New apartment duplex located at 2136 Thurin Street. Construction plans have been submitted and are currently being reviewed for code compliance.
- Six new homes located at 2661 Orange Avenue. Building permits have been issued and are currently under construction.
- Nordstrom at South Coast Plaza, permits have been issued and are currently under construction. This is a construction cost of $20 million.
- The Boatyard, 32 new live/work units located at 1672 Placentia Avenue. The precise grading plan has been submitted and is currently being reviewed for code compliance.
- Almost 300 new solar panels were installed in various residences throughout the city.
- Completed remodels at South Coast Plaza: BMW, Godiva, Tadashi, Starbucks, Bloomingdales, LaCoste, Moncler, Ralph Lauren, and Bally's.
- Completed over 200 public record requests related to building permits and constructions plans.
- Administered and monitored 12 public service grants to local nonprofits.
- Completed inspections and re-certifications of 132 affordable units in Costa Mesa.
- Completed 22 grants and 1 loan for low-income households with HOME funds.
- Merged the Community Improvement/Code Enforcement divisions under Development services.
- 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.
- Utilized current software to create 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.
- Responded to 167 nuisance concerns.
- Conducted undercover sting operations with the State of California Contractor's Licensing Board which led to current criminal prosecution of thirteen (13) non-licensed contractors through the Orange County District Attorney's office.
- Mitigated 42 nuisance public pay phones.
- Conducted two (2) court receiverships mitigating extreme hoarding/substandard housing conditions. Recovered costs associated with both actions through judgment.
- Conducted inspection warrant on illegal marijuana dispensary in conjunction with the Costa Mesa Police Department.
- Abated a vacant structure associated with illegal drug use and illegal squatting which lead to the complete demolition and future development of the parcel.
- Implemented procedures for compliance with Ordinance No. 14-13 and No. 15-11 relating to group homes.
- Established co-operative agreement with the licensing Department of Health Care Service (DHCS) as it relates to group homes.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

- Established an intercity round table to discuss the Alcohol and Drug recovery industry's impacts on the quality of life for residents and business owners. The round table strategies and shares best practices in dealing with these impacts.
- Established off campus code enforcement/community operation located at the Westside substation.

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.
- Implement specified Zoning Ordinances, as needed, based on newly adopted General Plan.
- Implement Amended Westside Urban Plans.
- Continue to follow closure and future planned development of the Fairview Developmental Center property.
- Promote compliance with Small Lot Subdivision Standards and requirements; continue to monitor construction/development of Small Lot Subdivision projects.
- 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.
- Draft for consideration a Rental Housing Stabilization Program to reduce the number of rental units with substandard living conditions and address sources of potential blight in those neighborhoods.
- Continue training and staff development to gain a more comprehensive understanding of local and State laws, codes and ordinances.
- Forge additional partnerships in the community and strengthen those that already exist through community outreach, engagement, and integration of services with existing partners.
- Mitigate the negative impacts of the Alcohol and Drug recovery Industry on the City while providing an equal opportunity for all residents and business owners for a higher quality of life.

DEVELOPMENT SERVICES DEPARTMENT

OBJECTIVES

- Process discretionary planning applications within 12 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 within five working days of 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 within 24 hours.
- 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, Chief Executive Officer'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 create and 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 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Planning			
Performance Measures:			
Percentage of Planning Commission minutes prepared by next meeting	100%	100%	95%
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	90%	90%	90%
Planning, Zoning, and Subdivision Applications processed 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	90%	90%	90%
Percentage of minor plan checks reviewed for zoning compliance 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	23	22
Planning Commission minutes prepared	23	23	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/ Zoning Code amendments processed	4	4	2
Planning Applications (not including above), Zoning Administrator, and Development Review Applications processed	110	110	110
Applicants notified within 5 working days of meeting	110	110	110
Lot Line Adjustments and Subdivision Applications processed	6	10	10
Minor plan checks reviewed for zoning compliance	500	500	400
Sign Permits processed	120	120	95
Zoning Verification Letters processed	35	35	35

DEVELOPMENT SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
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%	90%
Percentage of minor plan checks reviewed within 5 working days	80%	80%	80%
Percentage of moderate plan check projects reviewed within 15 days	95%	95%	95%
Percentage of major plan check projects reviewed within 20 days	95%	95%	95%
Inspection requests performed within 24 hours	97%	97%	97%
Building and Code Enforcement code violations response within 2 working days	90%	90%	90%
Workload Indicators:			
Number of calls to general building lines per day	50	65	65
Minor plan checks reviewed	300	300	300
Moderate plan check projects (less than $1M) reviewed	600	650	650
Major plan check projects (greater than $1M) reviewed	4	15	15
Inspection requests received	18,000	30,000	32,000
Building permits finalized	3,400	3,000	3,000
Code Enforcement/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%	81%	90%
Average time to process group home permits, which include Special Use Permits, Operator and Conditional Use Permits	*	60 days	60 days
*New item, prior year's data is not available			
Workload Indicators:			
Code Enforcement/Community Improvement cases generated, including CDBG	1,508	1,800	1,800
Number of code violations cleared	1,269	1,650	1,800
Number of Costa Mesa Connect submittals	794	1,400	1,400
Number of Costa Mesa Connect completed	685	1,204	1,204
Number of inspection warrants	0	3	3
Number of criminal court cases	23	14	14
Number of court appointed receiverships	1	2	2
Number of administrative citations issued	190	300	300

DEVELOPMENT SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Number of requests for administrative citation appeals	8	30	30
CUP applications pending Planning Commission review	*	11	11
Number of community involved projects (community clean ups/round tables)	7	10	10

*New item, prior year's data is not available

Housing and Community Development

Performance Measures:			
Percentage of complaint responses provided within 10 business days	90%	90%	90%
Fair Housing Foundation referrals for service	331	673	400
Press releases & information pieces processed	10	10	10
Workload Indicators:			
Number of residents served via Public Services programs	1,270	785	750
Number of First Time Home Buyers/Rehab loan payoffs and subordinations	4	2	2
Single Family Rehab Grants completed	21	15	15
Single Family Rehab Loans completed	1	1	1
Completed monitoring of projects:			
a. Housing quality standard inspections of rental units	132	132	132
b. Recertification of Rental Units	132	132	132
c. Occupancy monitoring of first time home buyer loans	21	21	21
d. Residual Receipts Monitoring	5	5	5
e. Occupancy monitoring of owner- occupied Rehabilitation units	46	46	46
f. Occupancy monitoring of rental rehabilitation units	2	2	2
g. Public Service Grants	2	10	2

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

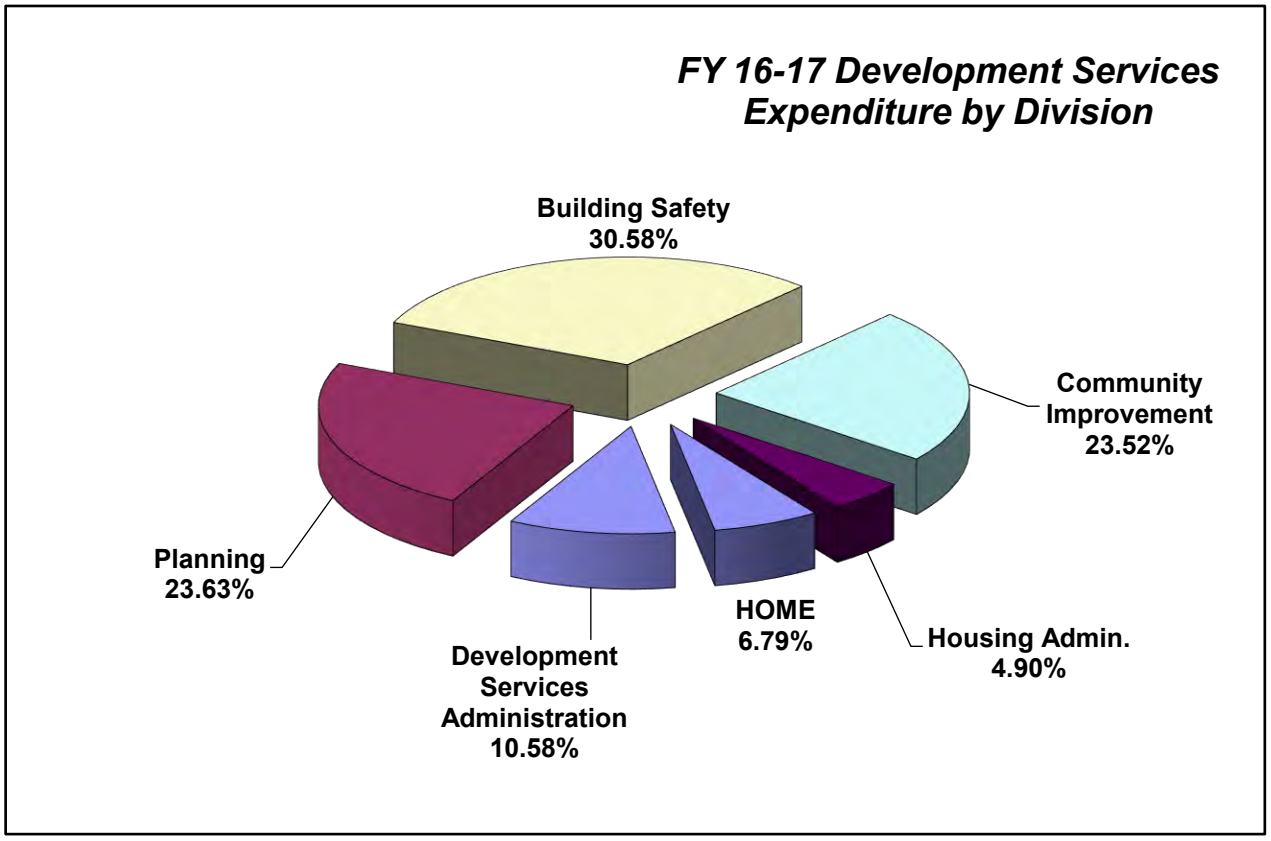
	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Development Svcs Admin - 18100				
Economic & Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	2.00	1.00	1.00	1.00
Subtotal Administration - 50001	4.00	3.00	3.00	3.00
Total Development Svcs Admin Full-time Positions	**4.00**	**3.00**	**3.00**	**3.00**
Planning - 18200				
Assistant Development Services Director	1.00	1.00	1.00	1.00
Assistant Planner	-	1.00	1.00	1.00
Associate Planner	1.00	2.00	3.00	3.00
Management Analyst	2.03	2.00	1.00	1.00
Principal Planner	2.00	3.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	-	-	1.00	1.00
Subtotal Planning - 20320	8.03	11.00	10.00	10.00
Total Planning Full-time Positions	**8.03**	**11.00**	**10.00**	**10.00**
Total Planning Part-time Positions (in FTE's)	**0.50**	**0.50**	**1.25**	**1.75**
Building Safety - 18300				
Chief of Code Enforcement	1.00	1.00	1.00	-
Code Enforcement Officer	5.00	5.00	5.00	-
Office Specialist II	1.00	1.00	1.00	-
Subtotal Code Enforcement - 20350	7.00	7.00	7.00	-
Building Official	1.00	1.00	1.00	1.00
Building Inspector	-	3.00	3.00	3.00
Building Technician	1.00	-	-	-
Building Technician II	-	2.00	2.00	2.00
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	-	-	1.00	1.00
Combination Inspector	-	2.00	2.00	2.00
Permit Processing Specialist	-	1.00	1.00	1.00
Plan Check Engineer	1.00	1.00	-	-
Senior Combination Inspector	-	-	-	1.00
Subtotal Building Safety - 20410	4.00	11.00	11.00	12.00
Total Building Safety Full-time Positions	**11.00**	**18.00**	**18.00**	**12.00**
Total Building Safety Part-time Positions (in FTE's)	**2.50**	**3.25**	**4.75**	**3.23**

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

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Community Improvement Division - 18400				
Community Improvement Manager	-	-	-	1.00
Chief of Code Enforcement	-	-	-	1.00
Code Enforcement Officer	-	-	-	3.00
Management Analyst	-	-	-	1.00
Office Specialist II	-	-	-	1.00
Senior Code Enforcement Officer	-	-	-	1.00
Subtotal Code Enforcement - 20350	-	-	-	8.00
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**	**12.00**
Total Comm. Imprv. Part-time Positions (in FTE's)	**-**	**-**	**-**	**3.00**
Housing & Community Development - 11310/11320				
Management Analyst	0.18	0.18	-	-
Subtotal Code Enforcement - 20350	0.18	0.18	-	-
Management Analyst	0.33	0.34	0.34	0.33
Subtotal Single Family Housing Rehab - 20422	0.33	0.34	0.34	0.33
Management Analyst	0.39	0.42	0.33	0.14
Subtotal CDBG Administration - 20427	0.39	0.42	0.33	0.14
Management Analyst	0.07	0.06	0.33	0.33
Subtotal HOME Administration - 20440	0.07	0.06	0.33	0.33
Total Housing & Comm Devel Full-time Positions	**0.97**	**1.00**	**1.00**	**0.80**
Total HCD Part-time Positions (in FTE's)	**0.75**	**-**	**0.50**	**0.25**
Housing Authority - 11500				
Management Analyst	-	-	-	0.20
Subtotal Housing Program - 20600	-	-	-	0.20
Total Housing Authority Full-time Positions	**-**	**-**	**-**	**0.20**
Total Department Full-time Positions	**24.00**	**33.00**	**37.00**	**38.00**
Total Department Part-time Positions (in FTE's)	**3.75**	**3.75**	**6.50**	**8.23**
TOTAL DEPARTMENT	**27.75**	**36.75**	**43.50**	**46.23**

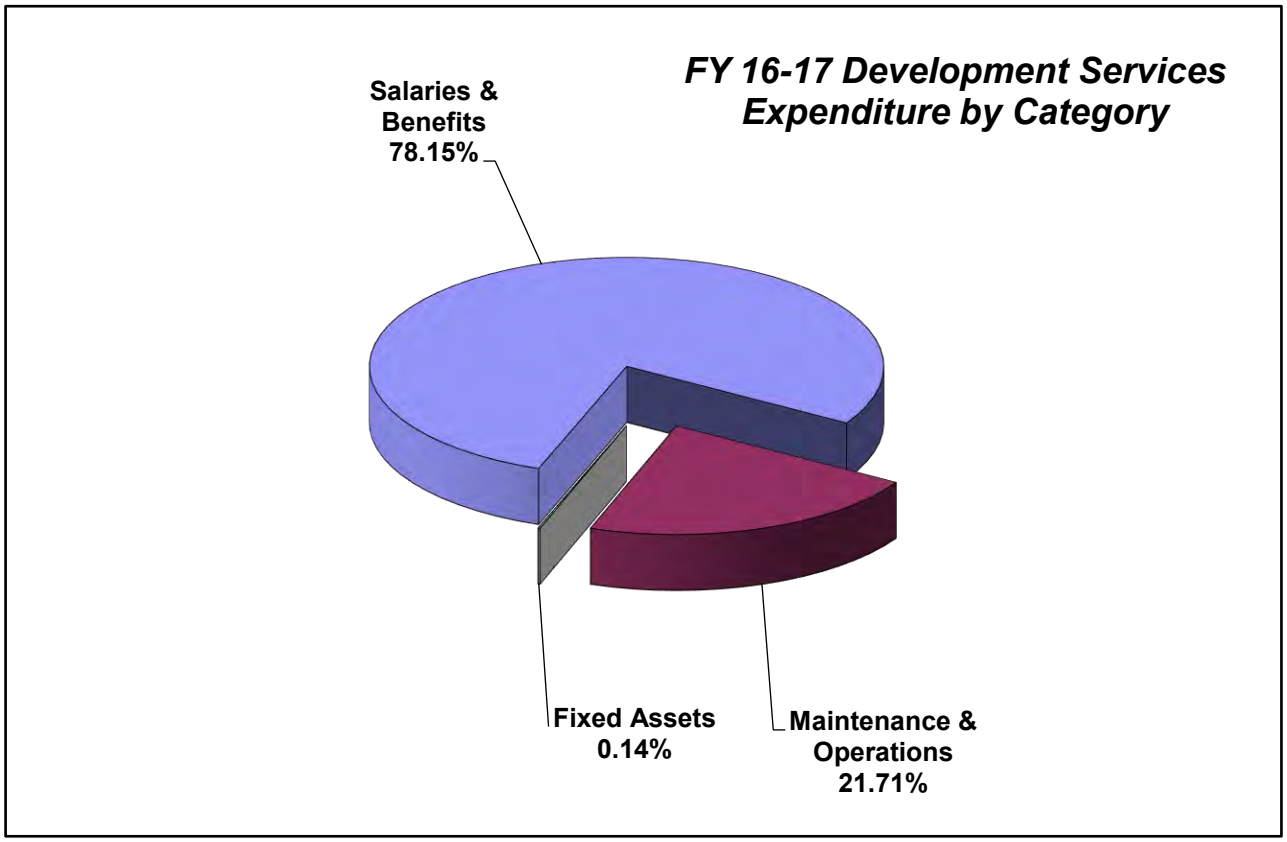
DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION

Expenditure by Division:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Dev. Svcs. Admin. - 18100	$ 495,340	$ 642,822	$ 645,891	$ 747,855	15.79%
Planning - 18200	1,351,063	1,706,257	1,655,261	1,669,922	0.89%
Building Safety - 18300	2,053,185	2,378,738	2,904,340	2,161,653	-25.57%
Community Improvement - 18400	-	-	663,902	1,662,129	150.36%
Housing Admin. - 11310	328,395	314,449	359,849	346,622	-3.68%
HOME - 11320	413,093	386,640	663,821	480,017	-27.69%
Total Expenditures	**$ 4,641,076**	**$ 5,428,905**	**$ 6,893,064**	**$ 7,068,198**	**2.54%**



DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 2,976,316	$ 3,858,822	$ 5,054,706	$ 5,524,039	9.29%
Maintenance & Operations	1,664,759	1,551,823	1,828,494	1,534,565	-16.07%
Fixed Assets	-	18,260	9,864	9,594	-2.74%
Total Expenditures	**$ 4,641,076**	**$ 5,428,905**	**$ 6,893,064**	**$ 7,068,198**	**2.54%**



Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 3,651,123	$ 4,455,717	$ 5,544,394	$ 5,941,559	84.06%
HOME Fund - 205	413,093	386,640	663,821	480,017	6.79%
CDBG Fund - 207	576,859	586,548	684,849	646,621	9.15%
Total Funding Sources	**$ 4,641,076**	**$ 5,428,905**	**$ 6,893,064**	**$ 7,068,198**	**100.00%**

DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ 1,713,618	$ 2,229,907	$ 3,047,577	$ 3,184,353	4%
Regular Salaries - Part time	501300	281,851	238,521	339,832	475,917	40%
Overtime	501400	29,549	51,528	53,000	112,527	112%
Accrual Payoff - Excess Maximum	501500	7,390	4,572	2,828	2,828	0%
Vacation/Comp. Time Cash Out	501600	7,115	10,405	8,580	8,580	0%
Holiday Allowance	501700	2,861	4,076	2,278	2,278	0%
Separation Pay-Off	501800	22,164	-	-	-	0%
Other Compensation	501900	25,174	29,467	37,475	65,957	76%
Cafeteria Plan	505100	211,089	331,526	450,372	458,978	2%
Medicare	505200	30,007	38,068	42,051	44,898	7%
Retirement	505300	562,176	823,363	1,009,240	1,002,474	-1%
Professional Development	505500	11,561	19,090	33,522	61,040	82%
Auto Allowance	505600	5,724	5,724	5,724	5,724	0%
Unemployment	505800	1,993	2,113	2,113	2,113	0%
Workers' Compensation	505900	64,044	70,463	18,790	96,371	413%
Employer Contr.Retirees' Med.	506100	-	-	1,324	-	-100%
Subtotal Salaries & Benefits		**$ 2,976,316**	**$ 3,858,822**	**$ 5,054,706**	**$ 5,524,039**	**9%**
Stationery and Office	510100	$ 24,369	$ 26,583	$ 31,053	$ 36,866	19%
Multi-Media, Promotions and Subs	510200	6,826	6,799	23,650	22,622	-4%
Small Tools and Equipment	510300	9,190	28,923	21,500	43,672	103%
Uniform & Clothing	510400	2,352	2,442	5,000	8,000	60%
Safety and Health	510500	103	-	-	-	0%
Postage	520100	8,665	12,326	10,250	10,250	0%
Legal Advertising/Filing Fees	520200	7,179	12,040	13,500	13,500	0%
Advertising and Public Info.	520300	975	253	700	1,000	43%
Telephone/Radio/Communications	520400	275	213	200	20,200	10000%
Meetings & Conferences	520500	-	2,324	3,000	3,000	0%
Mileage Reimbursement	520600	162	261	2,750	2,928	6%
Board Member Fees	520800	24,000	24,000	24,000	24,000	0%
Buildings and Structures	525100	1,410	-	-	-	0%
Office Furniture	525600	-	-	5,600	2,600	-54%
Office Equipment	525700	147	485	500	500	0%
Employment	530100	40,152	7,814	20,000	20,000	0%
Consulting	530200	444,956	536,800	333,712	286,538	-14%
Legal	530300	90,673	4,777	33,500	33,500	0%
Engineering and Architectural	530400	433,637	209,493	352,000	250,084	-29%
External Rent	535400	878	3,409	5,000	5,000	0%
Grants, Loans and Subsidies	535500	393,000	444,190	708,816	526,403	-26%
Central Services	535800	6,362	30,614	25,969	24,500	-6%
Internal Rent - Maint. Charges	536100	46,235	35,466	45,270	49,221	9%
Internal Rent - Repl.Cost	536200	25,917	-	14,164	11,101	-22%
Internal Rent - IT Replacement	536300	-	7,899	11,849	15,798	33%
General Liability	540100	97,158	154,712	136,511	123,281	-10%
Other Costs	540900	139	-	-	-	0%
Subtotal Maintenance & Operations		**$ 1,664,759**	**$ 1,551,823**	**$ 1,828,494**	**$ 1,534,565**	**-16%**
Other Equipment	590800	$ -	$ 18,260	$ 9,864	$ 9,594	-3%
Subtotal Fixed Assets		**$ -**	**$ 18,260**	**$ 9,864**	**$ 9,594**	**-3%**
Total Expenditures		**$ 4,641,076**	**$ 5,428,905**	**$ 6,893,064**	**$ 7,068,198**	**3%**

DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
DEVELOPMENT SERVICES ADMINISTRATION - 18100					
Administration - 50001					
Salaries & Benefits	$ 402,565	$ 452,553	$ 479,243	$ 568,548	19%
Maintenance & Operations	92,774	190,268	166,648	179,307	8%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	**$ 495,340**	**$ 642,822**	**$ 645,891**	**$ 747,855**	**16%**
PLANNING - 18200					
Planning - 20320					
Salaries & Benefits	$ 934,657	$ 1,212,850	$ 1,420,572	$ 1,435,233	1%
Maintenance & Operations	392,302	462,652	202,495	202,495	0%
Fixed Assets	-	4,062	4,594	4,594	0%
Subtotal Planning	**$ 1,326,959**	**$ 1,679,565**	**$ 1,627,661**	**$ 1,642,322**	**1%**
Planning Commission - 20360					
Salaries & Benefits	$ 104	$ 75	$ 600	$ 600	0%
Maintenance & Operations	24,000	25,874	27,000	27,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Planning Commission	**$ 24,104**	**$ 25,949**	**$ 27,600**	**$ 27,600**	**0%**
Building Safety - 20410					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	743	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Building Safety	**$ -**	**$ 743**	**$ -**	**$ -**	**0%**
BUILDING SAFETY - 18300					
Code Enforcement - 20350					
Salaries & Benefits	$ 557,883	$ 688,893	$ 820,250	$ -	-100%
Maintenance & Operations	35,331	18,624	54,060	-	-100%
Fixed Assets	-	-	5,000	-	-100%
Subtotal Code Enforcement	**$ 593,214**	**$ 707,517**	**$ 879,310**	**$ -**	**-100%**
Building Safety - 20410					
Salaries & Benefits	$ 949,280	$ 1,399,093	$ 1,590,187	$ 1,831,506	15%
Maintenance & Operations	510,690	262,518	434,843	330,147	-24%
Fixed Assets	-	9,610	-	-	0%
Subtotal Building Safety	**$ 1,459,970**	**$ 1,671,221**	**$ 2,025,030**	**$ 2,161,653**	**7%**

DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
COMMUNITY IMPROVEMENT DIVISION - 18400					
Code Enforcement - 20350					
Salaries & Benefits	$ -	$ -	$ -	$ 1,044,375	0%
Maintenance & Operations	-	-	-	85,391	0%
Fixed Assets	-	-	-	5,000	0%
Subtotal Code Enforcement	**$ -**	**$ -**	**$ -**	**$ 1,134,766**	**0%**
Group Home Enforcement - 50255					
Salaries & Benefits	$ -	$ -	$ 304,051	$ 408,206	34%
Maintenance & Operations	-	-	27,900	4,400	-84%
Fixed Assets	-	-	-	-	0%
Subtotal Group Home Enforcement	**$ -**	**$ -**	**$ 331,951**	**$ 412,606**	**24%**
Neighborhood Stabilization - 50257					
Salaries & Benefits	$ -	$ -	$ 304,051	$ 110,358	-64%
Maintenance & Operations	-	-	27,900	4,400	-84%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Stabilization	**$ -**	**$ -**	**$ 331,951**	**$ 114,758**	**-65%**
HOUSING & COMMUNITY DEV - 11310/11320					
Code Enforcement - 20350					
Salaries & Benefits	$ 22,240	$ 6,535	$ -	$ -	0%
Maintenance & Operations	3,137	-	-	-	0%
Fixed Assets	-	3,000	-	-	0%
Subtotal Code Enforcement	**$ 25,377**	**$ 9,535**	**$ -**	**$ -**	**0%**
Public Service Programs - 20421					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	137,500	133,322	154,221	148,552	-4%
Fixed Assets	-	-	-	-	0%
Subtotal Public Service Programs	**$ 137,500**	**$ 133,322**	**$ 154,221**	**$ 148,552**	**-4%**
Single Family Housing Rehab. - 20422					
Salaries & Benefits	$ 42,049	$ 41,811	$ 45,664	$ 46,199	1%
Maintenance & Operations	255,500	310,868	497,037	327,016	-34%
Fixed Assets	-	-	-	-	0%
Subtotal Sgl. Fam. Housing Rehab.	**$ 297,549**	**$ 352,679**	**$ 542,701**	**$ 373,215**	**-31%**
Neighbors for Neighbors - 20426					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	28	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Neighbors for Neighbors	**$ -**	**$ 28**	**$ -**	**$ -**	**0%**

DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
CDBG Admin. - 20427					
Salaries & Benefits	$ 53,657	$ 43,347	$ 47,008	$ 32,816	-30%
Maintenance & Operations	111,861	127,679	158,350	165,254	4%
Fixed Assets	-	538	270	-	-100%
Subtotal CDBG Admin.	**$ 165,518**	**$ 171,564**	**$ 205,628**	**$ 198,070**	**-4%**
HOME - 20440					
Salaries & Benefits	$ 13,880	$ 13,664	$ 43,080	$ 46,199	7%
Maintenance & Operations	101,664	19,247	25,027	9,769	-61%
Fixed Assets	-	1,050	-	-	0%
Subtotal HOME	**$ 115,544**	**$ 33,960**	**$ 68,107**	**$ 55,967**	**-18%**
HOME Projects - 20445					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	-	53,013	50,835	-4%
Fixed Assets	-	-	-	-	0%
Subtotal HOME Projects	**$ -**	**$ -**	**$ 53,013**	**$ 50,835**	**-4%**
Total Expenditures	**$ 4,641,076**	**$ 5,428,905**	**$ 6,893,064**	**$ 7,068,198**	**3%**

PUBLIC SERVICES ADMINISTRATION
Public Services Director (1)

Executive Secretary (1)
Management Analyst (1)

ENGINEERING
City Engineer (1)

Administrative Secretary (2)
Assistant Engineer (3)
Associate Engineer (1)
Construction Inspector (1)
Contract Administrator (1)
Engineering Technician III (5)
Office Specialist (1)
Principal Civil Engineer (1)
Public Right of Way Coordinator (1)
Senior Engineer (3)
Part-time (FTE = 2.0)

TRANSPORTATION SERVICES
Transportation Services Manager (1)

Assistant Engineer (1)
Engineering Technician II (1)
Engineering Technician III (1)
Senior Engineer (1)
Part-time (FTE = 1.20)

MAINTENANCE SERVICES
Maintenance Services Manager (1)

Administrative Secretary (1)
Equipment Mechanic II (2)
Equipment Mechanic III (2)
Executive Secretary (1)
Facilities Maintenance Technician (2)
Lead Maintenance Worker (7)
Maintenance Superintendent (3)
Maintenance Supervisor (5)
Maintenance Worker (10)
Senior Maintenance Technician (1)
Senior Maintenance Worker (11)
Part-time (FTE = 7.62)

Costa Mesa
PUBLIC SERVICES DEPARTMENT

PUBLIC SERVICES DEPARTMENT

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 74 full time staff members composed of four management, six clerical, and 64 professional/technical staff. Part time staffing consists of 10.82 full time equivalents. The Department is organized in four divisions as follows:

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

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.

PUBLIC SERVICES DEPARTMENT

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 the master planning new park and open space facilities and managing compliance of Capital Improvement Projects with the Open Space Master Plan and 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.

PUBLIC SERVICES DEPARTMENT

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 ten 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.

Parkway & Median Maintenance - 20111

Maintains 12 acres of landscape street medians and approximately 22,000 parkway trees.

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, 14 miles of City alleys, and miscellaneous easements.

Storm Drain Maintenance - 30121

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

PUBLIC SERVICES DEPARTMENT

Signs and Markings - 30243

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

Park Maintenance - 40111

Maintains the City's 29 parks, sports fields and related facilities.

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 2016-17 preliminary budget for the Public Services Department totals $20,875,208, a decrease of $1,121,075, or 5.1%, compared to the FY 15-16 adopted budget. Salaries and Benefits increased $172,498, or 1.89%, primarily due to part-time salaries; Maintenance & Operations accounts increased overall by $129,997, or 1.26%, due to net increases in consulting and utility accounts.

Fixed asset costs decreased by $1,423,570, or 55.58%, due to a lower number of proposed vehicle/equipment replacement.

The Public Services Department is funded by the General Fund, Gas Tax Fund, AQMD Fund, CDBG Fund, Drainage Fund, Capital Improvement Fund, Measure M Construction Fund, Measure M2, Measure M Turnback Fund, Measure M2 Fairshare Fund, and the Equipment Replacement Fund.

PRIOR YEAR'S ACCOMPLISHMENTS

- Upgraded the Fleet Maintenance software and transitioned to an electronic work order system.
- Installed a vehicle exhaust extraction system in the Fleet Maintenance shop.
- Painted 325,000 feet of arterial and residential red curb.
- Manufactured and installed 741 roadway signs.
- Cleaned and maintained 805 catch basins and drainage facilities; creating an electronic inventory system for tracking.
- Applied over 175 tons of asphalt to roadways for patching of potholes.
- Privatized the City's Street Sweeping Operations; removing over 980 tons of debris from City streets.
- Completed demolition and replacement of the HVAC cooling tower at the Police Facility.
- Replaced the roof at the Historical Society Museum and Fire Station #3.
- Installed new carpet on the first floor of City Hall's lobby and main corridor.
- Remodeled the fourth floor break room at City Hall.
- Installed energy efficient LED lighting in the parking lot of the Costa Mesa Senior Center.
- Fumigated the Costa Mesa Senior Center for dry wood termites and subterranean termites.
- Renovated all five of the roof top skylights at the Costa Mesa Senior Center.
- Installed new carpet on the first floor of the Police Department lobby and main corridor.
-
- Coordinated the renovation and furnishing of the West Side Police Substation.
- Provided emergency preparation and response to El Nino winter storms.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Converted to organic herbicides for City wide control of weeds on public property.
- Re-landscaped Tanager Drive Streetscape, Fire Station #3, Harbor-Victoria, Coolidge Avenue Medians and Bear-Yukon Parkways with water efficient landscapes.
- 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.
- Secured funding in the amount of $52,000 for the replacement of turf with drought tolerant landscaping for the Mesa Verde Loop medians and Harbor Boulevard Beautification Project.
- Completed the construction of the following Alleys (The construction cost was **$1.5 million**):
  1) Pomona Ave. Alley located between Placentia Ave. and Pomona Ave. from Ohms Way to 16th Street.
  2) Mendoza Dr. Alley located between Baker St. and Mission Dr. from Mendoza Dr. to Baker St.
  3) Mendoza Dr. Alley located between Ballow Ln. and Mendoza Dr. from Mission Dr. to El Camino Dr.
  4) Valasco Lane Alley located east of La Salle Avenue from Alley No. 120 to Sonora Road.
  5) Beach Street Alley located between Beach Street and 19th street from Pomona Ave. to Meyer Place.
  6) Palmer Street Alley located between 15th Street and Palmer Street from Orange Avenue to Westminster Avenue
  7) Palmer Street Alley located between 15th Street and Palmer Street from Westminster Avenue to Santa Ana Avenue.
  8) 17th Place Alley from Santa Ana Ave. to Raymond Street
  9) Santa Ana Ave Alley from 17th St. Place to the South End
  10) Fairway Place Alley from Orange Ave. to Fairway Dr.
  11) Lillian Place Alley from Orange Ave. to Fairway Dr.
  12) 19th Street Alley from Westminster Ave. to Santa Ana Ave.
  13) Magnolia Street Alley located between 18th Street and Magnolia Street from Orange Avenue to Westminster Avenue.
- Completed the Citywide Street Rehabilitation Project within **Mesa North, Upper Bird, Lower Bird, Westside, States tract and Trinity Church Neighborhood, 18.9 centerline miles.** (The construction cost was **$6.55 million**).
- Completed the construction of Area 29 Street Rehabilitation Project (the final construction cost was $3.6 million).
- Completed the construction of the West 19th Street Corridor Pedestrian Improvement Project (the final construction cost was $430,000.00).
- Completed the construction of the 13-14 Street Rehabilitation Project (the final construction cost was $3.0 million).
- Completed the construction of the 13-14 Slurry Seal Project (the final construction cost was $336,000.00).
- Completed the construction of the 14-15 Eastside Neighborhood Parkway Concrete Repair Project (the final construction cost was $737,000.00).
- Completed the construction of the East 17th Street Enhancement Project (the construction cost was $777,000.00).
- Completed the construction of the Placentia Avenue at 20th Street Illuminated Project (the construction cost was $102,000.00).
- Completed the construction of the Traffic Signal Modification at Sunflower Avenue and Anton (construction cost was $265,000.00).
- Completed the design of the following alleys (construction cost estimated at **$1,500,000**):
  1. Broadway Alley (Alley No. 88) located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
  2. Broadway Alley (Alley No. 89) located between Magnolia St. and Broadway from Tustin Ave. to Irvine Blvd.
  3. Magnolia St. Alley (Alley No. 94) located between 18th St. and Magnolia St. from Tustin Ave. to Irvine Blvd.
  4. Flower St. Alley (Alley No. 81) located between Broadway and Flower St. from Tustin Ave. to Irvine Blvd.
  5. Flower St. Alley (Alley No.77) located between Broadway and Flower St. from Orange Ave. to W'ly End.
  6. Flower St. Alley (Alley No.78) located between Broadway and Flower St. from Orange Ave. to Westminster Ave.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

7. Flower St. Alley (Alley No.79) located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
8. 19th St. Alley (Alley No. 70) located between 19th St. and Flower St. from Orange Ave. to Westminster Ave.
9. Fair Drive (Alley No. 46) located between Fair Drive and Clearbrook Lane from Vanguard Way to W'ly End.
10. Magnolia Street Alley (Alley No. 91) located between 18th Street and Magnolia Street from Fullerton Avenue to Orange Avenue.
11. Magnolia Street (Alley No. 93) located between 18th Street and Magnolia Street from Westminster Avenue to Santa Ana Avenue.
12. Broadway Alley (Alley No. 85) located between Magnolia Street and Broadway from Orange Avenue to Westminster Avenue.
13. Broadway Alley (Alley No. 86) located between Magnolia Street and Broadway from Westminster Avenue to Santa Ana Avenue).

- Completed the construction of 15-16 Citywide Parkway Improvement and New Sidewalk construction Project (the construction cost is estimated at **$550,000**).
- Completed the design of 15-16 Citywide Street Improvement Project which consists of streets located within Freedom Homes neighborhood, Eastside Neighborhood, Halecrest Neighborhood and Bristol East neighborhood, 12.7 centerline miles (construction cost estimated at **$4.2 million**).
- Completed the design and construction of the Fire Station #4 Apparatus Room Extension and Rescue Vehicle Storage Building (the construction cost was $690,000.00).
- Secured grant funding in the amount of approximately $1.4 Million for four transportation improvement projects.
- Implemented bus stop improvements at three locations with funding from Orange County Transportation Authority (OCTA) Project W program.
- Initiated construction phase of traffic calming improvements on East 19th Street between Fullerton Avenue and Irvine Avenue with funding from Safe Route to School (SRTS) program. Project also includes design of entry monument signs for Eastside Costa Mesa.
- Completed the construction of the Harbor Boulevard – Adams Avenue intersection improvement project.
- Completed construction phase for the Harbor Boulevard widening project between Law Court and Sunflower Avenue.
- Completed construction phase of Downtown Gateway Improvement Project.
- Initiated construction phase of Harbor Boulevard – Gisler Avenue Improvement project.
- Initiated construction phase of Placentia Avenue Bicycle Signal project at Fairview Park.
- Initiated design phase of Harbor Boulevard – South Coast Drive Improvement project.
- Initiated design phase of West 17th Street Widening project.
- Initiated design phase of Hyland Avenue – MacArthur Boulevard Improvement project.
- Initiated traffic signal synchronization projects along the following corridors:

    - Sunflower Avenue
    - Bristol Street
    - Newport Boulevard
    - Adams Avenue
    - Harbor Boulevard

- Continued extensive coordination with OCTA and corridor agencies on the I-405 Improvement Project.
- Initiated construction phase of Citywide Safe Route to School Improvements with funding from SRTS program.
- Completed design of intersection improvements at Fairview Road – Wilson Street intersection and along Wilson Street corridor between Newport Boulevard and Fairview Road.
- Initiated construction phase of the Bristol Street Median Improvement project.
- Completed design of Placentia Avenue Median Improvement project.
- Completed design of Red Hill Avenue Median Improvement project.
- Initiated design of Harbor Boulevard Median Improvement project.
- Completed design of Citywide Wayfinding Sign Program.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Completed the traffic modeling and Circulation Element for the General Plan update.
- Worked with the Bikeway and Walkability Committee in the development of goals, objectives and recommendations for the Bikeway and Pedestrian Master Plan.
- Conducted a "Back to School" Bicycle Rodeo at City Hall.
- Completed the Bicycle Education at Schools project with funding from Bicycle Corridor Improvement Program.
- Completed the Costa Mesa East-West Multipurpose Bicycle Trails project study with funding from Southern California Association of Governments.
- Initiated the design phase of the West 19th Street bicycle connection to Santa Ana River project.
- Completed an overhaul of the Resident Permit Parking program including guidelines and ordinance.
- Initiate revised traffic impact fee study.

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.

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.

- 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 insure 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.

PUBLIC SERVICES DEPARTMENT

OBJECTIVES (Continued)

- 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.
- Replace fuel authorization system at the Corporation Yard and the Police Facility.
- Complete the design of parking lot lightings at Fairview Park (construction cost estimated at **$650,000**).
- Complete the design of Fairview Park Trails, Parking Lots, and Playground (construction cost estimated to be **$1,300,000**).
- 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 $80,000.00).
- Complete the design and construction of the improvements on the 1st Floor of City Hall including Audio/Visual system upgrades (construction cost to be $3,000.000.00).
- Complete the construction of the Downtown Costa Mesa Gateway Landscape Improvements on SR-55 Freeway (construction cost estimated to be $635,000.00).
- Complete the design and construction of Harbor Boulevard Bike Trail Improvements from Fair Drive to Merrimac Way (construction cost estimated at **$1.0 million**).
- Complete the design of FY 15-16 Citywide Street Improvement project.
- Complete the design of FY 15-16 Citywide Parkway Improvement Project and missing link sidewalks (construction cost estimated at $1,100,000.00).
- Complete the construction of the following alleys (construction cost estimated at **$1,500,000**):
  1. Broadway Alley (Alley No. 88) located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
  2. Broadway Alley (Alley No. 89) located between Magnolia St. and Broadway from Tustin Ave. to Irvine Blvd.
  3. Magnolia St. Alley (Alley No. 94) located between 18th St. and Magnolia St. from Tustin Ave. to Irvine Blvd.
  4. Flower St. Alley (Alley No. 81) located between Broadway and Flower St. from Tustin Ave. to Irvine Blvd.
  5. Flower St. Alley (Alley No. 77) located between Broadway and Flower St. from Orange Ave. to W'ly End.
  6. Flower St. Alley (Alley No. 78) located between Broadway and Flower St. from Orange Ave. to Westminster Ave.
  7. Flower St. Alley (Alley No. 79) located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
  8. 19th St. Alley (Alley No. 70) located between 19th St. and Flower St. from Orange Ave. to Westminster Ave.
  9. Fair Drive Alley (Alley No. 46) located between Fair Dr. and Clearbrook Lane from Vanguard Way to W'ly End.
  10. Magnolia Street Alley (Alley No. 91) located between 18th Street and Magnolia Street from Fullerton Avenue to Orange Avenue.
  11. Broadway Alley (Alley No. 85) located between Magnolia Street and Broadway from Orange Avenue to Westminster Avenue.
  12. Magnolia Street Alley (Alley No. 93) located between 18th Street and Magnolia Street from Westminster Avenue to Santa Ana Avenue.
  13. 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 **$3,300,000**).

PUBLIC SERVICES DEPARTMENT

OBJECTIVES (Continued)

- Complete the design and construction of Entry Monument at Industrial Way and Newport Frontage Road (construction estimated at $160,000.00).
- Complete the design and construction of landscaping and irrigation improvements on existing medians on Mesa Verde Drive and California Street and parkway on Gisler Avenue (construction cost estimated at $450,000.00).
- Complete the construction of 14-15 Citywide Street Improvement Project which consists of streets located within **Freedom Homes neighborhood, Eastside Neighborhood, Halecrest Neighborhood and Bristol East neighborhood, 12.7 centerline miles** (construction cost estimated at **$4.2 million**).
- Complete the construction of FY 14-15 citywide Parkway Improvement Project and missing link sidewalks (construction cost estimated at **$575,430**).
- Complete the design of FY 15-16 Citywide Parkway Improvement Project.
- Complete the Design of FY 15-16 Citywide Street Improvement Project.
- Complete the design of FY 15-16 Citywide Alley Improvement Project.
- Complete the design of Fire Station 1 Reconstruction (construction cost is estimated at $7 million).
- Complete the design of Dungan Library and Neighborhood Community Center Reconstruction (construction cost is estimated at $25 million).
- Complete the design and construction of the Fire Station #4 parking lot rehabilitation and repair (construction cost estimated at $300,000.00).
- Complete the design and construction of the City Hall parking lot rehabilitation and repair.
- Complete the design and construction of the Police Department Emergency Backup Generator (construction cost is estimated at $600,000.00).
- Complete the design and construction of the TeWinkle Park walkways & parking lot rehabilitation and repair.
- Complete the design and construction of the proposed improvements at Bark Park.
- Complete the design and construction of the proposed improvements at Jack Hammet Fields 1 and 2.
- Complete the design and construction of the proposed landscaping and irrigation improvements along Newport Boulevard from 19th Street to Bristol Street.
- Complete the design and construction of the Fire Station #2 parking lot rehabilitation and repair.
- Complete the design and construction of the proposed median and parkway landscaping along Harbor Boulevard from 19th Street to Wilson Street.
- Complete the construction of Smallwood Park Improvements.
- Complete the construction of the Fairview Park North Bluff Trail and Habitat Restoration Project.
- 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.
- 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 of West 19th Street Bicycle Trail connection to Santa Ana River.

PUBLIC SERVICES DEPARTMENT

OBJECTIVES (Continued)

- Complete traffic signal system improvements along the following corridors:
  - Newport Boulevard
  - Bristol Street
  - Adams Avenue
  - Sunflower Avenue
  - Harbor Boulevard
- Complete Citywide Safe Route to School project which includes installation of radar feedback signs, pedestrian countdown heads and school zone flashers in the vicinity of several elementary schools.
- Complete installation of pedestrian and bicycle traffic signal at Placentia Avenue and Fairview Channel Bicycle Trail.
- Complete the construction of median improvements on Bristol Street and Placentia Avenue corridors.
- Initiate construction of median improvements on Red Hill Avenue.
- Initiate construction of median improvements on Harbor Boulevard south of Wilson Street.
- Complete construction of traffic calming improvements on East 19th Street between Fullerton Avenue and Irvine Avenue.
- Complete design of Harbor Boulevard – South Coast Drive improvement project.
- Complete design of West 17th Street Widening project.
- Complete design of Hyland Avenue – MacArthur Boulevard Improvement project.
- Initiate design of improvements on Fairview Road between Adams Avenue and Baker Street.
- Complete revised traffic impact fee study.

Performance Measures/Workload Indicators:

	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary
Performance Measures:			
Percent of the total number of City trees trimmed	35%	31%	25%
Percent of budgeted building maintenance projects completed	95%	100%	75%
Percent of Costa Maintenance work requests completed/month	93%	100%	100%
Percent increase in extra-ordinary repairs of City fleet vehicles	30%	20%	32%
Percent of total street signs replaced	5.5%	9%	10%
Percent of total lane lines repainted	50%	60%	70%
Percent of total pavement legends repainted/re-applied	15%	20%	30%
Percent of total red curb repainted	68%	75%	85%
Percent change in tons of asphalt applied with city forces	-100%	0%	0%
Percent change in debris removed from catch basins vs. prior year	15%	25%	70%
Change in Pavement Condition Index (P.C.I.) for streets network vs. prior year	87.5	88.5	86.3
Percent of budgeted Capital Improvement Projects completed in budgeted fiscal year	65%	70%	67%

PUBLIC SERVICES DEPARTMENT

Workload Indicators:	**FY 14-15 Actual**	**FY 15-16 Adopted**	**FY 16-17 Preliminary**
Number of new trees planted	587	1,300	150
Number of trees removed	234	260	300
Number of trees root-pruned	30	25	35
Number of facility rehabilitation projects completed	62	50	60
Number of facilities work requests tracked	719	1,000	1,000
Number of ball field preparations performed	940	1,475	870
Number of scheduled vehicle and equipment services performed	407	835	393
Number of extraordinary vehicle and equipment services performed	726	625	826
Number of traffic and street signs maintained	741	1300	1,500
Number of linear feet of lane lines repainted	1,057,916	1,300,000	1,430,000
Number of pavement legends repainted/reapplied	150	175	230
Number of crosswalks repainted/reapplied	70	80	90
Number of lineal feet of red curb repainted	325,000	375,000	412,500
Tons of asphalt applied annually by city forces	175.5	125	200
Tons of debris removed and diverted from the waterways	697	960	1,000
Dollar amount of construction contracts awarded	$9.3 Million	$12 Million	$10.4 Million
Centerline miles of Streets Rehabilitated by outside forces	22.7	13.7	10.4
Centerline miles of Alleys Rehabilitated by outside forces	1.5	1.1	0.8
Number of Construction Permits issued	602	470	605
Number of Development Projects processed	118	110	115
Number of Building Permit Applications processed	392	350	410

PUBLIC SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 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
Contract Administrator	-	-	-	0.50
Principal Civil Engineer				0.75
Subtotal Fairview Park - 20115	-	-	-	1.50
City Engineer	0.34	0.10	0.10	0.10
Associate Engineer	0.50	0.50	0.50	0.50
Subtotal Water Quality - 20510	0.84	0.60	0.60	0.60
City Engineer	0.33	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
Principal Civil Engineer	-	-	0.50	-
Engineering Technician II	1.00	1.00	1.00	-
Engineering Technician III	0.88	1.15	1.65	2.15
Public Right of Way Coordinator	-	1.00	-	-
Office Specialist I	-	-	1.00	1.00
Senior Engineer	0.50	0.50	0.50	0.50
Subtotal Street Improvements - 30112	4.21	5.35	6.35	5.35
City Engineer	0.33	0.20	0.20	0.20
Administrative Secretary	0.25	0.25	0.25	0.25
Principal Civil Engineer	-	-	0.50	-
Engineering Technician III	0.50	0.75	0.25	0.75
Senior Engineer	0.50	0.50	0.50	0.50
Subtotal Storm Drain Improvements - 30122	1.58	1.70	1.70	1.70
City Engineer	-	0.10	0.10	0.10
Engineering Technician III	1.37	0.50	0.50	0.50
Subtotal Development - 30310	1.37	0.60	0.60	0.60
City Engineer	-	0.10	0.10	0.10
Engineering Technician III	0.25	0.20	0.20	0.20
Subtotal Real Property - 30320	0.25	0.30	0.30	0.30
City Engineer	-	0.10	0.10	0.10
Administrative Secretary	0.25	0.25	0.25	0.25
Contract Administrator	1.00	0.50	0.50	-
Senior Engineer	1.00	0.50	0.50	0.50
Subtotal Park Improvements - 40112	2.25	1.35	1.35	0.85

PUBLIC SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Engineering - 19200 (continued)				
City Engineer	-	0.20	0.20	0.20
Administrative Secretary	1.00	1.00	1.00	0.75
Associate Engineer	0.50	0.50	0.50	0.50
Assistant Engineer	2.00	2.00	2.00	2.00
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	-	0.50	0.50	0.50
Engineering Technician II	1.00	1.00	1.00	-
Engineering Technician III	-	0.40	0.40	1.40
Principal Civil Engineer	-	-	-	0.25
Public Right of Way Coordinator	-	-	1.00	1.00
Senior Engineer	1.00	1.50	1.50	1.50
Subtotal Construction Management - 50002	6.50	8.10	9.10	9.10
Total Engineering Full-time Positions	**17.00**	**18.00**	**20.00**	**20.00**
Total Engineering Part-time Positions (in FTE's)	**0.50**	**2.60**	**2.00**	**2.00**
Transportation - 19300				
Transportation Services Manager	0.75	0.60	0.60	0.50
Assistant Engineer	0.25	0.25	0.25	0.25
Associate Engineer	0.25	0.40	0.40	-
Engineering Technician II	0.75	1.00	1.00	0.90
Engineering Technician III	0.25	-	-	-
Senior Engineer	-	-	-	0.30
Subtotal Traffic Planning - 30210	2.25	2.25	2.25	1.95
Transportation Services Manager	-	-	-	0.10
Engineering Technician II	-	-	-	0.10
Senior Engineer	-	-	-	0.10
Subtotal Active Transportation Improvements - 30225	-	-	-	0.30
Transportation Services Manager	0.25	0.40	0.40	0.40
Assistant Engineer	0.75	0.75	0.75	0.75
Associate Engineer	0.75	0.60	0.60	-
Engineering Technician II	0.25	-	-	-
Engineering Technician III	0.75	1.00	1.00	1.00
Senior Engineer	-	-	-	0.60
Subtotal Traffic Operations - 30241	2.75	2.75	2.75	2.75
Total Transportation Full-time Positions	**5.00**	**5.00**	**5.00**	**5.00**
Total Transportation Part-time Positions (in FTE's)	**0.90**	**0.96**	**0.96**	**1.20**
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

PUBLIC SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

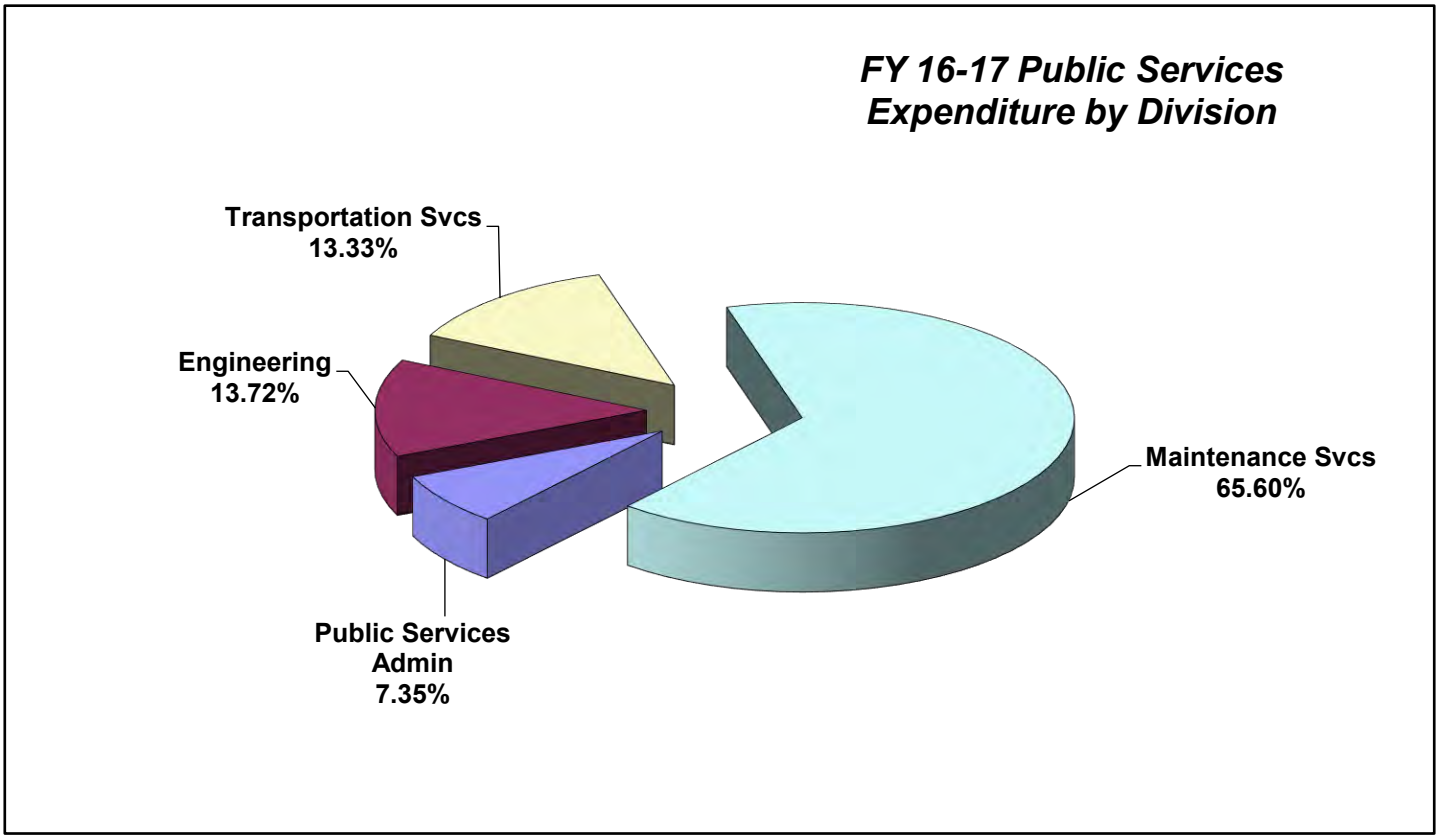
	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Maintenance Services - 19500 (continued)				
Senior Maintenance Supervisor	0.25	0.25	-	-
Maintenance Superintendant	-	-	0.25	0.25
Subtotal Pkwy & Median Maintenance - 20111	0.25	0.25	0.25	0.25
Maintenance Supervisor	-	-	-	0.10
Subtotal Fairview Park - 20115	-	-	-	0.10
Maintenance Supervisor	0.25	0.25	0.25	0.25
Senior Maintenance Worker	3.25	3.00	-	-
Maintenance Superintendant	-	-	0.25	0.20
Subtotal Street Cleaning - 20120	3.50	3.25	0.50	0.45
Lead Maintenance Worker	-	1.00	1.00	1.00
Maintenance Worker	1.00	1.00	1.00	1.00
Senior Maintenance Supervisor	0.25	0.25	-	-
Senior Maintenance Worker	1.00	-	-	-
Maintenance Superintendant	-	-	0.25	0.25
Subtotal Graffiti Abatement - 20130	2.25	2.25	2.25	2.25
Assistant Street Superintendent	0.75	0.75	-	-
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Superintendant	-	-	0.25	0.20
Maintenance Supervisor	-	-	0.25	0.25
Senior Maintenance Worker	2.50	2.50	2.50	1.75
Subtotal Street Maintenance - 30111	4.25	4.25	4.00	3.20
Assistant Street Superintendent	0.25	0.25	-	-
Maintenance Superintendant	-	-	0.25	0.20
Maintenance Supervisor	-	-	0.25	0.25
Senior Maintenance Worker	0.50	0.50	0.50	1.25
Subtotal Storm Drain Maintenance - 30121	0.75	0.75	1.00	1.70
Maintenance Superintendant	-	-	0.25	0.20
Maintenance Supervisor	0.75	0.75	0.25	0.25
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	0.75	1.00	3.00	3.00
Subtotal Signs & Markings - 30243	2.50	2.75	4.50	4.45
Senior Maintenance Supervisor	0.50	0.50	-	-
Lead Maintenance Worker	5.00	5.00	5.00	5.00
Maintenance Superintendant	-	-	0.50	0.50
Maintenance Supervisor	2.00	2.00	2.00	1.90
Maintenance Worker	6.00	6.00	6.00	6.00
Senior Maintenance Worker	5.00	7.00	5.00	5.00
Subtotal Park Maintenance - 40111	18.50	20.50	18.50	18.40

PUBLIC SERVICES DEPARTMENT FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT/DIVISION/PROGRAM

	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Preliminary
Maintenance Services - 19500 (continued)				
Facilities & Equipment Supervisor	0.50	0.50	-	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Maintenance Superintendant	-	-	0.50	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	3.00	3.00	3.00
Executive Secretary	-	0.25	0.25	0.25
Office Specialist II	0.25	-	-	-
Subtotal Facility Maintenance - 50910	6.75	6.75	6.75	7.25
Facilities & Equipment Supervisor	0.50	0.50	-	-
Maintenance Superintendant	-	-	0.50	0.20
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
Office Specialist II	0.75	-	-	-
Subtotal Equipment Maintenance - 50920	6.25	6.25	6.25	5.95
Total Maintenance Services Full-time Positions	**47.00**	**49.00**	**46.00**	**46.00**
Total Maint Svcs Part-time Positions (in FTE's)	**2.25**	**4.81**	**4.81**	**7.62**
Total Department Full-time Positions	**72.00**	**75.00**	**74.00**	**74.00**
Total Department Part-time Positions (in FTE's)	**3.65**	**8.37**	**7.77**	**10.82**
TOTAL DEPARTMENT	**75.65**	**83.37**	**81.77**	**84.82**

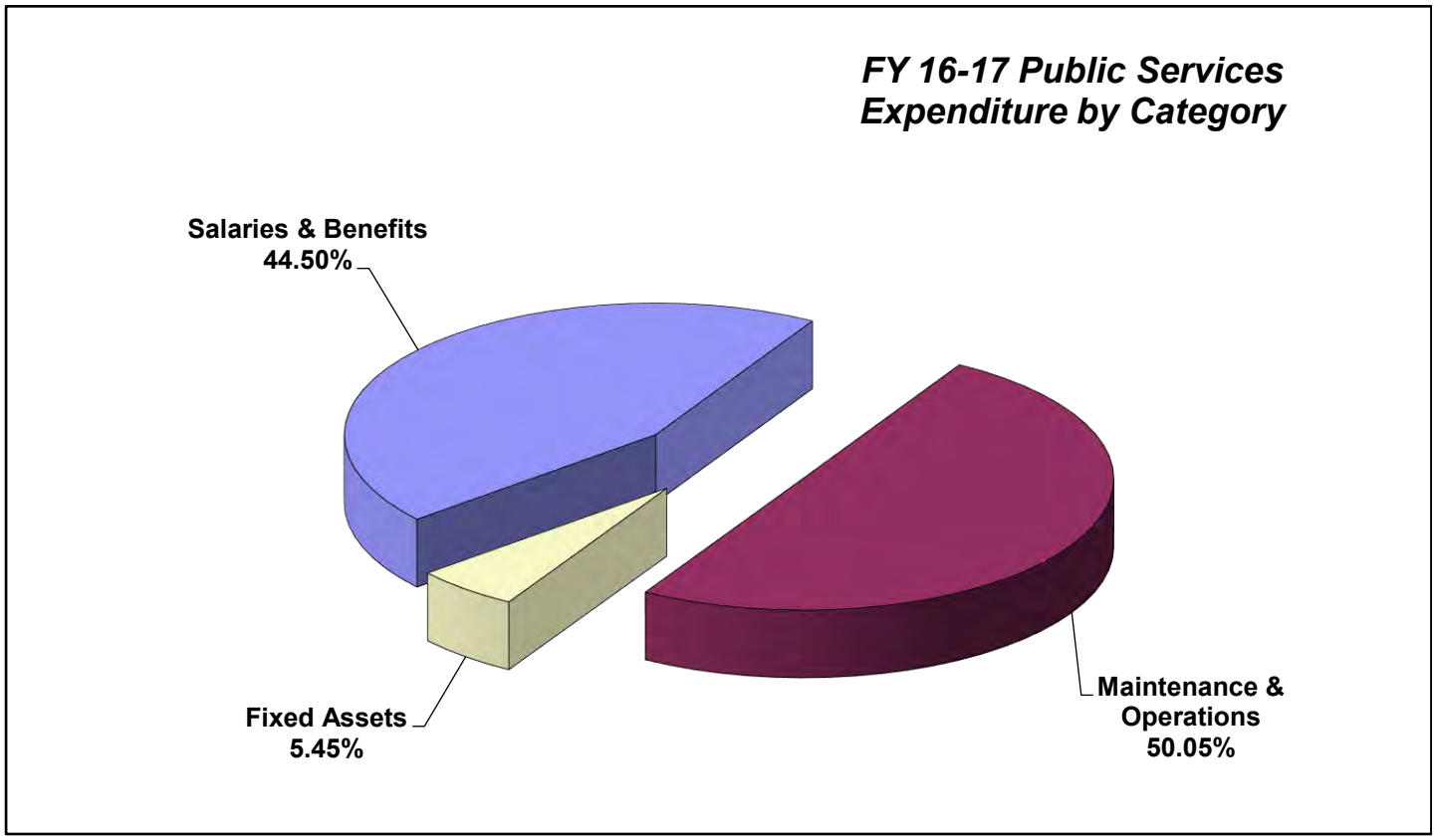
PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION

Expenditure by Division:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Public Services Admin. - 19100	$ 1,452,651	$ 1,472,964	$ 1,509,463	$ 1,534,734	1.67%
Engineering - 19200	2,222,254	2,135,795	2,893,815	2,863,597	-1.04%
Transportation Svcs - 19300	2,384,875	2,516,851	2,685,813	2,782,907	3.62%
Maintenance Svcs - 19500	10,901,334	11,419,347	14,907,192	13,693,971	-8.14%
Total Expenditures	**$ 16,961,115**	**$ 17,544,957**	**$ 21,996,283**	**$ 20,875,208**	**-5.10%**



PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

Expenditure by Category:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Salaries & Benefits	$ 7,255,472	$ 7,585,816	$ 9,115,986	$ 9,288,484	1.89%
Maintenance & Operations	9,662,227	9,707,178	10,319,017	10,449,014	1.26%
Fixed Assets	43,415	251,963	2,561,280	1,137,710	-55.58%
Total Expenditures	**$ 16,961,115**	**$ 17,544,957**	**$ 21,996,283**	**$ 20,875,208**	**-5.10%**



Funding Sources:	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
General Fund - 101	$ 14,289,411	$ 14,389,644	$ 16,650,521	$ 17,094,915	81.89%
Gas Tax Fund - 201	176,087	322,607	859,120	778,152	3.73%
Air Quality Imp. Fund - 203	4,096	4,390	15,000	15,000	0.07%
Capital Improvmts Fund - 401	-	-	-	-	0.00%
Measure M Fund - 403	806	-	-	-	0.00%
Measure M Fund - 414	-	-	-	-	0.00%
Measure M Fund - 415	64,171	14,681	-	-	0.00%
Measure M Fund - 416	179,973	218,628	20,000	20,000	0.10%
Equipment Replacement - 601	2,246,570	2,595,006	4,451,642	2,967,142	14.21%
Total Funding Sources	**$ 16,961,115**	**$ 17,544,957**	**$ 21,996,283**	**$ 20,875,208**	**100.00%**

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ 4,379,781	$ 4,470,158	$ 5,747,574	$ 5,643,692	-2%
Regular Salaries - Part time	501300	244,818	247,137	190,241	445,950	134%
Overtime	501400	128,946	117,519	74,300	74,800	1%
Accrual Payoff - Excess Maximum	501500	37,507	12,474	19,090	31,394	64%
Vacation/Comp. Time Cash Out	501600	33,002	72,239	33,522	30,822	-8%
Holiday Allowance	501700	17,481	18,458	4,962	2,874	-42%
Separation Pay-Off	501800	130,622	8,060	-	-	0%
Other Compensation	501900	54,725	55,430	62,995	111,234	77%
Cafeteria Plan	505100	589,566	706,350	858,191	858,192	0%
Medicare	505200	70,788	75,028	82,750	82,890	0%
Retirement	505300	1,262,194	1,591,563	1,730,766	1,674,291	-3%
Professional Development	505500	20,629	20,606	31,546	33,256	5%
Auto Allowance	505600	-	-	-	5,724	0%
Unemployment	505800	7,890	2,891	2,891	2,891	0%
Workers' Compensation	505900	277,524	187,904	277,158	290,474	5%
Subtotal Salaries & Benefits		**$ 7,255,473**	**$ 7,585,816**	**$ 9,115,986**	**$ 9,288,484**	**2%**
Stationery and Office	510100	$ 14,460	$ 12,967	$ 13,100	$ 13,100	0%
Multi-Media, Promotions and Subs	510200	6,617	13,269	25,150	18,350	-27%
Small Tools and Equipment	510300	42,693	76,870	79,955	74,750	-7%
Uniform & Clothing	510400	20,128	21,568	18,750	23,250	24%
Safety and Health	510500	1,234	1,745	1,900	2,800	47%
Maintenance & Construction	510600	621,512	668,248	631,030	688,030	9%
Agriculture	510700	92,712	125,362	155,165	131,165	-15%
Fuel	510800	636,863	522,841	700,000	600,000	-14%
Electricity - Buildings & Fac.	515100	465,756	473,623	451,800	456,800	1%
Electricity - Power	515200	219,501	248,092	221,000	245,000	11%
Electricity - Street Lights	515300	998,106	1,045,470	1,100,000	1,100,000	0%
Gas	515400	25,351	20,761	26,000	26,000	0%
Water - Domestic	515500	98,636	147,656	134,000	151,500	13%
Water - Parks and Parkways	515600	792,545	692,970	822,750	834,250	1%
Waste Disposal	515700	160,607	146,202	117,600	145,500	24%
Janitorial and Housekeeping	515800	161,645	186,772	341,540	233,269	-32%
Postage	520100	5,474	6,701	7,150	7,150	0%
Legal Advertising/Filing Fees	520200	165,742	198,663	201,000	201,000	0%
Advertising and Public Info.	520300	86	207	-	-	0%
Telephone/Radio/Communications	520400	3,514	3,796	31,825	53,290	67%
Meetings & Conferences	520500	-	28	-	-	0%
Mileage Reimbursement	520600	-	-	120	120	0%
Buildings and Structures	525100	179,659	99,216	96,300	102,300	6%
Landscaping and Sprinklers	525200	1,388,975	1,295,394	1,409,673	1,597,364	13%
Underground Lines	525300	4,087	-	5,000	5,000	0%
Automotive Equipment	525400	201,646	166,849	150,000	150,000	0%
Office Furniture	525600	-	500	500	500	0%
Office Equipment	525700	1,834	2,034	6,950	6,950	0%
Other Equipment	525800	781,027	914,098	820,245	803,581	-2%
Streets, Alleys and Sidewalks	525900	170,820	140,720	1,145,100	1,150,100	0%
Employment	530100	52,419	298,285	-	-	0%
Consulting	530200	336,136	318,808	292,500	471,895	61%
Engineering and Architectural	530400	21,631	26,869	91,000	88,500	-3%
Interest Payments	535200	-	15,827	-	-	0%
External Rent	535400	7,173	5,173	17,250	20,750	20%
Depreciation	535600	529,434	661,723	-	-	0%

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Central Services	535800	$ 5,911	$ 14,200	$ 10,350	$ 10,350	0%
Internal Rent - Maint. Charges	536100	316,850	300,990	315,370	342,542	9%
Internal Rent - Repl.Cost	536200	404,263	31,265	213,197	166,471	-22%
Internal Rent - IT Replacement	536300	-	11,131	16,697	22,262	33%
General Liability	540100	659,286	728,057	637,050	493,125	-23%
Taxes & Assessments	540700	67,521	62,231	12,000	12,000	0%
Other Costs	540900	376	-	-	-	0%
Subtotal Maintenance & Operations		**$ 9,662,228**	**$ 9,707,178**	**$ 10,319,017**	**$ 10,449,014**	**1%**
Buildings and Structures	590400	$ 18,884	$ -	$ -	$ -	0%
Automotive Equipment	590500	-	7,565	2,455,780	1,135,110	-54%
Other Equipment	590800	24,532	21,518	105,500	2,600	-98%
Loss on Disposal of Assets	599100	-	222,880	-	-	
Subtotal Fixed Assets		**$ 43,415**	**$ 251,963**	**$ 2,561,280**	**$ 1,137,710**	**-56%**
Total Expenditures		**$ 16,961,115**	**$ 17,544,957**	**$ 21,996,283**	**$ 20,875,208**	**-5%**

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
PUBLIC SERVICES ADMINISTRATION - 19100					
Administration - 50001					
Salaries & Benefits	$ 739,095	$ 577,741	$ 766,025	$ 794,123	4%
Maintenance & Operations	676,195	853,917	696,938	580,110	-17%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	**$ 1,415,290**	**$ 1,431,657**	**$ 1,462,963**	**$ 1,374,234**	**-6%**
Recycling - 20230					
Salaries & Benefits	$ 55	$ -	$ 500	$ 500	0%
Maintenance & Operations	37,306	37,806	46,000	160,000	248%
Fixed Assets	-	-	-	-	0%
Subtotal Recycling	**$ 37,361**	**$ 37,806**	**$ 46,500**	**$ 160,500**	**245%**
Construction Management- 50002					
Salaries & Benefits	$ -	$ -	$ -	$ -	0%
Maintenance & Operations	-	3,500	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Construction Management	**$ -**	**$ 3,500**	**$ -**	**$ -**	**0%**
ENGINEERING - 19200					
Construction Management - 50002					
Salaries & Benefits	$ 635,753	$ 719,977	$ 1,129,406	$ 1,101,443	-2%
Maintenance & Operations	31,126	74,219	29,734	31,474	6%
Fixed Assets	-	-	-	-	0%
Subtotal Construction Mgmt	**$ 666,879**	**$ 794,196**	**$ 1,159,140**	**$ 1,132,917**	**-2%**
Fairview Park - 20115					
Salaries & Benefits	$ -	$ -	$ -	$ 230,748	0%
Maintenance & Operations	-	-	-	10,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Fairview Park	**$ -**	**$ -**	**$ -**	**$ 240,748**	**0%**
Water Quality - 20510					
Salaries & Benefits	$ 122,722	$ 18,881	$ 244,811	$ 96,161	-61%
Maintenance & Operations	170,480	229,854	245,600	245,600	0%
Fixed Assets	-	-	-	-	0%
Subtotal Water Quality	**$ 293,202**	**$ 248,735**	**$ 490,411**	**$ 341,761**	**-30%**
Street Improvements - 30112					
Salaries & Benefits	$ 427,822	$ 486,827	$ 701,769	$ 621,393	-11%
Maintenance & Operations	9,694	49,178	35,542	35,636	0%
Fixed Assets	-	2,195	-	-	0%
Subtotal Street Improvements	**$ 437,516**	**$ 538,201**	**$ 737,311**	**$ 657,030**	**-11%**

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Storm Drain Improvements - 30122					
Salaries & Benefits	$ 128,733	$ 144,749	$ 158,118	$ 231,257	46%
Maintenance & Operations	1,567	4,467	8,950	8,950	0%
Fixed Assets	-	938	-	-	0%
Subtotal Storm Drain Imprvmnts	**$ 130,300**	**$ 150,154**	**$ 167,068**	**$ 240,207**	**44%**
Development - 30310					
Salaries & Benefits	$ 154,233	$ 76,993	$ 78,729	$ 79,438	1%
Maintenance & Operations	292	1,047	1,850	1,850	0%
Fixed Assets	-	-	-	-	0%
Subtotal Development	**$ 154,525**	**$ 78,040**	**$ 80,579**	**$ 81,288**	**1%**
Real Property - 30320					
Salaries & Benefits	$ 28,641	$ 41,216	$ 44,056	$ 44,539	1%
Maintenance & Operations	984	2,672	3,550	3,550	0%
Fixed Assets	-	-	-	-	0%
Subtotal Real Property	**$ 29,625**	**$ 43,888**	**$ 47,606**	**$ 48,089**	**1%**
Park Development - 40112					
Salaries & Benefits	$ 346,033	$ 216,997	$ 208,600	$ 118,457	-43%
Maintenance & Operations	104,970	66,655	3,100	3,100	0%
Fixed Assets	18,884	-	-	-	0%
Subtotal Park Development	**$ 469,887**	**$ 283,651**	**$ 211,700**	**$ 121,557**	**-43%**
TRANSPORTATION SERVICES - 19300					
Traffic Planning - 30210					
Salaries & Benefits	$ 319,413	$ 354,930	$ 414,559	$ 323,678	-22%
Maintenance & Operations	46,188	27,927	62,650	117,817	88%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Planning	**$ 365,601**	**$ 382,857**	**$ 477,209**	**$ 441,495**	**-7%**
Active Transportation Improvements - 30225					
Salaries & Benefits	$ -	$ -	$ -	$ 47,565	0%
Maintenance & Operations	-	-	-	85,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Active Transportation	**$ -**	**$ -**	**$ -**	**$ 132,565**	**0%**
Traffic Operations - 30241					
Salaries & Benefits	$ 373,482	$ 387,213	$ 408,695	$ 394,542	-3%
Maintenance & Operations	1,646,232	1,746,781	1,799,909	1,814,304	1%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Operations	**$ 2,019,715**	**$ 2,133,994**	**$ 2,208,604**	**$ 2,208,846**	**0%**

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
MAINTENANCE SERVICES - 19500					
Administration - 50001					
Salaries & Benefits	$ 285,976	$ 305,789	$ 299,142	$ 303,396	1%
Maintenance & Operations	12,575	13,186	19,433	137,860	609%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	**$ 298,551**	**$ 318,975**	**$ 318,575**	**$ 441,257**	**39%**
Parkway & Median Maint - 20111					
Salaries & Benefits	$ 8,822	$ 31,935	$ 35,490	$ 39,439	11%
Maintenance & Operations	1,069,312	1,044,223	1,114,525	1,166,707	5%
Fixed Assets	-	-	-	-	0%
Subtotal Pkwy & Median Maint	**$ 1,078,134**	**$ 1,076,158**	**$ 1,150,015**	**$ 1,206,146**	**5%**
Fairview Park - 20115					
Salaries & Benefits	$ -	$ -	$ -	$ 11,553	0%
Maintenance & Operations	-	-	-	169,900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Fairview Park	**$ -**	**$ -**	**$ -**	**$ 181,453**	**0%**
Street Cleaning - 20120					
Salaries & Benefits	$ 123,009	$ 76,726	$ 61,926	$ 59,551	-4%
Maintenance & Operations	200,859	302,818	709,600	736,912	4%
Fixed Assets	-	-	-	-	0%
Subtotal Street Cleaning	**$ 323,868**	**$ 379,543**	**$ 771,526**	**$ 796,463**	**3%**
Graffiti Abatement - 20130					
Salaries & Benefits	$ 194,264	$ 210,773	$ 215,768	$ 218,777	1%
Maintenance & Operations	38,681	32,785	36,334	39,569	9%
Fixed Assets	-	-	-	-	0%
Subtotal Graffiti Abatement	**$ 232,945**	**$ 243,557**	**$ 252,102**	**$ 258,346**	**2%**
Street Maintenance - 30111					
Salaries & Benefits	$ 349,994	$ 415,319	$ 458,429	$ 438,727	-4%
Maintenance & Operations	349,468	159,190	485,393	491,547	1%
Fixed Assets	-	-	-	-	0%
Subtotal Street Maintenance	**$ 699,462**	**$ 574,509**	**$ 943,822**	**$ 930,274**	**-1%**
Storm Drain Maint - 30121					
Salaries & Benefits	$ 60,536	$ 80,838	$ 104,568	$ 174,730	67%
Maintenance & Operations	36,080	8,283	25,022	25,242	1%
Fixed Assets	-	-	-	-	0%
Subtotal Storm Drain Maint	**$ 96,617**	**$ 89,121**	**$ 129,590**	**$ 199,972**	**54%**

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Signs & Markings - 30243					
Salaries & Benefits	$ 321,204	$ 260,914	$ 442,834	$ 460,984	4%
Maintenance & Operations	132,970	176,202	251,818	262,153	4%
Fixed Assets	6,825	751	-	-	0%
Subtotal Signs & Markings	**$ 460,999**	**$ 437,867**	**$ 694,652**	**$ 723,138**	**4%**
Park Maintenance - 40111					
Salaries & Benefits	$ 1,541,241	$ 1,980,864	$ 2,041,783	$ 1,919,682	-6%
Maintenance & Operations	1,932,890	1,759,199	2,092,468	2,029,319	-3%
Fixed Assets	-	5,366	-	-	0%
Subtotal Park Maintenance	**$ 3,474,131**	**$ 3,745,429**	**$ 4,134,251**	**$ 3,949,000**	**-4%**
Facility Maintenance - 50910					
Salaries & Benefits	$ 515,477	$ 583,572	$ 658,294	$ 898,167	36%
Maintenance & Operations	1,468,173	1,374,998	1,402,723	1,140,014	-19%
Fixed Assets	17,707	227	-	2,600	0%
Subtotal Facility Maintenance	**$ 2,001,357**	**$ 1,958,796**	**$ 2,061,017**	**$ 2,040,780**	**-1%**
Fleet Services - 50920					
Salaries & Benefits	$ 550,148	$ 614,634	$ 642,484	$ 679,633	6%
Maintenance & Operations	1,725,003	1,737,202	1,247,878	1,152,399	-8%
Fixed Assets	-	242,486	2,561,280	1,135,110	-56%
Subtotal Fleet Services	**$ 2,275,151**	**$ 2,594,322**	**$ 4,451,642**	**$ 2,967,142**	**-33%**
Total Expenditures	**$16,961,115**	**$17,544,957**	**$21,996,283**	**$20,875,208**	**-5%**

Costa Mesa

NON-DEPARTMENTAL

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 16-17 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.

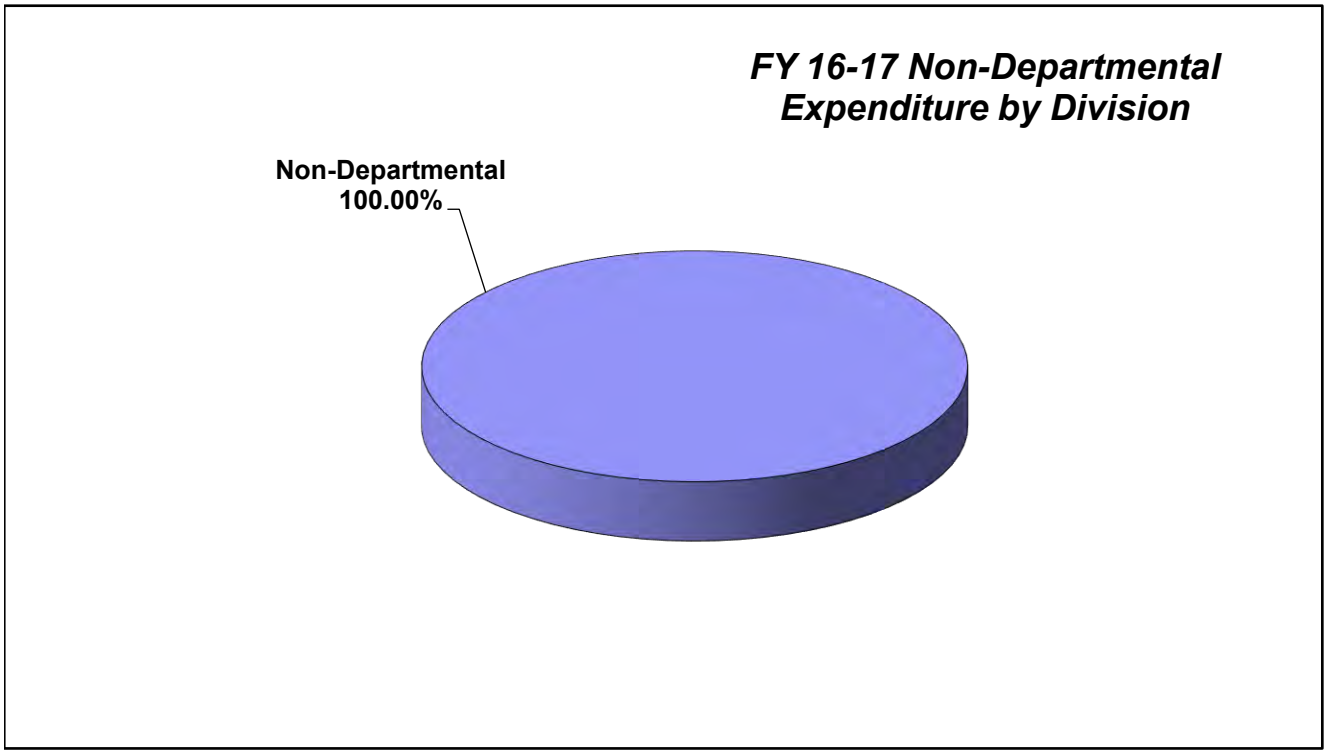
For FY 16-17, the preliminary budget for Non-Departmental includes the following:

Debt Service:	
2003 Refunding Certificates of Participation (COPs)	$ 1,250,450
2006 Refunding Revenue Bonds	217,439
2007 Certificates of Participation – Police Facility Expansion	2,267,604
Total Debt Service	$ 3,735,493
Interfund Transfer:	
General Fund to the Capital Improvement Fund	$7,752,242
Total Transfer Out	$7,752,242
Other:	
Regular Salaries	($4,567,812)
Multi-Media, Promotions and Subscriptions	164,000
Unfunded Liability Retirement Payment	500,000
Principal and Interest Payment from Park Development Fund	225,200
Contingency	1,000,000
Total Other	($2,678,612)
Total Non-Departmental Preliminary Budget	**$ 8,809,123**

A Schedule of Interfund Transfers is found on page 32

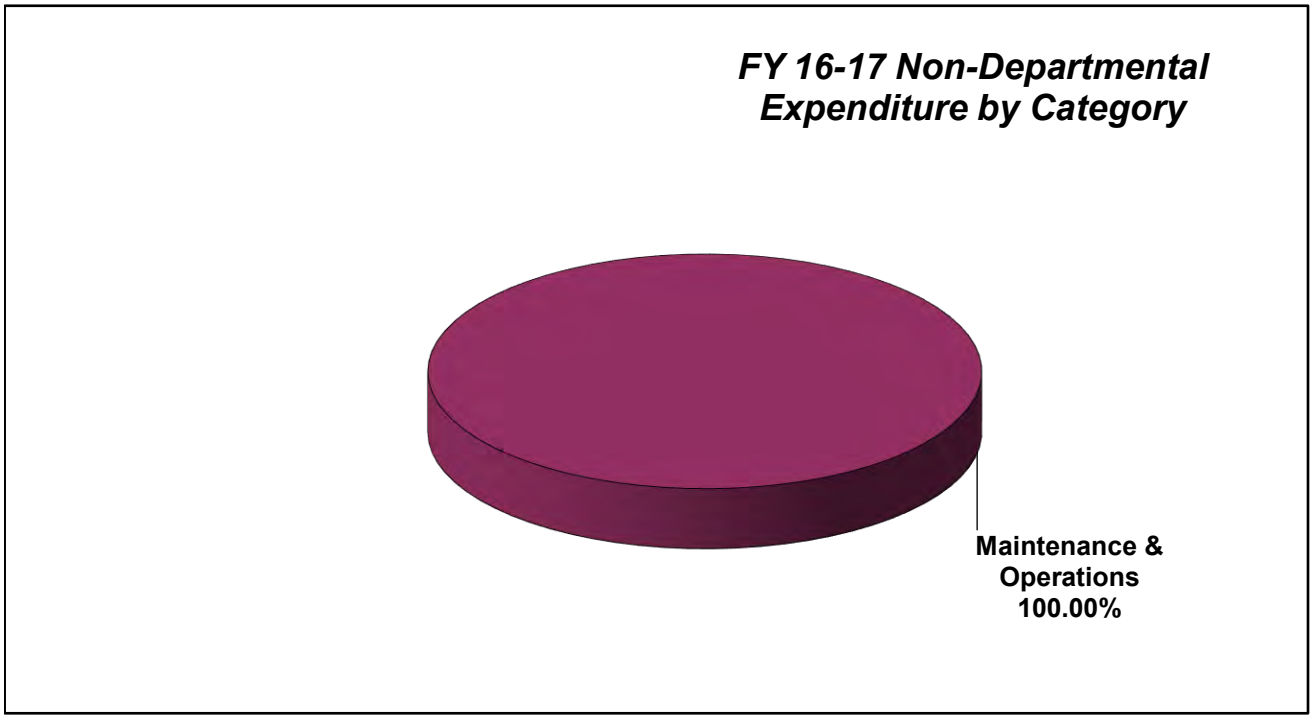
NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Expenditure by Division:					
Non-Departmental - 90000	$ 10,464,247	$ 15,539,537	$ 11,456,947	$ 8,809,123	-23.11%
Total Expenditures	**$ 10,464,247**	**$ 15,539,537**	**$ 11,456,947**	**$ 8,809,123**	**-23.11%**



NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE

	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Expenditure by Category:					
Salaries & Benefits	$ -	$ 726,551	$ (2,687,011)	$ (4,067,812)	51.39%
Maintenance & Operations	10,464,247	14,812,986	14,143,958	12,876,935	-8.96%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	**$10,464,247**	**$15,539,537**	**$ 11,456,947**	**$ 8,809,123**	**-23.11%**



	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	$10,440,815	$15,499,882	$ 11,231,747	$ 8,583,923	97.44%
Park Devel Fees Fund - 208	-	21,426	225,200	225,200	2.56%
Measure "M" Fund - 403	-	9,966	-	-	0.00%
Vehicle Prking. Dist. #1 - 409	44	70	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	82	131	-	-	0.00%
Equip. Replacement Fund - 601	23,307	8,062	-	-	0.00%
Total Funding Sources	**$10,464,247**	**$15,539,537**	**$ 11,456,947**	**$ 8,809,123**	**100.00%**

NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	$ -	$ -	$ (3,187,011)	$ (4,567,812)	43%
Retirement	505300	-	726,551	500,000	500,000	0%
Subtotal Salaries & Benefits		**$ -**	**$ 726,551**	**$ (2,687,011)**	**$ (4,067,812)**	**51%**
Stationery and Office	510100	$ -	$ -	$ -	$ -	0%
Multi-Media, Promotions and S	510200	-	119,299	164,000	164,000	0%
Advertising and Public Info.	520300	-	1,000	-	-	0%
Consulting	530200	-	140	-	-	0%
Legal	530300	38,069	-	-	-	0%
Principal Payments	535100	2,305,000	2,390,000	2,855,179	2,960,179	4%
Interest Payments	535200	1,216,623	1,154,067	1,108,639	1,000,514	-10%
Grants, Loans and Subsidies	535500	-	940	-	-	0%
Contingency	540800	20,113	-	1,000,000	1,000,000	0%
Acquisition Costs	545500	311,931	322,736	-	-	0%
Operating Transfers Out	595100	5,572,511	10,824,803	9,016,140	7,752,242	-14%
Nonoperating Expenses Other	599400	1,000,000	-	-	-	0%
Subtotal Maintenance & Operations		**$ 10,464,247**	**$ 14,812,986**	**$ 14,143,958**	**$ 12,876,935**	**-9%**
Subtotal Fixed Assets		**$ -**	**$ -**	**$ -**	**$ -**	**0%**
Total Expenditures		**$ 10,464,247**	**$ 15,539,537**	**$ 11,456,947**	**$ 8,809,123**	**-23%**

NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY PROGRAM

Account Description	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Adopted	FY 16-17 Preliminary	Percent Change
Non-Departmental - 50240					
Salaries & Benefits	$ -	$ 726,551	$ (2,687,011)	$ (4,067,812)	51%
Maintenance & Operations	10,464,247	14,812,986	14,143,958	12,876,935	-9%
Fixed Assets	-	-	-	-	0%
Subtotal Non-Departmental	**$10,464,247**	**$ 15,539,537**	**$ 11,456,947**	**$ 8,809,123**	**-23%**
Total Expenditures	**$10,464,247**	**$ 15,539,537**	**$ 11,456,947**	**$ 8,809,123**	**-23%**

Costa Mesa

CAPITAL IMPROVEMENT PROGRAM

CAPITAL IMPROVEMENT PROGRAM

CAPITAL

IMPROVEMENT

PROGRAM

FISCAL YEAR 2016-2017

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS
by Funding Source
FISCAL YEAR 2016-2017

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Dev Fund 208	Drainage Fund 209	Traffic Impact Fees Fund 214
	Parkway & Median Improvements, Program #20111						
1	Close Off Wall Openings- Various Locations	-	-	-	-	-	-
	Fairview Park, Program #20115						
2	Fairview Park - Fence Along Placentia Ave	-	-	-	-	-	-
3	Fairview Park - On Call Environmental Services	-	-	-	-	-	-
4	Fairview Park - Plant Establishment and Pond Maintenance	-	-	-	-	-	-
5	Fairview Park - Storm Drain	-	-	-	-	365,000	-
6	Fairview Park - West Bluff Repair	-	-	-	-	-	-
	Street Improvements, Program #30112						
7	Citywide Street Improvements	910,287	-	298,725	-	-	-
8	Citywide Unimproved Alley	500,000	-	-	-	-	-
	Storm Drain Improvements, Program #30122						
9	Bristol Street Storm Drain Diversion Project	-	-	-	-	-	-
	Curbs and Sidewalks, Program #30130						
10	New Sidewalk/Missing Link Program	100,000	-	-	-	-	-
11	Parkway Improvement Program	250,000	-	-	-	-	-
12	Priority Sidewalk Repair	50,000	-	-	-	-	-
	Traffic Planning, Program #30210						
13	Bus Bench Replacement	-	-	-	-	-	-
14	City Wayfinding Signage Program	-	-	-	-	-	-
15	Fairview Road Improvements (Baker St. - Adams Av.)	-	-	-	-	-	-
16	Newport Boulevard Widening Design from 19th St.to 17th St.	-	-	-	-	-	375,000
17	Red Hill Avenue Medians (McCormick Ave. to Bristol St.)	-	-	-	-	-	-
18	SR-55 Access Study	-	-	-	-	-	-
19	Wilson Street Widening Design from College Ave. to Fairview Rd.	-	-	-	-	-	350,000
	Active Transportation Programs, Program #30225						
20	Bicycle Rack Improvements Citywide	-	-	-	-	-	-
21	West 19th Street Bicycle Trail to Greenville-Banning Channel/Santa Ana River	-	-	-	-	-	-
	Traffic Operations, Program #30241						
22	Citywide Traffic Signal Preemption	-	-	-	-	-	-
23	Baker - Coolidge Avenue Traffic Signal Modifications	-	-	-	-	-	-
24	Baker - Randolph Avenue Traffic Signal Installation	-	-	-	-	-	-
25	Bristol Street Traffic Signal Synchronization	-	125,396	-	-	-	-
26	Fairview Road - Arlington Drive Traffic Signal Modification	-	-	-	-	-	-
27	Harbor Boulevard Traffic Signal Synchronization	-	179,594	-	-	-	-
	Park Maintenance, Program #40111						
28	Fairview Park - Rehabilitate Parking Lot	-	-	-	-	-	-
29	Pinkley Park - Replace Arbor	-	-	-	-	-	-
30	Various Park - Sidewalk Replacement	-	-	-	-	-	-
	Park Development, Program #40112						
31	Costa Mesa High School Stadium - 1,000 Additional Bleachers	-	-	-	-	-	-
32	Donald Dungan Library and Neighborhood Community Center	300,000	-	-	-	-	-
33	Heller Park - ADA Accessibility Improvements	-	-	-	-	-	-
34	Jack Hammett Field 1 and 2 Upgrades	-	-	-	2,370,965	-	-
35	Jack Hammett - Addition of a Storage Facility	-	-	-	-	-	-
36	Jack Hammett - ADA Improvements	-	-	275,000	-	-	-
37	Paularino Park - Replace Picnic Shelter	-	-	-	-	-	-
38	Smallwood Park Improvements	-	-	-	-	-	-
39	Tewinkle Park- Landscape Medians	-	-	-	-	-	-
40	Tewinkle Park - Skate Park Expansion	-	-	-	-	-	-
	Capital Facility Account, Program #50905						
41	Police Department Facility Expansion - Conceptual Design	-	-	-	-	-	-
	Building Maintenance, Program #50910						
42	Balearic Center - Install New HVAC Unit	-	-	-	-	-	-
43	Balearic Center-Construct Undergrounding of New Electrical	-	-	-	-	-	-
44	Building Maintenance Projects	-	-	-	-	-	-
45	City Clerk's Office Remodel	-	-	-	-	-	-
46	City Hall 2nd Floor - Carpet Replacement	-	-	-	-	-	-
47	City Hall 2nd Floor - Paint Interior	-	-	-	-	-	-
48	City Hall 5th Floor - Carpet Replacement	-	-	-	-	-	-
49	City Hall 5th Floor - Paint Interior	-	-	-	-	-	-
50	City Hall EV Charging Stations	-	-	-	-	-	-
51	City Hall PA System Replacement	-	-	-	-	-	-
52	City Hall- Replace Mechanical Door Lock Cylinders	-	-	-	-	-	-
53	Corp Yd & PD- Replace Automated Fuel Dispensing System	-	-	-	-	-	-
54	Corporation Yard- Replace Four (4) Fuel Dispensers	-	-	-	-	-	-

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS
by Funding Source
FISCAL YEAR 2016-2017

Req Nbr	Program/Project Name	Capital Improvement Fund 401: Capital Expenditures	Capital Improvement Fund 401: Capital Facility	Measure M Funds 415/416	Total	CEO Funding Recommended
	Parkway & Median Improvements, Program #20111					
1	Close Off Wall Openings- Various Locations	160,000	-	-	160,000	160,000
	Fairview Park, Program #20115					
2	Fairview Park - Fence Along Placentia Ave	380,000	-	-	380,000	-
3	Fairview Park - On Call Environmental Services	50,000	-	-	50,000	50,000
4	Fairview Park - Plant Establishment and Pond Maintenance	100,000	-	-	100,000	100,000
5	Fairview Park - Storm Drain	885,000	-	-	1,250,000	1,250,000
6	Fairview Park - West Bluff Repair	200,000	-	-	200,000	200,000
	Street Improvements, Program #30112					
7	Citywide Street Improvements	-	-	1,792,125	3,001,137	3,001,137
8	Citywide Unimproved Alley	-	-	-	500,000	500,000
	Storm Drain Improvements, Program #30122					
9	Bristol Street Storm Drain Diversion Project	600,000	-	-	600,000	600,000
	Curbs and Sidewalks, Program #30130					
10	New Sidewalk/Missing Link Program	-	-	-	100,000	100,000
11	Parkway Improvement Program	-	-	-	250,000	250,000
12	Priority Sidewalk Repair	-	-	-	50,000	50,000
	Traffic Planning, Program #30210					
13	Bus Bench Replacement	40,000	-	-	40,000	-
14	City Wayfinding Signage Program	50,000	-	-	50,000	-
15	Fairview Road Improvements (Baker St. - Adams Av.)	17,000 *	-	-	17,000	17,000
16	Newport Boulevard Widening Design from 19th St.to 17th St.	-	-	-	375,000	375,000
17	Red Hill Avenue Medians (McCormick Ave. to Bristol St.)	1,188,000	-	-	1,188,000	-
18	SR-55 Access Study	250,000	-	-	250,000	-
19	Wilson Street Widening Design from College Ave. to Fairview Rd.	-	-	-	350,000	350,000
	Active Transportation Programs, Program #30225					
20	Bicycle Rack Improvements Citywide	50,000	-	-	50,000	50,000
21	West 19th Street Bicycle Trail to Greenville-Banning Channel/Santa Ana River	250,000	-	-	250,000	250,000
	Traffic Operations, Program #30241					
22	Citywide Traffic Signal Preemption	300,000	-	-	300,000	-
23	Baker - Coolidge Avenue Traffic Signal Modifications	50,000	-	-	50,000	50,000
24	Baker - Randolph Avenue Traffic Signal Installation	250,000	-	-	250,000	250,000
25	Bristol Street Traffic Signal Synchronization	-	-	-	125,396	125,396
26	Fairview Road - Arlington Drive Traffic Signal Modification	75,000	-	-	75,000	-
27	Harbor Boulevard Traffic Signal Synchronization	-	-	-	179,594	179,594
	Park Maintenance, Program #40111					
28	Fairview Park - Rehabilitate Parking Lot	220,000	-	-	220,000	220,000
29	Pinkley Park - Replace Arbor	150,000	-	-	150,000	150,000
30	Various Park - Sidewalk Replacement	75,000	-	-	75,000	75,000
	Park Development, Program #40112					
31	Costa Mesa High School Stadium - 1,000 Additional Bleachers	625,000	-	-	625,000	625,000
32	Donald Dungan Library and Neighborhood Community Center	-	1,676,201	-	1,976,201	1,976,201
33	Heller Park - ADA Accessibility Improvements	135,000	-	-	135,000	-
34	Jack Hammett Field 1 and 2 Upgrades	-	-	-	2,370,965	2,370,965
35	Jack Hammett - Addition of a Storage Facility	660,000	-	-	660,000	-
36	Jack Hammett - ADA Improvements	-	-	-	275,000	275,000
37	Paularino Park - Replace Picnic Shelter	70,000	-	-	70,000	70,000
38	Smallwood Park Improvements	250,000	-	-	250,000	-
39	Tewinkle Park- Landscape Medians	275,000	-	-	275,000	-
40	Tewinkle Park - Skate Park Expansion	20,000	-	-	20,000	20,000
	Capital Facility Account, Program #50905					
41	Police Department Facility Expansion - Conceptual Design	-	100,000	-	100,000	-
	Building Maintenance, Program #50910					
42	Balearic Center - Install New HVAC Unit	95,000	-	-	95,000	-
43	Balearic Center-Construct Undergrounding of New Electrical	36,000	-	-	36,000	-
44	Building Maintenance Projects	407,400	-	-	407,400	407,400
45	City Clerk's Office Remodel	70,000	-	-	70,000	-
46	City Hall 2nd Floor - Carpet Replacement	85,000	-	-	85,000	-
47	City Hall 2nd Floor - Paint Interior	80,000	-	-	80,000	-
48	City Hall 5th Floor - Carpet Replacement	85,000	-	-	85,000	-
49	City Hall 5th Floor - Paint Interior	80,000	-	-	80,000	-
50	City Hall EV Charging Stations	50,000	-	-	50,000	-
51	City Hall PA System Replacement	100,000	-	-	100,000	100,000
52	City Hall- Replace Mechanical Door Lock Cylinders	50,000	-	-	50,000	-
53	Corp Yd & PD- Replace Automated Fuel Dispensing System	132,000	-	-	132,000	132,000
54	Corporation Yard- Replace Four (4) Fuel Dispensers	50,000	-	-	50,000	50,000

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS
by Funding Source
FISCAL YEAR 2016-2017

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Dev Fund 208	Drainage Fund 209	Traffic Impact Fees Fund 214
55	DRC - Replace Pool Heater	-	-	-	-	-	-
56	DRC - Replace Four (4) HVAC Units	-	-	-	-	-	-
57	Fleet Shop - Extend Bay #2 - Design	-	-	-	-	-	-
58	Fire Stations #2-#6: Critical Infrastructure Protection	-	-	-	-	-	-
59	Fire Station #2 - Front Public Access Parking for Baker Street	-	-	-	-	-	-
60	Fire Stations #2, #3 and #6 - Replace Fuel Tank Monitoring System						
61	Fire Station #4 - Replace Roof	-	-	-	-	-	-
62	Fire Station #6- Repair Failing Perimeter Walls	-	-	-	-	-	-
63	Fire Station #6- Replace (3) HVAC Units & Control Systems	-	-	-	-	-	-
64	Mesa Verde Library- ADA Compliance Design	-	-	-	-	-	-
65	PD - Range Remodel / Update	-	-	-	-	-	-
66	Senior Center- ADA Accessibility Restroom Renovation	-	-	-	-	-	-
67	Senior Center- Elevator Control System Upgrade	-	-	-	-	-	-
68	Senior Center- Replacement of cabinets, counters, flooring, and doors	-	-	-	-	-	-
69	Westside Resource Center	-	-	-	-	-	-
70	Relocation of IT Department	-	-	-	-	-	-
71	800 MHz CCCs Next Generation Update	-	-	-	-	-	-
	Total FY 16-17 Fund Allocations	**$ 2,110,287**	**$ 304,990**	**$ 573,725**	**$ 2,370,965**	**$ 365,000**	**$ 725,000**
	Funded:	**$ 2,110,287**	**$ 304,990**	**$ 573,725**	**$ 2,370,965**	**$ 365,000**	**$ 725,000**

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS
by Funding Source
FISCAL YEAR 2016-2017

Req Nbr	Program/Project Name	Capital Improvement Fund 401: Capital Expenditures	Capital Improvement Fund 401: Capital Facility	Measure M Funds 415/416	Total	CEO Funding Recommended
55	DRC - Replace Pool Heater	48,000	-	-	48,000	48,000
56	DRC - Replace Four (4) HVAC Units	85,000	-	-	85,000	-
57	Fleet Shop - Extend Bay #2 - Design	15,000	-	-	15,000	-
58	Fire Stations #2-#6: Critical Infrastructure Protection	60,000	-	-	60,000	60,000
59	Fire Station #2 - Front Public Access Parking for Baker Street	300,000	-	-	300,000	-
60	Fire Stations #2, #3 and #6 - Replace Fuel Tank Monitoring System	80,000	-	-	80,000	-
61	Fire Station #4 - Replace Roof	85,000	-	-	85,000	-
62	Fire Station #6- Repair Failing Perimeter Walls	95,000	-	-	95,000	-
63	Fire Station #6- Replace (3) HVAC Units & Control Systems	64,000	-	-	64,000	-
64	Mesa Verde Library- ADA Compliance Design	50,000	-	-	50,000	-
65	PD - Range Remodel / Update	205,000	-	-	205,000	-
66	Senior Center- ADA Accessibility Restroom Renovation	125,000	-	-	125,000	125,000
67	Senior Center- Elevator Control System Upgrade	35,000	-	-	35,000	-
68	Senior Center- Replacement of cabinets, counters, flooring, and doors	100,000	-	-	100,000	-
69	Westside Resource Center	200,000	-	-	200,000	-
70	Relocation of IT Department	87,222	112,778	-	200,000	200,000
71	800 MHz CCCs Next Generation Update	1,181,641	-	-	1,181,641	1,181,641
	Total FY 16-17 Fund Allocations	**$ 11,511,263**	**$ 1,888,979**	**$ 1,792,125**	**$ 21,642,334**	**$ 15,994,334**
	Funded:	**$ 5,963,263**	**$ 1,788,979**	**$ 1,792,125**	**$ 15,994,334**	

* includes grant funding

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Pkwy and Median Improv, 20111**

PROJECT TITLE	PROJECT MANAGER	ITEM
Close Off Wall Openings - Various Locations	**Bart Mejia, x - 5291**	**1**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19200**	**20111**	

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	150,000	-	-	-	-	-	-
Engineering Fees	10,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 160,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	160,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 160,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

The project consists of closing off wall openings that have historically been used for unintended uses, including illicit activities that negatively impact the surrounding neighborhood and pose security and safety issues. City Council has approved the closing of several locations along Victoria Street and one on Fairview Road at Dorset Lane. Funding is being requested for the design and construction of these improvements.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Fairview Park, 20115**

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Park- Fence Along Placentia Ave	**Bart Mejia, x - 5291**	**2**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19200**	**20115**	**-**

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	350,000	-	-	-	-	-	-
Engineering Fees	30,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 380,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	380,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 380,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

With the continued use of the parking lot on the east side of Placentia Avenue for events at Fairview Park and adjacent school facilities, it is necessary to provide a barrier to keep pedestrians from crossing Placentia Avenue along this stretch of road. Funding is requested to design and install 6'-high wrought iron fencing (approximately 1,500 L.F.) and install a landscape buffer between the fence and Placentia Avenue. This will direct pedestrians traffic to the two signalized intersections. A minor change to Fairview Park Master Plan is anticipated as per City Council Policy 500-11.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Fairview Park, 20115**

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Park- On Call Environmental Services	**Bart Mejia, x - 5291**	**3**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19200**	**20115**	**700109**

Existing Project

Priority Classification:

- [x] 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering Fees	-	-	-	-	-	-	-
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 Improvement 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 Impact: $ -**

Funding is requested to retain services of environmental consultants to provide as-needed services when implementing small projects at Fairview Park. The selected consultants will be versed in the specific resources at the park and fully familiar with CEQA guidelines for the preparation of environmental documents.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Fairview Park, 20115**

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Park- Plant Establishment and Pond Maintenance	**Robert Staples, x- 5303**	**4**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**401**	**19200**	**20115**	**700067**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	
Construction	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**
Description of Resources							
Capital Improvement Fund	100,000	100,000	100,000	100,000	100,000	100,000	100,000
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**

Project Justification — **Operating Impact: $ -**

Funding is requested to obtain the services of qualified contractors and consultants to provide plant establishment work, monitoring and reporting services, and pond maintenance for the newly constructed Wetlands and Riparian Habitat project in the lower Fairview Park area.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Fairview Park, 20115

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Park Storm Drain	Bart Mejia, x - 5291	5

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19200	20115	550011

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	1,250,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 1,250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	885,000	-	-	-	-	-	-
Drainage Impact Fee	365,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 1,250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

The following excerpt from the Fairview Park Master Plan describes the condition at the south end of the park, "At the southern site border near Canyon Drive, rainwater collects on park property and extends into adjoining residential property at times of heavy rain. This border flooding condition is south of the sensitive vernal marsh area."

This area has been further evaluated in the Master Plan Of Drainage and due to its projected flows and the current capacity, the site is considered a hot spot that puts it at the top of the priority list.

The design of these improvements has been completed and taken into account biological and archeological resources that exist in the vicinity of the project site.

Partial funding for construction was allocated in prior fiscal years. the total unencumbered balance from these allocations is $366,000. Additional funding is needed to complete the project. The amount requested this fiscal year will fully fund the construction of the new underground storm drain system designed to drain into the Placentia Drain.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Fairview Park, 20115**

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Park- West Bluff Repair	**Bart Mejia, x - 5291**	**6**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**401**	**19200**	**20115**	**-**

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	650,000	-	-	-	-	-
Engineering Fees	200,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 200,000**	**$ 650,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Imrpovement Fund	200,000	650,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 200,000**	**$ 650,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

The westerly slopes of Fairview Park have been evaluated to address erosion and stability concerns. Studies were prepared by LOR Geotechnical in 2002 and Dudek and Associates in 2003, and concluded that the slope is stable but the surface of the slope which erodes easily needs attention. Recommendations to stabilize and repair the slope range from minor repairs to re-engineering the slope per current grading standards. Given the current condition of the slope and the rate at which some of the canyons are eroding, it is recommended that Repair Alternative 2- Selective Repairs (Dudek 2003 report) be initiated. It is requested that funding for design be allocated this fiscal year.

The proposed work addresses mitigation measures required by the Mitigated Negative Declaration for the Fairview Park Master Plan.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Street Improvements, 30112**

PROJECT TITLE	PROJECT MANAGER	ITEM
Citywide Street Improvements	**Bart Mejia, x - 5291**	**7**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	201	19200	30112	400015
	500000	416	19200	30112	400015
	500000	207	19200	30112	400015

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	2,866,137	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 2,866,137**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**	**$ 3,000,000**
Description of Resources							
Gas Tax	910,287	-	-	-	-	-	-
Measure "M2" fund 416	1,792,125	-	-	-	-	-	-
CDBG	298,725	-	-	-	-	-	-
Total	**$ 3,001,137**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

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.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Alley Improvements, 30112**

PROJECT TITLE	PROJECT MANAGER	ITEM
Citywide Unimproved Alley	**Bart Mejia, x - 5291**	**8**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**201**	**19200**	**30112**	**400012**

Existing Project

Priority Classification:

- ☐ Class I — Required by action of the City Council or legislation of another governmental agency.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 500,000**	**$ 500,000**	**$ 500,000**	**$ 500,000**	**$ 500,000**	**$ 500,000**	**$ 500,000**
Description of Resources							
Gas Tax	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 500,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

A comprehensive study was conducted Citywide to provide information about the existing conditions of the alleys and their rehabilitation cost. In 2007, the City Council adopted an Alley Improvement Priority List and directed staff to move forward with rehabilitating the alleyways.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Storm Drain Improvements, 30122**

PROJECT TITLE	PROJECT MANAGER	ITEM
Bristol Street Storm Drain Diversion Project	**Bart Mejia, x - 5291**	**9**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19200**	**30122**	**-**

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	600,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 600,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	600,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 600,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

The project is proposing a low flow diversion in the Santa Ana-Delhi Channel to capture and divert low-flow urban discharges into the sanitary sewer system to address surface water quality issues in accordance with the Orange County Municipal Separate Storm Sewer System (MS4) permit. There are a number of agencies involved in the funding of this project and are entering into a 25 year Cooperative Agreement to design, build, and maintain the project. The involved agencies are Orange County Flood Control, City of Santa Ana, City of Newport Beach, City of Costa Mesa, Irvine Water District (IRWD), and Orange County Water District (OCWD).

The total project cost is $9.1 million and includes $1 million for Operating and Maintenance Cost (O&M). The City of Costa Mesa's share of the project cost is 10.10%, not to exceed $600,000.00, this amount will be fronted by the City of Santa Ana on behalf of the City of Costa Mesa. The City of Costa Mesa will reimburse the City of Santa Ana said amount during the fiscal year 2016-2017.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Curbs & Sidewalks, 30130

PROJECT TITLE	PROJECT MANAGER	ITEM
New Sidewalk/Missing Link Program	Bart Mejia, x - 5291	10

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	201	19200	30130	500009

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**	**$ 100,000**
Description of Resources							
Gas Tax	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 100,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

In 1997, a comprehensive study was conducted Citywide to provide information about missing sidewalk locations, and to supplement and update a previous study conducted by staff in 1995. City Council approved the priorities and recommendations in the report. New sidewalks will be constructed in the highest priority areas such as around schools, hospitals, convalescent homes, public facilities, bus routes, and arterial highways.

No Operational Impact.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Curbs & Sidewalks, 30130

PROJECT TITLE	PROJECT MANAGER	ITEM
Parkway Improvement Program	Bart Mejia, x - 5291	11

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	201	19200	30130	500010

Existing Project

Priority Classification:

- ☐ Class I — Required by action of the City Council or legislation of another governmental agency.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
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)	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**
Description of Resources							
Gas Tax	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

A parkway maintenance program is essential to remove and replace damaged curb, gutter, and sidewalk which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way.

These funds will be used to perform necessary parkway repairs in anticipation of the residential street maintenance program for the following year. Additionally, ADA accessibility ramps are also constructed as part of this program throughout the City.

No Operational Impact.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Curbs & Sidewalks, 30130

PROJECT TITLE	PROJECT MANAGER	ITEM
Priority Sidewalk Repair	Bart Mejia, x - 5291	12

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	201	19200	30130	500017

Existing Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering Fees	-	-	-	-	-	-	-
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							
Gas Tax	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

A parkway maintenance program is essential to remove and replace damaged curb, gutter, and sidewalk which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way.

These funds will be used to perform the necessary parkway repairs where staff has been directed to remove trees by the Parks & Recreation Commission. Additionally, ADA accessibility ramps are constructed as staff receives individual request.

This program will allow City staff to expedite these emergency improvements as the requests are received.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Transportation Planning, 30210**

PROJECT TITLE	PROJECT MANAGER	ITEM
Bus Bench Replacement	**Raja Sethuraman, x - 5032**	**13**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19300**	**30210**	**370042**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	40,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 40,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
	-	-	-	-	-	-	-
Capital Improvement Fund	40,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 40,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

Currently, there are over 200 bus benches citywide. Some of the benches are misused by non-transit users either to sit for long periods of time or for sleeping. In Fiscal Year 2015-16 budget, approximately 100 bus benches were placed. This project provides for replacement of additional 75 bus benches at various locations with newer style benches that are not conducive for sleeping or sitting for long periods of time. The benches will provide a needed amenity to legitimate transit riders and elderly.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1, CD-1	POLICY:	OBJECTIVE: CIR-1A.3, CD-1A.2

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Transportation Planning, 30210**

PROJECT TITLE	PROJECT MANAGER	ITEM
City Wayfinding Signage Program	**Raja Sethuraman, x - 5032**	**14**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19300**	**30210**	**360002**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
	-	-	-	-	-	-	-
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

In the Fiscal Year 2014-15 budget, funding was allocated for a comprehensive Citywide study to identify points of interest and importance in order to establish the locations of directional signs throughout the City. Currently, the wayfinding sign program study is underway. This funding will be allocated for the implementation phase of the wayfinding sign program.

GENERAL PLAN CONSISTENCY	GOAL: CD-3, CD-13	POLICY:	OBJECTIVE: CD-3.1, CD-13.3, 13.4

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Transportation Planning, 30210**

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Road Improvements (Baker St. to Adams Av.)	**Raja Sethuraman, x - 5032**	**15**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**401**	**19300**	**30210**	**-**

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	630,600	-	-	-	-	-
Engineering Fees	80,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 80,000**	**$ 630,600**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Federal HSIP Grant	63,000	567,540	-	-	-	-	-
Capital Improvement Fund	17,000	63,060	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 80,000**	**$ 630,600**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact: $ 20,000**

This project provides for improved traffic operations on Fairview Road between Baker Street and Adams Avenue by restricting turning movements at various driveways and a new traffic signal at the intersection of Faiview Road and Village Way. This will also enhance the overall pedestrian and bicycle accessibility of this segment of Fairview Road.

Staff secured a Highway Safety Improvement Program Federal Grant in the amount of $630,540 towards the design and construction of the project. City funds are required to fund the match share. The design phase is scheduled for Fiscal Year 2016-17 and the construction is scheduled for Fiscal Yar 2017-18.

Operating impact for landscape maintenance is expected in Fiscal Year 2018-19.

GENERAL PLAN CONSISTENCY	GOAL: CD-1, CD-3	POLICY:	OBJECTIVE: CD-1A.1, 4, CD-3.2

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Transportation Planning, 30210**

PROJECT TITLE	PROJECT MANAGER	ITEM
Newport Boulevard Widening Design from 19th Street to 17th Street	**Raja Sethuraman, x - 5032**	**16**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**214**	**19300**	**30210**	**-**

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	375,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 375,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Traffic Impact Fees	375,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 375,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

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 19th Street in the southbound direction which reduces to three through lanes immediately past the 19th 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 an 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.

The design phase is scheduled for Fiscal Year 2016-17.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.11

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Transportation Planning, 30210**

PROJECT TITLE	PROJECT MANAGER	ITEM
Red Hill Avenue Medians (McCormick Ave. to Bristol St.)	**Raja Sethuraman, x - 5032**	**17**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**401**	**19200**	**30210**	**300156**

Existing Project

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.
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	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	1,188,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 1,188,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Federal HSIP Grant		-	-	-	-	-	-
Capital Improvement Fund	1,188,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 1,188,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact: $ 20,000**

This project provides for construction of a landscaped median on Red Hill Avenue between McCormick Avenue and Bristol Street. Red Hill Avenue is a gateway street to Costa Mesa and has a wide painted median. The project will result in construction of raised landscaped medians that are more inviting. It also improves overall traffic operations.

Staff secured a Highway Safety Improvement Program (HSIP) Federal Grant in the amount of $687,000 towards the construction of the project. The design phase was scheduled for Fiscal Year 2013-14 and is nearing completion. A total of $687,000 of HSIP funding is available for construction and an additional $275,000 of City funds were allocated in FY 14-15 towards construction. However, based on construction estimates with current design plans, the project cost is estimated to be higher. An additional allocation of $1,188,000 is requested for this project.

Operating impact for landscape maintenance is expected in Fiscal Year 2017-18.

GENERAL PLAN CONSISTENCY	GOAL: CD-1, CD-3	POLICY:	OBJECTIVE: CD-1A.1, 4, CD-3.2

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Transportation Planning, 30210**

PROJECT TITLE	PROJECT MANAGER	ITEM
SR-55 Access Study	**Raja Sethuraman, x - 5032**	**18**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**401**	**19300**	**30241**	

New Project

Priority Classification:

- ☑ Class I — Required by action of the City Council or legislation of another governmental agency.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	250,000	250,000	250,000	250,000	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	250,000	250,000	250,000	250,000	-	-	-
		-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ 250,000**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** **$ -**

The Costa Mesa Freeway (SR-55) currently terminates at 19th Street and continues south through Downtown Costa Mesa as Newport Boulevard. This major arterial, under the jurisdiction of the State of California Department of Transportation (Caltrans), carries over 100,000 vehicles per day at the SR-55 Freeway terminus at 19th Street. The result is severe congestion at several intersections within the downtown area, and the conditions are exacerbated during the summer months due to beach traffic. Other related impacts include pedestrian accessibility issues, business access, and cut-through traffic within the adjacent east side residential streets.

Over the past few years, the City of Costa Mesa in association with the Orange County Transportation Authority and Caltrans have undertaken studies to review options for the extension of SR-55 south of 19th Street. The studies conducted included review of several alternatives and preparation of an engineering document per Caltrans' standards called Project Study Report/Project Development Support (PSR/PDS). This study was approved by Caltrans in January 2014. The next phase of the study include detailed environmental and engineering design analysis and selection of a preferred alternative.

It is anticipated that this next phase will require funding from OCTA through federal grant program and may take several years to procure. The requested funding will be used as matching funds should federal funds become available.

GENERAL PLAN CONSISTENCY	GOAL: CIR-2	POLICY:	OBJECTIVE: CIR-2A.1

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Transportation Planning, 30210**

PROJECT TITLE	PROJECT MANAGER	ITEM
Wilson Street Widening Design (College Ave. to Fairview Rd.)	**Raja Sethuraman, x - 5032**	**19**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**214**	**19300**	**30210**	**-**

New Project

Priority Classification:

- ☐ Class I — Required by action of the City Council or legislation of another governmental agency.
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	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	350,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 350,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Traffic Impact Fees	350,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 350,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

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 designated 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.

The design phase is scheduled for Fiscal Year 2016-17.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.11

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Active Transportation Programs, 30225**

PROJECT TITLE	PROJECT MANAGER	ITEM
Bicycle Rack Improvements Citywide	**Raja Sethuraman, x - 5032**	**20**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**401**	**19300**	**30210**	**-**

New Project

Priority Classification:

- ☐ Class I — Required by action of the City Council or legislation of another governmental agency.
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	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
	-	-	-	-	-	-	-
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

This project includes installation of new custom designed bicycle racks at various facilities within Costa Mesa.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.1, 3

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Transportation	Active Transportation Programs, 30225

PROJECT TITLE	PROJECT MANAGER	ITEM
West 19th Bicycle Trail to Greenville-Banning Channel/Santa Ana River	Raja Sethuraman, x - 5032	21

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19300	30210	450009

Existing Project

Priority Classification:

- ☐ Class I — Required by action of the City Council or legislation of another governmental agency.
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	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	1,704,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Environmental Clearance	250,000	-	-	-	-	-	-
Total	**$ 250,000**	**$ 1,704,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund (ATP)	-	1,319,000	-	-	-	-	-
Capital Improvement Fund (BCIP)	-	385,000	-	-	-	-	-
Capital Improvement Fund	250,000	-	-	-	-	-	-
Total	**$ 250,000**	**$ 1,704,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact: $ 10,000**

This project provides for design and construction of a new bicycle trail connecting West 19th Street and the Santa Ana River trail system. The project also includes design of alternative bicycle plans for connecting this trail to Placentia Avenue along West 19th Street. The design phase includes detailed studies of all issues and outreach to adjacent residents.

The City originally secured a Bicycle Corridor Improvement Program (BCIP) grant from Orange County Transportation Authority (OCTA) in the amount of $1,000,000 towards design and construction of the project, with a City match requirement of $704,000. Subsequently, the City in coordination with OCTA applied for the Active Transportation Program (ATP) federal grant for the entire amount ($1,704,000) and was successfull in securing an allocation of $1,319,000 towards construction phase of the project. The remaining portion of $385,000 was matched by OCTA with the BCIP funds. The design phase has been funded in previous fiscal years (14-15 and 15-16) and is currently underway. The environmental clearance phase is scheduled for Fiscal Year 2016-17, while the construction phase is scheduled for Fiscal Year 2017-18.

Operating impact for landscape maintenance is anticipated from Fiscal Year 2018-19.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.1, CIR-1A.3

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Traffic Operations, 30241**

PROJECT TITLE	PROJECT MANAGER	ITEM
Citywide Traffic Signal Preemption	**Raja Sethuraman, x - 5032**	**22**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19300**	**30241**	**-**

New Project

Priority Classification:

- ☐ Class I — Required by action of the City Council or legislation of another governmental agency.
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	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	300,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 300,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	300,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 300,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** **$ -**

The intent of the subject project is to install new signal preemption equipment at up to 25 intersections within the City. Installation of preemption equipment at intersection along streets segments (corridors) that are frequently used by the Fire Department will help reduce the response time, especially during peak periods. As such, key location along major corridors such as Baker Street, Newport Boulevard, 19th Street, 17th Street, etc. will be selected for implementing signal preemption.

It is anticipated that the project will be implemented in 2017.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.5, CIR-1A.15

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Traffic Operations, 30241**

PROJECT TITLE	PROJECT MANAGER	ITEM
Baker Street - Coolidge Avenue Traffic Signal Modification	**Raja Sethuraman, x - 5032**	**23**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19300**	**30241**	**-**

New Project

Priority Classification:

- ☐ Class I — Required by action of the City Council or legislation of another governmental agency.
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	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 50,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

The intent of the subject improvement project is to install a new traffic signal pole and mast arm for the eastbound direction at the intersection of Baker Street and Coolidge Avenue and upgrade signal operation with protective-permissive eastbound left-turn phasing. Traffic congestion during AM and PM peak periods has made this turning movement increasingly difficult.

It is anticipated that design and construction will be completed in Fiscal Year 2016-17.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.5, CIR-1A.15

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Traffic Operations, 30241**

PROJECT TITLE	PROJECT MANAGER	ITEM
Baker Street - Randolph Avenue Traffic Signal Installation	**Raja Sethuraman, x - 5032**	**24**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19300**	**30241**	**-**

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	225,000	-	-	-	-	-	-
Engineering Fees	25,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** **$ -**

The intent of the subject improvement project is to construct a new traffic signal at the intersection of Baker Street and Randolph Avenue to mitigate current operational issues. Traffic congestion during the AM and PM peak periods along Baker Street has made turning movements increasingly difficult. Several development projects along Randolph Avenue have increased traffic volumes crossing this street.

It is anticipated that design and construction will be completed in Fiscal Year 2016-17.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.5, CIR-1A.15

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Traffic Operations, 30241**

PROJECT TITLE	PROJECT MANAGER	ITEM
Bristol Street Traffic Signal Synchronization	**Raja Sethuraman, x - 5032**	**25**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**203**	**19300**	**30241**	**370044**

Existing Project

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.
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	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	125,396	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 125,396**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
	-	-	-	-	-	-	-
AQMD AB2766 Funds	125,396	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 125,396**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

This project includes comprehensive review and update of traffic signal coordination along Bristol Street in the Cities of Costa Mesa, Newport Beach and Santa Ana. The project will also include replacement of outdated controllers, conduit upgrades, fiber optic communication and interconnect cables, Closed Circuit Televisions (CCTV's) at five locations and new cabinets at four locations. The project will prepare detailed before-and-after studies to document efficiencies achieved with any proposed timing changes.

The City's portion of Measure M2 Traffic Signal Synchronization Program grant secured for this project implementation is $581,520. This requires matching funds from the City in the amount of $145,380 of which $125,396 will be derived through AQMD funding and remaining from staff time. Project implementation is scheduled for Fiscal Year 2016-17. The project will be administered directly by OCTA. No operating impact beyond the current maintenance for this project.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.5, CIR-1A.15

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Traffic Operations, 30241**

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Road - Arlington Drive Traffic Signal Modification	**Raja Sethuraman, x - 5032**	**26**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19300**	**30241**	**-**

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	75,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 75,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	75,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 75,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

The intent of the subject improvement project is to install a new traffic signal pole and mast arm for the southbound direction at the intersection of Fairview Road and Arlington Avenue. The current signal mast arm is substandard and does not provide adequate length to align with the southbound left-turn lanes.

Design of the improvements will be completed with in-house resources. It is anticipated that design and construction will be completed in 2017.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.5, CIR-1A.15

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Transportation**	**Traffic Operations, 30241**

PROJECT TITLE	PROJECT MANAGER	ITEM
Harbor Boulevard Traffic Signal Synchronization	**Raja Sethuraman, x - 5032**	**27**

	Account	Fund	Org	Program	Project
PROJECT ACCOUNT STRING:	**500000**	**203**	**19300**	**30241**	**370045**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	179,594	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 179,594**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
	-	-	-	-	-	-	-
AQMD AB2766 Funds	179,594	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 179,594**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

This project includes comprehensive review and update of traffic signal coordination along Harbor Boulevard in the cities of Costa Mesa, Fountain Valley, Santa Ana and Garden Grove. The project will also include conduit upgrades, fiber optic communication and interconnect cables, Closed Circuit Televisions (CCTV's) at 10 locations, traffic signal preemption for emergency vehicles at all intersections along Harbor Boulevard and new cabinets at nine locations. The project will prepare detailed before and after studies to document efficiencies achieved with any proposed timing changes.

The City's portion of Measure M2 Traffic Signal Synchronization Program grant secured for this project implementation is $917,620. This requires matching funds from the City in the amount of $229,405 of which $179,594 will be derived from AQMD funding and remaining from staff time. Project implementation is scheduled for Fiscal Year 2016-17. The project will be administered by the City of Santa Ana. No operating impact beyond the current maintenance for this project.

GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY:	OBJECTIVE: CIR-1A.5, CIR-1A.15

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Park Maintenance, 40111

PROJECT TITLE	PROJECT MANAGER	ITEM
Fairview Park - Rehabilitate Parking Lot	Bruce Lindemann, x - 7470	28

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	20115	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	200,000	-	-	-	-	-	-
Engineering Fees	20,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 220,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	220,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 220,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project would rehabilitate the Placentia Avenue parking lot at Fairview Park. The work would consist of localized repair and overlay with fresh asphalt over the existing surface.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Park Maintenance, 40111

PROJECT TITLE	PROJECT MANAGER	ITEM
Pinkley Park - Replace Arbor	George Cortez, x - 7494	29

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	40111	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	140,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	150,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 150,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project would replace the deteriorating wooden and concrete arbor at Pinkley Park with a pre-fabricated steel structure. The existing structure has been patched and painted multiple times over the past 15 years, but the termite and wood rot is so extensive, that approximately 1/3 of the structure was removed in the past year due to the potential for failure. If not replaced, the remaining portion of the structure will need to be demolished as well due to questionable structural integrity. This arbor is the focal point of the park and provides a shaded walkway and seatwall for park patrons.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Park Maintenance, 40111

PROJECT TITLE	PROJECT MANAGER	ITEM
Various Parks - Sidewalk Replacement	George Cortez, x - 7494	30

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	40111	700106

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	75,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 75,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	75,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 75,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project would replace cracked, damaged, and raised concrete sidewalks at Estancia Park, Shiffer Park, and Jordan Park. Eliminating trip hazards due to damaged concrete in the path of travel at parks may prevent trip and fall type injuries and potential claims against the City.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Park Development, 40112**

PROJECT TITLE	PROJECT MANAGER	ITEM
Costa Mesa High School Stadium - 1,000 Additional Bleachers	**Newport Mesa Unified School District**	**31**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19200**	**40112**	**700121**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	625,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 625,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	625,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 625,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact: $ -**

The Newport-Mesa Unified School District (NMUSD) is in the process of building a new stadium on the campus of Costa Mesa High School. Council Member Katrina Foley is requesting that the City Council consider a partnership with the NMUSD to expand the seating at the stadium by 1,000 seats.

City staff does not have the total costs of the stadium, but District staff has estimated the costs to be an additional $1,700,000 to provide additional restrooms facilities and other amenities that would be needed to expand the number of seats at the stadium by 1,000 or more. Council Member Foley is requesting funding to assist the District with the construction costs to include the additional facilities and amenities that will allow additional seating. The NMUSD is the lead agency on the stadium project and would be the lead agency on any expansion of seating.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Park Development, 40112**

PROJECT TITLE	PROJECT MANAGER	ITEM
Donald Dungan Library and Neighborhood Community Center	**Bart Mejia, x - 5291**	**32**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19200	40112	800015
	500000	208	19200	40112	800015
	500000	201	19200	40112	800015

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	1,976,201	4,476,201	25,547,598	1,286,052	1,286,052	1,286,052	1,286,052
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 1,976,201**	**$ 4,476,201**	**$ 25,547,598**	**$ 1,286,052**	**$ 1,286,052**	**$ 1,286,052**	**$ 1,286,052**
Description of Resources							
Park Development Fund		2,500,000	2,500,000	-	-	-	-
Gas Tax	300,000	300,000	220,000	-	-	-	-
Capital Improvement Fund (5%)		-	-	-	-	-	-
COP or Bond Financing			21,151,397				
Capital Facility Fund	1,676,201	1,676,201	1,676,201	1,286,052	1,286,052	1,286,052	1,286,052
Total	**$ 1,976,201**	**$ 4,476,201**	**$ 25,547,598**	**$ 1,286,052**	**$ 1,286,052**	**$ 1,286,052**	**$ 1,286,052**

Project Justification — **Operating Impact: $ -**

The project will consist of demolishing the existing NCC building, constructing a new library and renovating/repurposing the existing library facility to become the new NCC. The requested amount will add to funds previously allocated ($4,000,000) and follows the City Council approved funding plan for these facilities.

FY 19-20 through FY 22-23 represent anticipated debt service payments.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Park Development, 40112

PROJECT TITLE	PROJECT MANAGER	ITEM
Heller Park - ADA Accessibility Improvements	Bart Mejia, x -5291	33

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19200	40112	-

New Project

Priority Classification:

- [x] 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	125,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 135,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Expenditures	135,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 135,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification — **Operating Impact:** $ -

The Americans with Disabilities Act (ADA) is a civil rights law that was enacted in 1990 to provide persons with disabilities with accommodations and access equal to, or similar to, that available to the general public. Tittle III of the ADA requires that owners of buildings that are considered to be places of public accommodations remove those architectural and communication barriers that are considered readily achievable in accordance with the resources available to building ownership to allow use of the facility by the disabled. As the City implements upgrades and maintenance to existing facilities, accessibility barriers to the facility need to be mitigated, the total cost of which can exceed the construction cost. It is proposed to implement a program that addresses these deficiencies as funds become available. An ADA survey is the first step in determining any deficiencies and four of these surveys for four City parks (TeWinkle, Wakeham, Shiffer and Heller) have been completed.

Funding is requested this Fiscal Year to design and construct the recommended ADA upgrades identified in the ADA survey reports for Heller Park.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Park Development, 40112**

PROJECT TITLE	PROJECT MANAGER	ITEM
Jack Hammett Field 1 and 2 Upgrades	**Bart Mejia**	**34**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**208**	**19200**	**40112**	**700115**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	2,370,965	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 2,370,965**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Park Development Fund	2,370,965	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 2,370,965**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

Funding in the amount of $2.5 million was appropriated in FY 2015-2016 to design and construct two synthetic turf fields at the Jack Hammett Sports Complex. $2.3 million remain unencumbered and $275,000 is being requested from CDBG. This request, combined with the previous allocation and the CDBG funding, completes the funding of Phase I of the project which includes the installation of synthetic turf and accessible walkways and restroom expansion.

Additional phases will be required to complete all the improvements envisioned for this project as follows:

Phase II: Provides for the addition of covered bleachers.
Phase III: Provides for the reconstruction of the parking lot to add more spaces.
Phase IV: Provides for the addition of permanent storage facilities to be used by various user groups.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Park Development, 40112

PROJECT TITLE	PROJECT MANAGER	ITEM
Jack Hammett - Addition of a Storage Facility	Bart Mejia, x - 5291	35

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19200	40112	700115

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	60,000	-	-	-	-	-	-
Construction	600,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 660,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	660,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 660,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The number of user groups has increased at the Jack Hammett Sports Complex. Currently, youth sports groups are housing their equipment in storage pods that are located on the parking lot. Subsequently, parking at Jack Hammett is limited. Additionally, requests for storage space has been received from other user groups.

This storage facility would provide ample and secure storage space for various user groups utilizing Jack Hammett Sports Complex. Furthermore, it would relieve some of the parking issues and enhance the overall aesthetics of the complex.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Park Development, 40112

PROJECT TITLE	PROJECT MANAGER	ITEM
Jack Hammett ADA Improvements	Bart Mejia, x - 5291	36

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	207	19200	40112	700115

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	275,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 275,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
CDBG	275,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 275,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

Funding was appropriated in FY 2015-2016 to design and construct two synthetic turf fields at the Jack Hammett Sports Complex. As a result of this, accessibility improvements are required to meet ADA guidelines. This request is for the construction of walkways, pads, and accessible parking spaces.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Maintenance Services**	**Park Improvements, 40112**

PROJECT TITLE	PROJECT MANAGER	ITEM
Paularino Park - Replace Picnic Shelter	**Bart Mejia, x - 5291**	**37**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19500**	**40112**	**-**

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	60,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 70,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	70,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 70,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

This project would replace the deteriorating wood picnic shelter at Paularino Park with a prefabricated steel structure. The existing shelter is structurally compromised by termites and dry rot. It is no longer repairable. The project would replace the concrete area underneath the shelter and provide new tables and other site furnishings.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Park Development, 40112**

PROJECT TITLE	PROJECT MANAGER	ITEM
Smallwood Park Improvements	**Bart Mejia, x - 5291**	**38**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19200**	**40112**	**700092**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	250,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 250,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact: $ 1,000**

The design for this project has been completed. The scope of work includes building renovations, replacement of damaged concrete walkways, upgrade of electrical system, new picnic shelter, decomposed granite walkway, bioswale, playground, safety lighting, and exercise stations. The work is being done in phases as funds become available.

The first phase of the project has been completed and included the rehabilitation of the walkways, restroom building, and upgrade of the electrical system.

$300,000 have been allocated in prior fiscal years for the replacement of the existing 2-to-5-year-old play area. Additional funding is needed to complete the remaining play areas. The work will also include the installation of underground conduits for the future installation of safety lighting, park furniture, and relocation of irrigation improvements.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Engineering**	**Park Development, 40112**

PROJECT TITLE	PROJECT MANAGER	ITEM
TeWinkle Park - Landscape Medians	**Bart Mejia, x - 5291**	**39**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19200**	**40112**	

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	25,000	-	-	-	-	-	-
Construction	250,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 275,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	275,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 275,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

Junipero Drive splits TeWinkle Park and is a principal entrance to the Mesa Del Mar neighborhood. The TeWinkle Park Master Plan recognizes the importance of this street and proposes to enhance its appearance by adding planted medians. Funding is requested to design and construct the planted medians between Arlington Drive and Mesa Del Mar neighborhood.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Park Development, 40112

PROJECT TITLE	PROJECT MANAGER	ITEM
TeWinkle Park - Skate Park Expansion	Bart Mejia, x - 5291	40

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19200	40112	

New Project

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.
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- ☑ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	20,000	-	-	-	-	-	-
Construction	-	750,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 20,000**	**$ 750,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	20,000	750,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 20,000**	**$ 750,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact:** $ -

The success of the existing skate park is demonstrated by the number of users that frequent the park and its top ranking among other neighboring parks. The different elements that were incorporated in a very compact footprint and the quality of the work have contributed to its success. A great need exists for a dedicated area for young/beginner skaters (a 12,000 SF to 15,000 SF area is anticipated). As with the original design, we will enlist the support and collaboration of the skating community to come up with the ideal layout for the proposed expansion and its integration with the existing facility. In FY 15-16, $50,000 was allocated for a Skate Park II with the intention to retain the services of a consultant to develop concept plans for a second skate park at a location in the City with the most service area gaps. This existing FY 15-16 allocation will be repurposed to intitiate the engineering of the TeWinkle Park Skate Park Expansion project.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Engineering	Capital Facility Account, 50905

PROJECT TITLE	PROJECT MANAGER	ITEM
Police Department Facility Expansion - Conceptual Design	Bart Mejia, x - 5291	41

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19200	40112	

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	100,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Facility Account	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The project will consist of preparation of concepts for the expantion of the Police facility to meet current and future needs and demands.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Balearic Center - Install new HVAC Unit	Doug Lovell, x - 5299	42

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	90,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 95,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	95,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 95,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ 3,800

The project would install new HVAC units and replace non-functioning furnaces. Improvements will provide conditioned air for this heavily used community center. Currently there is only air conditoning in the staff offices and no heating in the pre-school areas. The largest community room has no HVAC and relies upon opening doors to allow for air flow. As a result, the room has persistent odor issues that staff have not been able to remedy.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Balearic Center - Construct Undergrounding of New Electrical Service	Doug Lovell, x - 5299	43

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	800012

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	36,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 36,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	36,000	-	-	-	-	-	-
		-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 36,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

This project was previously budgeted in FY 12/13 with an initial allocation of $45,000. The design is complete and the unencumbered balance is $29,000. Additional funding is needed to construct the undergrounding of the electrical services to the facility. This will eliminate a deteriorating outdoor electrical cabinet, overhead wires and will provide upgraded electrical service connection and circuit breaker panel to support the current uses at the facility and to accommodate a planned HVAC replacement/improvement project.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	**Maintenance Services**	**Building Maintenance, 50910**

PROJECT TITLE	PROJECT MANAGER	ITEM
Building Maintenance Projects	**Various**	**44**

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	**401**	**19500**	**50910**	**200062**

Existing Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	407,400	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 407,400**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	407,400	-	-	-	-	-	-
		-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 407,400**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact: $ -**

The attached summary of proposed maintenance projects (Attachment 1) are building modifications and maintenance projects in the 22 City-owned buildings, including those leased to outside agencies. The City administers and supervises contract services for maintaining these facilities.

Costs include maintenance and repair costs (i.e. painting, electrical repair, etc.) as well as installation of replacement and upgraded equipment. There are no significant changes to ongoing operating costs involved with these projects.

New projects totalling $407,400 are being requested, to be combined with $92,600 in existing FY 15-16 appropriations.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

SCHEDULE OF PROPOSED BUILDING MODIFICATIONS / MAINTENANCE PROJECTS FOR FY 2016-2017 BUDGET

	COST	DESCRIPTION
Balearic Center	$ 5,000	Refinish kitchen and office cabinets (insufficient funding in FY 14-15 project funding to complete).
Balearic Center	$ 11,500	Retrofit existing exterior building & parking lot lighting w/LED fixtures and poles
Balearic Center	$ 1,600	Replace flooring in the kitchen
Balearic Center	$ 5,500	Replace tile flooring in ECP rooms (2)
Balearic Center	$ 7,500	Slurry kindergarten blacktop and basketball courts.
Brentwood Park	$ 3,500	Shelter: Remove and replace worn out beams, patch, sand and paint.
Canyon Park	$ 2,000	Remove and replace parking lot exit spikes.
City Hall - 2nd Floor	$ 11,000	Replace existing Planning counter top w/quartz or granite.
City Hall - 2nd Floor	$ 8,000	Replace existing floor tile in lobby with new slip-resistant tile, approx. 432 sq.ft.
City Hall - 2nd Floor	$ 22,500	Renovate kitchen/break room.
City Hall - 5th Floor	$ 22,500	Renovate kitchen/break room.
City Hall - 5th Floor	$ 3,000	Replace blinds.
Communications	$ 19,000	Replace obsolete/non-functioning Fire Alarm panel
Corp Yard Warehouse	$ 26,000	Replace (2) Exterior roll-up doors (warehouse)
Corporation Yard New	$ 18,000	Replace all exterior building & parking lot lights with higher output, lower voltage LED fixtures
Corporation Yard Old	$ 7,500	Install plumbing, sink and garbage disposal unit in Street/Traffic break room.
Corporation Yard Old	$ 12,000	Replace all exterior building lights with higher output, lower voltage LED fixtures
Del Mesa Park	$ 3,000	Restrooms: Remove and replace worn out fascia board on north end, paint interior, exterior and 3 doors.
DRC	$ 13,500	Replace exterior doors
DRC	$ 12,500	Install shade awnings over the bleacher area and over the bench on the southwest side of facility.
DRC - Locker Rooms	$ 9,700	Restore tile and grout in restrooms and locker rooms.
Estancia Park	$ 3,000	Install electric hand driers in restrooms
Fairview Park	$ 5,000	Irrigation controller - booster pump enclosure: Remove chain link fence and replace with privacy chain link fence with slats.
Fairview Road Median	$ 10,000	Re-landscape City entry monument planter south of Sunflower Avenue.
Fire Station #2	$ 3,500	Add two (2) retractable electrical cord fixtures to apparatus room ceiling.
Fire Station #2	$ 1,000	Replace old exhaust fans in main crew bathroom.
Fire Station #3	$ 1,500	Clean and seal tile grout in all three bathrooms.
Fire Station #3	$ 7,400	Replace roof top make-up air unit.
Fire Station #3	$ 4,000	Replace backyard lights (including hose tower) with LED style lights.
Fire Station #4	$ 5,000	Replace kitchen counter tops.
Fire Station #4	$ 3,000	Replace all exterior lights with LED style lights.
Fire Station #5	$ 2,500	Clean and seal grout throughout the downstairs tiled area.

SCHEDULE OF PROPOSED BUILDING MODIFICATIONS / MAINTENANCE PROJECTS FOR FY 2016-2017 BUDGET

	COST	*DESCRIPTION*
Fire Station #5	$ 1,000	Add storage cabinets above the Engineer work bench.
Fire Station #6	$ 8,000	Fix or replace kitchen counter tops (edges are peeling off).
Golf Course Drive Median	$ 25,000	Re-landscape center median between Mesa Verde Drive East and Tanager Drive.
Ketchum-Libolt Park	$ 22,000	Add two additional security lights to rear of park (PRC request)
Mesa Verde Park	$ 2,200	Shelter: Patch, sand and paint.
Police Facility	$ 2,100	New exterior roof access ladder
Police Facility	$ 15,000	Replace water heater and 2 storage tanks
Police Facility	$ 26,000	Replace lighting control panels throughout facility
Senior Center	$ 30,000	Install patio shade structure.
Senior Center	$ 5,000	Sun Room: Remove cabinet, repair floor and install drinking fountain.
Senior Center	$ 6,500	Replace irrigation controller.
Senior Center	$ 4,500	Replace obsolete Honeywell webvision HVAC controller
Senior Center	$ 12,000	Renovate planters adjacent to main entrance.
Senior Center	$ 12,000	Retrofit existing exterior building lighting w/LED fixtures
Shiffer Park	$ 5,500	Resurface key areas only on the basketball & entire handball court.
Shiffer Park	$ 3,200	Restrooms: Install locking mechanism on existing metal doors.
Shiffer Park	$ 1,800	Paint handball court inside and out, and around cell tower.
Smallwood Park	$ 2,000	Resurface key areas only on the basketball court.
Tanager Park	$ 2,000	Resurface key areas only on the basketball court.
Tewinkle Park	$ 6,000	Restroom #2: Epoxy paint floors, paint interior, ceiling, gates and exterior wooden eaves.
Tewinkle Park	$ 2,500	Restroom #2: Remove and replace sky lights, 2 per restroom, 4 total.
Tewinkle Park	$ 10,000	Weatherproof pier.
Vista Park	$ 3,000	Restroom: Paint interior including ceiling, gates and exterior eaves.
Wakeham Park	$ 3,500	Restroom: Paint interior, gates, exterior, doors, eaves, snack bar iron bars, and roll-up doors. Scrape and sand fascia boards prior to paint.
Wakeham Park	$ 2,000	Re-surface key areas on basketball court.
Wakeham Park	$ 14,500	Install trail fencing around parking lot to prevent unauthorized vehicles in park.
Wimbledon Park	$ 2,000	Resurface key areas only on the basketball court.
	$ 500,000	

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
CEO's Office	City Clerk	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Clerk's Office Remodel	Ashley Garcia, x - 5249	45

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	11200	50910	

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	60,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 70,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	70,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 70,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

To better serve the public, the City Clerk's Office is in need of a redesign of the front desk area. The goals of the project are as follows:

1. Make the City Clerk's Office more inviting to the public by removing the current opening in the window to commnunicate;
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 PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Hall 2nd Floor - Carpet Replacement	Doug Lovell, x - 5299	46

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	85,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	85,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project replaces carpet on the 2nd floor of City Hall; including moving expenses. The carpet on this floor has not been replaced in over 20 years. It is worn and stained.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Hall 2nd Floor - Paint Interior	Doug Lovell, x - 5299	47

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	80,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	80,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

In conjunction with re-carpeting the 2nd floor of City Hall, re-painting would improve the appearance of the work areas and public contact areas of the affected department. Painting would update the look of the interior spaces of the building and would be performed at the same time that workstations and furniture are moved to complete re-carpeting. Some dated or deteriorating wall coverings would be removed. Walls with coverings that are in good condition would remain.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Hall 5th Floor - Carpet Replacement	Doug Lovell, x - 5299	48

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	85,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	85,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project replaces the carpet on the 5th floor of City Hall; including moving expenses. Carpet replacement, in conjunction with repainting of the entire floor (See separate B-12) would update the look of the City offices and replace carpet that is over 20 years old in most areas of the floor.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Hall 5th Floor - Paint Interior	Doug Lovell, x - 5299	49

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	80,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	80,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

In conjunction with re-carpeting of the 5th floor of City Hall, re-painting would improve the appearance of the work areas and public contact areas of the CEO Offices and the Fire Administration Offices. Painting would update the look of the interior spaces of the building and would be performed at the same time that workstations and furniture is moved to complete re-carpeting. Some dated or deteriorating wall coverings would be removed. Walls with coverings that are in good condition would remain.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
CEO's Office	Community Affairs	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Hall EV Charging Stations	Dan Baker, x - 5156	50

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	11200	50910	

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The funding request is for the installation of two (2) electric vehicle charging stations at City Hall in the employee parking area adjacent to the City Council Chambers.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
CEO's Office	Administration	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Hall PA System Replacement	Ashley Garcia, x - 5249	51

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	11200	50910	

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	30,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	70,000	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The current emergency PA system in City Hall is original to the building and is inefficient and not functional. Replacement of the system is needed to ensure a safe work environment and to notify both staff and visitors of potential building evacuations, elevator maintenance, etc. The expenditure will include a feasibility study and potential replacement of the amplification and speaker system.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
City Hall - Replace Mechanical Door Lock Cylinders	Doug Lovell, x - 5299	52

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

Replace mechanical door lock cylinders, re-key all doors, new tracking software.

A new Key Management System, integrating new locks and new software would allow for the re-keying and installation of new locks throughout City Hall. The system would also be expandable to manage keys for other City facilities. Currently, the locks throughout City Hall are as old as the building. The locks are worn, the keys are worn and there are no 'master keys' that may be used to create new keys from, resulting in poor performing keys made from older, worn keys. Additionally, thoughout the City's existence, distribution and control of keys has not been centralized or controlled to any great degree. A new system would allow Human Resources to manage key access much in the same way electronic card access is managed now. New locks would provide improved service to key holders; and new software/mangement system would provide a starting point for the distribution, monitoring and control of keys for City Hall, enhancing security in the process. This project does not install any new automated card readers or electronically controlled door locks.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Equipment Maintenance, 50920

PROJECT TITLE	PROJECT MANAGER	ITEM
Corp Yd & PD - Replace Automated Fuel Dispensing System	Bruce Lindemann, x - 7470	53

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50920	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction		-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	132,000	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 132,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	132,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 132,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project will replace the existing automated fuel dispensing authorization and tracking system at the Corporation Yard and Police Facility with a 'module' and other necessary equipment that is manufactured by the company that provided the new fleet services management system recently implemented. Currently, the software generates data that must be downloaded and manipulated by the City's I.T. Department every month before it may be integrated into the fleet management software and utilized by the Finance Department for charging back to each department the maintenance charges. When the system fails, product support for the proprietary system must come from New Jersey, at a significant expense. The City currently spends approximately $700,000 per year on fuel for over 300 vehicles and powered equipment. Having the ability to reliably dispense and track this valuable asset is critical. The software and hardware system in operation is antiquated, with parts difficult to obtain, and support for the software no longer offered by the manufacturer. The system is expandable and could be utilized to track fuel dispensed at the fire stations in the future; something that is done manually at this time. This new software and hardware would result in time savings for the IT and Fleet Services operations, reduced repair costs, and would increase the reliability of the City's fuel management and dispensing systems.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Equipment Maintenance, 50920

PROJECT TITLE	PROJECT MANAGER	ITEM
Corporation Yard - Replace four (4) Fuel Dispensers	Bruce Lindemann, x - 7470	54

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50920	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The four fuel dispensers at the Corporation Yard are obsolete. Estimated to be at least 20 years old, they are antiquated and problematic when trying to function in conjunction with modern dispensing technology and repair parts are very difficult to locate. These dispensers limit the other software and hardware upgrades that are possible to keep pace with changing fuel dispensing regulations.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
DRC - Replace Pool Heater	Doug Lovell, x - 5299	55

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	48,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 48,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	48,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 48,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ (8,500)

The existing Downtown Recreation Center pool heater is the original pool heater installed in 2001. The pool heater is 15 years old and is no longer covered by any warranty. Over the 15 years in service, the heater has required two heat exchanger replacements due to multiple leaks. Each heater exchanger repair was approximately $8,500 per failure. The control components are no longer manufacturer supported and are difficult to locate when they fail and require replacement. New pool heater designs include technological improvements that result in heaters that are more efficient and reliable due to use of a titanium heat exchanger. Treated pool water is corrosive to heat exchangers. The use of titanium greatly reduces the chances of a failure over time by the slow degredation of the interior of the exchanger. By pro-actively replacing the existing pool heater the chance of a complete failure along with the associated down time is greatly reduced. A failure would result in the pool being closed for several weeks.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
DRC - Replace four (4) HVAC Units	Doug Lovell, x - 5299	56

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	80,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	85,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The four (4) roof top heating-ventilation-air conditioning units that provide heat and cooling to the Downtown Recreation Center are at the end of their service life. The corrosive environment created by the close proximity to the ocean and the daily on-shore winds have deteriorated the cooling coils within each of the units. The coils, which circulate the refrigerant, become thin and brittle over time. Failure of the coils releases the refrigerant to the environment and make the units incapable of cooling the building. The units are over 15 years old. The new units will meet Title 24 requirements and have factory applied condenser coil coating for extended life.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Equipment Maintenance, 50920

PROJECT TITLE	PROJECT MANAGER	ITEM
Fleet Shop - Extend Bay #2 - Design	Bruce Lindemann, x - 7470	57

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50920	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	15,000	-	-	-	-	-	-
Construction		80,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 15,000**	**$ 80,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	15,000	80,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 15,000**	**$ 80,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

This project would design and construct an extention to Bay #2 on the north side of the Fleet Services Shop building of twenty feet (20') to accommodate large Fire Department apparatus. Currently, due to the length of some of the City's fire fighting apparatus, the rigs extend beyond the interior of the building when they are being serviced. This prevents them from being lifted on hoists above a nominal height without contacting the door frame. Additionally, most fire apparatus repairs or service are multiple day jobs, requiring the apparatus to remain in the shop, quite often raised off the ground with portable pnuematic jacks. Since the apparatus are longer than the building, at the end of each work day the Fire Mechanic must re-assemble them to move them out of the shop in order to secure the facility. Many times the apparatus are not operable, making relocation very challenging. This results in lost productive time as the apparatus are re-assembled and disassembled then relocated.

Adding an extension to the building would increase productivity and speed the return of the affected Fire apparatus to available status.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Fire Department	Fire Administration	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Fire Stations #2 - #6- Critical Infastructure Protection	DC Jason Pyle, x - 5155	58

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	16100	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	50,000	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	10,000	20,000	20,000	20,000		-	-
Total	**$ 60,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**		**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	60,000	-	-	-	-	-	-
Prop 172. Public Safety Fund	-	20,000	20,000	20,000	-	-	-
	-	-	-	-	-	-	-
Total	**$ 60,000**	**$ 20,000**	**$ 20,000**	**$ 20,000**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

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:

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 County Intelligence Assessment Center (OCIAC) Critical Infrastructure Assessment Team. The OCIAC Team has prepared a comprehensive report identifying Fire Station security flaws and soft points. Additionally, the report calls out recommended Fire Station security needs.

In adherence of PPD-21 examples of projects that will secure essential City facilities are but not limited to the follow improvements: Installation of automatic security gates, installation of CCT cameras, enhanced door locks both interior and exterior, security fencing and access control, securing of outdoor equipment, security lighting, and glass protection.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Fire Department	Fire Administration	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Fire Station #2 - Front Public Access Parking for Baker Street	DC Jason Pyle, x- 5155	59

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	16100	50910	-

New Project

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.
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- ☑ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	275,000	-	-	-	-	-	-
Engineering Fees	25,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 300,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	300,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 300,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

After multiple requests, the Fire Department is proposing for FY 16-17 the consideration of front public access parking on Baker Street for Fire Station #2.

Fire station #2 (Baker) was remodeled 25 years ago and with the remodel, the access driveway to the back of the fire station was removed. This now requires all visitors to park across the street from the fire station and to jaywalk across busy Baker Street. Additionally, there is “No Parking” signage as well as a red curb in front of the fire station forcing vehicles to either park on the front driveway (blocking access for fire apparatus) of the fire station or along the red curb area. The Fire Department proposes to add what is comparable to a bus turnout along the front of the fire station which then could accommodate up to two (2) vehicles. The current bike lane would remain and a portion of the sidewalk would have to be moved toward the north approximately 10 feet. The Fire Department believes this would improve public access to fire station #2 (Baker), eliminate any potential safety hazard, and increase pedestrian safety.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Equipment Maintenance, 50920

PROJECT TITLE	PROJECT MANAGER	ITEM
Fire Stations #2, #3 and #6 - Replace Fuel Tank Monitoring System	Bruce Lindemann, x- 7470	60

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50920	-

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	80,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	80,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 80,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project would install remote monitoring systems on three (3) underground fuel storage tanks to allow Fleet Services to determine fuel levels in each tank in order to assist in timing fuel purchases without Fire Department staff having to 'dip' each tank with a wooden measuring pole; provide leak detection monitoring in real time and provide communication capability between a central computer and the three remote sites, similar to the current capabilities at the Corporation Yard and the Police Facility. This system would also complete all the necessary improvements needed to allow for potentially contracting out of the fuel purchasing and delivering tasks currently requiring significant time from Fleet staff. The potential cost savings generated from more closely monitored fuel levels and well-timed purchases could potentially be in the tens of thousands of dollars, not including the savings in staff time realized.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Fire Station # 4 - Replace Roof	Doug Lovell, x - 5299	61

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	85,000	-	-	-	-	-	-
Engineering Fees(Title 24/Struct.)		-	-	-	-	-	-
Equipment		-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
	-	-	-	-	-	-	-
Capital Improvement Fund	85,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 85,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification — **Operating Impact:** $ -

The existing roof was installed in 2000. It is now 15 years old and is no longer under warranty. During recent winter storms, the roof leaked into the training room portion of the facility, resulting in repair costs of approximately $2,000. The roof has reached its service life, and although may be reactively repaired following rain events, it would be more cost effective to replace the roof and prevent water damage to the interior of the building.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Fire Station # 6 - Repair Failing Perimeter Walls	Doug Lovell, x - 5299	62

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	90,000	-	-	-	-	-	-
Engineering Fees(Title 24/Struct.)		-	-	-	-	-	-
Equipment		-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-
Total	$ 95,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
	-	-	-	-	-	-	-
Capital Improvement Fund	95,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 95,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This is a project will lift the existing perimeter concrete block walls back to an upright vertical position. The walls are slowly leaning away from perpendicular and at some point will fall or crumble. The property line wall and the generator enclosure wall are failing and need to be hydraulically lifted and stabilized. They are failing due to unique soil conditions found on site and on the adjacent property.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Fire Station # 6-Replace Three (3) HVAC Units & Control Systems	Doug Lovell, x - 5299	63

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees(Title 24/Struct.)	4,000	-	-	-	-	-	-
Equipment	60,000	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-
Total	**$ 64,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
	-	-	-	-	-	-	-
Capital Improvement Fund	64,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 64,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification — **Operating Impact: $ 400**

This is a project which will address two maintenance needs:
The first need is the replacement of (3) existing roof top HVAC units. The existing (3) units are in poor condition, are over 24 years old and have been operating well beyond their expected service life. The coils in the existing units have deteriorated due to corrosion caused by marine air. The units should be replaced pro-actively to avoid emergency replacement should they fail. The new units will meet State Title 24 requirements energy efficiency requirements and have factory applied condenser coil coatings for extended life.

The second portion of the project replaces the obsolete HVAC control equipment and operational components for the above mentioned HVAC units. Current equipment is no longer supported by the manufacturer or repair contractors. This station has complex systems for multiple zone control. Equipment failures are becoming more difficult to repair due to lack of parts.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Mesa Verde Library - ADA Compliance Design	Doug Lovell, x - 5299	64

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	50,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 50,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project would fund the architectural design costs for implementing corrections to the accessibility deficiencies of the entire facility. The required improvements were identified in a Compliance Accessibility report prepared in 2015 for the Mesa Verde Library.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Police	Administration	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
PD - Range Remodel / Update	Sgt. Jerry Hildeman, x - 5030	65

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	101	15100	10133	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment Action Target	60,000	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (Range Baffle System	85,000	-	-	-	-	-	-
Total	$ 205,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	205,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 205,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The department's indoor firearms range is currently in poor condition with obsolete and/or inoperable equipment. The range is required to ensure that POST firearms training mandates and department quarterly training requirements for the 136 sworn officers and Fire Department arson investigators are met. The range allows the department to meet these mandates and other needs in the most effective and efficent manner, without jeopordizing training standards or requiring staff to travel out of area.

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 are 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 aesthetics of the range require an update. Ammo storage is inadequate for the secure housing of the volume of ammo maintained at any time by the department. The main weapon and ammo storage room has water leaks from the AC condensation thereby 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 city to address these significant issues and it would ensure the department can meet its firearms training mandates and proficiency.

See Action Target quotes for further details.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Senior Center - ADA Accessibility Restroom Renovation	Doug Lovell, x - 5299	66

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	125,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 125,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	125,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 125,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

Renovation and accessibility enhancements of two (2) staff restrooms on the 1st floor; (2) men's and (2) women's public restrooms on 1st floor and 2nd floor involving the replacement of tile flooring, tile walls, urinals, toilets, and reconfiguration for all stalls to be ADA compliant. These renovations are based on a Compliance Assessment report completed in 2015. Design for these improvements will be completed as part of the FY 2015-16 Capital Improvement Program budget.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Senior Center - Elevator Control System Upgrade	Doug Lovell, x - 5299	67

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	35,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 35,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	35,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 35,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project would provide the first upgrade to the operating and mechanical systems of the elevator at the Costa Mesa Senior Center since original building construction in 1992. The project would integrate new electronic control systems and would upgrade the emergency notification and communication system to allow for support by the City's Communication Center. Currently, the elevator car does not communicate directly to the City's Emergency Call Center. The project would also include the complete overhaul of all mechanical equipment to ensure safe, reliable function of this critical evacuation route for disabled patrons on the second floor of the building should there be an emergency.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Senior Center - Replace cabinets, counters, flooring, and doors	Doug Lovell, x - 5299	68

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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.
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- ☑ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 100,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

This project would replace all the interior doors, cabinets, counters, and floor tile at the Costa Mesa Senior Center not replaced in the recent renovation. All existing building components are part of the original construction in 1992. The project would integrate new colors and eliminate the existing, outdated mauve and pink tone floors, counters, and doors.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Public Services	Maintenance Services	Building Maintenance, 50910

PROJECT TITLE	PROJECT MANAGER	ITEM
Westside Resource Center	Bart Mejia, x - 5291	69

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	19500	50910	-

New Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	200,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

The Westside Resource Center is in need of a major remodel to bring it up to code and reconfigure it so it can be utilized more efficiently for the current and future uses. Funding is requested for the design phase. Additional funding will be requested in future years for the construction phase.

This project would fund the architectural design costs to address the accessibility deficiencies of the entire facility and to provide improvements for public access and more comprehensive uses of the re-purposed facility.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
IT DEPARTMENT	Administration	Administration

PROJECT TITLE	PROJECT MANAGER	ITEM
IT Department Relocation	Steve Ely, x - 4891	70

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	14600	50001	

New Project

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.
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- ☑ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	200,000		-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ -
Description of Resources							
Capital Improvement Fund	87,222	-	-	-	-	-	-
Capital Facility Fund	112,778	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	$ 200,000	$ -	$ -	$ -	$ -	$ -	$ -

Project Justification

Operating Impact: $ -

Information Technology (IT) Department (Programming and IT Administrative offices) will be moving to the 3rd floor where Central Services division (staff and Supervisor) are now located. Central Services will be moving to a temporary location in the basement. Demolition of the Central Services area will consist of removing a wall and a counter and removal of a storage closet in the supervisor's office. New cubicles, walls, carpet, data run, electrical outlets, millwork, doors hardware, glass and frames, and ceiling will be constructed/installed in the new 3rd floor-IT redesigned area and new location for IT's Programming and Administrative offices. It will also involve repainting of this new location.

Central Services will be moving to its new location on the 1st floor where IT's Programming and Administrative offices currently are. Demolition of the old IT Programming and Administrative offices will consist of removing all cubicles and carpet. New counter, carpet, data run, electrical, millwork, half door and hardware will be constructed/installed in the new 1st floor Central Services re-designed area. It will also involve repainting of this new location for Central Services.

Justification:

After construction of the new community room, the public hallway to the community room from City Hall will be the area right where the IT Programming and Administrative offices currently are. IT's Programming staff handle Health Insurance Portability and Accountability Act (HIPPA) information and confidential payroll and personnel data on City employees, among others. Hence, IT will need a more secure location.

Currently, all USPS mail from the mailroom, including those coming from FedEx and UPS, come into the City Hall and go to the 3rd floor and, in most cases, need to be brought back down to the 1st floor to be delivered to the appropriate departments. The largest client of Central Services is the City Clerk's office. By relocating Central Services across the hall from the City Clerk's office, this will cut down on delivery time.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2016-2017

DEPARTMENT	DIVISION	PROGRAM
Police Department Facility Expansion	Communications	Technical Support/Maint-51020

PROJECT TITLE	PROJECT MANAGER	ITEM
800 Mhz CCCS Next Generation Update	Rob Sharpnack	71

PROJECT ACCOUNT STRING:	Account	Fund	Org	Program	Project
	500000	401	15400	51020	200067
	500000	217	15400	51020	200067

Existing Project

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.
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- ☐ 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 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	1,181,641	1,298,297	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	**$ 1,181,641**	**$ 1,298,297**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Description of Resources							
Capital Improvement Fund	1,181,641	1,298,297	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	**$ 1,181,641**	**$ 1,298,297**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

Project Justification

Operating Impact: $ -

Current system is outdated as of 2015. Proposal is to replace current Quantar radios with new GTR-8000 radios over three (3) fiscal years culminating in a final upgrade to a P25 system in 2018. Funding in the amount of $1,239,969 was allocated for the city's first installment in FY 15-16. Each city will replace obsolete portable and mobile radios and upgrade those that are capable of upgrade prior to P25 upgrade in 2018. Each city will also replace dispatch consoles prior to P25 upgrade in 2018 in order to maintain console priority feature.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 16-17	FY 17-18	FY 18-19	FY 19-20
TRANSPORTATION				
Traveled 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)	-	-	-	115,500
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.)	17,000	630,600	-	-
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)	-	-	975,000	975,000
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)	-	-	-	-
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)	-	-	-	167,200
Harbor Blvd. / Sunflower Ave. 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	535,000
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) (Add NBR)	-	132,000	495,000	-
Newport Blvd. Northbound at Del Mar (Add WBTR)	-	-	33,550	-
Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)	-	-	100,000	-
Newport Blvd. Southbound at Fair Drive (Add 2nd SBR)	-	-	68,750	28,050
Newport Boulevard Widening Design From 19th St. to 17th St.	375,000	400,000	400,000	2,500,000
Newport Blvd./17th St. (Add NBR)	-	-	-	-
Newport Blvd./18th St. - Rochester St.(Add SBR)	-	-	-	-
Newport Blvd./19th St. (Add NBT by removing NBL)	-	-	-	-
Placentia Av./19th St. (Add SBR)	-	-	-	-
SR-55 Frwy. Access Study	-	250,000	250,000	250,000
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	-
Westside Improvements	-	250,000	250,000	250,000
Wilson Street Widening Design from College Ave. to Fairview Rd.	350,000	375,000	-	5,000,000
Subtotal Street Improvements	**$ 742,000**	**$ 3,043,600**	**$ 6,549,800**	**$ 10,370,750**
Active Transportation Improvements				
Adams Avenue at Pinecreek Drive Improvements	$ -	$ -	$ 100,000	$ 125,000
Adams Avenue Multipurpose Trail	-	350,000	2,861,000	-
Bicycle Infrastructure Improvement Plan	-	333,100	-	-
Bicycle Rack Improvements Citywide	50,000	25,000	25,000	25,000
Bicycle Safety Education at Sixteen Schools	-	60,000	60,000	-
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility	-	-	75,000	450,000
Del Mar Avenue (Newport Blvd. to Santa Ana Av.) Bicycle Facility	-	30,000	-	-
Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility	-	125,000	350,000	-
Flashing Crosswalks (Killybrooke Ln., Orange Av.)	-	253,000	-	-
Merrimac Way Multipurpose Trail and Cycle Tracks	-	-	125,000	950,000
Mesa Verde Drive E (Adams Av. to Harbor Bl.)	-	100,000	-	-
Paularino Channel Multipurpose Trail	-	-	-	350,000
Placentia Avenue (Oriole Dr. to Fairview Park) Bicycle Facility	-	30,000	-	-
Santa Ana Avenue (Bristol St. to University Dr.) Bicycle Facility	-	-	80,000	-
Tanager Drive Bicycle Facility	-	-	-	-
Vanguard Way/Santa Isabel Avenue (Fair Dr. to Irvine Av.) Bicycle Facility	-	-	60,000	-
West 19th Street Bicycle Trail to Greenville Banning-Channel/Santa Ana	250,000	-	-	-
Wilson Street (Fairview Rd. to Santa Ana Av.) Bicycle Facility	-	-	30,000	-
Subtotal Active Transportation Improvements	**$ 300,000**	**$ 1,306,100**	**$ 3,766,000**	**$ 1,900,000**

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 20-21	FY 21-22	FY 22-23	Total
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Bristol St. / Baker St. Intersection Improvement (Add EBT, WBT)	$ -	$ -	$ -	$ 962,500
Bristol St. / Paularino Ave. (Add 2nd WBL)	60,000	400,000	-	545,000
Bristol St. / Sunflower Ave. Intersection Improvement (Add 3rd NBL)	522,500	863,500	-	1,501,500
Bus Bench Replacement	-	-	-	40,000
Citywide Wayfinding Signage Program	-	-	-	100,000
E. 17th St. / Irvine Avenue Intersection Improvement (Add SBR, EBR)	100,000	200,000	350,000	650,000
Eastside Traffic Calming (Cabrillo St., 18th St., 22nd St.)	744,000	744,000	744,000	2,232,000
Fairview Road Improvements (Baker St. - Adams Ave.)	-	-	-	647,600
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)	-	-	-	1,950,000
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)	200,000	650,000	650,000	1,500,000
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)	104,500	1,669,800	-	1,941,500
Harbor Blvd. / Sunflower Ave. Intersection Improvement (Add EBR)	150,000	250,000	450,000	850,000
Harbor Blvd./ Adams Ave. Intersection Improvements (Add NBL, NBR)	-	850,000	-	850,000
Harbor Blvd./ MacArthur - Bus Turnout	-	-	-	396,000
Hyland Ave. / I-405 NB Ramp & South Coast Drive (Add 2nd WBT)	-	-	-	685,000
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) (Add NBR)	-	-	-	627,000
Newport Blvd. Northbound at Del Mar (Add WBTR)	-	207,900	-	241,450
Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)	-	-	-	100,000
Newport Blvd. Southbound at Fair Drive (Add 2nd SBR)	-	667,700	-	764,500
Newport Boulevard Widening Design From 19th St. to 17th St.	2,500,000	-	-	6,175,000
Newport Blvd./17th St. (Add NBR)	100,000	-	550,000	650,000
Newport Blvd./18th St. - Rochester St.(Add SBR)	100,000	100,000	500,000	700,000
Newport Blvd./19th St. (Add NBT by removing NBL)	100,000	125,000	625,000	850,000
Placentia Av./19th St. (Add SBR)	85,000	60,000	400,000	545,000
SR-55 Frwy. Access Study	-	-	-	750,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement (Add NBL, EBL)	47,300	277,200	-	324,500
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement (Add WBR)	83,600	382,250	382,250	848,100
SR-55 Frwy. S/B / Baker St. Intersection Improvement (Add SBR)	62,700	486,200	-	548,900
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement (Add SBR)	69,300	-	305,800	375,100
Superior Av./17th St. (Convert WBT to WBTL, NBR)	150,000	150,000	700,000	1,000,000
West 17th St. Widening (Newport Boulevard to West City Limits)	-	-	-	3,800,000
Westside Improvements	250,000	250,000	250,000	1,500,000
Wilson Street Widening Design from College Ave. to Fairview Rd.	5,000,000	5,000,000	-	15,725,000
Subtotal Street Improvements	**$ 10,428,900**	**$ 13,333,550**	**$ 5,907,050**	**$ 50,375,650**
Active Transportation Improvements				
Adams Avenue at Pinecreek Drive Improvements	$ 850,000	$ -	$ -	$ 1,075,000
Adams Avenue Multipurpose Trail	-	-	-	3,211,000
Bicycle Infrastructure Improvement Plan	-	-	-	333,100
Bicycle Rack Improvements Citywide	25,000	25,000	25,000	200,000
Bicycle Safety Education at Sixteen Schools	60,000	-	60,000	240,000
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility	-	-	-	525,000
Del Mar Avenue (Newport Blvd. to Santa Ana Av.) Bicycle Facility	-	-	-	30,000
Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility	-	-	-	475,000
Flashing Crosswalks (Killybrooke Ln., Orange Av.)	-	-	-	253,000
Merrimac Way Multipurpose Trail and Cycle Tracks	-	-	-	1,075,000
Mesa Verde Drive E (Adams Av. to Harbor Bl.)	-	-	-	100,000
Paularino Channel Multipurpose Trail	1,500,000	1,500,000	-	3,350,000
Placentia Avenue (Oriole Dr. to Fairview Park) Bicycle Facility	-	-	-	30,000
Santa Ana Avenue (Bristol St. to University Dr.) Bicycle Facility	-	-	-	80,000
Tanager Drive Bicycle Facility	200,000	200,000	1,500,000	1,900,000
Vanguard Way/Santa Isabel Avenue (Fair Dr. to Irvine Av.) Bicycle Facility	-	-	-	60,000
West 19th Street Bicycle Trail to Greenville Banning-Channel/Santa Ana	-	-	-	250,000
Wilson Street (Fairview Rd. to Santa Ana Av.) Bicycle Facility	-	-	-	30,000
Subtotal Active Transportation Improvements	**$ 2,635,000**	**$ 1,725,000**	**$ 1,585,000**	**$ 13,217,100**

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Traffic Operations				
Baker - Coolidge Avenue Traffic Signal Modifications	$ 50,000	$ -	$ -	$ -
Baker - Randolph Avenue Traffic Signal Installation	250,000	-	-	-
Bear Street Signal Coordination/ Improvements	-	-	260,000	-
Bristol Street Traffic Signal Synchronization	125,396	-	-	-
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	-	990,000	-	-
Harbor Boulevard Traffic Signal Synchronization	179,594	-	-	-
Intersection Safety Light Enhancements	-	75,000	75,000	75,000
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	**$ 604,990**	**$ 1,650,000**	**$ 1,560,000**	**$ 825,000**
Street Maintenance				
Adams Ave.- Harbor Blvd. To Santa Ana River	$ -	$ -	$ 1,750,000	$ -
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	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 300' N/O Randolph	-	-	-	-
Bristol St. from I-405 to Sunflower Ave.	-	-	-	-
California St. - Gisler Ave. to Nevada Ave.	-	680,000	-	-
Citywide Unimproved Alley	500,000	500,000	500,000	500,000
Citywide Street Improvements	3,001,137	3,000,000	3,000,000	3,000,000
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.	-	200,000	-	-
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.	-	-	-	-
Irvine Ave. - 20th St. to S'ly City Limits	-	650,000	-	-

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 20-21	FY 21-22	FY 22-23	Total
Traffic Operations				
Baker - Coolidge Avenue Traffic Signal Modifications	$ -	$ -	$ -	$ 50,000
Baker - Randolph Avenue Traffic Signal Installation	-	-	-	250,000
Bear Street Signal Coordination/ Improvements	-	-	-	260,000
Bristol Street Traffic Signal Synchronization	-	-	-	125,396
Citywide Traffic Signal Improvements (Hardware)	250,000	250,000	-	1,000,000
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	250,000	250,000	250,000	1,500,000
Fairview Avenue- Arlington Drive Traffic Signal Modification	-	-	-	75,000
Fairview - Merrimac Traffic Signal Modification	-	-	-	150,000
Fairview Road Traffic Signal Synchronization	-	-	-	990,000
Harbor Boulevard Traffic Signal Synchronization	-	-	-	179,594
Intersection Safety Light Enhancements	75,000	75,000	75,000	450,000
Signal System Upgrade- Paularino, Fair, Wilson, Anton	-	-	-	750,000
Traffic Management Center Video Cameras and Server	-	-	-	60,000
Traffic Signal Installation	250,000	-	250,000	750,000
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	-	-	25,000
Subtotal Traffic Operations	**$ 825,000**	**$ 575,000**	**$ 575,000**	**$ 6,614,990**
Street Maintenance				
Adams Ave.- Harbor Blvd. To Santa Ana River	$ -	$ -	$ -	$ 1,750,000
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	-	750,000
Anaheim Ave. - Superior Ave. to 19th St.	180,000	-	-	180,000
Anton Blvd.- Sakioka Dr. to Sunflower Ave.	-	-	506,000	506,000
Anton Blvd.- Avenue of the Arts to Bristol St.	-	-	252,000	252,000
Arlington Dr. - Fairview Rd. to Newport Blvd.	-	-	600,000	600,000
Baker St. - Bear St. to Bristol St.	-	-	877,000	877,000
Baker St.- 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	-	-	185,000
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 300' N/O Randolph	-	-	1,000,000	1,000,000
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	3,500,000
Citywide Street Improvements	3,000,000	3,000,000	3,000,000	21,001,137
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.	-	-	-	200,000
Hamilton St. - Charle St. to Harbor Blvd.	-	-	-	200,000
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.	-	-	2,000,000	2,000,000
Irvine Ave. - 20th St. to S'ly City Limits	-	-	-	650,000

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Street Maintenance Continued				
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.	-	-	-	-
Merrimac Way - Fairview Rd. to Harbor Blvd.	-	485,000	-	-
Monrovia Ave. - From S'ly City Limits to 19th St.	-	440,000	-	-
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.	-	290,000	-	-
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.	-	400,000	-	-
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.	-	-	-	-
Subtotal Street Maintenance	**$ 3,501,137**	**$ 11,331,000**	**$ 6,938,000**	**$ 7,845,000**
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	-	-	-	-
Bristol Street Storm Drain Diversion Project	600,000	-	-	-
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	-
Cherry Lake Storm Drain System Phase IV & V	-	-	-	-
Jack Hammett Sports Complex-Infiltration System	-	-	-	-
Pomona Ave/Industrial Wy Water Quality & Storm Drain-Phase II	-	500,000	500,000	500,000
Subtotal Storm Drain Improvements	**$ 600,000**	**$ 500,000**	**$ 1,976,880**	**$ 1,676,785**
Curbs and Sidewalks				
New Sidewalk / Missing Link Program	$ 100,000	$ 100,000	$ 100,000	$ 100,000
Parkway Improvement Program	250,000	250,000	250,000	250,000
Priority Sidewalk Repair	50,000	50,000	50,000	50,000
Subtotal Curbs and Sidewalks	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 400,000**
TOTAL TRANSPORTATION	**$ 6,148,127**	**$ 18,230,700**	**$ 21,190,680**	**$ 23,017,535**
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	-

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 20-21	FY 21-22	FY 22-23	Total
Street Maintenance Continued				
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
Merrimac Way - Fairview Rd. to Harbor Blvd.	-	-	-	485,000
Monrovia Ave. - From S'ly City Limits to 19th St.	-	-	-	440,000
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.	-	-	-	290,000
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.	-	-	-	400,000
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	**$ 8,363,000**	**$ 9,264,000**	**$ 19,936,000**	**$ 67,178,137**
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
Bristol Street Storm Drain Diversion Project	-	-	-	600,000
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
Jack Hammett Sports Complex-Infiltration System	-	-	2,500,000	2,500,000
Pomona Ave/Industrial Wy Water Quality & Storm Drain-Phase II	500,000	500,000	500,000	3,000,000
Subtotal Storm Drain Improvements	**$ 1,293,040**	**$ 3,221,600**	**$ 5,009,360**	**$ 14,277,665**
Curbs and Sidewalks				
New Sidewalk / Missing Link Program	$ 100,000	$ 100,000	$ 100,000	$ 700,000
Parkway Improvement Program	250,000	250,000	250,000	1,750,000
Priority Sidewalk Repair	50,000	50,000	50,000	350,000
Subtotal Curbs and Sidewalks	**$ 400,000**	**$ 400,000**	**$ 400,000**	**$ 2,800,000**
TOTAL TRANSPORTATION	**$ 23,944,940**	**$ 28,519,150**	**$ 33,412,410**	**$ 154,463,542**
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

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Parkway and Median Improvements Continued				
Gisler Avenue Bike Trail Landscape	-	165,000	-	-
Harbor Blvd. Medians (Wilson St.to 19th St.)	-	1,000,000	-	-
Mission Mendoza Landscaping	-	60,000	-	-
Newport Blvd. Landscape - 19th St. to Bristol St.	-	1,100,000	-	-
Redhill Avenue Medians (McCormick Ave. to Bristol St.)	-	1,188,000	-	-
Smalley Road Landscape Renovation	-	50,000	-	-
Tree Planting Program	-	50,000	50,000	50,000
Victoria Street - Phased Landscape Renovation	-	30,000	30,000	30,000
Close Off Wall Openings	160,000	-	-	-
Subtotal Parkway & Median Improvements	**$ 160,000**	**$ 4,743,000**	**$ 260,000**	**$ 80,000**
Park Development				
Heller Park - ADA Accessibility Improvements	$ -	$ 135,000	$ -	$ -
ADA Accessibility Improvements - Shiffer Park	-	115,058	-	-
ADA Accessibility Improvements - Wakeham Park	-	116,050	-	-
Balearic Center-Land Acquisition Services	-	60,000	-	-
Brentwood Park - Improvements	-	750,000	-	-
Canyon Park - New Restroom	-	-	-	-
Costa Mesa Bark Park Renovation - Construction Phase	-	-	2,600,000	-
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 Field 1 and 2 Upgrades	2,370,965	-	-	-
Jack Hammett - Addition of a Storage Facility	-	660,000	-	-
Jack Hammett - ADA improvements	275,000	-	-	-
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	75,000
Lindbergh Park - Expand Park	-	-	-	1,300,000
Lions Park (Davis Field) Scoreboard	-	30,000	-	-
Marina View Park - 1 New Half Court Basketball Court	-	-	-	-
Mesa Del Mar Neighborhood Entryway	-	90,000	-	-
Moon Park - 1 New Half Court Basketball Court	-	-	-	-
Donald Dungan Library & Neighborhood Community Center	1,976,201	4,476,201	25,547,598	1,286,052
Park Monument Signage	-	50,000	50,000	50,000
Park Security Lighting Replacement Program	-	400,000	400,000	400,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Restroom North of Fairview Park Entrance	-	-	525,000	-
Skatepark II	-	-	1,000,000	-
Smallwood Park Improvements	-	250,000	140,000	250,000
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	20,000	750,000	-	-
Vista Park - Picnic Shelter	-	165,000	-	-

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 20-21	FY 21-22	FY 22-23	Total
Parkway and Median Improvements Continued				
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Harbor Blvd. Medians (Wilson St.to 19th St.)	-	-	-	1,000,000
Mission Mendoza Landscaping	-	-	-	60,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,100,000
Redhill Avenue Medians (McCormick Ave. to Bristol St.)	-	-	-	1,188,000
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
Close Off Wall Openings	-	-	-	160,000
Subtotal Parkway & Median Improvements	**$ 80,000**	**$ 80,000**	**$ 80,000**	**$ 5,483,000**
Park Development				
Heller Park - ADA Accessibility Improvements	$ -	$ -	$ -	$ 135,000
ADA Accessibility Improvements - Shiffer Park	-	-	-	115,058
ADA Accessibility Improvements - Wakeham Park	-	-	-	116,050
Balearic Center-Land Acquisition Services	-	-	-	60,000
Brentwood Park - Improvements	-	-	-	750,000
Canyon Park - New Restroom	-	-	650,000	650,000
Costa Mesa Bark Park Renovation - Construction Phase	-	-	-	2,600,000
Davis School Field Design & Construction	2,500,000	-	-	2,500,000
Estancia High School Sports Lighting	-	-	-	1,200,000
Fairview Developmental Center Sports Complex	2,000,000	1,000,000	-	5,500,000
Harbor Boulevard, Parkway Improvements	-	-	-	100,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Jack Hammett Field 1 and 2 Upgrades	-	-	-	2,370,965
Jack Hammett - Addition of a Storage Facility	-	-	-	660,000
Jack Hammett - ADA improvements	-	-	-	275,000
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	75,000
Lindbergh Park - Expand Park	-	-	-	1,300,000
Lions Park (Davis Field) Scoreboard	-	-	-	30,000
Marina View Park - 1 New Half Court Basketball Court	80,000	-	-	80,000
Mesa Del Mar Neighborhood Entryway	-	-	-	90,000
Moon Park - 1 New Half Court Basketball Court	80,000	-	-	80,000
Donald Dungan Library & Neighborhood Community Center	1,286,052	1,286,052	1,286,052	37,144,208
Park Monument Signage	50,000	50,000	50,000	300,000
Park Security Lighting Replacement Program	-	-	-	1,200,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Restroom North of Fairview Park Entrance	-	-	-	525,000
Skatepark II	-	-	-	1,000,000
Smallwood Park Improvements	350,000	-	-	990,000
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	-	-	-	770,000
Vista Park - Picnic Shelter	-	-	-	165,000

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Park Development Continued				
Vista Park-Veteran's Memorial	-	-	60,000	-
Wakeham Park - 2 New Tennis Courts	-	-	-	-
Youth Sports- Costa Mesa United	-	-	100,000	100,000
Subtotal Park Development	**$ 4,642,166**	**$ 9,622,309**	**$ 31,157,598**	**$ 6,586,052**
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
Fairview Park - Fence Along Placentia Ave	-	380,000	-	-
Fairview Park Improvements	-	250,000	250,000	250,000
Fairview Park - Rehabilitate Parking Lot	220,000	-	-	-
Fairview Park - Plant Establishment and Pond Maintenance	100,000	150,000	150,000	100,000
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 - Storm Drain	1,250,000	-	-	-
Fairview Park-West Bluff Repair	200,000	650,000	-	-
Subtotal Fairview Park	**$ 1,820,000**	**$ 2,730,000**	**$ 2,950,000**	**$ 2,400,000**
Park Development Fund				
Costa Mesa High School Stadium - 1,000 Additional Bleachers	$ 625,000	$ -	$ -	$ -
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	**$ 625,000**	**$ 9,230,000**	**$ -**	**$ -**
Park Maintenance				
Del Mesa Park - Replace Walkway Lights	$ -	$ -	$ -	$ -
Estancia Park-Slope Renovation	-	30,000	-	-
Gisler Park - Replace Picnic Shelter	-	45,000	-	-
Heller Park - Replace Security Lighting	-	125,000	-	-
Heller Park- Replace Existing Restroom	-	-	-	600,000
Parkway Landscape Improvements - Andros Street and Elm	-	40,000	-	-
Paularino Park-Replace Picnic Shelter	70,000	-	-	-
Pinkley Park - Replace Arbor	150,000	-	-	-
Pinkley Park - Replace Existing Playground Equipment	-	-	65,000	-
Shiffer Park - Replace Walkway Lighting	-	25,000	-	-
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	-	50,000	150,000	-
Vista Park- Installation of Perimeter Trail Fence	-	40,000	-	-
Rehabilitate Parking Lot - Various Locations	-	25,000	25,000	25,000
Various Locations-Install Backflow Enclosures	-	50,000	-	-
Various Parks-Replace Playground Surfacing	-	100,000	-	-
Various Parks-Sidewalk Replacement	75,000	75,000	75,000	50,000
Vista Park - Install Perimeter Trail Fence at Top of Slope	-	40,000	-	-
Wakeham Park - Playground and Planter	-	-	190,000	-
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	200,000	-	-
Subtotal Park Maintenance	**$ 295,000**	**$ 970,000**	**$ 505,000**	**$ 850,000**

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 20-21	FY 21-22	FY 22-23	Total
Park Development Continued				
Vista Park-Veteran's Memorial	-	-	-	60,000
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	**$ 7,496,052**	**$ 3,236,052**	**$ 2,236,052**	**$ 64,976,281**
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	2,000,000	2,000,000	-	8,250,000
Fairview Park - Fence Along Placentia Ave	-	-	-	380,000
Fairview Park Improvements	250,000	250,000	250,000	1,500,000
Fairview Park - Rehabilitate Parking Lot	-	-	-	220,000
Fairview Park - Plant Establishment and Pond Maintenance	100,000	100,000	100,000	800,000
Fairview Park Projects-On Call Environmental Services	50,000	50,000	50,000	350,000
Fairview Park Riparian Habitat Phase III	-	-	-	1,000,000
Fairview Park Southeast Entrance and Parking Lot	-	-	-	150,000
Fairview Park - Storm Drain	-	-	-	1,250,000
Fairview Park-West Bluff Repair	-	-	-	850,000
Subtotal Fairview Park	**$ 2,400,000**	**$ 2,400,000**	**$ 400,000**	**$ 15,100,000**
Park Development Fund				
Costa Mesa High School Stadium - 1,000 Additional Bleachers	$ -	$ -	$ -	$ 625,000
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	**$ -**	**$ -**	**$ -**	**$ 9,855,000**
Park Maintenance				
Del Mesa Park - Replace Walkway Lights	$ 45,000	$ -	$ -	$ 45,000
Estancia Park-Slope Renovation	-	-	-	30,000
Gisler Park - Replace Picnic Shelter	-	-	-	45,000
Heller Park - Replace Security Lighting	-	-	-	125,000
Heller Park- Replace Existing Restroom	-	-	-	600,000
Parkway Landscape Improvements - Andros Street and Elm	-	-	-	40,000
Paularino Park-Replace Picnic Shelter	-	-	-	70,000
Pinkley Park - Replace Arbor	-	-	-	150,000
Pinkley Park - Replace Existing Playground Equipment	-	-	-	65,000
Shiffer Park - Replace Walkway Lighting	-	-	-	25,000
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	25,000	-	-	100,000
Various Locations-Install Backflow Enclosures	-	-	-	50,000
Various Parks-Replace Playground Surfacing	-	-	-	100,000
Various Parks-Sidewalk Replacement	50,000	-	-	325,000
Vista Park - Install Perimeter Trail Fence at Top of Slope	-	-	-	40,000
Wakeham Park - Playground and Planter	-	-	-	190,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	-	200,000
Subtotal Park Maintenance	**$ 120,000**	**$ -**	**$ -**	**$ 2,740,000**

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Sanitation				
Water Quality				
NPDES Best Management Practices Implementation	$ -	$ 50,000	$ 50,000	$ 50,000
Subtotal Water Quality	**$ -**	**$ 50,000**	**$ 50,000**	**$ 50,000**
TOTAL COMMUNITY HEALTH & ENVIRONMENT	**$ 7,542,166**	**$ 27,345,309**	**$ 34,922,598**	**$ 9,966,052**
GENERAL GOVERNMENT SUPPORT				
Facilities Maintenance				
Balearic Center - ADA Upgrades (Exterior Restrooms)	$ -	$ -	$ 150,000	$ -
Balearic Center - Construct Undergrounding of New Electrical Service	-	36,000	-	-
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - Install New HVAC Unit	-	95,000	-	-
Building Maintenance Projects	407,400	700,000	700,000	750,000
City Clerk's Office Remodel	-	70,000	-	-
City Hall - HVAC Upgrade	-	66,000	550,000	-
City Hall - Replace Mechanical Door Lock Cylinders	-	50,000	-	-
City Hall - PA System Replacement	100,000	-	-	-
City Hall 2nd Floor- Paint Interior	-	80,000	-	-
City Hall - Paint Interior - 3rd Floor	-	80,000	-	-
City Hall 5th Floor - Paint interior	-	80,000	-	-
City Hall - Paint Exterior and Walkway Canopy	-	125,000	-	-
City Hall 2nd Floor - Replace Carpet	-	85,000	-	-
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	85,000	-	-
City Hall 5th Floor - Replace Carpet	-	85,000	-	-
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	-	-
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	-
Corp Yard Old - Building Lighting - Upgrade with LED	-	25,000	-	-
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 - Replace Four (4) Fuel Dispensers	50,000	-	-	-
Corp Yard/Police Facility - Replace Automated Fuel Dispensing System	132,000	-	-	-
Corp Yard - Security System Bldg A	-	15,000	-	-
Corp Yard - Paint Exterior	-	-	80,000	-
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
Corp Yard Warehouse - Exterior Doors (2 out of 8 doors per year)	-	26,000	-	-
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	-	85,000	-	-
DRC - Replace Pool Heater	48,000	-	-	-
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	65,000	-
Fire Station #1 - Demolish Existing and Construct New Facility	-	6,823,799	-	-
Fire Station #1 - Improvements	-	220,000	-	-
Fire Station #1 - Rebuild (Royal Palm)	-	120,000	-	-
Fire Station #2 - Access Improvements	-	250,000	-	-
Fire Station #2 - Front Public Access Parking for Baker Street	-	300,000	-	-

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 20-21	FY 21-22	FY 22-23	Total
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	**$ 10,146,052**	**$ 5,766,052**	**$ 2,766,052**	**$ 98,454,281**
GENERAL GOVERNMENT SUPPORT				
Facilities Maintenance				
Balearic Center - ADA Upgrades (Exterior Restrooms)	$ -	$ -	$ -	$ 150,000
Balearic Center - Construct Undergrounding of New Electrical Service	-	-	-	36,000
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - Install New HVAC Unit	-	-	-	95,000
Building Maintenance Projects	750,000	750,000	750,000	4,807,400
City Clerk's Office Remodel	-	-	-	70,000
City Hall - HVAC Upgrade	-	-	-	616,000
City Hall - Replace Mechanical Door Lock Cylinders	-	-	-	50,000
City Hall - PA System Replacement	-	-	-	100,000
City Hall 2nd Floor- Paint Interior	-	-	-	80,000
City Hall - Paint Interior - 3rd Floor	-	-	-	80,000
City Hall 5th Floor - Paint interior	-	-	-	80,000
City Hall - Paint Exterior and Walkway Canopy	-	-	-	125,000
City Hall 2nd Floor - Replace Carpet	-	-	-	85,000
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	-	-	85,000
City Hall 5th Floor - Replace Carpet	-	-	-	85,000
City Hall - Replace Roof on Exterior Walkway Canopy	95,000	-	-	95,000
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	140,000	145,000	-	675,000
Communications - City EOC & Property Evidence Building	1,000,000	-	-	3,450,000
Communications - Floor Finishes & Carpet	-	-	-	50,000
Communications - Exterior Paint & Abatement	-	-	-	30,000
Corp Yard Old - Building Lighting - Upgrade with LED	-	-	-	25,000
Fleet Shop - Extent Bay #2 on North Side of Building for Fire Apparatus	-	-	-	95,000
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	-	-	75,000
Corp Yard - Replace Four (4) Fuel Dispensers	-	-	-	50,000
Corp Yard/Police Facility - Replace Automated Fuel Dispensing System	-	-	-	132,000
Corp Yard - Security System Bldg A	-	-	-	15,000
Corp Yard - Paint Exterior	-	-	-	80,000
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
Corp Yard Warehouse - Exterior Doors (2 out of 8 doors per year)	-	-	-	26,000
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	-	-	-	85,000
DRC - Replace Pool Heater	-	-	-	48,000
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	-	65,000
Fire Station #1 - Demolish Existing and Construct New Facility	-	-	-	6,823,799
Fire Station #1 - Improvements	-	-	-	220,000
Fire Station #1 - Rebuild (Royal Palm)	-	-	-	120,000
Fire Station #2 - Access Improvements	-	-	-	250,000
Fire Station #2 - Front Public Access Parking for Baker Street	-	-	-	300,000

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Facilities Maintenance Continued				
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	135,000	-	-
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 Obsolete HVAC Control & Components	-	25,000	-	-
Fire Station #6 - Replace (3) HVAC Units & Control Systems	-	64,000	-	-
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	-	-
Fire Station #2 - 6 - Critical Infrastructure Protection	60,000	-	-	-
Fire Station #2, 3, and 6 - Replace Fuel Tank Monitoring System	-	80,000	-	-
Fire Stations Solar Carport Panels	-	30,000	-	-
Mesa Verde Library - ADA Compliance Design	-	50,000	-	-
New Corporation Yard - Wall Finishes	-	-	-	-
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
P. D. Range Remodel/ Update	-	205,000	-	-
Police Substation - ADA Restrooms	-	175,000	-	-
Police Substation - Interior Floor Finishes	-	80,000	-	-
Police Department Facility Expansion - Conceptual Design	-	100,000	-	-
Senior Center - Door Replacement	-	48,000	-	-
Senior Center - Elevator Control System Upgrade	-	35,000	-	-
Senior Center - Install LED monument sign on 19th street	-	50,000	-	-
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	100,000	-	-
Senior Center - ADA Accessibility Restroom Renovations	125,000	-	-	-
Senior Center - Shade Structure	-	40,000	-	-
Westside Resource Center	-	200,000	-	-
Relocation of IT Department	200,000	-	-	-
800 MHz CCCS Next Generation Update	1,181,641	1,298,297	-	-
TOTAL GENERAL GOVERNMENT SUPPORT	**$ 2,304,041**	**$ 13,342,096**	**$ 3,000,000**	**$ 2,505,000**
GRAND TOTAL	**$ 15,994,334**	**$ 58,918,105**	**$ 59,113,278**	**$ 35,488,587**

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 20-21	FY 21-22	FY 22-23	Total
Facilities Maintenance Continued				
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	-	-	135,000
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	-	-	-	45,000
Fire Station #4 - Replace Roof	-	-	-	85,000
Fire Station #6 - Repair Failing Perimeter Walls	95,000	-	-	95,000
Fire Station #6 - Replace Obsolete HVAC Control & Components	-	-	-	25,000
Fire Station #6 - Replace (3) HVAC Units & Control Systems	-	-	-	64,000
Fire Station #6 - Remove UST/Install Above-Ground Tank	180,000	-	-	180,000
Fire Station #2 - 6 - Critical Infrastructure Protection	-	-	-	60,000
Fire Station #2, 3, and 6 - Replace Fuel Tank Monitoring System	-	-	-	80,000
Fire Stations Solar Carport Panels	-	-	-	30,000
Mesa Verde Library - ADA Compliance Design	-	-	-	50,000
New Corporation Yard - Wall Finishes	22,000	-	-	22,000
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
P. D. Range Remodel/ Update	-	-	-	205,000
Police Substation - ADA Restrooms	-	-	-	175,000
Police Substation - Interior Floor Finishes	-	-	-	80,000
Police Department Facility Expansion - Conceptual Design	-	-	-	100,000
Senior Center - Door Replacement	-	-	-	48,000
Senior Center - Elevator Control System Upgrade	-	-	-	35,000
Senior Center - Install LED monument sign on 19th street	-	-	-	50,000
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	-	-	100,000
Senior Center - ADA Accessibility Restroom Renovations	-	-	-	125,000
Senior Center - Shade Structure	-	-	-	40,000
Westside Resource Center	-	-	-	200,000
Relocation of IT Department	-	-	-	200,000
800 MHz CCCS Next Generation Update	-	-	-	2,479,938
TOTAL GENERAL GOVERNMENT SUPPORT	**$ 2,282,000**	**$ 895,000**	**$ 750,000**	**$ 25,078,137**
GRAND TOTAL	**$ 36,372,992**	**$ 35,180,202**	**$ 36,928,462**	**$ 277,995,960**

Costa Mesa

APPENDIX

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 Scott's Seafood, Morton's The Steakhouse, Maggiano's Little Italy and Pinot Provence.

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

MISCELLANEOUS STATISTICS
Fiscal Year 2016-2017

General	
Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	112,343
Acres Zoned for Industry	1,146
Acres of Open Space	1,957
Post Offices	2
Number of Full-Time Employees	479
Fire Protection	
Number of Fire Stations	6
Number of Sworn Fire Fighters	78
Fire Insurance Rating	Class 2
Police Protection	
Number of Sworn Police Officers	136
Streets, Parks and Sanitation	
Miles of Streets (in lane miles)	525
Miles of Alleys	14.61
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

Costa Mesa

2016 Community Economic Profile

This is an annual publication prepared by the Development Services Department including Planning, Building and Code Enforcement Divisions. For any questions regarding current or future development, please contact the department at (714) 754-5245.

Location

The City of Costa Mesa is located in central Orange County and encompasses 16.8 square miles. It is bordered by the cities of Santa Ana, Newport Beach, Huntington Beach, Fountain Valley, and Irvine. The City is approximately 37 miles southeast of Los Angeles, 88 miles north of San Diego, and 475 miles south of San Francisco. Costa Mesa is accessible from the San Diego Freeway (I-405), the Costa Mesa Freeway (SR-55), and the Corona del Mar Freeway (SR-73).

Climate

The climate is characterized by mild winters, warm summers, moderate rainfall, and generally year-round sunshine.

Average temperature:	January high 69º, low 41º July high 81º, low 60º
Average rainfall:	14.5 inches, humidity- 71%

City Hall

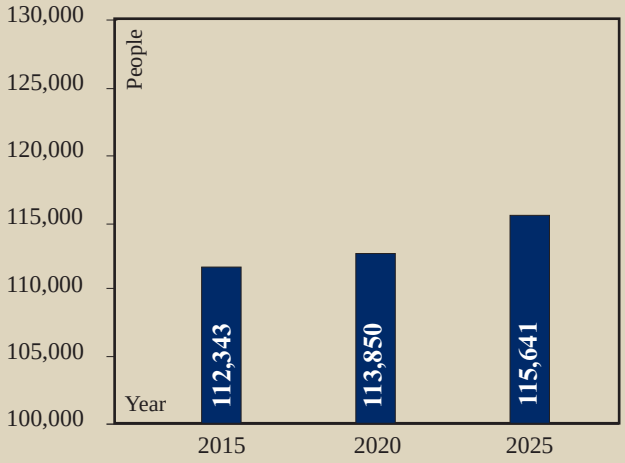
Incorporated in June, 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, the Police Facility, the Communications Building and Fire Station No. 5.

Population Characteristics

Population:	112,343
Median Age:	33.6
Average Household Size:	2.71
Average Family Size:	3.35

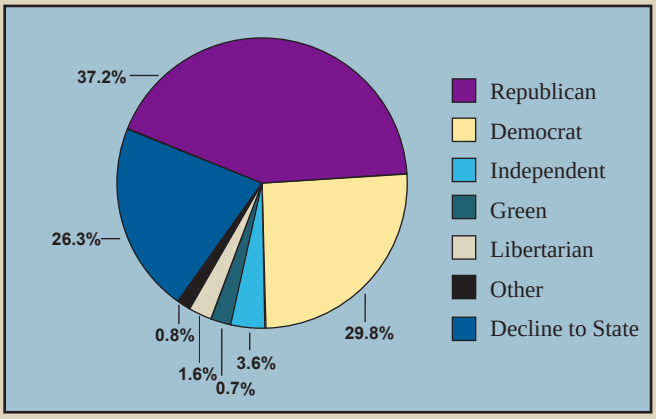
Source: 2014 ACS 5 Yr.

POPULATION PROJECTIONS



CDR, OCP 2014 Projections

VOTER REGISTRATION



CDR 2016

Growth and Trends

	1980	2000	2010	2015	2020
Population Orange County[1]	1,932,709	2,846,289	3,010,232	3,451,757	3,533,935
Population Costa Mesa	82,562	106,103	109,960	112,343	113,850
Costa Mesa Retail Sales Tax Revenue[2]	$11.2 million	$30.3 million	$40.9 million	–	–

1. Center for Demographic Research (2010), State Department of Finance
2. Costa Mesa Finance Department (2010)

Land Use

A diversity of land uses exists within the City. Approximately 48% of all incorporated land is designated for residential use, 14% is designated for commercial uses, 14% is set aside for industrial uses, and 24% is allocated for public and semi-public uses.[3]

3. Costa Mesa General Plan (2000)

Property Sales Prices in Costa Mesa[4]

Homes	**2014**	**2015**
Highest	$ 1,710,000	$ 1,975,250
Median	$ 713,000	$ 729,000
Lowest	$ 400,000	$ 375,000
Condominiums		
Highest	$ 990,000	$ 915,000
Median	$ 420,000	$ 485,000
Lowest	$ 177,500	$ 179,900

4. Torelli Realty

Orange County Fair Market Rental Rates[6]

Studio apartments	$ 1,200
One-bedroom apartments	$ 1,366
Two-bedroom apartments	$ 1,718

6. Department of Housing and Urban Development (2016) - Rent including water, trash, and sewer.

2014 Housing Units Distribution[5]

	Units	%
Single Detached:	16,935	39.4%
Single Attached:	3,962	9.2%
2 to 4 units/ structure:	6,091	14.2%
5+ units/ structure:	15,114	35.2%
Mobile homes:	826	1.9%
Other	32	.007%
Total housing units:	42,960	100.0%
Occupied units:	40,505	94.3%
Vacant units:	2,455	5.7%
Persons per unit:	2.68	

5. US Census ACS 2014 5 YR

2014 Households[7]

	Units	%
Owner occupied	17,098	39.8%
Renter occupied	25,861	60.2%

7. US Census, ACS 2014 5 YR.

Property Valuation

In 2014-2015, the total assessed property valuation for the City was $15.7 billion. The total valuation for the City may be broken down into the following categories[8].

Residential	$ 9.7 billion
Commercial	$ 3.6 billion
Industrial	$ 1.1 billion
Other	$ 1.2 billion

8. 2015 data from County Assessor's Office

Employment

The major industries in the City are services and trade followed by manufacturing. The projection of future employment within the City is a total of 87,097 jobs in Year 2015, increasing to a total of 91,891 jobs in Year 2030[3]. Wages, rates, extent of unionization, fringe benefits and related information for specific industries and job classifications may be obtained from the State Employment Development Department at (714) 558-6406. General information for the State of California is available at (916) 445-8008.

2014 Income

Median Household Income		$66,491
Income Distribution		
Income and benefits (In 2014 inflation-adjusted dollars)		
Less than $ 10,000	742	1.8%
$10,000 to $14,999	1,853	4.5%
$15,000 to $24,999	4,985	12.1%
$25,000 to $34,999	5,562	13.5%
$35,000 to $49,999	7,786	18.9%
$50,000 to $74,999	8,487	20.6%
$75,000 to $99,999	5,232	12.7%
$100,000 or more	6,632	16.1%

1. U.S. Census Bureau (ACS 2014 5 YR)

Education (No. of schools)

Newport Mesa Unified School District:	
Elementary Schools	10
Junior High Schools	2
High Schools	2
Orange Coast Community College	
Private Schools	19
Vanguard University	
Whittier Law School	
National University	

Industry[2]

Civilian Employed Population	60,896
Agriculture, Forestry, Fishing	0.5%
Construction	5.2%
Manufacturing	10.0%
Wholesale Trade	3.2%
Retail Trade	10.8%
Transportation	2.7%
Information	2.0%
Finance and Insurance	9.9%
Professional, Scientific	17.2%
Educational Services	16.2%
Arts, Entertainment	13.7%
Other Services, except	6.9%
Public Administration	1.7%

2. US Census ACS 2014 5 Yr.

Major Employers

Name of Company	Estimated Employees
EPL Intermediate, Inc.	3,998
Experian Information Solutions Coast Community	3,700
College District Orange Coast Community College	2,900
Automobile Club of Southern California	1,200
Dynamic Cooking Systems, Inc.	700
Filenet Corporation	600

3. CDR Progress Report

	Number	Percent of Total
Employed	60,885	91.2%
Unemployed	5,871	8.8%
Total Labor Force	66,847	100%

4. 2013 3 Yr. ACS

Major Development Projects/Areas

Harbor Gateway (78 acres) – north of Sunflower Ave., east of Hyland Ave., and west of Harbor Blvd.

Automobile Club of Southern California (39 acres) – 3333 Fairview Road.

Segerstrom Home Ranch (93 acres) – north of I-405, east of Harbor Blvd., west of Fairview Road, and south of Sunflower Ave.

Metro Pointe (50 acres) – 901-907 South Coast Drive.

South Coast Plaza (115 acres) – 3333 Bristol Street and 3333 Bear Street

South Coast Plaza Town Center (54 acres) – east of Bristol Street, south of Sunflower Ave., north of I-405, and west of Avenue of the Arts.

South Coast Metro Center/ Experian Solutions (45 acres) – 475-595 Anton Blvd.

South Coast Collection (20.5 acres) - 3303 Hyland Ave.

Sakioka Farms Lot 2[5] (33 acres) – north of I-405, west of Main Street and SR-55, east of Experian Solutions, and south of Sunflower Ave.

The Triangle (4.5 acres) - Newport Blvd.

The Californian by Legacy Partners at 580 Anton (2 acres) - 580 Anton Blvd.

5. Major Developed Areas

Major Medical Facilities

Fairview Developmental Center
(714) 957-5000
2501 Harbor Blvd

Hoag Health Center
(800) 400-4624
1190 Baker Street

College Hospital of Costa Mesa
(714) 642-2734
301 Victoria Street

City Budget

The adopted City budget for all funds used for the Fiscal Year 2015-2016 is $154,189,869. The General Fund portion of the budget is $113,638,900. The approved budget is effective from July 1, 2015 through June 30, 2016.

Transportation

Rail:	AMTRAK stations at the Irvine Transportation Center (949) 753-9713 and the Santa Ana Transportation Center (714) 547-8389
Air:	John Wayne Orange County Airport (949) 252-5200 and Los Angeles International Airport (310) 646-5252
Bus:	Orange County Transportation Authority, Dial-A-Ride, Park-N-Ride (714) 636-RIDE or (800) 636-7433
Highways:	San Diego Freeway (I-405), Costa Mesa Freeway (SR-55) and Corona del Mar Freeway (SR-73)
Water:	Long Beach Harbor/ Port of Los Angeles (22 miles away)
Truck:	All major trucking lines serve Orange County

Utilities

Electricity:	Southern California Edison	(800) 655-4555
Natural Gas:	Southern California Gas Company	(800) 427-2000
Telephone:	AT&T - Hotline	(800) 288-2020
Cable:	Time Warner Cable	(888) 892-2253
Water:	Mesa Consolidated Water District	(949) 631-1200
	Irvine Ranch Water District	(949) 453-5300
Sewer:	Costa Mesa Sanitary District	(949) 645-8400

Other Offices/Contacts

Costa Mesa Chamber of Commerce	(714) 885-9090
Orange Coast Association of Realtors	(949) 722-2300
Newport Mesa Unified School District	(714) 424-5000
Orange County Fair & Exposition Center	(714) 708-1500
Orange County Department of Education	(714) 966-4000

This brochure was prepared by the City of Costa Mesa Planning Division
Visit our Website at www.costamesaca.gov

City Offices

Police Services	
Emergency	911 or (714) 754-5252
Police Information	(714) 754-5311
Animal Control	(714) 754-5311
Fire Services	
Emergency	911
Administration	(714) 754-5106
City Council	(714) 754-5285
City Manager	(714) 754-5328
City Clerk	(714) 754-5225
Business Assistance Hotline	(714) 754-5613
Development Services	
Administration	(714) 754-5270
Plan Check and Permits	(714) 754-5273
Inspections	(714) 754-5626
Planning	(714) 754-5245
Code Enforcement	(714) 754-5623
Business Licenses	(714) 754-5235
Public Services	(714) 754-5323
Engineering	(714) 754-5335
Transportation	(714) 754-5343
Recreation	(714) 754-5300
Housing & Community Dev.	(714) 754-4870

FINANCIAL POLICIES

INTRODUCTION:

Updated financial and budget policies were adopted by the City Council on March 3, 2015. Excerpts of these policies and additional information is 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 CEO 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 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 Chief Executive Officer (CEO) 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.

FINANCIAL POLICIES

OPERATING & CAPITAL BUDGET:

Consistency with Council & CEO Priorities

Base operating budget requests shall be consistent with the priorities and operational plans set forth by the City Council, CEO 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 CEO.

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 CEO 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, Capital Improvement Fund.

FINANCIAL POLICIES

Contingencies

A contingency line-item of approximately $1,000,000 will be included in the non-departmental section of the budget. This amount will allow the CEO to retain budget flexibility for operations during the fiscal year. The Finance Department and CEO 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 CEO 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 CEO 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

FINANCIAL POLICIES

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 mid-year 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 CEO 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 CEO may also transfer 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 CEO 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 CEO.

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:

1. 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).

FINANCIAL POLICIES

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, 2014 they total $26,141,092 and consisted of the following:

$	14,125,000	Committed for declared disasters
	2,000,000	Committed for self-insurance
	4,036,221	Assigned for compensated absences
	2,166,823	Assigned for Police Retirement 1% Supplemental
	3,622,775	Assigned for Optional Post-Employment Benefits (OPEB)
	4,165,795	Non-spendable
	1,500,000	Economics Reserve
$	31,616,614	Sub-total
	22,199,337	Unassigned Fund Balance
$	53,815,951	Total Unassigned Fund Balance & Reserves

When reserves are combined with the unassigned fund balance, the total is $53,815,951. The following is a brief discussion of some of these 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.

FINANCIAL POLICIES

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 mid-year 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.

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.

GLOSSARY OF BUDGET TERMS

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.

AD VALOREM TAX: (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.

APPROPRIATIONS: 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.

ARBITRAGE: 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.

AUTHORIZING ORDINANCE: 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.

BUDGET: 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.

CAPITAL IMPROVEMENT PROGRAM: 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.

GLOSSARY OF BUDGET TERMS

CAPITAL IMPROVEMENT PROJECT: 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.

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

CERTIFICATES OF PARTICIPATION (COPs): 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.

COMMUNITY FACILITIES DISTRICT 91-1: 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.

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

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

DELINQUENT TAXES: 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.

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

DISCOUNT: The amount by which market value of a bond is less than par value or face value.

DIVISION: 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.

GLOSSARY OF BUDGET TERMS

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.

FISCAL AGENT: 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.

GLOSSARY OF BUDGET TERMS

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.

JOINT POWERS AUTHORITY (JPA): 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.

LETTER OF CREDIT: 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.)

GLOSSARY OF BUDGET TERMS

MODIFIED ACCRUAL BASIS: 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.

OBJECTIVE: 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.

OFFICIAL STATEMENT (OS): 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.

PERSONNEL EXPENSES: 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.

PROFESSIONAL SERVICES: 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.

GLOSSARY OF BUDGET TERMS

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.

TAXES: 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.

UNDERWRITER: 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.

USER CHARGES: 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

CalTrans: 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)

HUD: Housing and Urban Development

HVAC: Heating, Ventilation, Air Conditioning

I-405: 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

VLF: Vehicle License Fee

WMD: Weapons of Mass Destruction

WROC: Westside Revitalization Oversight Committee

ASSESSED VALUATION

Last 10 Fiscal Years

Fiscal Year	Assessed Value	Increase (Decrease)	Percent Increase (Decrease)
2005-06	$ 11,644,775,477	$ 955,618,172	8.94%
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%

Sources: HDL Coren & Cone
Orange County Assessor 2005/2006-2014/2015 Combined Tax Rolls

COMPUTATION OF LEGAL DEBT MARGIN

Fiscal Year Ended June 30, 2015

ASSESSED VALUE		$ 15,711,723,908
DEBT LIMIT: 3.75 Percent of Assessed Value		$ 589,189,647
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	$ 1,915,000	
LESS: Assets in Debt Service Fund (Net)	704,300	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		$ 1,210,700
LEGAL DEBT MARGIN		$ 587,978,947

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
2005-06	113,134	11,644,775,477	6,565,000
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	3,070,000
2013-14	111,846	14,926,307,046	2,505,000
2014-15	112,343	15,711,723,908	1,915,000

Fiscal Year	Less Debt Service Fund [3]	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value	Net Bonded Debt Per Capita
2005-06	710,981	5,854,019	0.00050	51.74
2006-07	711,982	5,393,018	0.00042	47.67
2007-08	706,045	4,923,955	0.00036	43.21
2008-09	704,300	4,440,700	0.00031	38.12
2009-10	704,300	3,945,700	0.00027	33.91
2010-11	704,300	3,435,700	0.00024	31.24
2011-12	704,300	2,910,700	0.00021	26.28
2012-13	704,300	2,365,700	0.00016	21.24
2013-14	704,300	1,800,700	0.00012	16.10
2014-15	704,300	1,210,700	0.00008	10.78

(1) Costa Mesa Community Economic Profile

(2) Assessed Valuation - Source: HdL Coren & Cone, Orange County Assessor Combined Tax Rolls

(3) 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

Fiscal Year	Principal	Interest	Total General Obligation Bonded Debt Services	Total General Governmental Expenditures	Ratio Debt Service to General Govmtl. Expenditures
2005-06	-	-	-	115,639,713	0.00%
2006-07	-	-	-	132,030,167	0.00%
2007-08	-	-	-	148,917,186	0.00%
2008-09	-	-	-	146,045,455	0.00%
2009-10	-	-	-	119,029,826	0.00%
2010-11	-	-	-	104,396,937	0.00%
2011-12	-	-	-	108,877,893	0.00%
2012-13	-	-	-	111,012,567	0.00%
2013-14	-	-	-	120,992,396	0.00%
2014-15	-	-	-	120,230,851	0.00%

* 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.

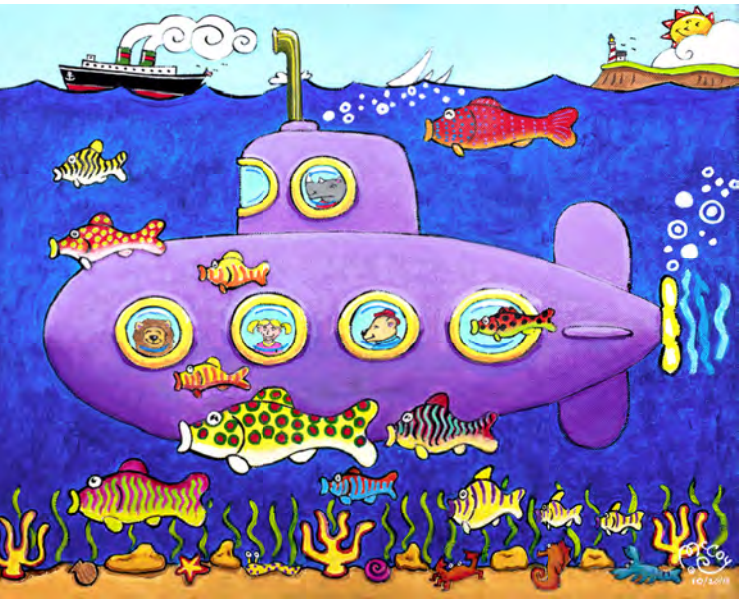
2007 Certificates of Participation (COP) Police Facility Expansion – On January 18, 2007, the Costa Mesa Public Financing Authority issued a $29,960,000 COP to fund the Police Facility Expansion Project. The project includes: renovation, expansion and seismic retrofitting of the City's Police Department 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 16-17 is $3.7 million, which is equivalent to 3.5% 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, 2016, are as follows (excluding loans payable and advances from other funds for which minimum annual payments have not been established):

Year Ending June 30	Financing Authority 2003 Refunding Certificates of Participation	Financing Authority 2006 Refunding Revenue	Financing Authority 2007 Certificates of Participation	Totals
2017	1,250,450	217,439	2,267,604	3,735,493
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	$ 3,735,075	$ 1,303,528	$ 24,660,252	$ 29,698,855
Less interest payments	(260,075)	(178,528)	(4,885,252)	(5,323,855)
Outstanding principal	$ 3,475,000	$ 1,125,000	$ 19,775,000	$ 24,375,000



Costa Mesa

www.costamesaca.gov