

City of Costa Mesa California



Adopted
Operating
& Capital
Improvement
Budget



Fiscal Year 2012-2013

CITY OF COSTA MESA, CALIFORNIA
ADOPTED OPERATING AND
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2012-2013

CITY COUNCIL

Eric R. Bever
Mayor

James M. Righeimer
Mayor Pro Tem

Wendy B. Leece
Council Member

Stephen M. Mensinger
Council Member

Gary C. Monahan
Council Member

Thomas R. Hatch
Chief Executive Officer

Prepared by the Finance and
Information Technology Department

Bobby R. Young
Director of Finance and
Information Technology



City Council



James M. Righeimer
Mayor Pro Tem



Wendy B. Leece
Council Member



Eric R. Bever
Mayor



Stephen M. Mensinger
Council Member



Gary C. Monahan
Council Member

*California Society of
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Fiscal Year 2011-2012***

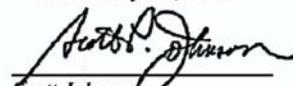
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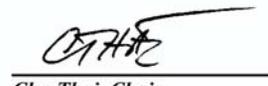
For meeting the criteria established to achieve the Excellence Award in Operating Budget.

February 29, 2012





Scott Johnson
CSMFO President



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

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**City of Costa Mesa
California**

For the Fiscal Year Beginning

July 1, 2011

Linda C. Danson Jeffrey R. Egan

President

Executive Director



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CITY CHIEF EXECUTIVE OFFICER'S BUDGET MESSAGE



July 1, 2012

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

I am pleased to submit the Fiscal Year 2012-2013 Operating and Capital Budget. As adopted, this represents a balanced budget without the use of General Fund reserves for the coming fiscal year and provides the highest level of service to the community within existing financial constraints.

The City's management team and staff have put together an operating and capital expenditure plan that seeks to address the City Council's priorities while fulfilling the service requirements of the people who live, work, and play in our community. The objectives used in developing the adopted budget were to: submit a balanced budget to the City Council without the use of General Fund reserves; do the best job possible of maintaining levels of service to the community; implement City Council's priorities; be prudent in our revenue estimates and cautiously optimistic overall.

Throughout the last several months the City Council has held many informative budget sessions. It is my understanding that these sessions have been helpful to many of the different stakeholders in our City. The sessions have included more detail and produced a clearer working knowledge of important aspects of the City's assets, liabilities, revenues, expenditures and overall long-term financial health. We better understand our financial challenges and we can use this knowledge to better develop strategies to proactively tackle our problems with specific solutions. The sessions also served to further open lines of communication by providing many opportunities for the community to ask questions and receive answers. Given the serious issues, it is healthy for all of us to hold ourselves and each other even more accountable for our financial future.

The adopted budget is to serve as the culminating document to help wrap-up the budget development process for this year. Although, the budget development process will be concluding, the approach staff is planning to take is to continually keep the budget in our every day thoughts. Staff will work day-in and day-out to continually improve our financial situation while ensuring that we continue to provide the best service possible to the community. We will use every opportunity to foster creativity and innovation in service delivery and strive for greater and greater efficiency but it should be noted by all that this budget includes reductions in service levels and this reduced service level will impact the community. Staff will do all in can to reduce the impact of these service level reductions.

As a quick overview, here is the adopted budget for FY 12-13 for all funds:

| <u>ADOPTED BUDGET - ALL FUNDS</u> | | | | |
|---|------------------------------------|------------------------------------|-----------------------------------|-----------------------|
| <u>Appropriations/ All Funds</u> | <u>Adopted FY 12-13</u> | <u>Adopted FY 11-12</u> | <u>Increase (Decrease)</u> | |
| | | | <u>Amount</u> | <u>Percent</u> |
| Operating Budget | \$ 109,229,363 | \$ 104,366,928 | \$ 4,862,435 | 4.66% |
| Transfers Out | 2,640,000 | 100,000 | 2,540,000 | 2540.0% |
| Capital Budget | 20,706,936 | 10,449,122 | 10,257,814 | 98.17% |
| Total | <u>\$ 132,576,299</u> | <u>\$ 114,916,050</u> | <u>\$ 17,660,249</u> | <u>15.37%</u> |

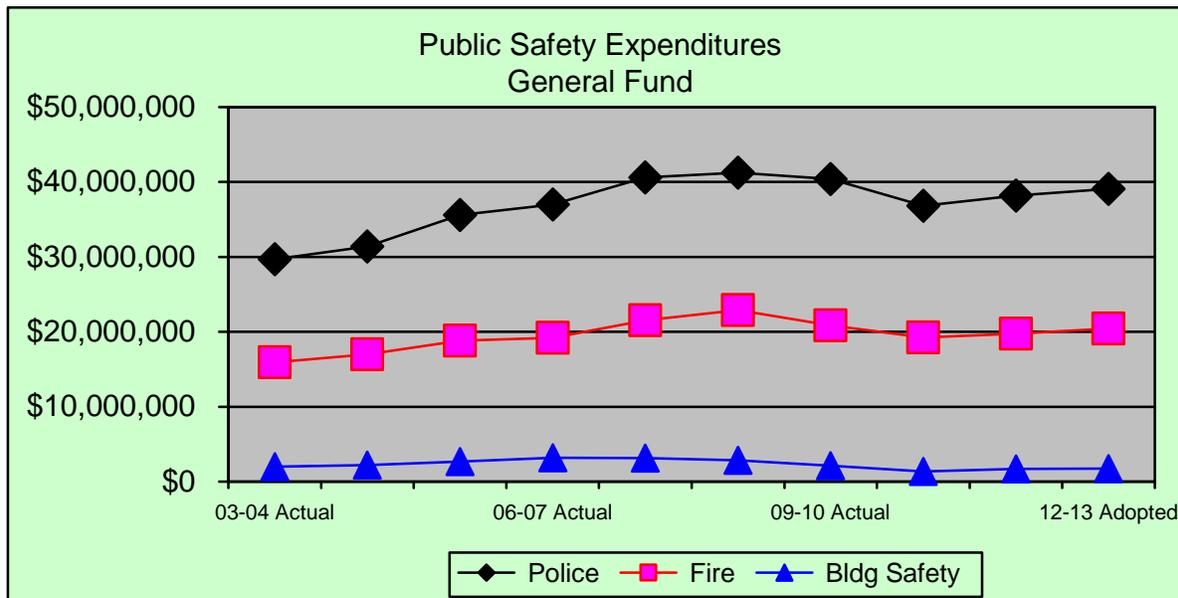
GENERAL FUND ADOPTED BUDGET

The General Fund provides 96.13% of the total operating budget for all governmental funds. The total adopted budget is \$101.1 million, an increase of \$6.5 million or 6.84% from the adopted budget in FY 11-12. Table 1 is a summary of the total resources and requirements for FY 12-13:

Table 1

| <u>ADOPTED BUDGET - GENERAL FUND</u> | | | | |
|---|------------------------------------|------------------------------------|-----------------------------------|-----------------------|
| | <u>Adopted FY 12-13</u> | <u>Adopted FY 11-12</u> | <u>Increase (Decrease)</u> | |
| | | | <u>Amount</u> | <u>Percent</u> |
| Estimated Revenues | \$ 101,174,935 | \$ 94,727,204 | \$ 6,447,731 | 6.81% |
| Transfers In | - | - | - | - |
| Use of Fund Balance | (55,225) | (77,022) | 21,797 | (28.30%) |
| Total Resources | <u>\$ 101,119,710</u> | <u>\$ 94,650,182</u> | <u>\$ 6,469,528</u> | <u>6.84%</u> |
| Operating Budget | \$ 98,479,710 | \$ 94,550,182 | \$ 3,929,528 | 4.16% |
| Transfers Out | 2,640,000 | 100,000 | 2,540,000 | 2540.0% |
| Total Appropriations | <u>\$ 101,119,710</u> | <u>\$ 94,650,182</u> | <u>\$ 6,469,528</u> | <u>6.84%</u> |

Public Safety overwhelmingly remains the largest component of the operating budget. The following graph illustrates public safety expenditures for ten (10) years compared to other governmental function expenditures.



General Fund reserves/use of fund balance: Fund balance is the excess of actual revenues and other financing sources over actual expenditures and other uses at year-end. In general terms, it represents the City’s accumulated “savings” from year to year, as any fund balance realized at year-end is added to (or deducted from, if expenditures exceeded revenues for that particular year), the previous year’s fund balance. Fund balance is often referred to as “reserves”.

The adopted budget calls for excess reserves to contribute to fund balance in the amount of \$55,225, this is \$21,797 less than was adopted to be contributed in FY 11-12. As of June 30, 2011, the City had assigned all but \$5.9 million of available fund balance. Staff currently estimates an increase of fund balance for FY 11-12, which should continue to improve the General Fund - Fund Balance.

Over a three of year period (FY 07-08 thru 09-10), the City used \$31.9 million of available fund balance. The City Council understood that continued use of fund balance at this level was unsustainable, and pledged to adopt balanced budgets in the future. During the last two fiscal years, the General Fund - Fund Balance has increased by approximately \$5.0 million. The City continues to maintain \$14.125 million emergency general operating reserve, along with reserves for workers’ compensation, general liability claims, and compensated absences.

A schedule of estimated fund balances for all funds is found on pages 16-17.

CAPITAL IMPROVEMENT PROJECTS

The City is continuing its commitment to infrastructure improvements – although scaled back due to economic conditions - in the capital improvement program for FY 12-13. The adopted capital budget allocates \$20.7 million including: \$8.3 million for street improvements and maintenance; \$500,000 for curbs and sidewalks; \$1.0 million for storm drain improvements; and \$2.1 million for park improvements and repairs.

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.

Approximately \$3.9 million or 18.6% of the total funding for capital projects comes from the Gas Tax Fund and another \$6.1 million or 29.6% comes from the Measure M Turnback Fund. Both the Gas Tax Fund and Measure M Turnback Fund are earmarked for streets and/or transportation-related expenditures. Other sources are the Air Quality Management District Fund, the Community Development Block Grant (CDBG) Fund, the Drainage Fees Fund, Park Development Fund, Traffic Impact Fees Fund and the Capital Improvement Fund (the original source of this fund is the General Fund).

The table below illustrates the type of capital projects planned for the coming year:

| <u>CAPITAL IMPROVEMENT PROJECTS</u> | |
|--|------------------------------------|
| <u>Program Category:</u> | <u>Adopted FY 12-13</u> |
| Street Improvements & Maintenance | \$ 8,260,000 |
| Traffic Planning | 7,663,436 |
| Park Development & Maintenance | 2,083,500 |
| Storm Drain Improvements | 1,000,000 |
| Parkway & Median Improvements | 970,000 |
| Curbs & Sidewalks | 500,000 |
| Building Maintenance | 230,000 |
| Total | <u>\$ 20,706,936</u> |

APPROPRIATIONS LIMIT

Since the addition of Article XIII-B to the Constitution of California in November 1979, the City has been required to annually establish an Appropriations Limit. The ideology behind establishing an annual appropriation limit is that if an agency's ability to spend tax proceeds each year is controlled, then the growth in tax revenues can be systematically and incrementally managed to lessen the impact or tax burden upon taxpayers throughout the State.

In June 1990, Article XIII-B and its implementing legislation Chapter 1205/80 were modified by Proposition 111 and SB 88. The modifications changed the annual adjustment factors for determining the Appropriations Limit. Beginning with the calculation of the Appropriations Limit for FY 90-91, the City may choose one of the following factors to use for inflationary adjustment:

- The growth in California per capita income; or
- The growth in the non-residential assessed valuation due to new construction within the City.

In addition, the City may choose to use either the population growth of the City or the population growth within the County. These two adjustment factors, one for inflation and one for population, are both annual elections for the City in determining its Appropriations Limit.

Below is the calculation of the City's Appropriations Limit for FY 12-13:

| | |
|---|-----------------------|
| Step 1 - Appropriations Limit for FY 11-12 | \$ 171,719,781 |
| Step 2 - Multiply the FY 11-2 Appropriations Limit by the cumulative growth factors for Orange County | <u>1.0469</u> |
| Appropriations Limit FY 12-13 | <u>\$ 179,779,540</u> |

The estimated proceeds from general tax revenues in FY 12-13 equal \$86.5 million, which is \$93.3 million or 51.9% under the limit.

BUDGETARY REPORTING AWARDS

The adopted 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 to meet 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, 2011. This is the twelfth 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 11-12 Adopted Budget.

Staff believes the upcoming FY 12-13 Adopted Operating & Capital Improvement Budget document will continue to conform to the award program requirements. The budget document will be submitted again to both GFOA and CSMFO to determine its' eligibility for another award.

FINANCIAL OUTLOOK

As a result of the slow rebound in the economy, most revenue sources are projected to increase slightly. The City has been experiencing increases in Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building Permit revenue in the current fiscal year (11-12) and expect those to continue in FY 12-13. While most economist still don't expect a dramatic rebound to pre FY 07-08 levels, there is optimism for a period of 'slow low growth' – which appears to be continuing for a second straight year. During this period, it will be very important for the City to remain committed to evaluating revenues and finding ways to mitigate costs. Doing so will continue to help stabilize the City's budget, provide necessary services to the community and work towards re-building it reserves.

One of the ways the City has looked to mitigate costs, has been to negotiate with it's employee associations. All employees are contributing more towards retirement costs and the City has successfully negotiated a 2nd pension formula for a few represented employees groups. Reductions pertaining to those agreements have been included in the adopted budget and have helped keep retirement costs relatively flat, even though some PERS rates did increase this year.

The City's remains cautious 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. Throughout the year, the City has periods of time when it uses more cash then it receives. But normally, with a balanced budget, that use of cash is replenished later in the fiscal year with the receipt of property tax revenue. The City is preparing for this trend to continue in the coming fiscal year.

While the passage of Proposition 1A has provided some fiscal stability to local agencies, the State's continuing budget dilemma has all cities focused on the State's budget condition again. The State of California's fiscal situation has been allowed to degrade over a number of years to the point where it is next to inconceivable that cities will not be required to "bail out" Sacramento in some fashion. Just as it has for the last few years, the City will watch and notify the City Council and the public of any changes that could have an impact on the City when the State adopts its budget.

SUMMARY

Due to current economic conditions and our significant underfunded liabilities, the adopted budget does not fully support the overall high level of service that the citizens of Costa Mesa are accustomed to expect. Our prior higher-level of services are no longer sustainable. It does however represent a balanced financial plan, without the use of fund balance reserves. Adequate reserves have been set aside for contingencies, including amounts to meet projected workers' compensation and general liability claims, and vehicle replacements. The circumstances outlined in the preceding are not unique to Costa Mesa but are being felt in every community in Orange County and throughout the State. The impacts of the recession and the steps required to address those impacts will be slightly different in each community based on their financial base and levels of service offered.

As the City has coped with the economic downturn of the past three years, there had been a substantial reliance on the use of reserves to avoid more significant cuts in programs, services and personnel. Reserve levels now stand at a point where they can no longer be safely accessed for on-going operating expenses. This is in no way intended to minimize (1) the contributions of each City Department in reducing operating budgets or (2) the agreements by the municipal employee associations contributing more towards the cost of retirement and pension benefits. But even with an economic recovery, the City's long-term liabilities will require attention and possibly divert resources for decades to come. In short, this budget represents a significant change in a long-term trend to structurally lower costs that may require lower service levels.

ACKNOWLEDGEMENT

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

Respectfully submitted,



Thomas R. Hatch
City Chief Executive Officer

ADOPTED OPERATING & CAPITAL BUDGET OVERVIEW

The Fiscal Year 2012-13 Adopted Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, and Internal Service Funds. The total adopted budget for all funds is \$109.5 million, a decrease of \$8.8 million or -7.42% compared to the adopted budget for FY 11-12. Table 1 illustrates these changes.

TABLE 1

| ADOPTED BUDGET - ALL FUNDS | | | | | |
|--------------------------------------|-----------------------------|-----------------------------|----------------------------|----------------|-----------------------------|
| Appropriations/ All Funds | Adopted FY 12-13 | Adopted FY 11-12 | Increase (Decrease) | | Percent of Total |
| | | | Amount | Percent | |
| Operating Budget | \$109,229,363 | \$104,366,928 | \$ 4,862,435 | 4.66% | 82.39% |
| Transfers Out | 2,640,000 | 100,000 | 2,540,000 | 2540.0% | 1.99% |
| Capital Budget | 20,706,936 | 10,449,122 | 10,257,814 | 98.17% | 15.62% |
| Total | <u>\$132,576,299</u> | <u>\$114,916,050</u> | <u>\$17,660,249</u> | <u>15.36%</u> | <u>100.00%</u> |

GENERAL FUND BUDGET OVERVIEW

For all governmental funds, the General Fund comprises 96.13% of the *operating* budget and 79.96% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The adopted operating budget is \$101.1 million, an increase of \$64,897 or 0.07% compared to the adopted budget in FY 11-12. Table 2 below illustrates the components and the changes of the adopted budget as compared to the prior year's budget.

TABLE 2

| GENERAL FUND OPERATING BUDGET | | | | | |
|--------------------------------------|-----------------------------|-----------------------------|----------------------------|----------------|-----------------------|
| Expenditure Category | Adopted FY 12-13 | Adopted FY 11-12 | Increase (Decrease) | | % of Total |
| | | | Amount | Percent | |
| Salaries & Benefits | \$ 72,327,762 | \$ 68,886,062 | \$ 3,441,700 | 4.99% | 71.53% |
| Maintenance & Operations | 26,057,618 | 25,488,275 | 569,343 | 2.23% | 25.77% |
| Fixed Assets | 94,330 | 175,845 | (81,515) | (46.35%) | 0.09% |
| Transfers Out | 2,640,000 | 100,000 | 2,540,000 | 2540.0% | 2.61% |
| Total | <u>\$ 101,119,710</u> | <u>\$ 94,650,182</u> | <u>\$ 6,469,528</u> | <u>7.00%</u> | <u>100.00%</u> |

Salaries & Benefits: Personnel costs increased by \$3.4 million or 4.99%. This increase is largely attributed to an increase in expected retirement and retiree medical costs and worker's compensation charges. The City had been reducing salaries and benefits over the past few fiscal years through a retirement incentive, layoffs, and strategic reductions through reorganization of existing departments. These reductions have allowed the City to determine the lowest level of personnel needed to continue providing expected levels of services to the community.

CITY OF COSTA MESA, CALIFORNIA

The total adopted budget for retirement benefits is \$16.0 million which is a \$2.1 million increase compared to FY 11-12. The employer contribution rate for non-safety increased from 15.583% to 18.334%, fire-sworn personnel increased from 31.404% to 38.428%, and police-sworn personnel increased from 29.063% to 31.286%. These rates exclude the employer-paid member contributions of 7.00% for non-safety and 9.00% for both fire and police sworn.

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 adopted budget for maintenance and operations accounts is \$26.1 million, a net increase of \$569,000 or 2.23% compared to the FY 11-12 adopted budget. The major components of the increase are:

- ❑ \$301,166 for consulting related to a new General Plan update, City Attorney expenses, and human resources assistance.
- ❑ \$225,120 for engineering and architectural services for the Development Services Department to provide plan check services and building permit inspections.
- ❑ \$335,125 for building modifications and improvements.

Also included in the M&O adopted budget is \$5,291,692 for debt service payments on the following (descriptions of the debt can be found on pages 185 and 283):

- ❑ \$1,502,262 for revenue bonds.
- ❑ \$3,527,368 for Certificates of Participation (COPs).
- ❑ \$262,062 for TeWinkle Park ball fields capital improvement project.

Fixed Assets: The adopted budget includes funding for fixed assets, or items that are estimated to be greater than \$5,000 in total value and are usually considered one-time or capital in nature. The following are items budgeted as fixed assets in the General Fund for FY 12-13:

- ❑ \$24,750 for an Automated Playback System in the Communications Division.
- ❑ \$12,500 for an Audio/Video Editing System in the Communications Division.
- ❑ \$10,000 for a Character Generator in the Communications Division.
- ❑ \$47,080 for replacement of servers and software in the Information Technology Division.

CITY OF COSTA MESA, CALIFORNIA

The total adopted FY 12-13 General Fund estimated revenue is \$94.7 million, an increase of \$11.5 million or 13.87% compared to adopted estimated revenues for FY 11-12. Table 3 illustrates the General Fund revenue sources that fund City services.

TABLE 3

| GENERAL FUND ESTIMATED REVENUES | | | | | |
|--|-----------------------------|-----------------------------|----------------------------|----------------|-----------------------------|
| Revenue Source | Adopted FY 12-13 | Adopted FY 11-12 | Increase (Decrease) | | Percent of Total |
| | | | Amount | Percent | |
| Taxes | \$ 77,520,000 | \$ 73,145,000 | \$ 4,375,000 | 5.98% | 76.62% |
| Licenses & Permits | 1,458,000 | 1,413,000 | 45,000 | 3.18% | 1.44% |
| Fines & Forfeitures | 1,675,000 | 2,025,000 | (350,000) | (17.28%) | 1.66% |
| Use of Money & Property | 3,853,000 | 3,689,500 | 163,500 | 4.43% | 3.81% |
| Other Governmental Agencies | 12,207,085 | 9,924,810 | 2,282,275 | 23.00% | 12.07% |
| Fees & Charges for Services | 3,758,750 | 3,848,894 | (90,144) | (2.34%) | 3.72% |
| Other Revenues | 703,100 | 681,000 | 22,100 | 3.25% | 0.68% |
| Total | \$ 101,174,935 | \$ 94,727,204 | \$ 6,447,731 | 6.81% | 100.00% |

Note: Excludes transfers in.

Revenues: As a result of the slow rebound in the economy, most revenue sources are projected to increase slightly. The City has been experiencing increases in Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building Permit revenue in the current fiscal year (11-12) and expect those to continue in FY 12-13. While most economist don't expect a dramatic rebound (pre FY 07-08 levels), there is continued optimism for a period of 'slow low growth'.

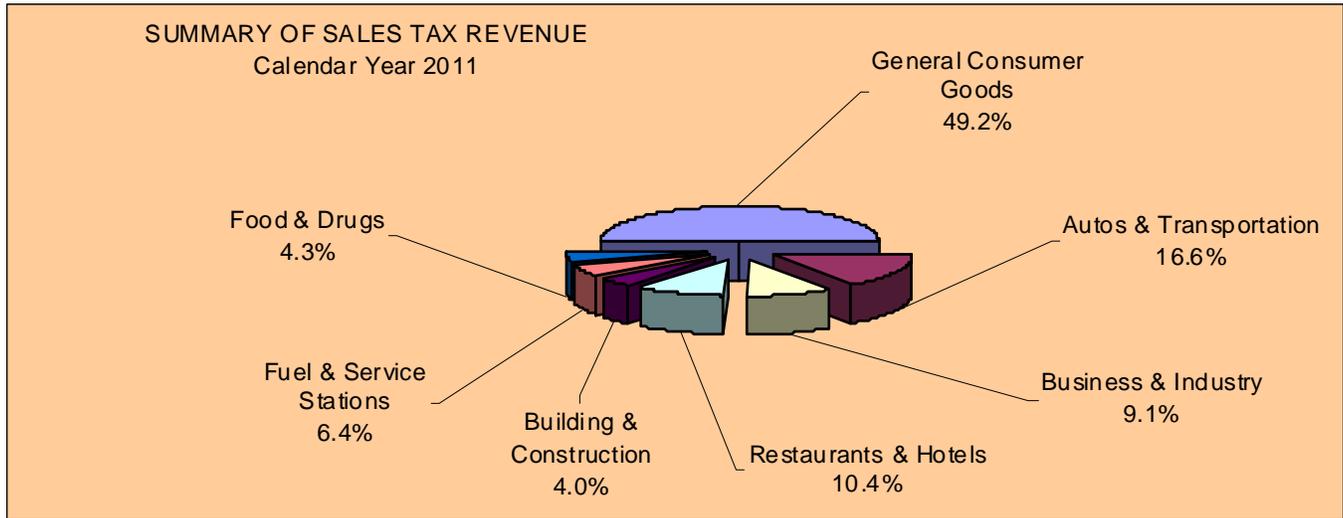
Sales & Use Tax represents Costa Mesa's single largest revenue source estimated at \$44.3 million or 43.79% of the total General Fund estimated revenues for FY 12-13. This amount includes the \$11.0 million backfill payment from the State in the form of property taxes (accounted for as Sales Tax In-Lieu), and represents an increase of \$2.95 million or 7.13% compared to the adopted estimated revenue in FY 11-12. The backfill from the State is the result of the "triple flip" that was approved by the voters in November 2004 under Proposition 57 to finance the State's Economic 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). The State estimates the "triple flip" will continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers and remits the sales tax to local governments: 30% for the first month of each quarter, another 30% the second month, and 40% at the end of the quarter with a "clean-up" payment. The backfill portion is remitted twice a year, in January and May, and a final "clean-up" in January of the following fiscal year. Costa Mesa's sales tax base remains strong with South Coast Plaza; the Harbor Blvd. of Cars; a host of other retailers throughout the City; a variety of restaurants and hotels; and major businesses and industries located in the City. While the sales tax category had been most directly affected by the recession, based on the last six consecutive quarters, it appears Sales Tax has begun to stabilize. Therefore, staff is estimating an increase when compare to both the FY 11-12 adopted and revised estimates.

CITY OF COSTA MESA, CALIFORNIA

Graph 1 illustrates the types of businesses and industries that generated sales tax revenue for the City in calendar year 2011.

GRAPH 1



Property Tax is the second largest source of revenue for the City. The FY 12-13 estimated revenue from property tax is \$21.5 million or 21.22% of the total General Fund revenues. This amount is \$525,000 more than the adopted FY 11-12 estimated revenue. This increase of approximately 2.5% in revenue is attributed a positive Proposition 13 Consumer Price Index (CPI) adjustment factor of all property located in the City of Costa Mesa. While market values are still at reduced levels compared to previous assessments, there is still a large portion of the property tax base that is assessed less than current market value per Proposition 13. The City does expect the revenue from those property owners to increase and thereby increase property tax revenue for the City.

The VLF (Vehicle License Fee) Swap is the result of the State's action in 2003 to permanently reduce the Vehicle License Fee from 2% to 0.65%. In the past, local government received its full share of the revenues from the 2% rate. When the State reduced the rate, the State also promised to make local governments whole by backfilling the lost revenue with a like amount in property tax revenues. This backfill payment is linked directly to the growth in property tax revenues. Costa Mesa has historically benefited from the swap as most property values have continued to rise in the County. Total VLF revenue including the swap is estimated to be \$9.0 million.

Transient Occupancy Tax (TOT) represents the City's fourth largest source of revenue. The FY 12-13 estimated TOT revenue is \$6.5 million, which represents 6.42% of the total General Fund revenues. This amount reflects an increase of \$550,000 or 9.24% compared to the estimate in FY 11-12 due to increased activity over the past few quarters.

Franchise fees represent another revenue source to the City. Currently, the City collects electric franchise fees from Southern California Edison, gas franchise fees from Southern California Gas Company, cable franchise fees from Time Warner Cable and Solid Waste Hauler's franchise fees from 13 waste haulers. For FY 12-13, estimated revenue for all Franchise Fees is \$4.4 million, which represents 4.35% of the total General Fund revenue. The estimated revenue reflects a net increase of \$350,000 or 8.64% over the FY 11-12 estimate.

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found on pages 31-39.

CITY OF COSTA MESA, CALIFORNIA

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 Internal Service Fund's appropriations are excluded from this comparison, as funding for these appropriations does not come from external sources but from in-house charges by the servicing department to the user-departments. Table 4 illustrates this relationship.

TABLE 4

| <u>GOVERNMENTAL FUNDS ADOPTED BUDGET</u> | | | | | |
|---|------------------------------------|------------------------------------|-----------------------------------|-----------------------|------------------------------------|
| <u>Fund Types</u> | <u>Adopted FY 12-13</u> | <u>Adopted FY 11-12</u> | <u>Increase/(Decrease)</u> | | <u>Percent of Total</u> |
| | | | <u>Amount</u> | <u>Percent</u> | |
| General Fund * | \$ 98,479,710 | \$ 94,650,182 | \$ 3,829,528 | 4.05% | 79.96% |
| Special Revenue Funds * | 10,621,700 | 10,760,863 | (139,163) | (1.29%) | 8.63% |
| Capital Projects Funds * | 14,052,360 | 4,301,535 | 9,750,825 | 226.68% | 11.41% |
| Total Governmental Funds | <u>\$123,153,770</u> | <u>\$109,712,580</u> | <u>\$ 13,441,190</u> | <u>5.47%</u> | <u>100.00%</u> |

**Includes transfers out*

The following Table 5 illustrates the other governmental funds' resources and uses. A brief description of each fund is listed on pages 11-13. For funds that show appropriations exceeding the estimated revenues available (shown in brackets), undesignated fund balances will be used to cover the projected shortfall.

TABLE 5

| <u>GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u> | | | |
|---|--|---|--|
| <u>Fund</u> | <u>Estimated Resources FY 12-13</u> | <u>Adopted Appropriations FY 12-13</u> | <u>Revenues Over (Under) Appropriations</u> |
| Gas Tax Fund | \$ 3,120,000 | \$ 4,362,844 | (\$ 1,242,844) |
| Prop 172 Fund | 861,000 | 882,357 | (21,357) |
| Air Quality Management District (AQMD) Fund | 144,000 | 367,200 | (223,200) |
| HOME Fund | 665,085 | 461,320 | 203,765 |
| Community Development Block Grant Fund | 1,230,892 | 1,344,664 | (113,772) |
| Park Development Fees Fund | 15,000 | 624,250 | (609,250) |
| Drainage Fees Fund | 207,500 | 500,000 | (292,500) |
| Supplemental Law Enforcement Services Fund * | 175,000 | 212,615 | (37,615) |
| Traffic Impact Fees Fund | 180,000 | 1,353,150 | (1,173,150) |
| Narcotics Forfeiture Fund | 482,250 | 513,300 | (31,050) |
| Fire System Development Fund | 7,500 | - | 7,500 |
| Capital Improvement Fund | 6,739,950 | 7,321,950 | (582,000) |
| Measure M Construction Fund | - | 3,413,027 | (3,413,027) |
| Measure M Turnback Fund | 5,000 | - | 5,000 |
| Measure M Regional Fund | 2,727,550 | 2,725,050 | 2,500 |
| Measure M Fairshare Fund | 2,135,000 | 592,333 | 1,542,667 |
| Vehicle Parking Dist 1/2 Fund | 942 | - | 942 |
| Total Other Governmental Funds | <u>\$ 18,696,669</u> | <u>\$ 24,674,060</u> | <u>(\$ 5,977,391)</u> |

** Includes transfers in and 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 12-13, the adopted budget is \$2.7 million and the estimated revenue is \$2.9 million. The difference will be used to increase the accumulated fund balance to prepare for future replacement of vehicles. In addition to normal operating costs, there 21 vehicles and equipment scheduled to be replaced in FY 12-13. The funding necessary to replace vehicles has been accumulated in the ERF over a number of years based upon an established replacement schedule.

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 adopted budget totals \$4.1 million, a net increase of \$1.1 million or 34.90% compared to the FY 11-12 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.

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECTS

The City's Seven-Year Capital Improvement Program (CIP) is listed on pages 232-243. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. Thirty-eight capital improvement projects totaling \$20.7 million were adopted for funding in FY 12-13, an increase of \$10.3 million or 98.17% over the adopted CIP in FY 11-12.

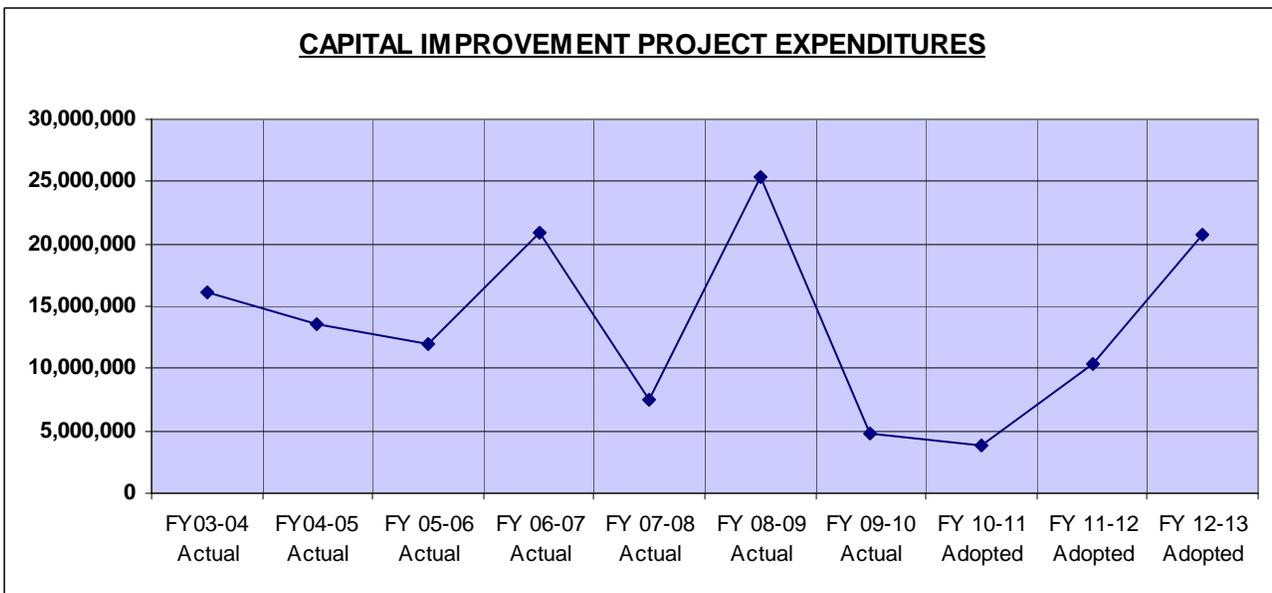
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included on pages 193-231.

TABLE 6

| <u>CAPITAL IMPROVEMENT PROJECTS</u> | |
|--|------------------------------------|
| <u>Program Category:</u> | <u>Adopted FY 12-13</u> |
| Street Improvements & Maintenance | \$ 8,260,000 |
| Traffic Planning | 7,663,436 |
| Park Development & Maintenance | 2,083,500 |
| Storm Drain Improvements | 1,000,000 |
| Parkway & Median Improvements | 970,000 |
| Curbs & Sidewalks | 500,000 |
| Building Maintenance | 230,000 |
| Total | \$ 20,706,936 |

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 has spent/appropriated approximately \$135 million or an average of \$13.5 million a year for capital improvements.

GRAPH 2



CITY OF COSTA MESA, CALIFORNIA

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 fund balance should be 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 for future appropriations. For example, 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 on pages 16-17. Table 7 lists the estimated fund balances to be used to support the FY 12-13 adopted budget.

TABLE 7

| <u>ESTIMATED FUND BALANCES TO BE USED</u> | |
|--|----------------------------|
| <u>Fund</u> | <u>Amount</u> |
| Gas Tax Fund | \$ 1,242,844 |
| Prop 172 Fund | 21,357 |
| Air Quality Management District Fund (AQMD) | 223,200 |
| Community Development Block Grant Fund (CDBG) | 113,772 |
| Park Development Fees Fund | 609,250 |
| Drainage Fees Fund | 292,500 |
| Supplemental Law Enforcement Services Fund | 37,615 |
| Traffic Impact Fees Fund | 1,173,150 |
| Narcotics Forfeiture Fund | 31,050 |
| Capital Improvement Fund | 542,000 |
| Measure M Construction Fund | 3,413,027 |
| Self Insurance Fund | 79,295 |
| Total Use of Fund Balances | <u><u>\$ 7,779,060</u></u> |



LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2012-2013

Thomas R. Hatch
Chief Executive Officer

Richard L. Francis
Assistant Chief Executive Officer

Peter Naghavi
Economic and Development Director/
Deputy Chief Executive Officer

Thomas Duarte
City Attorney (Contract)

Thomas E. Arnold
Interim Fire Chief

Thomas E. Gazsi
Police Chief

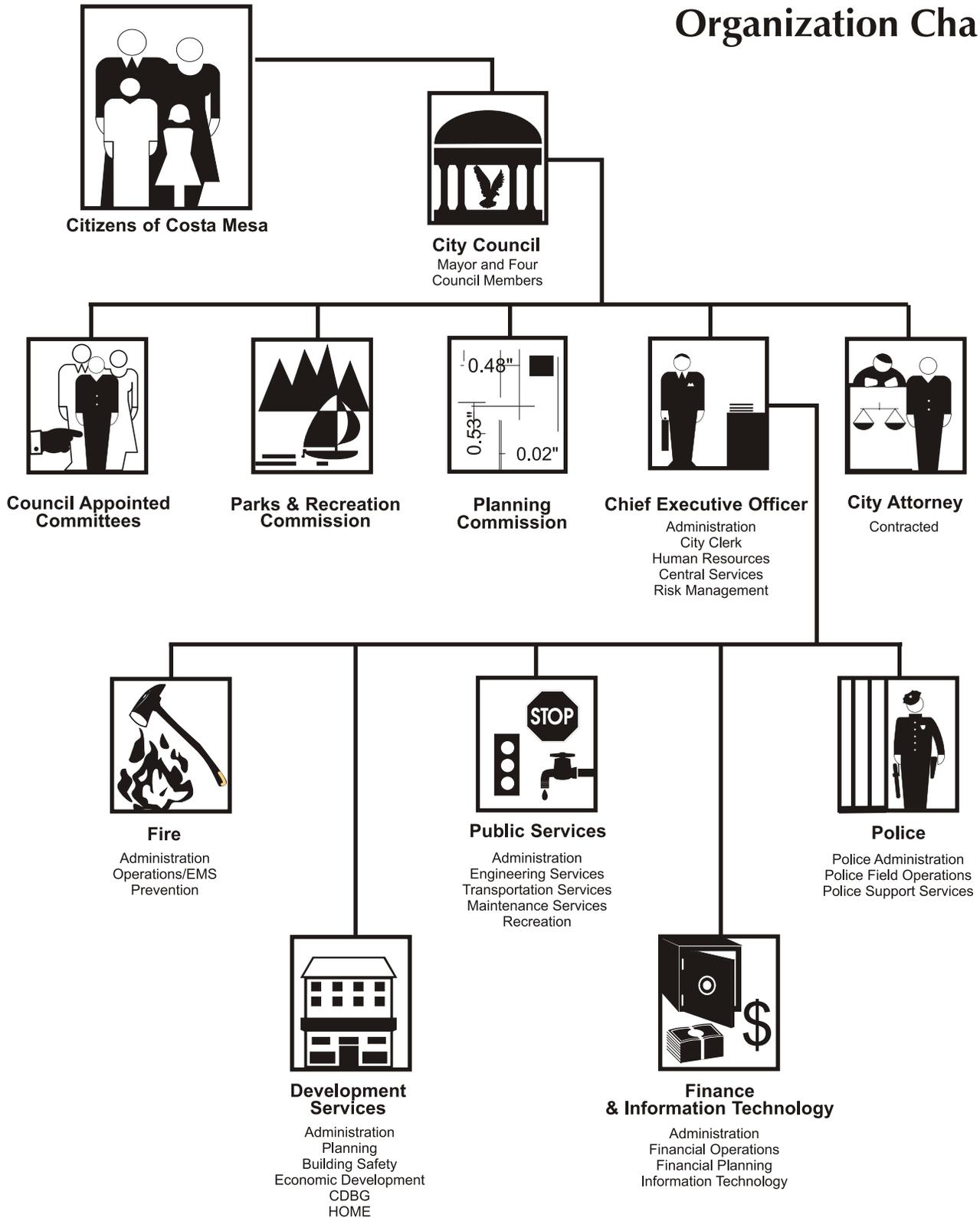
Ernesto Munoz
Public Services Director

Bobby R. Young
Director of Finance and Information Technology



City of Costa Mesa, California

Organization Chart



Visit our Web site at www.costamesaca.gov

CITY OF COSTA MESA, CALIFORNIA

RESOLUTION NO. 12-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2012-2013.

THE CITY COUNCIL OF THE CITY OF COSTA MESA DOES HEREBY RESOLVE AS FOLLOWS:

WHEREAS, the Proposed Budget for Fiscal Year 2012-2013 year has been prepared in compliance with Section 2-153 of the Costa Mesa Municipal Code.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1: To ensure appropriate service levels, the Chief Executive Officer is authorized to reallocate staffing resources within adopted appropriations as needed.

SECTION 2: The annual budget for the City of Costa Mesa for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013 is hereby adopted as set forth in the Proposed 2012-2013 Budget.

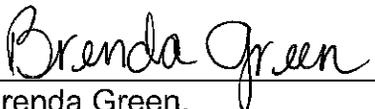
PASSED AND ADOPTED this 19th day of June, 2012.



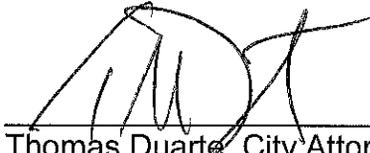
Eric R. Bever, Mayor

ATTEST:

APPROVED AS TO FORM:



Brenda Green,
Interim City Clerk



Thomas Duarte, City Attorney



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 proposed 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 community hearings and employee orientation. 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; multi-year personnel summary; a narrative of the department describing each division and each program within that department. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in many 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 with staff. 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.

Five Year Financial Forecast: This section provides a comprehensive five year financial forecast and is intended as a tool to help project future years' budgets and demonstrate how decisions in the current year may impact the financial future of the city.

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 between 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 updates 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.

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 12-13.

Special Revenue Funds:

Fire System Development Fees Fund

Capital Projects Funds:

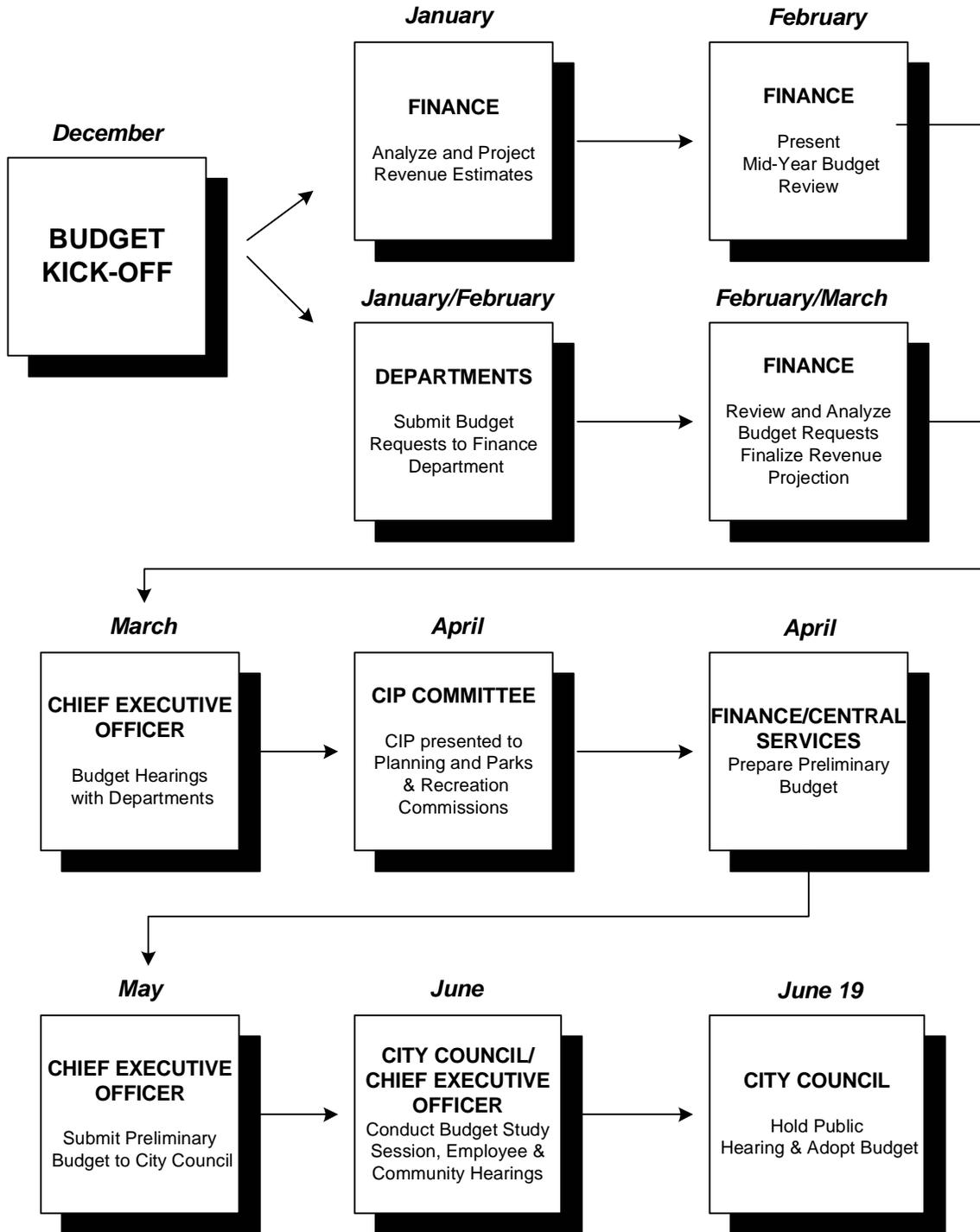
Measure "M" Turnback Fund

Vehicle Parking District 1 Fund

Vehicle Parking District 2 Fund

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

**CITY OF COSTA MESA
BUDGET PROCESS
FLOW CHART
FISCAL YEAR 2012-2013**



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 Statutes. 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 the construction of capital facilities financed by the City's General Fund and any grant not accounted for in a special revenue fund.

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.

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.

DESCRIPTION OF FUNDS & FUND TYPES

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.

THE CITY'S FLOW OF FUNDS STRUCTURE

REVENUE SOURCES:

Property Tax
Sales Tax
Transient Occupancy Tax
Other Taxes
Licenses & Permits
Fines & Forfeitures
Use of Money & Property
Fees & Charges
Revenues from Other Agencies

Gasoline Tax
Measure "M"
Park Development Fees
Drainage Assessment Fees
Traffic Impact Fees
Fire Protection System Dev. Fees
Grants

Internal Rent Charges
Workers' Compensation Charges
General Liability Charges
Unemployment Charges

CITY'S GENERAL FUND

CAPITAL FUNDS

OTHER FUNDS

USES OF FUNDS:

General Operating Expenditures
(including debt service obligations)

Infrastructure
Repairs/Maintenance/Improvements
Permanent facilities
Environmental facilities

Maintenance & replacement of City's fleet
Payments for workers' compensation,
general liability and unemployment claims
against the City



SUMMARIES OF FINANCIAL DATA

FISCAL YEAR 2012-2013

CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2013

| Fund Description | Projected Balances 07/01/12 | Estimated Revenues FY 12-13 | Adopted Operating Budget FY 12-13 |
|---|--|--|--|
| General Fund* | \$ 6,098,502 | \$ 101,174,935 | \$ 98,479,710 |
| Gas Tax Fund | 3,191,551 | 3,120,000 | 502,844 |
| Proposition 172 Fund | 91,962 | 861,000 | 882,357 |
| Air Quality Management District Fund (AQMD) | 288,256 | 144,000 | 15,000 |
| HOME Program Fund | - | 665,085 | 461,320 |
| Community Development Block Grant Fund (CDBG) | 117,186 | 1,230,892 | 774,664 |
| Park Development Fees Fund | 691,801 | 15,000 | - |
| Drainage Fees Fund | 656,197 | 207,500 | - |
| Supplemental Law Enforcement Services Fund | 56,375 | 125,000 | 212,615 |
| Traffic Impact Fees Fund | 3,475,034 | 180,000 | - |
| Narcotics Forfeiture Fund | 89,264 | 482,250 | 513,300 |
| Fire System Development Fees Fund | 482,525 | 7,500 | - |
| Subtotal Special Revenue Funds | \$ 9,140,151 | \$ 7,038,227 | \$ 3,362,100 |
| Capital Improvement Fund | \$ 542,000 | \$ 4,189,950 | \$ - |
| Measure "M" Construction Fund | 4,646,309 | - | 413,027 |
| Measure "M" Turnback Fund | - | 5,000 | - |
| Measure "M2" Regional Fund | - | 2,727,550 | 99,664 |
| Measure "M2" Fairshare Fund | 159,632 | 2,135,000 | 92,333 |
| Vehicle Parking District 1&2 Funds | 5,172 | 942 | - |
| Subtotal Capital Projects Funds | \$ 5,353,113 | \$ 9,058,442 | \$ 605,024 |
| Total Governmental Funds | \$ 20,591,766 | \$ 117,271,604 | \$ 102,446,834 |
| Equipment Replacement Fund | \$ 7,450,125 | \$ 2,917,369 | \$ 2,677,734 |
| Self Insurance Fund | 6,711,017 | 4,025,500 | 4,104,795 |
| Total Internal Service Funds | \$ 14,161,142 | \$ 6,942,869 | \$ 6,782,529 |
| GRAND TOTAL | \$ 34,752,908 | \$ 124,214,473 | \$ 109,229,363 |

* Calculated projected balance 7/1/12 using: total unassigned fund balance from FY 10-11 CAFR, then added estimated surplus amount as presented at the March 20, 2012 budget review.

CITY OF COSTA MESA, CALIFORNIA

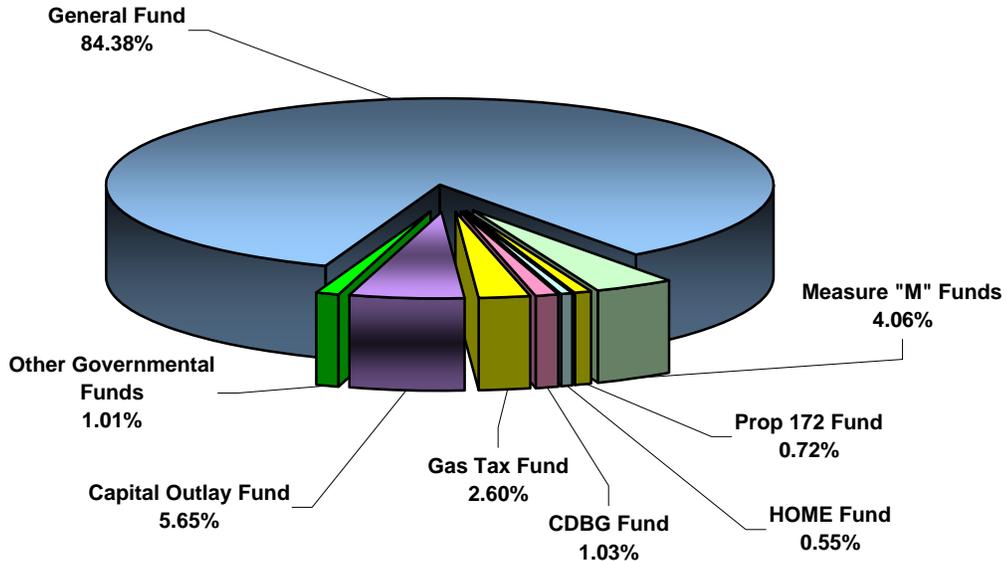
| Adopted Capital Budget FY 12-13 | Total Adopted Budget FY 12-13 | Estimated Revenues Over (Under) Adopted Budget | Transfers In | Transfers Out | Projected Balances 06/30/13 |
|--|--|---|---------------------|----------------------|--|
| \$ - | \$ 98,479,710 | \$ 2,695,225 | \$ - | \$ 2,640,000 | \$ 6,153,727 |
| 3,860,000 | 4,362,844 | (1,242,844) | - | - | 1,948,707 |
| - | 882,357 | (21,357) | - | - | 70,605 |
| 352,200 | 367,200 | (223,200) | - | - | 65,056 |
| - | 461,320 | 203,765 | - | - | 203,765 |
| 570,000 | 1,344,664 | (113,772) | - | - | 3,414 |
| 624,250 | 624,250 | (609,250) | - | - | 82,551 |
| 500,000 | 500,000 | (292,500) | - | - | 363,697 |
| - | 212,615 | (87,615) | 50,000 | - | 18,760 |
| 1,353,150 | 1,353,150 | (1,173,150) | - | - | 2,301,884 |
| - | 513,300 | (31,050) | - | - | 58,214 |
| - | - | 7,500 | - | - | 490,025 |
| \$ 7,259,600 | \$ 10,621,700 | \$ (3,583,473) | \$ 50,000 | \$ - | \$ 5,606,678 |
| \$ 7,321,950 | \$ 7,321,950 | \$ (3,132,000) | \$ 2,590,000 | \$ - | \$ - |
| 3,000,000 | 3,413,027 | (3,413,027) | - | - | 1,233,282 |
| - | - | 5,000 | - | - | 5,000 |
| 2,625,386 | 2,725,050 | 2,500 | - | - | 2,500 |
| 500,000 | 592,333 | 1,542,667 | - | - | 1,702,299 |
| - | - | 942 | - | - | 6,114 |
| \$ 13,447,336 | \$ 14,052,360 | \$ (4,993,918) | \$ 2,590,000 | \$ - | \$ 2,949,195 |
| \$ 20,706,936 | \$ 123,153,770 | \$ (5,882,166) | \$ 2,640,000 | \$ 2,640,000 | \$ 14,709,600 |
| \$ - | \$ 2,677,734 | \$ 239,635 | \$ - | \$ - | \$ 7,689,760 |
| - | 4,104,795 | (79,295) | - | - | 6,631,722 |
| \$ - | \$ 6,782,529 | \$ 160,340 | \$ - | \$ - | \$ 14,321,482 |
| \$ 20,706,936 | \$ 129,936,299 | \$ (5,721,826) | \$ 2,640,000 | \$ 2,640,000 | \$ 29,031,082 |

TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS

FISCAL YEAR 2012-2013

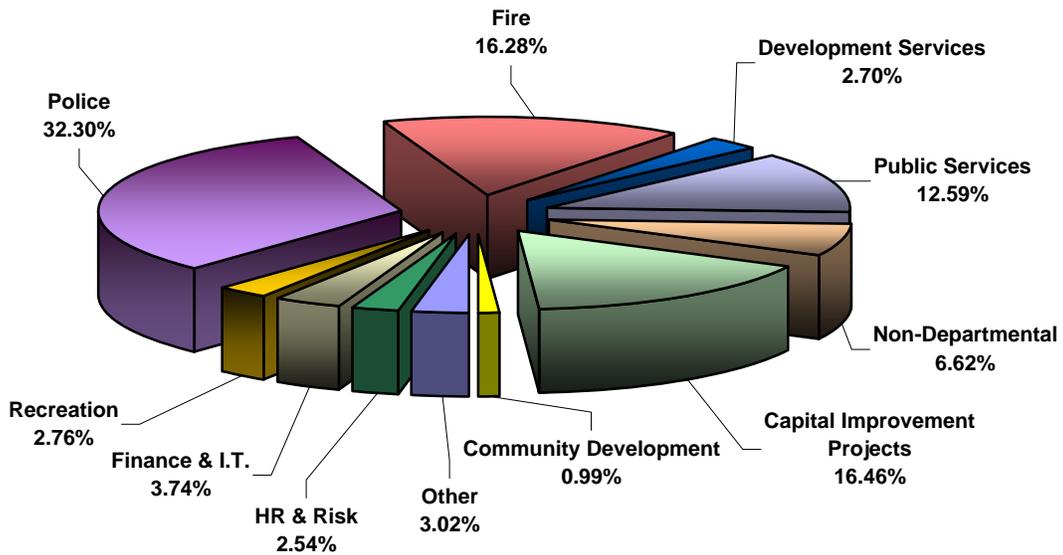
TOTAL RESOURCES - \$126,854,473

(Where Monies Come From)
(Including Transfers In)



TOTAL APPROPRIATIONS - \$125,793,770

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



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

FISCAL YEARS 2009-2010 THROUGH 2012-2013

The following is a four-year budget summary that includes all governmental and proprietary funds. The summary presentation excludes the City's Redevelopment Agency. The \$8.3 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 09-10 Actual. The decrease in Total Expenditures & Other Uses is directly attributed to the City's commitment to reduce costs to more closely match revenues. Excess appropriations over total estimated resources were/will be funded from available fund balances.

| <u>Revenues & Other Sources</u> | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> |
|---|-------------------------------|------------------------------|------------------------------|------------------------------|
| Taxes | 65,662,066 | 72,154,678 | 73,970,872 | 78,380,892 |
| Licenses & Permits | 1,150,703 | 1,638,089 | 1,763,000 | 1,808,000 |
| Fines & Forfeits | 2,488,323 | 2,118,749 | 2,330,000 | 2,150,000 |
| Intergovernmental | 21,018,937 | 21,102,561 | 17,898,297 | 26,445,062 |
| Charges for Services | 6,139,533 | 6,760,005 | 10,927,631 | 10,486,619 |
| Rental | 2,723,826 | 2,801,057 | 2,644,500 | 2,844,500 |
| Investment Income | 3,715,199 | 2,290,740 | 1,442,834 | 1,386,300 |
| Miscellaneous | 2,182,182 | 1,274,518 | 691,000 | 713,100 |
| Transfers In | 3,774,098 | 2,583,444 | 100,000 | 2,640,000 |
| Total Revenues & Other Sources | <u>\$ 108,854,867</u> | <u>\$ 112,723,841</u> | <u>\$ 111,768,134</u> | <u>\$ 126,854,473</u> |
| <u>Expenditures & Other Uses</u> | | | | |
| Protection of Persons & Property | 60,565,540 | 55,195,497 | 57,372,984 | 58,166,242 |
| Community Health & Environment | 8,621,213 | 7,513,327 | 9,553,543 | 9,647,452 |
| Transportation | 6,802,416 | 6,139,809 | 7,159,014 | 7,055,109 |
| Leisure & Community Services | 3,700,785 | 2,956,623 | 3,435,167 | 3,468,597 |
| General Government Support | 25,193,301 | 30,238,019 | 21,036,748 | 25,380,629 |
| Capital Improvement Projects | 12,476,388 | 3,818,588 | 10,449,122 | 20,706,936 |
| Debt Service: | | | | |
| Principal Payments* | 3,434,842 | 3,760,904 | 4,182,926 | 4,061,179 |
| Interest Payments* | 2,507,830 | 1,939,748 | 1,626,546 | 1,450,154 |
| Transfers Out* | 3,774,098 | 2,494,452 | 100,000 | 2,640,000 |
| Total Expenditures & Other Uses | <u>\$ 127,076,413</u> | <u>\$ 114,056,967</u> | <u>\$ 114,916,050</u> | <u>\$ 132,576,299</u> |
| Estimated Ending Balances | <u>\$ (18,221,546)</u> | <u>\$ (1,333,126)</u> | <u>\$ (3,147,916)</u> | <u>\$ (5,721,826)</u> |

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

SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2012-2013

| <u>FUND</u> | <u>TRANSFERS IN</u> | <u>TRANSFERS OUT</u> |
|---|-------------------------|---------------------------|
| General Fund - 101 | \$ - | \$ 2,640,000 ¹ |
| Supplemental Law Enforcement Fund - 213 | 50,000 | - |
| Capital Improvement Fund - 401 | 2,590,000 | - |
| Total | <u>\$ 2,640,000</u> | <u>\$ 2,640,000</u> |

¹ Funding of \$50,000 for support of the Supplemental Law Enforcement Fund.
 Funding of \$2,640,000 for support of the Capital Improvement Fund.

REVENUE SUMMARIES

FISCAL YEAR 2012-2013

CITY OF COSTA MESA, CALIFORNIA

REVENUE & OTHER FINANCING SOURCES
 FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|--------------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Fund 101 - General Fund | | | | | |
| Property Tax - Secured | \$ 19,608,503 | \$ 18,989,472 | \$ 19,475,000 | \$ 19,475,000 | \$ 20,000,000 |
| Property Tax - Unsecured | 835,771 | 793,106 | 800,000 | 800,000 | 800,000 |
| Property Tax - Supplemental | 187,574 | 199,957 | 100,000 | 100,000 | 100,000 |
| Property Tax - Homeowners | 175,764 | 170,547 | 170,000 | 170,000 | 170,000 |
| Delinquent Tax - Penalties/Int | 187,941 | 149,698 | 100,000 | 100,000 | 100,000 |
| Property Transfer Tax | 326,461 | 446,217 | 300,000 | 300,000 | 300,000 |
| Sales & Use Tax | 27,288,810 | 30,332,996 | 30,850,000 | 30,850,000 | 33,300,000 |
| Sales Tax In-Lieu | 7,228,020 | 9,840,719 | 10,500,000 | 10,500,000 | 11,000,000 |
| Transient Occupancy Tax | 4,268,984 | 5,344,968 | 5,950,000 | 6,200,000 | 6,500,000 |
| Electric Franchise Fee | 1,267,914 | 1,223,537 | 1,300,000 | 1,300,000 | 1,300,000 |
| Cable TV Franchise Fee | 1,030,706 | 1,100,430 | 1,000,000 | 1,100,000 | 1,100,000 |
| PEG Cable Franchise Fee | 205,274 | 59,261 | 200,000 | 200,000 | 200,000 |
| Gas Franchise Fee | 219,878 | 256,285 | 300,000 | 300,000 | 300,000 |
| Solid Waste Hauler Franchise Fee | 1,221,387 | 1,600,742 | 1,250,000 | 1,500,000 | 1,500,000 |
| Business License | 858,566 | 866,442 | 850,000 | 850,000 | 850,000 |
| Total Taxes | \$ 64,911,553 | \$ 71,374,377 | \$ 73,145,000 | \$ 73,745,000 | \$ 77,520,000 |
| Dog License | \$ 40,769 | \$ 87,939 | \$ 100,000 | \$ 100,000 | \$ 100,000 |
| Fire Permits | 79,600 | 119,011 | 100,000 | 100,000 | 100,000 |
| Building Permits | 560,723 | 676,247 | 820,000 | 820,000 | 850,000 |
| Electrical Permits | 78,924 | 107,624 | 95,000 | 95,000 | 100,000 |
| Plumbing/Mechanical Permits | 80,968 | 99,592 | 80,000 | 80,000 | 90,000 |
| Street Permits | 109,735 | 135,390 | 125,000 | 125,000 | 125,000 |
| Special Business Permits | 430 | 860 | 500 | 500 | 500 |
| Home Occupation Permits | 15,250 | 16,000 | 15,000 | 15,000 | 15,000 |
| Operator's Permits | 3,375 | 3,225 | 2,500 | 2,500 | 2,500 |
| Other Permits | 88,055 | 46,908 | 75,000 | 75,000 | 75,000 |
| Total Licenses & Permits | \$ 1,057,829 | \$ 1,292,796 | \$ 1,413,000 | \$ 1,413,000 | \$ 1,458,000 |
| Municipal Code Violations | \$ 128,954 | \$ 130,702 | \$ 125,000 | \$ 125,000 | \$ 125,000 |
| Vehicle Code Violations | 1,005,432 | 705,879 | 900,000 | 700,000 | 700,000 |
| Parking Citations | 999,009 | 764,779 | 950,000 | 800,000 | 800,000 |
| Shopping Cart Retrieval | 9,057 | 1,404 | - | - | - |
| Red Light Camera Violations | 345,871 | 140,978 | 50,000 | 50,000 | 50,000 |
| Total Fines & Forfeitures | \$ 2,488,323 | \$ 1,743,742 | \$ 2,025,000 | \$ 1,675,000 | \$ 1,675,000 |

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|--|----------------------|----------------------|---------------------|----------------------|----------------------|
| Fund 101 - General Fund (continued) | | | | | |
| Investment Earnings | \$ 360,998 | \$ 250,932 | \$ 150,000 | \$ 150,000 | \$ 150,000 |
| GASB 31 Adjustment | 1,057,191 | 246,944 | - | - | - |
| Interest Earned - CMRA Note | 889,983 | 857,206 | 820,000 | 820,000 | 783,500 |
| Other Interest | 243,832 | 243,833 | 75,000 | 75,000 | 75,000 |
| Buildings/Grounds, Rental | 174,503 | 206,288 | 200,000 | 200,000 | 200,000 |
| Rental - Downtown Comm. Center | 8,705 | 16,479 | 11,000 | 11,000 | 11,000 |
| Rental - Balearic Center | 25,465 | 20,961 | 20,000 | 20,000 | 20,000 |
| Rental - Neighborhood Comm. Ctr. | 151,903 | 156,722 | 160,000 | 160,000 | 160,000 |
| Rental - Fields | 146,237 | 129,195 | 125,000 | 125,000 | 125,000 |
| Rental - Tennis | 26,395 | 34,352 | 28,500 | 28,500 | 28,500 |
| Rental - Golf Course Operations | 2,096,030 | 2,132,499 | 2,000,000 | 2,000,000 | 2,200,000 |
| Rental - Bus Shelter Ads | 94,588 | 104,561 | 100,000 | 100,000 | 100,000 |
| Total Use of Money & Property | \$ 5,275,830 | \$ 4,399,972 | \$ 3,689,500 | \$ 3,689,500 | \$ 3,853,000 |
| Motor Vehicle In-Lieu Tax | \$ 342,149 | \$ 532,734 | \$ 300,000 | \$ 300,000 | \$ - |
| Vehicle License Fee Swap - Property Tax | 8,775,317 | 8,579,266 | 8,750,000 | 8,750,000 | 9,000,000 |
| Other Federal Grants | 215,118 | 265,094 | 558,810 | 558,810 | 558,810 |
| POST Reimbursements | 48,537 | 34,822 | 40,000 | 40,000 | 40,000 |
| Beverage Container Program | 14,144 | - | - | 30,850 | 30,850 |
| SB 90 - State Mandated Costs | 62,449 | 74,799 | 50,000 | 50,000 | 50,000 |
| Other State Grants | 72,671 | 32,927 | - | - | - |
| OCTA - SAAV | 44,497 | 45,839 | 40,000 | 40,000 | 40,000 |
| Other County Grants | 77,595 | 83,053 | 80,000 | 335,556 | 80,000 |
| Reimbursement - ABLE | 442,077 | 418,986 | 106,000 | 114,000 | 2,400,000 |
| Reimb. - Oth Governmental Agencies | 35,060 | 15,000 | - | 7,425 | 7,425 |
| Total Other Govt. Agencies | \$ 10,129,614 | \$ 10,082,520 | \$ 9,924,810 | \$ 10,226,641 | \$ 12,207,085 |
| Zoning/Variance/CUP Fees | \$ 98,288 | \$ 116,850 | \$ 85,000 | \$ 85,000 | \$ 85,000 |
| Subdivision Map Fees | 8,665 | 11,830 | 3,000 | 9,000 | 9,000 |
| Environmental Impact Fees | - | - | 2,000 | 2,000 | 2,000 |
| Plan Checking Fee | 231,771 | 265,001 | 315,000 | 315,000 | 315,000 |
| Vacation/Abandonment of ROW | - | 150 | 500 | 500 | 500 |
| Source Reduction/Recycling | \$ 6,710 | \$ 6,100 | \$ 8,700 | \$ 8,700 | \$ 8,700 |
| Special Policing Fees | 509,778 | 492,307 | 400,000 | 400,000 | 400,000 |
| Vehicle Storage/Impound Fees | 391,260 | 262,940 | 375,000 | 325,000 | 325,000 |
| Repo Vehicle Release Fee | 2,640 | 2,565 | 2,000 | 2,000 | 2,000 |

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Fund 101 - General Fund (continued) | | | | | |
| DUI/Emergency Response | 51,976 | (8,249) | 50,000 | 50,000 | 50,000 |
| Jail Booking Fees - City | 112,891 | 76,772 | 150,000 | 150,000 | 150,000 |
| Police False Alarms | 259,630 | 237,179 | 275,000 | 150,000 | 150,000 |
| Fingerprinting | 45,020 | 38,128 | 40,000 | 40,000 | 40,000 |
| Animal Pound Fees | 120 | 25 | 100 | 100 | 100 |
| Fire Inspections | 5,680 | 5,190 | 5,000 | 5,000 | 5,000 |
| Hazmat Disclosure Fee | 93,306 | 86,001 | 100,000 | 100,000 | 100,000 |
| EMS - First Responder Fee | 238,364 | 195,543 | 200,000 | 200,000 | 200,000 |
| Paramedic Fee - Advanced | 55,406 | 195,490 | 100,000 | 150,000 | 150,000 |
| Medical Supply Reimbursement | 97,066 | 97,302 | 100,000 | 100,000 | 100,000 |
| Fire False Alarms | 16,065 | 20,939 | 30,000 | 30,000 | 30,000 |
| Accident Cost Recovery | 45,339 | 76,519 | 60,000 | 60,000 | 60,000 |
| Dispatch/Phone Svc. in 911 Center | 8,493 | 9,188 | 7,400 | 7,400 | 7,400 |
| Park Permits | 35,740 | 42,375 | 35,000 | 35,000 | 35,000 |
| Park Improvements | 9,820 | 5,614 | 5,000 | 2,500 | 2,500 |
| Youth Sports - Basketball & Football | 24,942 | 605 | 26,300 | 26,300 | - |
| Recreation - Aquatics | 81,666 | 82,375 | 85,000 | 85,000 | 85,000 |
| Recreation - Day Camp | 147,190 | 147,141 | 170,000 | 170,000 | 170,000 |
| Playgrounds | 4,040 | 9,618 | 117,494 | 117,494 | 117,500 |
| Special Events | 38,833 | 32,693 | 650 | 25,000 | 25,000 |
| Recreation - Early Childhood | 133,536 | 128,523 | 120,000 | 120,000 | 120,000 |
| Instructional Classes | 575,927 | 552,582 | 600,000 | 600,000 | 600,000 |
| Recreation - Basketball | 29,672 | 40,624 | 45,000 | 45,000 | 45,000 |
| Adult Open Gym | 3,974 | 6,414 | - | 2,000 | 2,000 |
| Recreation - Softball | 132,260 | 134,315 | 130,000 | 130,000 | 130,000 |
| Teen Camp | 29,305 | 25,438 | 29,000 | 29,000 | 29,000 |
| Family Night/Kids Night | (30) | - | - | - | - |
| Other Adult Sports | - | - | - | - | 26,300 |
| Photocopies | 2,255 | 3,286 | 2,500 | 2,500 | 2,500 |
| Police Reports | 31,386 | 21,899 | 33,000 | 33,000 | 33,000 |
| Police Clearance Letters | 4,620 | 3,780 | 3,000 | 3,000 | 3,000 |
| Sale - Maps & Publications | 13,392 | 13,640 | 12,500 | 12,500 | 12,500 |
| Sale - Miscellaneous Supplies | 775 | 1,147 | 750 | 750 | 750 |
| Central Services Reimb | 83,768 | 73,512 | 100,000 | 100,000 | 100,000 |
| Charges for Other Services | 8,392 | 8,927 | 15,000 | 15,000 | 15,000 |
| Special Assessments | 58,558 | 20,378 | 10,000 | 15,000 | 15,000 |
| Total Fees & Charges | \$ 3,728,489 | \$ 3,542,656 | \$ 3,848,894 | \$ 3,758,744 | \$ 3,758,750 |

CITY OF COSTA MESA, CALIFORNIA

REVENUE & OTHER FINANCING SOURCES
 FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Fund 101 - General Fund (continued)</u> | | | | | |
| Contributions | \$ 5,600 | \$ 2,750 | \$ 2,500 | \$ 2,500 | \$ 2,500 |
| Sponsorship Naming Rights | 33,480 | 34,585 | 33,000 | 33,000 | 33,000 |
| Reimb. - Const. Permit Insp. Fees | 294,411 | 18,280 | 500 | 20,000 | 20,000 |
| Reimb. - Overtime Construction | - | - | - | 2,600 | 2,600 |
| Damage to City Property | 86,663 | (15,765) | 30,000 | 30,000 | 30,000 |
| Civil Subpoena Costs | 12,928 | 10,970 | 10,000 | 10,000 | 10,000 |
| Other Reimbursements | 919,171 | 223,905 | 300,000 | 300,000 | 300,000 |
| Sale - Other Equipment | 1,180 | 2,149 | 5,000 | 5,000 | 5,000 |
| Other | 505,154 | 528,774 | 300,000 | 300,000 | 300,000 |
| Total Other Revenues | \$ 1,858,587 | \$ 805,648 | \$ 681,000 | \$ 703,100 | \$ 703,100 |
| Total Revenues | \$ 89,450,225 | \$ 93,241,711 | \$ 94,727,204 | \$ 95,210,985 | \$ 101,174,935 |
| Operating Transfers In | \$ 2,929,230 | \$ 2,011,580 | \$ - | \$ 113,000 | \$ - |
| Total Other Financing Sources | \$ 2,929,230 | \$ 2,011,580 | \$ - | \$ 113,000 | \$ - |
| Total Fund 101 | \$ 92,379,455 | \$ 95,253,291 | \$ 94,727,204 | \$ 95,323,985 | \$ 101,174,935 |
| <u>Fund 201 - Gas Tax</u> | | | | | |
| Investment Earnings | \$ 256,205 | \$ 192,948 | \$ 75,000 | \$ 75,000 | \$ 75,000 |
| Gas Tax - 2103 | - | 1,006,668 | 1,180,000 | 1,180,000 | 1,272,000 |
| Gas Tax - 2105 | 627,233 | 581,319 | 650,000 | 650,000 | 566,000 |
| Gas Tax - 2106 | 396,565 | 366,285 | 425,000 | 425,000 | 384,000 |
| Gas Tax - 2107.1 | 834,715 | 775,030 | 850,000 | 850,000 | 813,000 |
| Gas Tax - 2107.5 | 10,000 | 4,844 | 10,000 | 10,000 | 10,000 |
| Traffic Congestion Relief Fund | 1,055,081 | - | - | - | - |
| Total Fund 201 | \$ 3,179,799 | \$ 2,927,094 | \$ 3,190,000 | \$ 3,190,000 | \$ 3,120,000 |
| Total Fund 201 | \$ 3,179,799 | \$ 2,927,094 | \$ 3,190,000 | \$ 3,190,000 | \$ 3,120,000 |
| <u>Fund 202 - Prop 172</u> | | | | | |
| Investment Earnings | \$ 3,060 | \$ 4,179 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| Sales Tax - Public Safety | 750,513 | 779,510 | 825,000 | 825,000 | 860,000 |
| Total Revenues | \$ 753,573 | \$ 783,689 | \$ 826,000 | \$ 826,000 | \$ 861,000 |
| Operating Transfers In | 650,000 | - | - | - | - |
| Total Other Financing Sources | \$ 650,000 | \$ - | \$ - | \$ - | \$ - |
| Total Fund 202 | \$ 1,403,573 | \$ 783,689 | \$ 826,000 | \$ 826,000 | \$ 861,000 |

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Fund 203 - Air Quality</u> | | | | | |
| Investment Earnings | \$ 15,275 | \$ 11,405 | \$ 6,300 | \$ 6,300 | \$ 4,000 |
| AB 2766 - AQMD | 131,886 | 128,967 | 140,000 | 140,000 | 140,000 |
| Other Reimbursements | - | 33,740 | - | - | - |
| Total Fund 203 | \$ 147,161 | \$ 174,112 | \$ 146,300 | \$ 146,300 | \$ 144,000 |
| <u>Fund 205 - HOME</u> | | | | | |
| Lien/Loan Repayment | \$ 148,479 | \$ 40,164 | \$ - | \$ - | \$ - |
| HOME Invest/Partnership Grant | 716,241 | 326,481 | 846,670 | 846,670 | 665,085 |
| Total Fund 205 | \$ 864,720 | \$ 366,645 | \$ 846,670 | \$ 846,670 | \$ 665,085 |
| <u>Fund 207 - CDBG</u> | | | | | |
| Investment Earnings | \$ 5,156 | \$ 5,004 | \$ - | \$ - | \$ - |
| Lien/Loan Repayment | 20,048 | 10,000 | - | - | - |
| Community Dev. Block Grant | 1,583,843 | 1,641,542 | 1,204,217 | 1,204,217 | 1,230,892 |
| Total Revenues | \$ 1,609,047 | \$ 1,656,546 | \$ 1,204,217 | \$ 1,204,217 | \$ 1,230,892 |
| Operating Transfers In | 94,868 | 88,991 | - | - | - |
| Total Other Financing Sources | \$ 94,868 | \$ 88,991 | \$ - | \$ - | \$ - |
| Total Fund 207 | \$ 1,703,915 | \$ 1,745,537 | \$ 1,204,217 | \$ 1,204,217 | \$ 1,230,892 |
| <u>Fund 208 - Park Development</u> | | | | | |
| Investment Earnings | \$ 58,914 | \$ 31,715 | \$ 20,000 | \$ 20,000 | \$ 15,000 |
| Park Development Fees | - | 69,145 | - | - | - |
| Total Revenues | \$ 58,914 | \$ 100,860 | \$ 20,000 | \$ 20,000 | \$ 15,000 |
| Operating Transfers In | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Other Financing Sources | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Fund 208 | \$ 58,914 | \$ 100,860 | \$ 20,000 | \$ 20,000 | \$ 15,000 |
| <u>Fund 209 - Drainage Fees</u> | | | | | |
| Investment Earnings | \$ 21,164 | \$ 13,594 | \$ 10,000 | \$ 10,000 | \$ 7,500 |
| Drainage Assessment Fees | 113,631 | 222,721 | 200,000 | 200,000 | 200,000 |
| Total Fund 209 | \$ 134,795 | \$ 236,315 | \$ 210,000 | \$ 210,000 | \$ 207,500 |

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Fund 213 - SLESF</u> | | | | | |
| Investment Earnings | \$ - | \$ 40 | \$ - | \$ - | \$ - |
| Citizens' Option for Public Safety (COPS) | 111,462 | 114,921 | 100,000 | 100,000 | 125,000 |
| Total Revenues | \$ 111,462 | \$ 114,961 | \$ 100,000 | \$ 100,000 | \$ 125,000 |
| Operating Transfers In | 100,000 | 100,000 | 100,000 | 100,000 | 50,000 |
| Total Other Financing Sources | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 100,000 | \$ 50,000 |
| Total Fund 213 | \$ 211,462 | \$ 214,961 | \$ 200,000 | \$ 200,000 | \$ 175,000 |
| <u>Fund 214 - Traffic Impact Fees</u> | | | | | |
| Investment Earnings | \$ 92,404 | \$ 63,899 | \$ 40,000 | \$ 40,000 | \$ 30,000 |
| Traffic Impact Fees | (20,757) | 122,572 | 150,000 | 150,000 | 150,000 |
| Other Reimbursements | 78 | - | - | - | - |
| Total Fund 214 | \$ 71,725 | \$ 186,471 | \$ 190,000 | \$ 190,000 | \$ 180,000 |
| <u>Fund 216 - Rental Rehab</u> | | | | | |
| Other Reimbursements | \$ - | \$ 40,000 | \$ - | \$ - | \$ - |
| Total Fund 216 | \$ - | \$ 40,000 | \$ - | \$ - | \$ - |
| <u>Fund 217 - Narcotic Seizure</u> | | | | | |
| Asset Forfeiture - US Treasury | \$ - | \$ 57,601 | \$ - | \$ - | \$ - |
| Asset Forfeiture - DOJ | - | 196,051 | 200,000 | 200,000 | 400,000 |
| Asset Forfeiture - County/Other | - | 107,421 | 100,000 | 100,000 | 75,000 |
| Investment Earnings | - | 2,120 | 4,500 | 4,500 | 7,250 |
| High Intensity Drug Trafficking | - | - | 5,000 | 5,000 | - |
| Other Reimbursements | - | 13,934 | - | - | - |
| Total Revenues | \$ - | \$ 377,127 | \$ 309,500 | \$ 309,500 | \$ 482,250 |
| Operating Transfers In | - | - | - | - | - |
| Total Other Financing Sources | - | - | - | - | - |
| Total Fund 217 | \$ - | \$ 377,127 | \$ 309,500 | \$ 309,500 | \$ 482,250 |
| <u>Fund 218 - Fire System Dev.</u> | | | | | |
| Investment Earnings | \$ 11,751 | \$ 13,023 | \$ 6,000 | \$ 6,000 | \$ 7,500 |
| Fire Protection System Dev. Fees | - | 264,210 | - | - | - |
| Total Fund 218 | \$ 11,751 | \$ 277,233 | \$ 6,000 | \$ 6,000 | \$ 7,500 |

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Fund 219 - LLEBG</u> | | | | | |
| Investment Earnings | \$ - | \$ 96 | \$ - | \$ - | \$ - |
| Local Law Enforcement Block Grant | - | 119,472 | - | - | - |
| Total Revenues | \$ - | \$ 119,568 | \$ - | \$ - | \$ - |
| Operating Transfers In | - | - | - | - | - |
| Total Other Financing Sources | - | - | - | - | - |
| Total Fund 219 | \$ - | \$ 119,568 | \$ - | \$ - | \$ - |
| <u>Fund 220 - Office of Traffic Safety</u> | | | | | |
| Other Federal Grants | \$ - | \$ 2,196 | \$ - | \$ - | \$ - |
| OTS Grant | - | 329,434 | - | - | - |
| Other State Grants | - | 16,574 | - | - | - |
| Other Governmental Agencies | - | 1,098 | - | - | - |
| Total Revenues | \$ - | \$ 349,302 | \$ - | \$ - | \$ - |
| Operating Transfers In | - | 975 | - | - | - |
| Total Other Financing Sources | \$ - | \$ 975 | \$ - | \$ - | \$ - |
| Total Fund 220 | \$ - | \$ 350,277 | \$ - | \$ - | \$ - |
| <u>Fund 221 - Homelessness Prevention</u> | | | | | |
| Other Federal Grants | \$ - | \$ 282,176 | \$ - | \$ - | \$ - |
| Total Fund 221 | \$ - | \$ 282,176 | \$ - | \$ - | \$ - |
| <u>Fund 401 - Capital Outlay</u> | | | | | |
| Lien/Loan Repayment | \$ - | \$ 26,000 | \$ - | \$ - | \$ - |
| Investment Earnings | 27,782 | 24,687 | 15,000 | 15,000 | 3,000 |
| Other Federal Grants | 910,015 | 1,850,146 | 243,000 | 243,000 | 2,350,700 |
| State Park Bond Act Grant | 186,000 | - | - | - | - |
| Other State Grants | 725,512 | 496,940 | 1,024,600 | 1,024,600 | 1,836,250 |
| Contributions | - | 100,000 | - | - | - |
| Other | 432,000 | 6,715 | - | - | - |
| Total Revenues | \$ 2,281,309 | \$ 2,504,488 | \$ 1,282,600 | \$ 1,282,600 | \$ 4,189,950 |
| Operating Transfers In | - | - | - | - | 2,590,000 |
| Total Other Financing Sources | \$ - | \$ - | \$ - | \$ - | \$ 2,590,000 |
| Total Fund 401 | \$ 2,281,309 | \$ 2,504,488 | \$ 1,282,600 | \$ 1,282,600 | \$ 6,779,950 |

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Fund 403 - Measure M Regional</u> | | | | | |
| Investment Earnings | \$ 185,674 | \$ 54,919 | \$ 30,000 | \$ 30,000 | \$ - |
| Measure "M" Regional Grant | 1,743,458 | 2,190,787 | - | - | - |
| Other | - | 1,948 | - | - | - |
| Total Revenues | \$ 1,929,132 | \$ 2,247,654 | \$ 30,000 | \$ 30,000 | \$ - |
| Operating Transfers In | - | - | - | - | - |
| Total Other Financing Sources | - | - | - | - | - |
| Total Fund 403 | \$ 1,929,132 | \$ 2,247,654 | \$ 30,000 | \$ 30,000 | \$ - |
| <u>Fund 414 - Measure M Turnback</u> | | | | | |
| Investment Earnings | \$ 50,668 | \$ 58,520 | \$ 25,000 | \$ 25,000 | \$ 5,000 |
| State & Local Partnership Grant | - | 265,964 | - | - | - |
| Measure "M" Turnback | 1,425,312 | 1,429,396 | 1,300,000 | 1,300,000 | - |
| Total Revenues | \$ 1,475,980 | \$ 1,753,880 | \$ 1,325,000 | \$ 1,325,000 | \$ 5,000 |
| Operating Transfers In | - | 381,898 | - | - | - |
| Total Other Financing Sources | \$ - | \$ 381,898 | \$ - | \$ - | \$ - |
| Total Fund 414 | \$ 1,475,980 | \$ 2,135,778 | \$ 1,325,000 | \$ 1,325,000 | \$ 5,000 |
| <u>Fund 415 - Measure M2 Competitive</u> | | | | | |
| Investment Earnings | \$ - | \$ - | \$ - | \$ - | \$ 2,500 |
| Measure "M2" Regional Grant | - | - | - | - | 2,725,050 |
| Total Fund 415 | \$ - | \$ - | \$ - | \$ - | \$ 2,727,550 |
| Total Other Financing Sources | - | - | - | - | - |
| Total Fund 415 | \$ - | \$ - | \$ - | \$ - | \$ 2,727,550 |
| <u>Fund 416 - Measure M2 Fairshare</u> | | | | | |
| Investment Earnings | \$ - | \$ - | \$ - | \$ - | \$ 15,000 |
| Measure "M2" Fairshare | - | - | - | - | 2,120,000 |
| Total Fund 416 | \$ - | \$ - | \$ - | \$ - | \$ 2,135,000 |
| Operating Transfers In | - | - | - | - | - |
| Total Other Financing Sources | - | - | - | - | - |
| Total Fund 416 | \$ - | \$ - | \$ - | \$ - | \$ 2,135,000 |

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

| FUND/ACCT DESCRIPTION | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 11-12 Revised | FY 12-13 Adopted |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Fund 409 - Veh Prkg Dist. 1</u> | | | | | |
| Property Tax - Secured | \$ - | \$ 405 | \$ 425 | \$ 425 | \$ 435 |
| Property Tax - Unsecured | - | 16 | 25 | 25 | 25 |
| Property Tax - Supplemental | - | 4 | 5 | 5 | 5 |
| Property Tax - Homeowners | - | 4 | 3 | 3 | 3 |
| Delinquent Tax - Penalties/Int | - | 3 | 3 | 3 | 3 |
| Investment Earnings | - | 36 | 17 | 17 | 25 |
| Total Fund 409 | \$ - | \$ 468 | \$ 478 | \$ 478 | \$ 496 |
| <u>Fund 410 - Veh Prkg Dist. 2</u> | | | | | |
| Property Tax - Secured | \$ - | \$ 336 | \$ 375 | \$ 375 | \$ 385 |
| Property Tax - Unsecured | - | 14 | 25 | 25 | 25 |
| Property Tax - Supplemental | - | 4 | 5 | 5 | 5 |
| Property Tax - Homeowners | - | 3 | 3 | 3 | 3 |
| Delinquent Tax - Penalties/Int | - | 2 | 3 | 3 | 3 |
| Investment Earnings | - | 33 | 17 | 17 | 25 |
| Total Fund 410 | \$ - | \$ 392 | \$ 428 | \$ 428 | \$ 446 |
| <u>Fund 601 - Equipment Replacement</u> | | | | | |
| Investment Earnings | \$ 207,068 | \$ 107,541 | \$ 75,000 | \$ 75,000 | \$ 95,000 |
| Rental of Automotive Equip | 678,987 | - | 3,984,854 | 3,984,854 | 2,812,369 |
| Damage to City Property | (4,094) | 8,876 | - | - | - |
| Sale of Automotive Equipment | 43,806 | 16,358 | 10,000 | 10,000 | 10,000 |
| Other | - | 24,038 | - | - | - |
| Total Revenues | \$ 925,767 | \$ 156,813 | \$ 4,069,854 | \$ 4,069,854 | \$ 2,917,369 |
| Operating Transfers In | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Other Sources | \$ - | \$ - | \$ - | \$ - | \$ - |
| Total Fund 601 | \$ 925,767 | \$ 156,813 | \$ 4,069,854 | \$ 4,069,854 | \$ 2,917,369 |
| <u>Fund 602 - Self Insurance</u> | | | | | |
| Investment Earnings | \$ 228,074 | \$ 108,066 | \$ 90,000 | \$ 90,000 | \$ 110,000 |
| General Liability Premiums | 572,268 | 1,169,540 | 1,112,381 | 1,112,381 | 1,534,900 |
| Workers' Comp. Premiums | 1,135,406 | 2,001,356 | 1,940,484 | 1,940,484 | 2,339,900 |
| Unemployment Premiums | 24,383 | 46,453 | 41,018 | 41,018 | 40,700 |
| Other Reimbursements | 115,278 | 327,463 | - | - | - |
| Total Fund 602 | \$ 2,075,409 | \$ 3,652,878 | \$ 3,183,883 | \$ 3,183,883 | \$ 4,025,500 |
| TOTAL REVENUES | \$ 105,080,769 | \$ 111,550,383 | \$ 111,668,134 | \$ 112,151,915 | \$ 124,214,473 |
| TOTAL OTHER SOURCES | \$ 3,774,098 | \$ 2,583,444 | \$ 100,000 | \$ 213,000 | \$ 2,640,000 |
| GRAND TOTAL ALL FUNDS | \$ 108,854,867 | \$ 114,133,827 | \$ 111,768,134 | \$ 112,364,915 | \$ 126,854,473 |

SALES & USE TAX

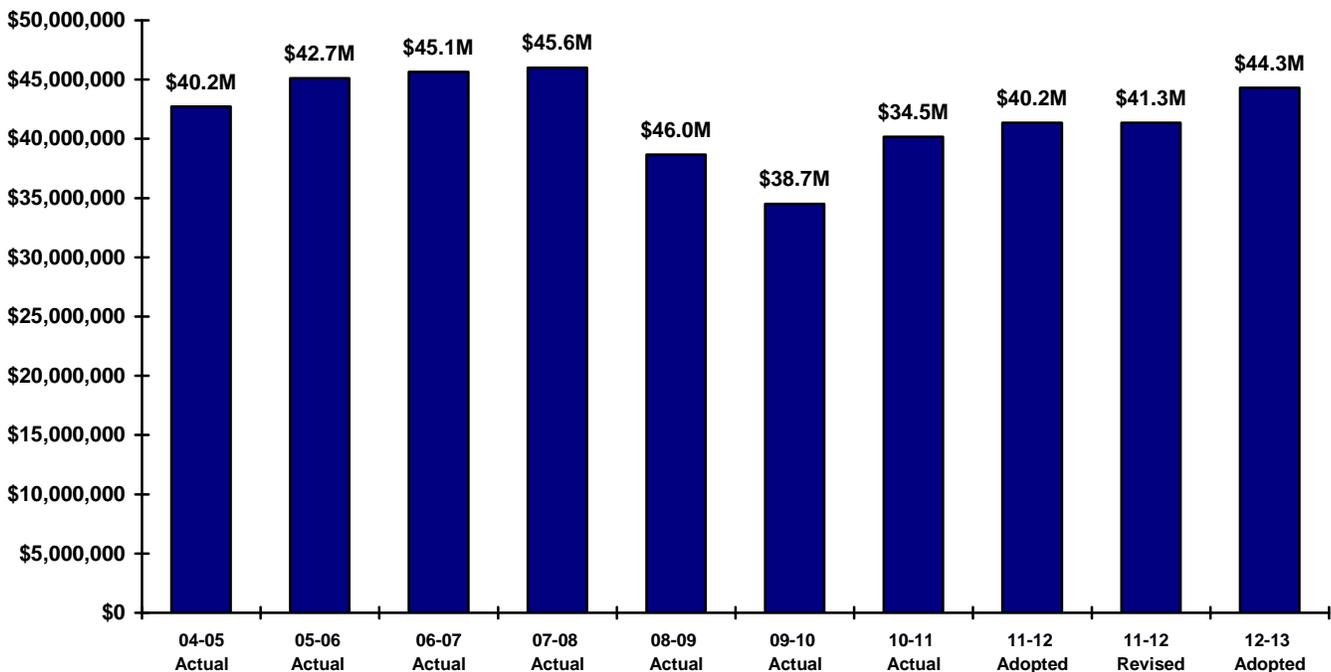
Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for Orange County is 7.75% and is broken down as follows:

| | |
|--|--------------|
| State General Fund | 5.00% |
| City/County Local Tax | 1.00% |
| Countywide Transportation Tax | 0.25% |
| County Mental Health | 0.50% |
| Public Safety Augmentation Fund (Prop 172) | 0.50% |
| County Transactions Tax (Measure M) | <u>0.50%</u> |
| Total Rate | <u>7.75%</u> |

Sales & Use Tax represents Costa Mesa's single largest revenue source and is estimated at \$44.3 million or 43.79% of the total General Fund revenues estimated for FY 12-13. This amount represents an increase of \$2.95 million or 7.13% from the adopted estimate in FY 11-12. This change in revenue is directly attributed to a continued increase in sales activity. The City has been experiencing increases in Sales Tax revenues for the last ten consecutive quarters, starting in the winter of 2009. This activity does represent continued "slow, low growth" for the City, consistent with the statewide and national economy.

Also, included as part of the \$44.3 million estimate is \$11.0 million 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). The State estimates the "triple flip" to continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers sales taxes and remits funds to local governments: 30% for the first month of each quarter, another 30% the following month, and 40% 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.

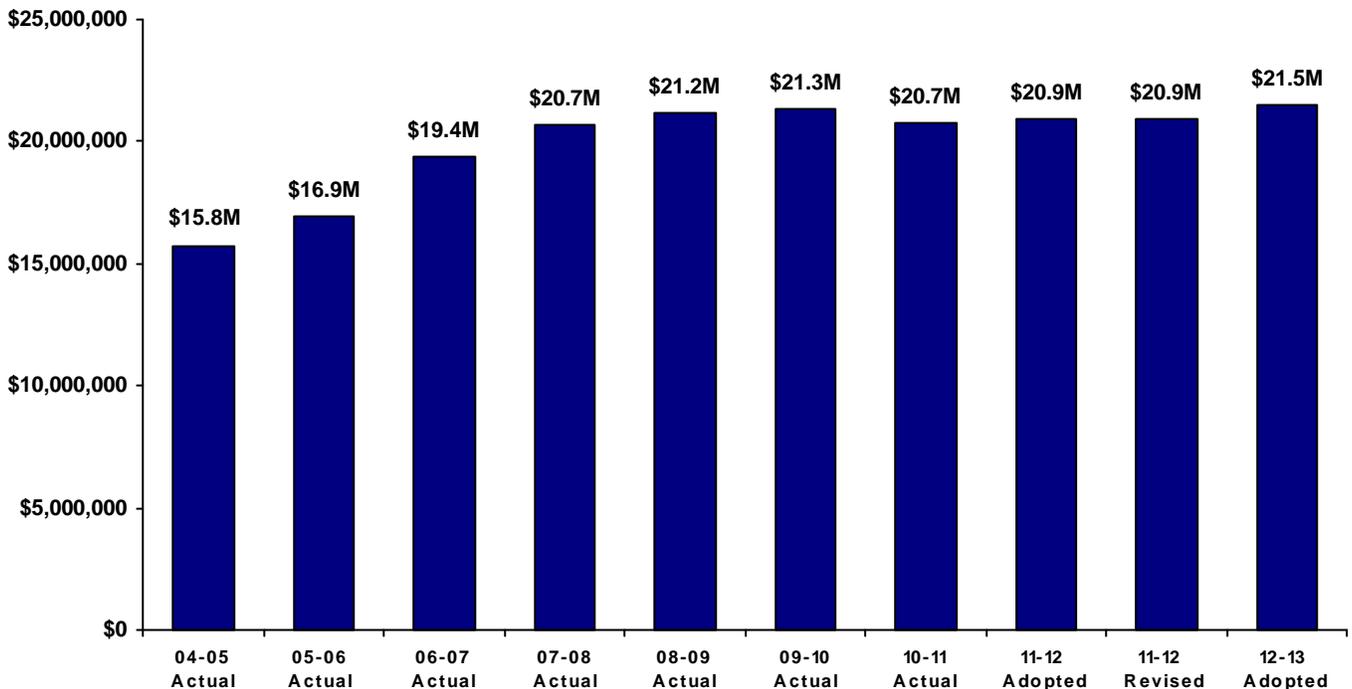


PROPERTY TAX

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 XIII A of the State Constitution limits the real property tax rate to 1% 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% 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% CPI increase each year when the CPI index exceeds 2%.

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. Over the last few years as market values have declined, the City has benefited from positive Prop 13 CPI adjustment factors to properties where the assessed value was still lower than the market value. These positive adjustments have balanced most reductions to properties previously assessed higher than the current market value. Last fiscal year, the CPI adjustment factor was a positive 0.753%, which marked the third straight year where the adjustment factor was less than 2%. This was the first time since Prop 13 was enacted (34 years ago) where the CPI adjustment factor was negative. For FY 12-13, the CPI adjustment factor is a positive 2.0%, the maximum allow under Prop 13.

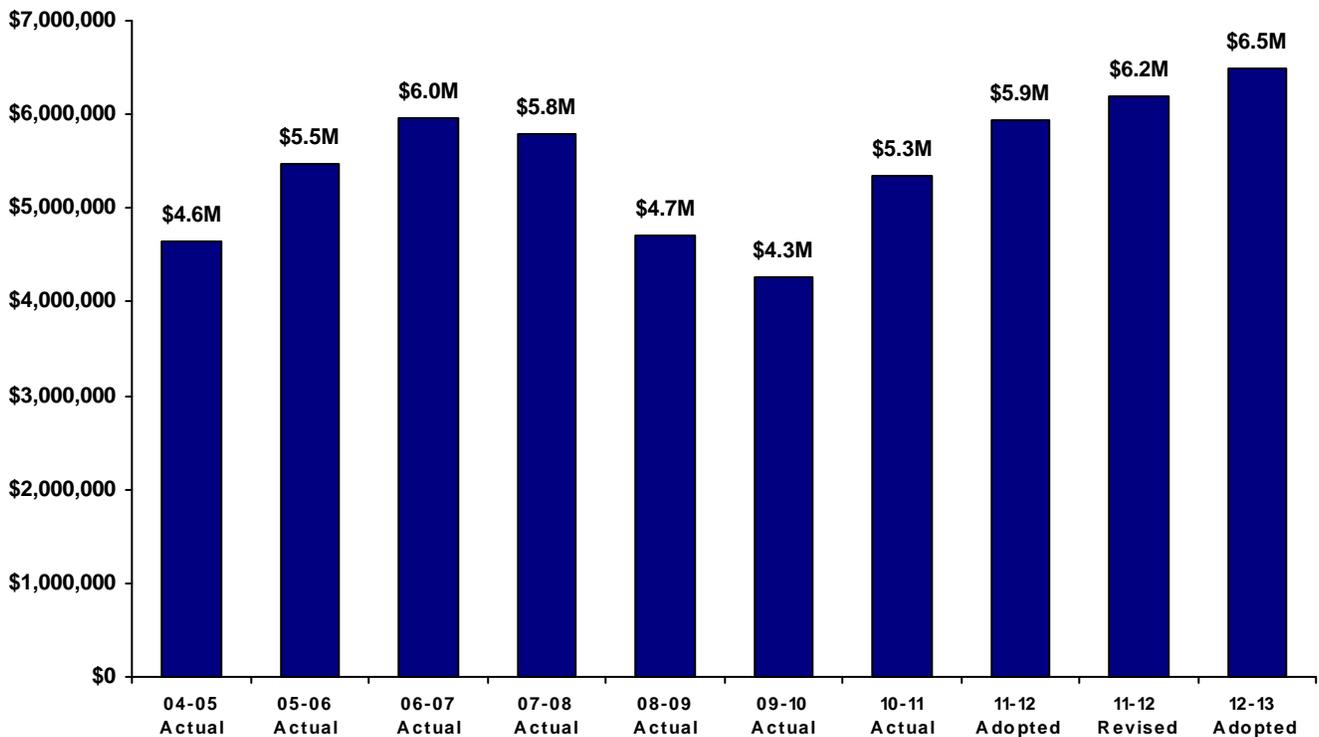
For FY 12-13, estimated revenue from Property Taxes is \$21.5 million, which represents 21.22% of the total General Fund revenue. This estimate is an increase of \$525,000 or 2.51% over the adopted revenue in FY 11-12. The City is expecting only a slight increase in revenue due to property values remaining consistent with prior year. Included in the estimates are Secured Property Tax at \$20.0 million, Unsecured Taxes at \$800,000, Supplemental Taxes at \$100,000; Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$170,000, Delinquent Taxes at \$100,000; and \$300,000 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 voter's of Costa Mesa approved a measure to increase the City's rate from 6% to 8%. The Business Improvement Area (BIA), comprised of ten hotels within the City, imposes an additional 3%. The amount collected from the additional 3% is remitted to the Costa Mesa Conference and Visitor's Bureau to promote travel and tourism throughout the City. Thirty-two hotels/lodging facilities are located within the City.

TOT is the City's fourth largest revenue source. For FY 12-13, estimated revenue from TOT is \$6.5 million, which represents 6.42% of the total General Fund revenue. The projected amount reflects an increase of \$550,000 or 9.24% from adopted revenue in FY 11-12, and an increase of \$300,000 or 4.84% from the mid-year revised estimate. Since the April 2010 (two years or 8 quarters), the City has seen a continued increase in TOT revenue when compared to the prior year.



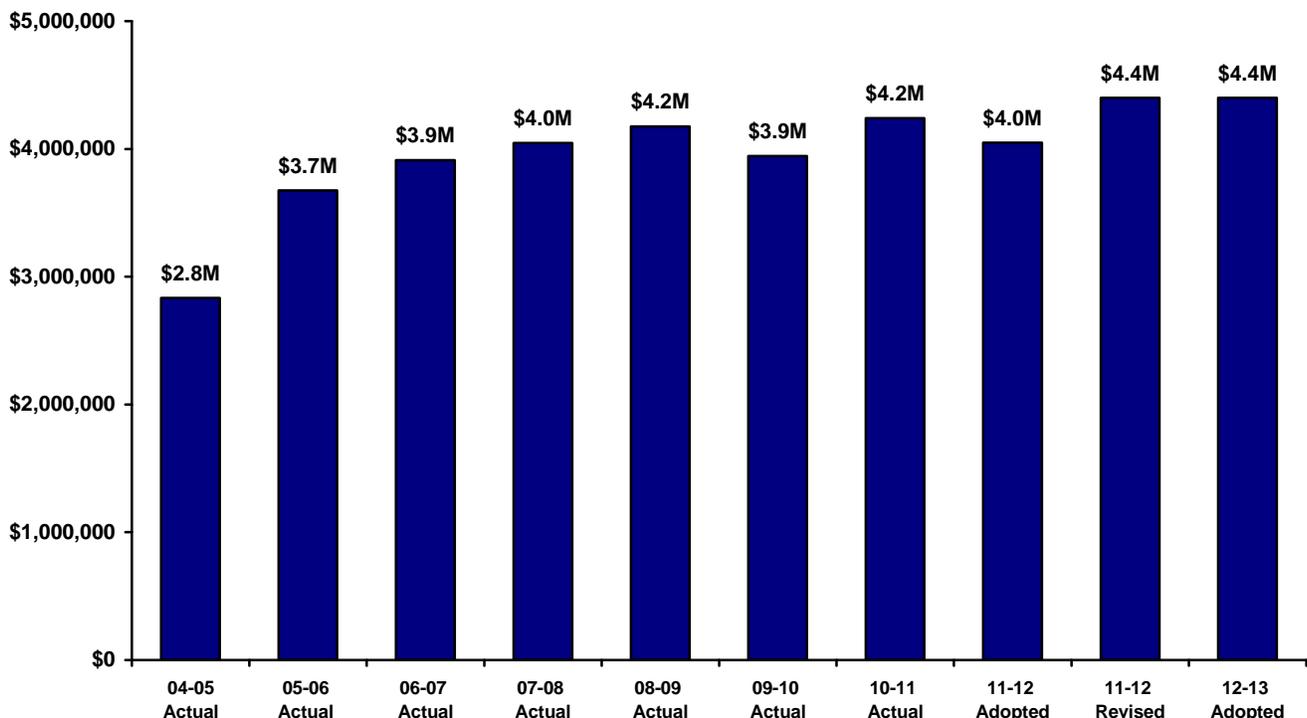
FRANCHISE FEES

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% of gross receipts arising from use, operation or possession of the franchise; and, cable franchise fees from Time Warner at the rate of 5% 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% and cable franchise fees are limited to 5% 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 13 waste haulers. Currently, nine franchise holders fall into Class "A" – those pay a \$10,000 minimum franchise fee; while the remaining four franchisees fall into Class "B" – those pay a \$1,500 minimum franchise fee. The current franchise rate is 16% of gross receipts payable quarterly to the City.

For FY 12-13, estimated revenue from all Franchise Fees is \$4.4 million, which represents 4.35% of total General Fund revenues. The projected amounts reflect an increase of \$350,000 or 8.64% from adopted revenue in FY 11-12, however are essentially flat compared to the FY 11-12 mid-year revised.

The City also receives approximately \$200,000 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.



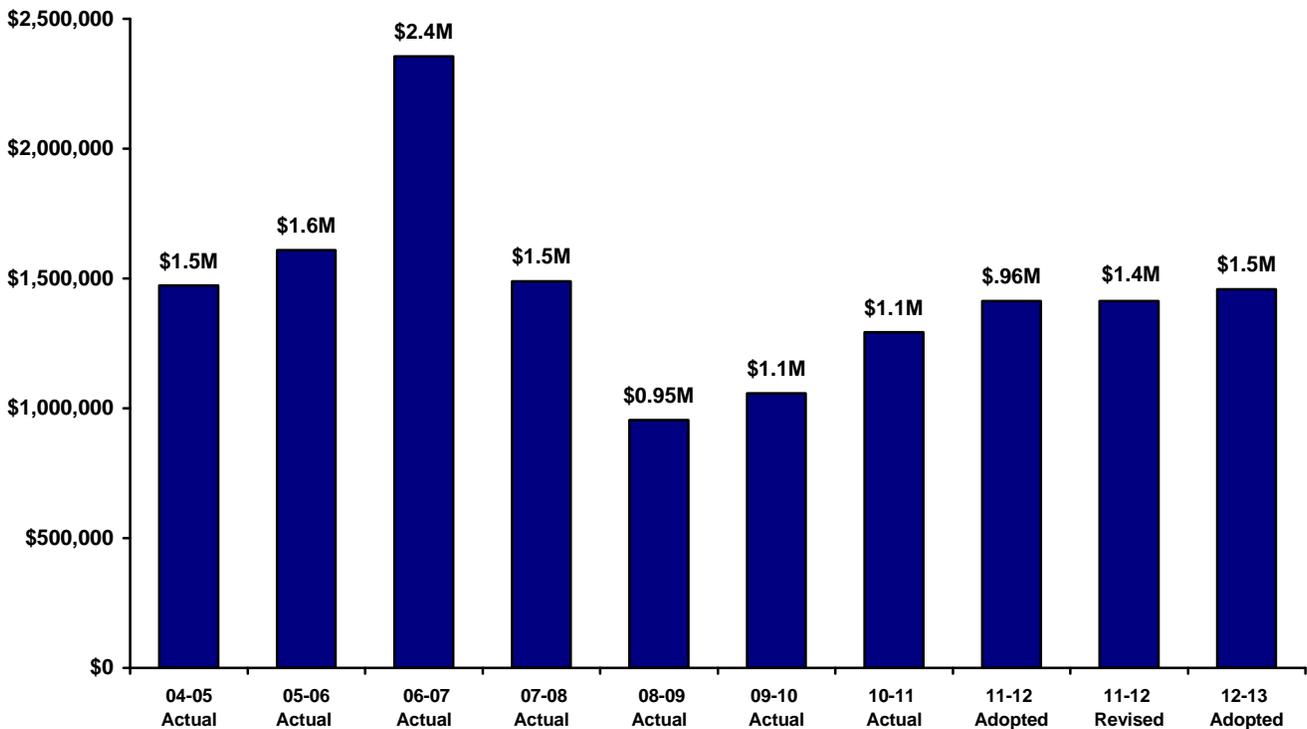
LICENSES & PERMITS

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 12-13, estimated revenue from Licenses & Permits is \$1.5 million, which represents 1.44% of total General Fund revenues. This estimate reflects an increase of \$45,000 or 3.18% from adopted revenue in FY 11-12. The largest component for this revenue source comes from building permits projected at \$850,000. The City estimates that increased activity from building permits will increase building permit revenue by 3.66%. However, if larger developments occur than building, electrical and plumbing permit revenue could increase above estimates.

Another component of this category includes revenue from Dog Licensing. In July 2010, City Council approved to increase the dog licenses fee, from \$10 to \$20 for Altered dogs and from \$20 to \$75 for Unaltered dogs. Since this increase occurred during FY 10-11, estimates for FY 12-13 remain consistent with FY 11-12.

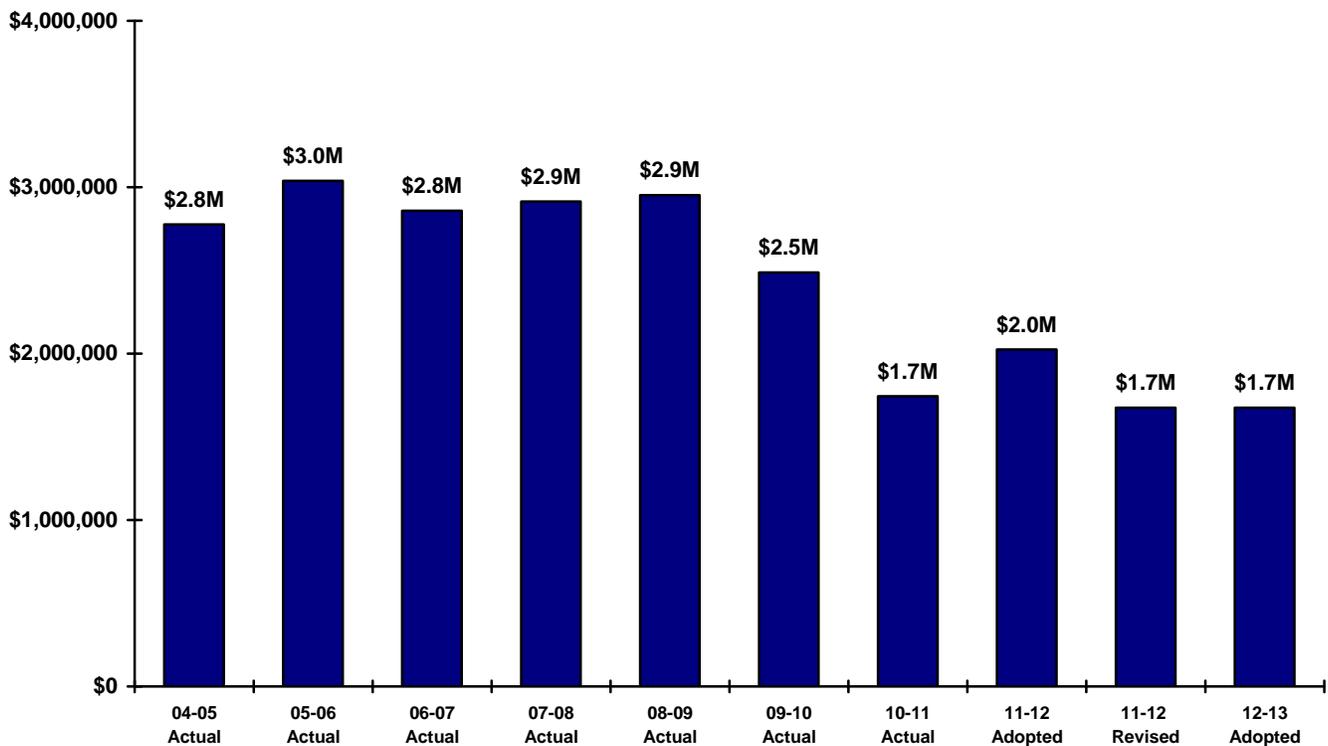


FINES & FORFEITURES

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 12-13, estimated revenue from Fines & Forfeitures is \$1.7 million, which represents 1.66% of the total General Fund revenue. The estimated amount reflects a decrease of \$350,000 or -17.28% from the adopted revenue in FY 11-12, however the same amount as the FY 11-12 mid year revised amount. The decrease is primarily attributed to the less projected revenue from Vehicle Code Violations and Parking Citations. With a reduction in Police Department staffing, activity related to these two revenue sources has declined. There has also been an increase in the base percentage collected for the County Courts as mandated by State law, which is reducing the revenue collected for cities – including Costa Mesa.



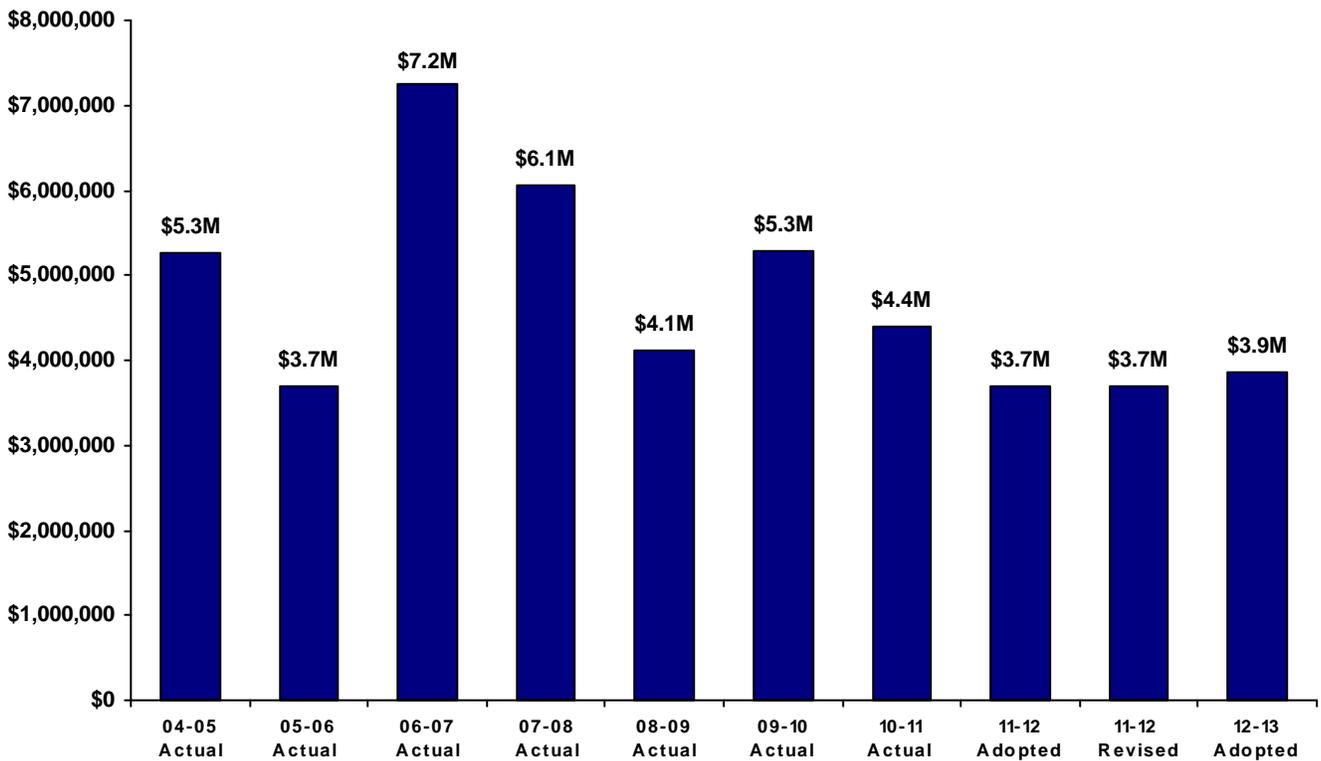
USE OF MONEY & PROPERTY

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 12-13, estimated revenue from Use of Money & Property is \$3.9 million or 3.81% of the total General Fund revenue. The estimated revenue reflects an increase of \$163,500 or 4.43% from the adopted amount in FY 11-12. The estimate includes projected investment earnings based on a weighted average rate of return (ROR) of 1.00% (same as prior year). The ROR reflects the continued reduction in the Federal Funds rate throughout the past year in an effort to continue to stabilize the economy. This rate reduces the rate of return on investment vehicles the City can purchase based on the City Investment Policy. Also, in recent years, the City's General Fund had utilized more Fund Balance to make up for declines in revenues. By doing so, the amount of available cash to invest has decreased, thereby decreasing overall investment earnings revenue.

Also included in the Use of Money & Property prior year actuals, is the Governmental Accounting Standards Board (GASB) 31 Adjustment. This requirement set forth by GASB is to adjust the City's investments from book value to market value at the end of the year. The City does not budget for this adjustment as it is difficult to estimate what the market value will be at the end of the year.

A private company manages the golf course operations on behalf of the City; in return, the City receives between 6% - 35% 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.



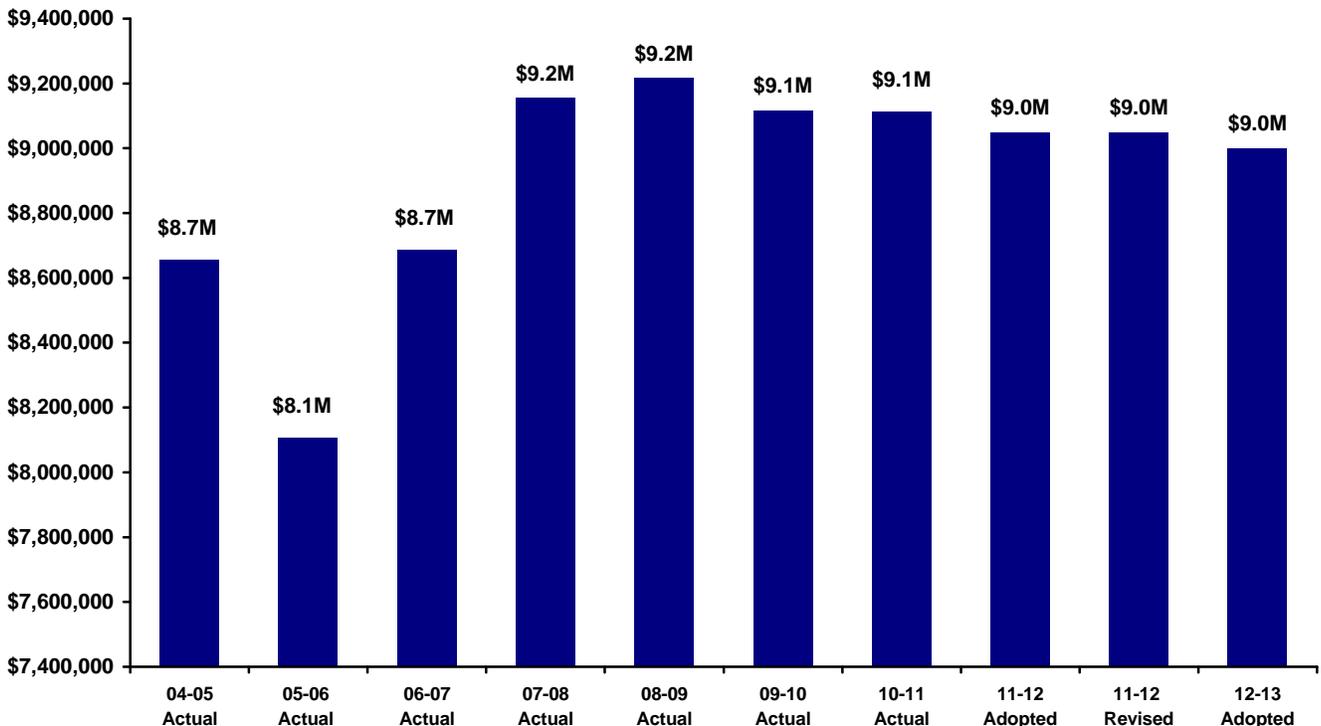
MOTOR VEHICLE LICENSE FEES

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% of the market value (based on an 11-year depreciation schedule) of motor vehicles. Cities and counties received 81.25% of this revenue based on population.

In 1998, legislation was passed to reduce the VLF paid by the taxpayers by 25% and again by 35% in 2002. (Subsequently, the VLF rate was permanently reduced to its current rate of 0.65%.) 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. Passage of this bill is being challenged by California cities, however most cities are not expecting to receive any amounts to VLF revenue. However, this bill didn't alter the allocation of the backfill amount

For FY 12-13, estimated revenue from VLF is \$9.0 million, which represents 8.90% of the total General Fund revenue. This estimate reflects a decrease of \$50,000 or -0.55% from the adopted revenue in FY 11-12. The decrease is due to the elimination of VLF revenue. However, the estimate from the VLF Swap includes an increase of \$250,000 because of the increases in assessed property values.



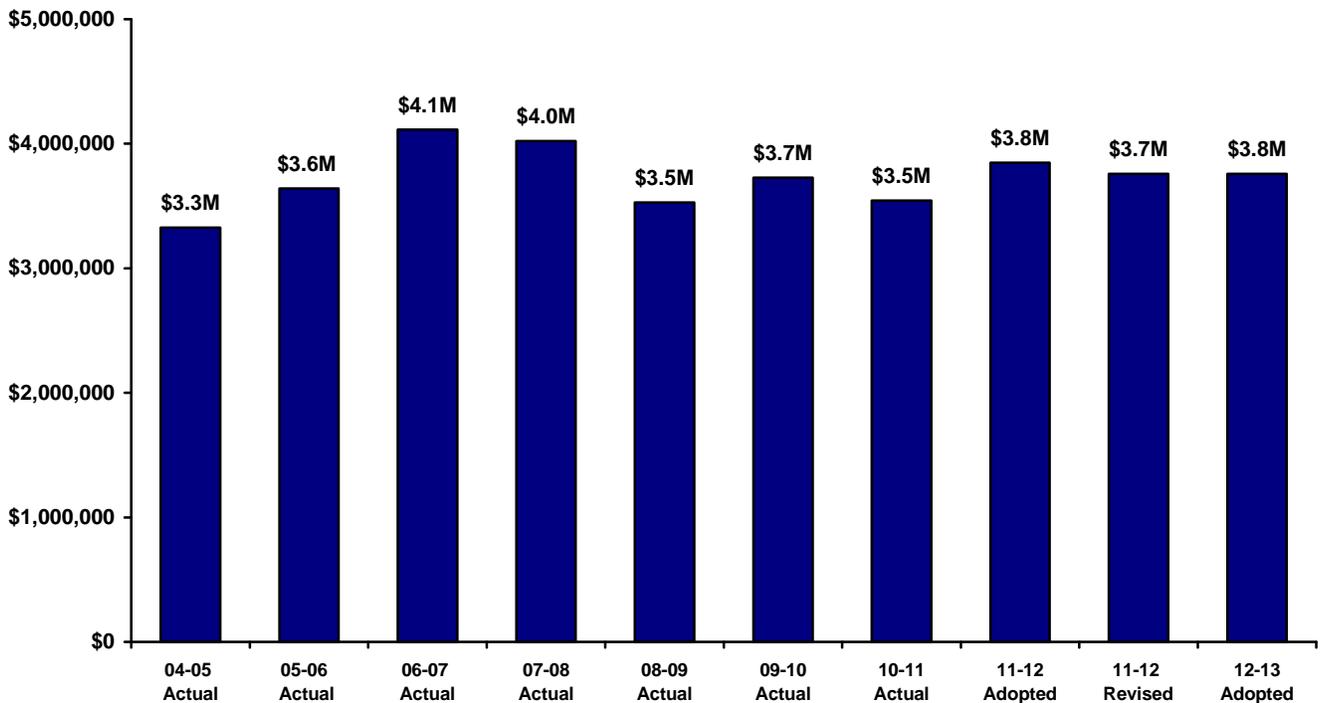
FEES & CHARGES FOR SERVICES

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 12-13, estimated revenue from Fees & Charges for Services is \$3.8 million, which represents 3.71% of the total General Fund revenue. The FY 12-13 estimated revenue amount reflects a decrease of \$90,144 or -2.34% over the adopted revenue in FY 11-12. The most notable decreases are in the Special Policing Fees, Vehicle Storage/Impound Fees, and Police False Alarm accounts.





APPROPRIATIONS SUMMARIES
ALL FUNDS

FISCAL YEAR 2012-2013



**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

| <u>Fund/Department</u> | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|
| <u>General Fund (101)</u> | | | | |
| City Council | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 |
| Chief Executive Officer's Office | 1,303,168 | 1,445,606 | 1,545,107 | 5,873,780 |
| City Attorney's Office | 405,425 | 853,861 | 803,000 | 803,000 |
| Finance & IT | 2,470,347 | 2,067,667 | 2,317,430 | 4,706,284 |
| Administrative Services | 14,242,746 | 12,543,389 | 13,858,389 | - |
| Police | 36,891,418 | 33,609,649 | 34,517,561 | 39,085,419 |
| Fire | 20,853,094 | 19,258,130 | 19,745,467 | 20,425,313 |
| Development Services | 3,470,224 | 2,674,959 | 3,277,207 | 3,393,256 |
| Public Services | 13,540,988 | 12,659,146 | 14,266,546 | 18,187,957 |
| Non-Departmental | 5,986,513 | 5,939,692 | 4,109,831 | 8,281,691 |
| Subtotal Fund 101 | \$ 99,416,799 | \$ 91,242,785 | \$ 94,650,182 | \$ 101,069,710 |
| <u>Gas Tax Fund (201)</u> | | | | |
| Capital Improvement Projects | \$ 1,835,000 | \$ 1,128,646 | \$ 6,141,000 | \$ 3,860,000 |
| Public Services | - | - | 335,404 | 502,844 |
| Subtotal Fund 201 | \$ 1,835,000 | \$ 1,128,646 | \$ 6,476,404 | \$ 4,362,844 |
| <u>Prop 172 Fund (202)</u> | | | | |
| Police | \$ 1,031,129 | \$ 700,377 | \$ 1,228,043 | \$ 824,723 |
| Fire | - | 3,090 | 5,000 | 57,634 |
| Subtotal Fund 202 | \$ 1,031,129 | \$ 703,467 | \$ 1,233,043 | \$ 882,357 |
| <u>AQMD Fund (203)</u> | | | | |
| Capital Improvement Projects | \$ 87,000 | \$ 174,442 | \$ 75,000 | \$ 352,200 |
| Public Services | 5,887 | 5,057 | 20,000 | 15,000 |
| Subtotal Fund 203 | \$ 92,887 | \$ 179,499 | \$ 95,000 | \$ 367,200 |
| <u>HOME Fund (205)</u> | | | | |
| Chief Executive Officer's Office | \$ 541,782 | \$ 423,809 | \$ 846,670 | \$ - |
| Development Services | - | - | - | 461,320 |
| Subtotal Fund 205 | \$ 541,782 | \$ 423,809 | \$ 846,670 | \$ 461,320 |
| <u>CDBG Fund (207)</u> | | | | |
| Chief Executive Officer's Office | \$ 520,704 | \$ 580,152 | \$ 561,377 | \$ - |
| Development Services | 257,151 | 351,990 | 292,842 | 774,664 |
| Public Services | - | 16,963 | - | - |
| Capital Improvement Projects | 520,000 | 824,521 | 350,000 | 570,000 |
| Subtotal Fund 207 | \$ 1,297,855 | \$ 1,773,627 | \$ 1,204,218 | \$ 1,344,664 |
| <u>Park Dev Fees Fund (208)</u> | | | | |
| Capital Improvement Projects | \$ - | \$ 99,782 | \$ - | \$ 624,250 |
| Non-Departmental | 243,845 | 243,832 | - | - |
| Subtotal Fund 208 | \$ 243,845 | \$ 343,614 | \$ - | \$ 624,250 |

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

| <u>Fund/Department</u> | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|
| <u>Drainage Fees Fund (209)</u> | | | | |
| Capital Improvement Projects | \$ 200,000 | \$ 44,300 | \$ 300,000 | \$ 500,000 |
| Subtotal Fund 209 | \$ 200,000 | \$ 44,300 | \$ 300,000 | \$ 500,000 |
| <u>SLESF Fund (213)</u> | | | | |
| Police | \$ 205,036 | \$ 212,888 | \$ 208,529 | \$ 212,615 |
| Subtotal Fund 213 | \$ 205,036 | \$ 212,888 | \$ 208,529 | \$ 212,615 |
| <u>Traffic Impact Fees Fund (214)</u> | | | | |
| Capital Improvement Projects | \$ - | \$ - | \$ - | \$ 1,353,150 |
| Subtotal Fund 214 | \$ - | \$ - | \$ - | \$ 1,353,150 |
| <u>Narcotics Forfeiture Fund (217)</u> | | | | |
| Police | \$ 113,047 | \$ 352,943 | \$ 397,000 | \$ 513,300 |
| Non-Departmental | 335,862 | - | - | 50,000 |
| Subtotal Fund 217 | \$ 448,909 | \$ 352,943 | \$ 397,000 | \$ 563,300 |
| <u>Capital Outlay Fund (401)</u> | | | | |
| Capital Improvement Projects | \$ 172,020 | \$ 3,271,211 | \$ 1,477,600 | \$ 7,321,950 |
| Public Services | - | 8,037 | - | - |
| Non-Departmental | 2,548,331 | - | - | - |
| Subtotal Fund 401 | \$ 2,720,351 | \$ 3,279,248 | \$ 1,477,600 | \$ 7,321,950 |
| <u>Measure M Fund (403)</u> | | | | |
| Capital Improvement Projects | \$ 2,050,000 | \$ 1,017,051 | \$ - | \$ 3,000,000 |
| Public Services | 68,530 | 21,407 | 97,857 | 413,027 |
| Subtotal 403 Fund | \$ 2,118,530 | \$ 1,038,458 | \$ 97,857 | \$ 3,413,027 |
| <u>Vehicle Prk Dist 1 Fund (409)</u> | | | | |
| Non-Departmental | \$ 45 | \$ 36 | \$ - | \$ - |
| Subtotal Fund 409 | \$ 45 | \$ 36 | \$ - | \$ - |
| <u>Vehicle Prk Dist 2 Fund (410)</u> | | | | |
| Non-Departmental | \$ 44 | \$ 34 | \$ - | \$ - |
| Subtotal Fund 410 | \$ 44 | \$ 34 | \$ - | \$ - |
| <u>Police Depart Exp Fund (412)</u> | | | | |
| Non-Departmental | \$ - | \$ 1,583,005 | \$ - | \$ - |
| Subtotal Fund 412 | \$ - | \$ 1,583,005 | \$ - | \$ - |
| <u>Golf Course Improvement Fund (413)</u> | | | | |
| Non-Departmental | \$ - | \$ 190,000 | \$ - | \$ - |
| Subtotal Fund 413 | \$ - | \$ 190,000 | \$ - | \$ - |
| <u>Measure M Turnback Fund (414)</u> | | | | |
| Capital Improvement Projects | \$ - | \$ 382,968 | \$ 2,105,522 | \$ - |
| Public Services | 672,982 | 47,603 | 620,556 | - |
| Subtotal Fund 414 | \$ 672,982 | \$ 430,571 | \$ 2,726,078 | \$ - |

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

| Fund/Department | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|--|-----------------------|-----------------------|-----------------------|-----------------------|
| <u>Measure M 2 (415)</u> | | | | |
| Capital Improvement Projects | \$ - | \$ 843 | \$ - | \$ 2,625,386 |
| Public Services | - | - | - | 99,664 |
| Subtotal Fund 415 | \$ - | \$ 843 | \$ - | \$ 2,725,050 |
| <u>Measure M 2 Fair Share (416)</u> | | | | |
| Capital Improvement Projects | \$ - | \$ - | \$ - | \$ 500,000 |
| Public Services | - | - | - | 92,333 |
| Subtotal Fund 416 | \$ - | \$ - | \$ - | \$ 592,333 |
| <u>Vehicle Repl Fund (601)</u> | | | | |
| Public Services | \$ 2,546,097 | \$ 2,595,855 | \$ 1,941,047 | \$ 2,458,092 |
| Non-Departmental | 234,065 | 122,429 | 219,641 | 219,642 |
| Subtotal Fund 601 | \$ 2,780,162 | \$ 2,718,284 | \$ 2,160,688 | \$ 2,677,734 |
| <u>Self-Insurance Fund (602)</u> | | | | |
| Chief Executive Officer's Office | \$ - | \$ - | \$ - | \$ 4,104,795 |
| Administrative Services | 5,585,578 | 3,224,806 | 3,042,782 | - |
| Non-Departmental | 273,210 | 116,076 | - | - |
| Subtotal Fund 602 | \$ 5,858,788 | \$ 3,340,882 | \$ 3,042,782 | \$ 4,104,795 |
| Grand Total | \$ 119,464,144 | \$ 108,986,939 | \$ 114,916,050 | \$ 132,576,299 |

**SUMMARY OF APPROPRIATIONS
BY DEPARTMENT/BY FUND**

| Fund | City Council | CEO Office | City Attorney | Finance & I.T. | Police |
|----------------------------------|-------------------------|-----------------------|--------------------------|-------------------------------|----------------------|
| General Fund - 101 | \$ 313,010 | \$ 5,873,780 | \$ 803,000 | \$ 4,706,284 | \$ 39,085,419 |
| Gas Tax Fund - 201 | - | - | - | - | - |
| Prop 172 Fund - 202 | - | - | - | - | 824,722 |
| AQMD Fund - 203 | - | - | - | - | - |
| HOME Fund - 205 | - | - | - | - | - |
| CDBG Fund - 207 | - | - | - | - | - |
| Park Devel Fees Fund - 208 | - | - | - | - | - |
| Drainage Fund - 209 | - | - | - | - | - |
| SLESF Fund - 213 | - | - | - | - | 212,615 |
| Traffic Impact Fees Fund - 214 | - | - | - | - | - |
| Narcotics & Seizure Fund - 217 | - | - | - | - | 513,300 |
| Fire System Devel Fund - 218 | - | - | - | - | - |
| Capital Outlay Fund - 401 | - | - | - | - | - |
| Measure M Fund - 403 | - | - | - | - | - |
| Measure M Fund - 414 | - | - | - | - | - |
| Measure M Fund - 415 | - | - | - | - | - |
| Measure M Fund - 416 | - | - | - | - | - |
| Equipment Replacement Fund - 601 | - | - | - | - | - |
| Self-Insurance Fund - 602 | - | 4,104,795 | - | - | - |
| Total | \$ 313,010 | \$ 9,978,575 | \$ 803,000 | \$ 4,706,284 | \$ 40,636,056 |

* Housed under the Public Services Department

CITY OF COSTA MESA, CALIFORNIA

| Fire | Development Services | Public Services | Recreation* | Non- Departmental | CIP | Total |
|----------------------|---------------------------------|----------------------------|---------------------|------------------------------|----------------------|-----------------------|
| \$ 20,425,313 | \$ 3,393,256 | \$ 14,715,710 | \$ 3,472,247 | \$ 8,281,691 | \$ - | \$ 101,069,710 |
| - | - | 502,844 | - | - | 3,860,000 | 4,362,844 |
| 57,634 | - | - | - | - | - | 882,356 |
| - | - | 15,000 | - | - | 352,200 | 367,200 |
| - | 461,320 | - | - | - | - | 461,320 |
| - | 774,664 | - | - | - | 570,000 | 1,344,664 |
| - | - | - | - | - | 624,250 | 624,250 |
| - | - | - | - | - | 500,000 | 500,000 |
| - | - | - | - | - | - | 212,615 |
| - | - | - | - | - | 1,353,150 | 1,353,150 |
| - | - | - | - | - | - | 513,300 |
| - | - | - | - | - | - | - |
| - | - | - | - | - | 7,321,950 | 7,321,950 |
| - | - | 413,027 | - | - | 3,000,000 | 3,413,027 |
| - | - | 99,664 | - | - | - | 99,664 |
| - | - | 92,333 | - | - | 2,625,386 | 2,717,719 |
| - | - | - | - | - | 500,000 | - |
| - | - | 2,458,092 | - | 219,642 | - | 2,677,734 |
| - | - | - | - | - | - | 4,104,795 |
| \$ 20,482,947 | \$ 4,629,240 | \$ 18,296,670 | \$ 3,472,247 | \$ 8,501,333 | \$ 20,706,936 | \$ 132,526,299 |

**SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS**

| Description | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|
| Regular Salaries - Sworn | \$ 24,757,602 | \$ 22,585,383 | \$ 22,537,445 | \$ 22,548,870 |
| Regular Salaries - Non-Sworn | 21,342,804 | 18,004,224 | 16,540,017 | 16,544,354 |
| Regular Salaries - Part-Time | 2,315,875 | 1,714,994 | 2,150,808 | 2,485,326 |
| Overtime | 4,725,929 | 5,149,944 | 4,258,388 | 4,540,499 |
| Accrual Payoff - Excess Max. | 360,236 | 265,958 | 232,254 | 229,293 |
| Vacation/Comp. Time Cash Out | 132,363 | 356,215 | 149,216 | 135,069 |
| Holiday Allowance | 961,819 | 610,030 | 504,578 | 457,884 |
| Separation Pay-Off | 1,097,887 | 843,057 | - | 2,490 |
| Other Compensation | 2,440,917 | 2,420,620 | 2,686,385 | 2,690,704 |
| Cafeteria Plan | 4,937,977 | 3,958,001 | 4,250,916 | 4,145,486 |
| Medicare | 723,124 | 673,593 | 690,321 | 694,956 |
| Retirement | 16,129,517 | 14,122,469 | 14,674,741 | 16,658,485 |
| Longevity | 4,027 | 2,052 | 2,304 | 2,304 |
| Professional Development | 251,925 | 195,300 | 259,599 | 334,471 |
| Auto Allowance | 18,742 | 21,823 | 16,350 | 10,800 |
| Unemployment | 64,663 | 411,458 | 41,018 | 290,700 |
| Workers' Compensation | 3,036,735 | 3,764,132 | 3,583,737 | 4,378,053 |
| Employer Contr.Retirees' Med. | 1,571,025 | 1,800,412 | 1,799,500 | 1,921,600 |
| Salaries & Benefits | \$ 84,873,167 | \$ 76,899,665 | \$ 74,377,578 | \$ 78,071,345 |
| Stationery and Office | \$ 131,168 | \$ 113,743 | \$ 156,450 | \$ 154,132 |
| Multi-Media, Promos, Subscript. | 173,800 | 151,350 | 228,915 | 268,456 |
| Small Tools and Equipment | 226,835 | 208,899 | 322,989 | 445,299 |
| Uniforms and Clothing | 264,909 | 249,634 | 335,265 | 306,110 |
| Safety and Health | 351,887 | 299,277 | 419,342 | 365,020 |
| Maintenance and Construction | 882,668 | 772,905 | 1,003,055 | 679,930 |
| Agriculture | 42,970 | 55,198 | 84,000 | 139,000 |
| Fuel | 639,726 | 622,182 | 700,200 | 700,200 |
| Electricity - Buildings & Fac. | 547,799 | 545,233 | 555,200 | 556,300 |
| Electricity - Power | 203,324 | 214,996 | 210,500 | 215,000 |
| Electricity - Street Lights | 1,040,667 | 1,039,671 | 1,100,000 | 1,100,000 |
| Gas | 46,626 | 47,950 | 41,300 | 47,300 |
| Water - Domestic | 59,223 | 55,660 | 83,800 | 92,400 |
| Water - Parks and Parkways | 511,391 | 495,336 | 490,000 | 590,000 |
| Waste Disposal | 154,232 | 153,669 | 159,750 | 204,458 |
| Janitorial and Housekeeping | 321,767 | 296,362 | 337,600 | 345,900 |
| Postage | 91,085 | 81,849 | 100,675 | 98,240 |
| Legal Advertising/Filing Fees | 206,010 | 230,874 | 257,569 | 269,600 |
| Advertising and Public Info. | 49,056 | 6,590 | 13,805 | 13,875 |
| Telephone/Radio/Communications | 279,686 | 216,864 | 369,150 | 298,100 |
| Meetings and Conferences | 357 | 493 | - | - |
| Mileage Reimbursement | 1,671 | 2,011 | 5,245 | 4,295 |
| Board Member Fees | 27,250 | 27,990 | 27,000 | 27,000 |
| Buildings and Structures | 80,846 | 104,350 | 260,350 | 595,475 |
| Landscaping and Sprinklers | 1,056,483 | 875,858 | 1,207,450 | 1,366,600 |
| Underground Lines | 2,046 | 70,865 | 5,000 | 5,000 |
| Automotive Equipment | 121,559 | 175,908 | 125,000 | 125,000 |
| Subtotal Maint. & Operations | \$ 7,515,041 | \$ 7,115,716 | \$ 8,599,610 | \$ 9,012,690 |

**SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS**

| Description | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|
| Office Furniture | \$ 908 | \$ 250 | \$ 1,600 | \$ 2,350 |
| Office Equipment | 705,785 | 661,232 | 844,145 | 919,416 |
| Other Equipment | 808,933 | 741,960 | 876,674 | 921,656 |
| Streets, Alleys and Sidewalks | 127,167 | 64,152 | 232,750 | 276,500 |
| Employment | 27,472 | 68,443 | 29,500 | 25,500 |
| Consulting | 1,319,435 | 1,471,154 | 2,079,249 | 2,347,085 |
| Legal | 191,420 | 363,086 | 382,993 | 415,500 |
| Engineering and Architectural | 106,753 | 199,882 | 377,000 | 602,120 |
| Financial & Information Svcs. | 89,459 | 88,255 | 171,400 | 175,400 |
| Medical and Health Inspection | 118,660 | 131,176 | 190,091 | 187,147 |
| Law Enforcement | 1,361,128 | 842,049 | 528,975 | 530,272 |
| Recreation | 516,349 | 468,132 | 542,020 | 511,820 |
| Principal Payments | 3,434,842 | 3,760,904 | 4,182,926 | 4,061,179 |
| Interest Payments | 2,507,831 | 1,939,748 | 1,626,546 | 1,450,154 |
| External Rent | 599,586 | 527,972 | 554,394 | 673,532 |
| Grants, Loans and Subsidies | 784,936 | 762,598 | 1,102,040 | 679,591 |
| Depreciation | 735,237 | 757,294 | - | - |
| Central Services | 82,476 | 70,722 | 109,650 | 109,750 |
| Internal Rent - Maint. Charges | 678,987 | - | 1,899,374 | 1,792,590 |
| Internal Rent - Repl.Cost | - | - | 1,719,878 | 1,000,000 |
| General Liability | 3,791,508 | 1,891,198 | 2,044,389 | 2,598,978 |
| Special Liability | 11,208 | 14,298 | 11,000 | 12,000 |
| Buildings & Personal Property | 306,476 | 274,257 | 315,346 | 355,049 |
| Faithful Performance Bonds | 12,868 | - | 7,800 | 7,800 |
| Taxes and Assessments | 126,939 | 152,291 | 125,155 | 83,975 |
| Contingency | - | - | 970,000 | 1,000,000 |
| Other Costs | 4,283 | 4,002 | - | 100,000 |
| Acquisition Costs | - | - | - | 500,000 |
| Operating Transfers Out | 3,679,228 | 2,494,452 | 100,000 | 2,640,000 |
| Maintenance & Operations | \$ 29,644,914 | \$ 24,865,221 | \$ 29,624,505 | \$ 32,992,054 |
| Automotive Equipment | \$ - | \$ - | \$ - | \$ 643,000 |
| Office Furniture | - | 8,826 | - | - |
| Office Equipment | 5,193 | - | - | 12,150 |
| Other Equipment | 76,849 | 269,463 | 464,845 | 150,814 |
| Fixed Assets | \$ 82,042 | \$ 278,289 | \$ 464,845 | \$ 805,964 |
| Total Operating | \$114,600,123 | \$102,043,175 | \$104,466,928 | \$111,869,363 |
| Capital Improvements | \$ 12,476,391 | \$ 6,943,764 | \$ 10,449,122 | \$ 20,706,936 |
| Total Appropriations | \$127,076,514 | \$108,986,939 | \$114,916,050 | \$132,576,299 |

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 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|
| Police Protection | | | | |
| Police Administration - 50001 | \$ 2,670,671 | \$ 2,992,964 | \$ 3,218,672 | \$ 3,332,669 |
| Field Area Policing - 10111 | 17,401,868 | 16,727,821 | 17,839,267 | 16,743,641 |
| Helicopter Patrol - 10112 | 1,958,601 | 1,287,463 | 362,545 | 300,000 |
| Traffic Enforcement - 10113 | 4,284,000 | 3,145,762 | 3,355,819 | 3,372,047 |
| Contract & Special Event Policing - 10114 | 596,806 | 615,702 | 761,946 | 721,599 |
| Crime Investigation - 10120 | 3,777,521 | 3,387,554 | 3,583,185 | 3,487,255 |
| Vice and Narcotics - 10125 | 54,342 | - | - | - |
| Special Investigation Unit - 10127 | - | - | - | 1,684,358 |
| Records / Information Systems - 10131 | 2,005,812 | 1,962,546 | 2,109,418 | 2,091,417 |
| Crime Scene Inv./Photographic Svcs - 10132 | 628,510 | 400,515 | 499,597 | 567,375 |
| Training - 10133 | 874,756 | 686,633 | 793,283 | 564,010 |
| Community Services - 10134 | 202,089 | 12,980 | - | - |
| Youth Crime Intervention - 10135 | 1,642,627 | 1,571,958 | 1,612,069 | 1,651,650 |
| Property and Evidence - 10136 | 318,859 | 286,944 | 354,270 | 337,300 |
| Jail - 10137 | 1,308,152 | 1,362,275 | 1,402,309 | 1,275,156 |
| Equipment Maintenance - 10138 | 21,305 | 20,113 | 47,705 | 45,894 |
| Animal Control - 10139 | 454,404 | 404,002 | 358,934 | 349,389 |
| RAID - 10143 | 34,922 | 10,725 | 52,115 | 42,620 |
| Recruitment - 10146 | 5,384 | - | - | - |
| Total Police Protection | \$ 38,240,630 | \$ 34,875,957 | \$ 36,351,132 | \$ 36,566,382 |
| Fire Protection | | | | |
| Fire Administration - 50001 | \$ 1,418,401 | \$ 1,347,890 | \$ 1,332,968 | \$ 1,523,738 |
| Response and Control - 10210 | 17,629,224 | 16,170,338 | 17,130,160 | 17,652,212 |
| Fire Prevention - 10220 | 806,242 | 441,326 | 449,534 | 445,722 |
| Emergency Medical Aid - 10230 | 999,226 | 1,301,666 | 837,805 | 861,275 |
| Total Fire Protection | \$ 20,853,094 | \$ 19,261,220 | \$ 19,750,467 | \$ 20,482,947 |
| Other Public Safety Services | | | | |
| Building Safety - 20410 | \$ 1,471,817 | \$ 1,058,320 | \$ 1,271,386 | \$ 1,116,912 |
| Total Other Public Safety Services | \$ 1,471,817 | \$ 1,058,320 | \$ 1,271,386 | \$ 1,116,912 |
| Total Protection of Persons and Property | \$ 60,565,540 | \$ 55,195,497 | \$ 57,372,984 | \$ 58,166,242 |

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 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|
| Beautification | | | | |
| Parkway and Median Maintenance - 20111 | \$ 922,425 | \$ 785,471 | \$ 959,014 | \$ 1,068,204 |
| Street Cleaning - 20120 | 442,673 | 348,619 | 593,779 | 566,507 |
| Graffiti Abatement - 20130 | 136,011 | 198,087 | 229,406 | 231,577 |
| Park Maintenance - 40111 | 3,041,051 | 2,446,506 | 3,275,608 | 3,444,619 |
| Park Development - 40112 | 297,840 | 289,750 | 292,007 | 306,519 |
| Total Beautification | \$ 4,840,000 | \$ 4,068,434 | \$ 5,349,813 | \$ 5,617,426 |
| Sanitation | | | | |
| Recycling - 20230 | \$ 69,006 | \$ 33,703 | \$ 39,000 | \$ 39,000 |
| Water Quality - 20510 | 394,263 | 438,601 | 458,021 | 478,698 |
| Total Sanitation | \$ 463,268 | \$ 472,303 | \$ 497,021 | \$ 517,698 |
| Planning | | | | |
| Development Services Admin. - 50001 | \$ 414,770 | \$ 502,251 | \$ 449,510 | \$ 639,304 |
| Advance Planning - 20310 | - | 1,200 | - | - |
| Current Planning - 20320 | 911,476 | 803,995 | 1,117,176 | 919,971 |
| Code Enforcement - 20350 | 905,033 | 637,385 | 707,377 | 642,468 |
| Planning Commission - 20360 | 24,179 | 23,798 | 24,600 | 24,600 |
| Economic Development - 20370 | - | - | - | 50,000 |
| Total Planning | \$ 2,255,459 | \$ 1,968,628 | \$ 2,298,662 | \$ 2,276,343 |
| Housing and Community Development | | | | |
| Code Enforcement - 20350 | \$ 14,726 | \$ 13,474 | \$ 26,499 | \$ 320,734 |
| Public Service Programs - 20421 | 188,217 | 218,699 | 184,248 | 157,502 |
| Single Family Housing Rehabilitation - 20422 | 179,594 | 213,002 | 400,000 | 100,000 |
| Neighborhood Improvement Program - 20425 | 291,480 | 166,940 | 250,000 | 170,990 |
| Neighbors for Neighbors - 20426 | 77,783 | 90,550 | 92,966 | 82,926 |
| CDBG Administration - 20427 | 239,929 | 255,048 | 245,664 | 210,003 |
| CDBG Tool Rental Program - 20430 | - | 625 | 12,000 | 3,500 |
| HOME Program -20440 | 70,756 | 43,867 | 93,880 | 136,132 |
| HOME Projects -20445 | - | - | 102,790 | 54,198 |
| CDBG Recovery Act - 20452 | - | 1,756 | - | - |
| Total Housing & Community Dev | \$ 1,062,485 | \$ 1,003,961 | \$ 1,408,046 | \$ 1,235,984 |
| Total Community Health & Environment | \$ 8,621,213 | \$ 7,513,327 | \$ 9,553,543 | \$ 9,647,452 |

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 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|----------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|
| Administration | | | | |
| Development - 30310 | \$ - | \$ 92,093 | \$ 99,057 | \$ 100,947 |
| Real Estate - 30320 | - | 97,208 | 109,406 | 111,484 |
| Public Services Admin. - 50001 | 783,915 | 1,122,268 | 1,098,162 | 1,524,014 |
| Construction Management - 50002 | 653,512 | 654,555 | 715,552 | 728,006 |
| Total Administration | \$ 1,437,427 | \$ 1,966,124 | \$ 2,022,176 | \$ 2,464,451 |
| Traveled Ways | | | | |
| Street Maintenance - 30111 | \$ 1,098,775 | \$ 840,136 | \$ 1,377,511 | \$ 841,620 |
| Street Improvements - 30112 | 1,131,069 | 419,674 | 428,035 | 461,137 |
| Storm Drain Maintenance - 30121 | 157,222 | 157,374 | 186,003 | 96,982 |
| Storm Drain Improvements - 30122 | 235,725 | 207,165 | 234,142 | 197,867 |
| Total Traveled Ways | \$ 2,622,792 | \$ 1,624,350 | \$ 2,225,691 | \$ 1,597,606 |
| Traffic Safety | | | | |
| Traffic Planning - 30210 | \$ 385,175 | \$ 307,997 | \$ 381,586 | \$ 405,945 |
| Traffic Operations - 30241 | 2,013,591 | 1,988,638 | 2,096,947 | 2,078,841 |
| Signs and Markings - 30243 | 343,432 | 252,700 | 432,613 | 508,265 |
| Total Traffic Safety | \$ 2,742,198 | \$ 2,549,335 | \$ 2,911,146 | \$ 2,993,052 |
| Total Transportation | \$ 6,802,416 | \$ 6,139,809 | \$ 7,159,014 | \$ 7,055,109 |

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 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|
| Community Facilities | | | | |
| Downtown Recreation Center - 40121 | \$ 202,580 | \$ 208,589 | \$ 185,246 | \$ 186,964 |
| Balearic Community Center - 40122 | 176,859 | 56,845 | 80,997 | 189,606 |
| Neighborhood Community Center - 40123 | 297,111 | 281,009 | 289,522 | 281,691 |
| Total Community Facilities | \$ 676,550 | \$ 546,442 | \$ 555,764 | \$ 658,261 |
| Community Programs | | | | |
| Recreation Administration - 50001 | \$ 650,800 | \$ 396,009 | \$ 580,980 | \$ 566,188 |
| Aquatics - 40212 | 209,371 | 201,794 | 167,585 | 130,276 |
| Tennis - 40213 | 2,386 | 23,929 | 27,525 | 25,525 |
| Adult Sports Basketball and Volleyball - 40214 | 46,160 | 56,344 | 47,255 | 43,924 |
| Adult Sports Softball - 40215 | 75,272 | 85,191 | 78,561 | 75,012 |
| Adult Sports Misc/Field Ambassadors - 40216 | 327,002 | 319,594 | 338,446 | 355,792 |
| Youth Sports Basketball/Cheerleading - 40218 | 33,032 | 9,126 | - | - |
| Youth Sports Football/Cheer/Soccer- 40219 | 28,577 | 10,127 | - | - |
| Senior Citizens - 40231 | 342,829 | 315,281 | 355,078 | 348,395 |
| Day Camp - 40232 | 173,278 | 162,345 | 174,551 | 170,953 |
| Playgrounds - 40233 | 398,152 | 223,371 | 335,785 | 340,204 |
| Youth and Family Programs - 40235 | 76 | - | - | - |
| Teen Programs - 40236 | 76,612 | 87,059 | 105,835 | 105,332 |
| Concert Programs - 40237 | 12,010 | 9,983 | 17,166 | 5,900 |
| Early Childhood - 40241 | 120,387 | 104,813 | 124,887 | 133,577 |
| Adult Instructional Classes - 40242 | 115,561 | 87,238 | 122,984 | 113,886 |
| Youth Instructional Classes - 40243 | 411,946 | 317,860 | 402,764 | 395,374 |
| Special Recreation Events - 40244 | 331 | - | - | - |
| Mobile Recreation - 40245 | 453 | 115 | - | - |
| Total Community Programs | \$ 3,024,234 | \$ 2,410,180 | \$ 2,879,403 | \$ 2,810,337 |
| Total Leisure and Community Services | \$ 3,700,785 | \$ 2,956,623 | \$ 3,435,167 | \$ 3,468,597 |

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 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|
| Representation | | | | |
| City Council - 50110 | \$ 297,932 | \$ 235,409 | \$ 254,698 | \$ 313,010 |
| Elections - 50120 | 706 | 82,891 | - | 122,230 |
| Parks & Recreation Comm. - 50125 | 3,215 | 4,168 | 3,650 | 3,650 |
| Child Care and Youth Services - 50140 | 28 | - | - | - |
| Cultural Arts Committee - 50190 | 4,819 | 1,396 | - | - |
| Historic Resources Committee - 50191 | 4,171 | 882 | - | - |
| Total Representation | \$ 310,871 | \$ 324,746 | \$ 258,348 | \$ 438,890 |
| Policy Formulation & Implementation | | | | |
| Chief Executive Officer - 50210 | \$ 940,502 | \$ 1,023,105 | \$ 907,248 | \$ 1,273,360 |
| Nondepartmental - 50240 | 9,621,903 | 8,195,104 | 4,329,472 | 8,551,333 |
| Public Communications - 51030 | 280,177 | 269,088 | 273,360 | 521,486 |
| Total Policy Formulation & Implement | \$ 10,842,581 | \$ 9,487,298 | \$ 5,510,081 | \$ 10,346,179 |
| Legal Services | | | | |
| General Legal Services - 50320 | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 |
| Total Legal Services | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 |
| City Clerk | | | | |
| City Council Meetings - 50410 | \$ 240,695 | \$ 235,691 | \$ 257,768 | \$ 288,663 |
| Public Records - 50420 | 76,211 | 59,195 | 61,678 | 81,998 |
| Total City Clerk | \$ 316,906 | \$ 294,886 | \$ 319,446 | \$ 370,661 |
| Financial Services | | | | |
| Finance Administration - 50001 | \$ 263,517 | \$ 211,560 | \$ 376,081 | \$ 483,855 |
| Accounting - 50510 | 858,881 | 718,799 | 803,042 | 822,404 |
| Budget and Research - 50520 | 299,927 | 251,619 | 248,848 | 288,005 |
| Purchasing - 50530 | 413,797 | 324,592 | 325,119 | 265,418 |
| Treasury - 50540 | 634,224 | 561,096 | 564,340 | 566,013 |
| Total Financial Services | \$ 2,470,347 | \$ 2,067,667 | \$ 2,317,430 | \$ 2,425,695 |

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**GENERAL GOVERNMENT SUPPORT**

ALL FUNDS (Excludes CIP)

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> |
|---|----------------------------|----------------------------|-----------------------------|-----------------------------|
| Personnel Services | | | | |
| Administrative Services Admin. - 50001 | \$ 476,927 | \$ 615,595 | \$ 616,284 | \$ - |
| Human Resources Administration - 50610 | 647,805 | 566,507 | 743,337 | 819,391 |
| Employee Benefit Administration - 50630 | 185,815 | 446,669 | 132,841 | 250,000 |
| Post Employment Benefits - 50650 | 1,596,644 | 1,795,260 | 1,874,450 | 1,944,956 |
| Insurance Administration - 50661 | 440,406 | 369,837 | 429,979 | 430,318 |
| General Liability - 50662 | 3,353,993 | 861,078 | 1,088,136 | 1,529,927 |
| Workers' Compensation- 50663 | 2,329,139 | 2,144,594 | 2,107,660 | 2,324,868 |
| Total Personnel Services | \$ 9,030,729 | \$ 6,799,541 | \$ 6,992,687 | \$ 7,299,460 |
| Computer Services | | | | |
| Computer Operations - 50710 | \$ 1,702,234 | \$ 1,331,645 | \$ 1,600,788 | \$ 1,607,784 |
| Computer Systems Development - 50720 | 986,427 | 729,242 | 744,612 | 672,805 |
| Total Computer Services | \$ 2,688,661 | \$ 2,060,887 | \$ 2,345,400 | \$ 2,280,590 |
| Central Services | | | | |
| Printing and Graphics - 50810 | \$ 324,353 | \$ 315,337 | \$ 310,654 | \$ 255,246 |
| Photocopying - 50820 | 184,335 | 96,466 | 98,133 | 98,201 |
| Mailing and Delivery - 50840 | 115,707 | 32,760 | 38,814 | 37,930 |
| Total Central Services | \$ 624,395 | \$ 444,563 | \$ 447,602 | \$ 391,378 |
| Maintenance Services | | | | |
| Maintenance Services Admin. - 50001 | \$ 276,519 | \$ 282,232 | \$ 286,819 | \$ 293,733 |
| Facility Maintenance - 50910 | 1,906,007 | 1,798,811 | 2,047,696 | 2,354,611 |
| Fleet Services - 50920 | 2,546,285 | 2,592,479 | 1,941,047 | 2,458,092 |
| Total Maintenance Services | \$ 4,728,811 | \$ 4,673,522 | \$ 4,275,562 | \$ 5,106,436 |
| Telecommunications | | | | |
| Operations - 51010 | \$ 2,812,739 | \$ 2,673,628 | \$ 3,100,596 | \$ 3,365,963 |
| Technical Support and Maintenance - 51020 | 489,309 | 480,068 | 529,705 | 463,519 |
| Emergency Services - 51040 | 189,296 | 77,352 | 46,363 | 240,193 |
| Total Telecommunications | \$ 3,491,345 | \$ 3,231,048 | \$ 3,676,665 | \$ 4,069,674 |
| Total General Government Support | \$ 34,910,071 | \$ 30,238,019 | \$ 26,946,220 | \$ 33,531,962 |



FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| <u>City Council</u> | | | | |
| Council Member | 5.00 | 5.00 | 5.00 | 5.00 |
| Executive Secretary | - | - | - | 1.00 |
| Total City Council | 5.00 | 5.00 | 5.00 | 6.00 |
| <u>Chief Executive Officer's Office</u> | | | | |
| Chief Executive Officer | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Chief Executive Officer | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Services Director | 1.00 | 1.00 | 1.00 | - |
| Benefits Coordinator | 1.00 | - | - | - |
| Central Services Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| City Clerk | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Secretary | 3.00 | 2.00 | 2.00 | 2.00 |
| Executive Assistant to the Chief Executive Officer | 1.00 | 1.00 | 1.00 | 1.00 |
| Graphics Designer | 2.00 | 2.00 | 2.00 | 1.00 |
| Human Resources Administrator | 2.00 | 2.00 | 2.00 | - |
| Human Resources Analyst | 3.00 | 3.00 | 3.00 | 2.00 |
| Human Resources Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Resources Office Specialist II | - | 1.00 | 1.00 | 1.00 |
| Human Resources Secretary | 1.00 | - | - | - |
| Legislative & Public Affairs Manager | 1.00 | - | - | - |
| Management Analyst | 5.00 | 4.00 | 4.00 | 1.00 |
| Messenger | 1.00 | - | - | - |
| Office Specialist II | 2.00 | 1.00 | 1.00 | - |
| Offset Press Operator II | 1.00 | 1.00 | 1.00 | 1.00 |
| Principal Human Resources Analyst | 1.00 | 1.00 | 1.00 | 2.00 |
| Public Affairs Manager | - | - | - | 2.00 |
| Video Production Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Video Production Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Total City Manager's Office | 33.00 | 27.00 | 27.00 | 21.00 |
| <u>Finance & I.T. Department</u> | | | | |
| Director of Finance and Information Technology | 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 | 4.00 | 3.00 | 3.00 | 3.00 |
| Accounting Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | - | - | - | 1.00 |
| Assistant Finance Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Budget & Research Officer | 1.00 | 1.00 | 1.00 | - |
| Budget Analyst | 1.00 | - | - | 1.00 |
| Budget Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Business License Inspector | 1.00 | - | - | - |
| Buyer | 1.00 | - | - | - |
| Computer Operations & Networking Sup. | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Grant Administrator | 1.00 | - | - | - |
| Information Technology Manager | 1.00 | 1.00 | 1.00 | - |
| Network Administrator | 5.00 | 3.00 | 3.00 | 3.00 |

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|---------------------|---------------------|---------------------|---------------------|
| <u>Finance & I.T. Department (continued)</u> | | | | |
| Payroll Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Permit Processing Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Programmer Analyst I | 1.00 | - | - | - |
| Programmer Analyst II | 2.00 | - | - | - |
| Purchasing Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Revenue Investment Specialist | 1.00 | - | - | - |
| Revenue Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Programmer Analyst | 3.00 | 3.00 | 3.00 | 3.00 |
| Storekeeper | 1.00 | 1.00 | 1.00 | 1.00 |
| Systems & Programming Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Tax Auditing Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Finance & I.T. Department | 37.00 | 26.00 | 26.00 | 26.00 |
| <u>Police Department</u> | | | | |
| Police Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 2.00 | 2.00 | 2.00 | 1.00 |
| Animal Control Officer | 3.00 | 3.00 | 3.00 | 2.00 |
| Civilian Investigator | 2.00 | 1.00 | 1.00 | 1.00 |
| Communications Installer | 1.00 | 1.00 | 1.00 | 1.00 |
| Communications Officer | 15.00 | 15.00 | 15.00 | 15.00 |
| Communications Supervisor | 3.00 | 4.00 | 4.00 | 4.00 |
| Community Services Specialist | 15.00 | 6.00 | 11.00 | 11.00 |
| Corporal | 2.00 | 1.00 | 1.00 | 1.00 |
| Crime Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Crime Prevention Specialist | 2.00 | - | - | 1.00 |
| Crime Scene Investigation Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Crime Scene Specialist | 5.00 | 2.00 | 3.00 | 3.00 |
| Custody Officer | 11.00 | 11.00 | 11.00 | 7.00 |
| Electronics Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Emergency Services Training Specialist | 1.00 | - | - | - |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Logistical Support Manager | - | - | 1.00 | 1.00 |
| Management Analyst | 1.00 | - | - | - |
| Office Specialist II | 4.00 | 2.00 | 2.00 | 2.00 |
| Police Administrative Svcs Commander | 1.00 | 1.00 | 1.00 | - |
| Police Captain | 2.00 | 2.00 | 2.00 | 2.00 |
| Police Helicopter Pilot | 4.00 | 3.00 | - | - |
| Police Helicopter Sergeant | 1.00 | 1.00 | 1.00 | - |
| Police Lieutenant | 8.00 | 8.00 | 8.00 | 7.00 |
| Police Officer | 108.00 | 100.00 | 96.00 | 87.00 |
| Police Records Administrator | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Records Bureau Shift Supervisor | 3.00 | 3.00 | 3.00 | 3.00 |
| Police Records Bureau Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Sergeant | 25.00 | 22.00 | 22.00 | 23.00 |
| Police Training Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Training Administrator | 1.00 | - | - | - |
| Property Evidence Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Property Evidence Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|---------------------|---------------------|---------------------|---------------------|
| <u>Police Department (continued)</u> | | | | |
| Range Master | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Police Officer | 13.00 | 11.00 | 13.00 | 13.00 |
| Senior Police Records Technician | 18.00 | 16.00 | 16.00 | 16.00 |
| Senior Communications Officer | 3.00 | 2.00 | 2.00 | 2.00 |
| Senior Communications Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Special Events Coordinator | - | - | 1.00 | 1.00 |
| Telecommunications Manager | 1.00 | 1.00 | 1.00 | - |
| Volunteer Coordinator | - | - | 1.00 | - |
| Total Police Department | 267.00 | 230.00 | 234.00 | 216.00 |
| <u>Fire Department</u> | | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Battalion Chief | 3.00 | 3.00 | 3.00 | 3.00 |
| Deputy Fire Chief/Fire Marshal | 1.00 | 1.00 | - | - |
| Deputy Fire Chief/Operations | 1.00 | 1.00 | 1.00 | 1.00 * |
| Emergency Medical Services Coordinator | 1.00 | 1.00 | 1.00 | - |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Administrative Battalion Chief | 1.00 | 1.00 | - | - |
| Fire Captain | 24.00 | 21.00 | 21.00 | 21.00 |
| Fire Engineer | 24.00 | 24.00 | 24.00 | 24.00 |
| Fire Protection Analyst | 2.00 | 1.00 | 1.00 | 1.00 |
| Fire Protection Specialist | 2.00 | 2.00 | 2.00 | 2.00 |
| Firefighter | 48.00 | 39.00 | 39.00 | 39.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Specialist II | 1.00 | - | - | - |
| Total Fire Department | 111.00 | 97.00 | 95.00 | 94.00 |
| <u>Development Services Department</u> | | | | |
| Economic & Development 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 |
| Assistant Planner | 2.00 | 1.00 | 1.00 | - |
| Associate Planner | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Inspector | 2.00 | - | - | - |
| Building Official | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Building Technician II | 1.00 | - | - | - |
| Chief of Code Enforcement | 1.00 | - | - | 1.00 |
| Chief of Inspection | 1.00 | 1.00 | 1.00 | - |
| Chief Plans Examiner | 1.00 | 1.00 | - | - |
| Code Enforcement Officer | 8.00 | 4.00 | 4.00 | 6.00 |
| Combination Inspector | 2.00 | 1.00 | 1.00 | - |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 2.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 | 3.00 |
| Neighborhood Improvement Manager | 1.00 | 1.00 | 1.00 | - |
| Office Coordinator | 1.00 | 1.00 | 1.00 | - |
| Office Specialist II | 6.00 | 4.00 | 4.00 | 1.00 |

* Position authorized, but unfunded

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|---------------------|---------------------|---------------------|---------------------|
| <u>Development Services Department (continued)</u> | | | | |
| Permit Processing Specialist | 1.00 | - | - | - |
| Plan Check Engineer | 2.00 | 1.00 | 1.00 | 1.00 |
| Plan Checker | 1.00 | 1.00 | - | - |
| Principal Planner | 2.00 | 2.00 | 2.00 | 1.00 |
| Senior Electrical Inspector | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Planner | 2.00 | 2.00 | 2.00 | 2.00 |
| Senior Plumbing/Mechanical Inspector | 1.00 | 1.00 | - | - |
| Total Development Services Department | 44.00 | 29.00 | 26.00 | 24.00 |
| <u>Public Services Department</u> | | | | |
| Public Services Director | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 5.00 | 5.00 | 5.00 | 4.00 |
| Assistant Engineer | 6.00 | 4.00 | 4.00 | 4.00 |
| Assistant Recreation Supervisor | 2.00 | 2.00 | 2.00 | 2.00 |
| Assistant Street Superintendent | 1.00 | 1.00 | 1.00 | 1.00 |
| Associate Engineer | 3.00 | 2.00 | 2.00 | 2.00 |
| Chief Construction Inspector | 1.00 | - | - | - |
| City Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| Construction Inspector | 2.00 | 1.00 | 1.00 | 1.00 |
| Contract Administrator | - | 1.00 | 1.00 | 1.00 |
| Engineering Technician I | 1.00 | - | - | - |
| Engineering Technician II | 5.00 | 4.00 | 4.00 | 4.00 |
| Engineering Technician III | 3.00 | 2.00 | 2.00 | 2.00 |
| Equipment Mechanic II | 3.00 | 2.00 | 2.00 | 2.00 |
| Equipment Mechanic III | 3.00 | 3.00 | 3.00 | 2.00 |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Facilities & Equipment Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Facilities Maintenance Technician | 3.00 | 2.00 | 2.00 | 2.00 |
| Lead Maintenance Worker | 8.00 | 6.00 | 6.00 | 6.00 |
| Maintenance Services Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Maintenance Supervisor | 5.00 | 5.00 | 5.00 | 5.00 |
| Maintenance Worker | 19.00 | 11.00 | 12.00 | 10.00 |
| Management Analyst | 2.00 | 2.00 | 2.00 | 2.00 |
| Office Specialist I | 1.00 | - | - | - |
| Office Specialist II | 5.00 | 1.00 | 1.00 | 1.00 |
| Recreation Coordinator | 2.00 | 2.00 | 1.00 | 1.00 |
| Recreation Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Recreation Specialist | 1.00 | 1.00 | - | - |
| Recreation Supervisor | 2.00 | 1.00 | 1.00 | 1.00 |
| Senior Engineer | 3.00 | 3.00 | 3.00 | 3.00 |
| Senior Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Maintenance Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Maintenance Worker | 19.00 | 14.00 | 15.00 | 13.00 |
| Transportation Services Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Total Public Services Department | 114.00 | 84.00 | 84.00 | 78.00 |
| Total Full-time Employees | 611.00 | 498.00 | 497.00 | 465.00 |

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Part-time Employees FTE's (Full-time Equivalents)</u> | | | | |
| City Council | 0.50 | - | - | - |
| CEO's Office | - | 0.50 | 0.75 | 1.00 |
| Finance & Information Technology Department | 1.42 | 0.75 | 0.75 | 1.21 |
| Administrative Services Department** | 42.68 | 43.05 | 40.47 | - |
| Police Department | 14.63 | 9.88 | 12.68 | 19.60 |
| Fire Department | 1.92 | 1.44 | 1.44 | 1.44 |
| Development Services Department | 1.50 | 1.50 | 1.00 | 3.59 |
| Public Services Department | 9.96 | 2.50 | 3.25 | 36.99 |
| Redevelopment | - | 0.50 | 0.50 | - |
| Total Part-time FTE's | 72.61 | 60.12 | 60.84 | 63.83 |

**Division eliminated during FY11-12. PT positions redistributed, but not changed in history.



CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF ADOPTED FIXED ASSET REQUESTS
FISCAL YEAR 2012-2013

| <u>DEPARTMENT/Division</u> | <u>Qty</u> | <u>Description</u> | <u>Amount</u> |
|-----------------------------------|------------|---|-------------------|
| CEO | | | |
| Public Communications | 1 | Automated Playback System | \$ 24,750 |
| | 1 | Audio/Video Edit System | 12,500 |
| | 1 | Character Generator | 10,000 |
| Total CEO | | | \$ 47,250 |
| Finance / IT | | | |
| Information Technology | 1 | Server "City 1" | \$ 10,925 |
| | 1 | Server "City 3" | 10,925 |
| | 1 | HP Linear Tape Open (LTO) Tape Library | 13,080 |
| | 1 | Malware Repair Software | 12,150 |
| Total Finance / IT | | | \$ 47,080 |
| Police | | | |
| Support Services | 1 | Digital Imaging System | \$ 16,000 |
| Total Police | | | \$ 16,000 |
| Fire | | | |
| Operations/EMS | 1 | Hurst Tool Replacement | \$ 36,518 |
| | 1 | Auto Pulse Device (Mechanical Chest Compressions) | 16,116 |
| Total Fire | | | \$ 52,634 |
| Total Adopted Fixed Assets | | | \$ 162,964 |

SUMMARY OF ADOPTED NEW/REPLACEMENT VEHICLE REQUESTS
FISCAL YEAR 2012-13

| <u>Unit Number</u> | <u>Description of Current Unit</u> | <u>Description of Requested Unit</u> | <u>Purchase Cost</u> |
|--------------------|---|--------------------------------------|----------------------|
| tbd | Patrol Unit (10) | Patrol Unit (10) | \$ 320,000 |
| | Total Police - Field Operations | | \$ 320,000 |
| tbd | BMW RT1150 Motorcycle (6) | Honda Motorcycle (6) | \$ 150,000 |
| tbd | Astro Van (2) | Ford Transit Connect (2) | 49,000 |
| 735 | 1997 Oldsmobile | Hybrid Sedan/SUV | 25,000 |
| 769 | 1998 Ford Mustang | Hybrid Sedan/SUV | 25,000 |
| | Total Police - Support Services | | \$ 249,000 |
| tbd | n/a | Hybrid Sedan/SUV | \$ 25,000 |
| | Total Public Services - Administration | | \$ 25,000 |
| 191A | 1991 Olathe Brush Chipper | Vermeer Brush Chipper | \$ 49,000 |
| | Total Public Services - Maintenance Services | | \$ 49,000 |
| | Total Adopted New/Replacement Vehicles | | \$ 643,000 |

tbd - to be determined

SUMMARY OF ADOPTED MAINTENANCE PROJECTS
FISCAL YEAR 2012-2013

| | Requested Project Description | Cost |
|-----------------------------------|---|-------------|
| <u>FACILITIES:</u> | | |
| Civic Center | Design of generic HVAC controls for City Hall & Police Dept. | \$ 28,000 |
| City Hall | Replace sewer plumbing - 1 floor per year | 15,000 |
| | Design & install exterior electrical supply for special events | 15,000 |
| | Replace 20 louvered window sets in accessible locations | 8,000 |
| | Replace damaged lobby window tint with seismic safe tint | 6,500 |
| Police Dept | Replace glass / sill flashing on Atrium | 24,000 |
| | Replace outdated UST leak detection system for PD generator | 5,500 |
| Old Corp Yard | NPDES cover for tires, battery, "e" and haz-mat waste | 7,000 |
| New Corp Yard | Automate front entry gate to Corporation Yards | 28,500 |
| | Remove failing tile floor in conference room; treat & polish concrete | 7,500 |
| Fire Station #1 | Replace emergency generator | 29,000 |
| Fire Station #2 | Automate rear access gate | 28,500 |
| Fire Station #5 | Replace front apparatus doors (2) | 29,000 |
| Mesa Verde Library | Paint restrooms | 3,000 |
| Balearic Center | Replace 220 feet of failing sewer line | 22,000 |
| NCC | Install generic HVAC control system | 20,000 |
| | Remove parking lot railing, construct ADA ramp | 15,000 |
| | Tint six (6) double doors in smaller meeting rooms in lieu of blinds | 1,500 |
| Senior Center | Sun Room: Replace carpet with laminate floor | 10,000 |
| | Senior Center building signage | 6,000 |
| <u>PARKS:</u> | | |
| Balearic Center | Install Flowmeter/Master valve on irrigation mainline | 5,000 |
| | Replace Early Childhood Program Area Fence | 4,000 |
| Canyon Park | Install ADA access to Tot Lot | 15,000 |
| Del Mesa Park | Sports Court Resurfacing (1 Basketball) | 3,500 |
| Estancia Park | Install Additional Privacy Partition In Men's Restroom | 1,500 |
| Jack Hammet Sports Complex | Install New Light Timers for Parking Lot Lights | 7,500 |
| | Install Quick Coupler Valves on irrigation system | 5,000 |

CITYOF COSTA MESA, CALIFORNIA

| | Requested Project Description | Cost |
|---|---|--------------------------|
| <u>PARKS (continued):</u> | | |
| Gisler Park | Install Gate on West End of Park | \$ 12,000 |
| | Replace damaged concrete sidewalk | 5,000 |
| Harper Park | Install new concrete walkway | 10,000 |
| Lions Park | Davis Field Bleacher Building: waterproof exterior | 2,500 |
| Shiffer Park | Sports Court Resurfacing (Handball & Basketball) | 6,000 |
| Smallwood Park | Replace chain link material on backstop & dugouts | 20,000 |
| | Sports Court Resurfacing (1 Basketball) | 3,500 |
| | Replace Wood on Backstop | 2,500 |
| Suburbia II Park | Install ADA accessible bench & sidewalk | 2,000 |
| Tanager Park | Sports Court Resurfacing (2 Basketball) | 7,000 |
| Tennis Center | Add Spectator Fencing | 8,000 |
| TeWinkle Park | Raise reclaimed water service | 5,000 |
| TW Bark Park | Install Injector on irrigation system | 18,000 |
| Wimbledon Park | Sports Court Resurfacing (1 Basketball) | 3,500 |
| Various Locations | -Replace Benches, Tables and Trashcans -Parkway & median irrigation controller replacements -Replace deteriorated irrigation controller cabinets -Install Stainless Steel Toilets in Restrooms -Install Photo Cell By-Pass Switches -Replace 10 picnic tables with recycled plastic tables | 50,000 |
| Total Adopted Maintenance Projects | | <u>\$ 505,500</u> |

SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

| Improvement Category | Total |
|---|----------------------|
| Parkway & Median Improvements, Program #20111 | |
| Harbor Boulevard Beautification | \$ 610,000 |
| Harbor Boulevard Bike Trail Improvements | 360,000 |
| Street Improvements, Program #30112 | |
| Westside Improvements | 250,000 |
| CDBG Alley Improvement - Gisler Avenue (No. 031) | 570,000 |
| Citywide Street Improvements | 6,500,000 |
| Citywide Unimproved Alley | 830,000 |
| 19th Street - Park Ave to Newport Boulevard | 110,000 |
| Storm Drain Improvements, Program #30122 | |
| Citywide Storm Drain Improvements | 500,000 |
| Pomona Avenue/Industrial Way Water Quality & Storm Drain Design | 500,000 |
| Curbs and Sidewalks, Program #30130 | |
| Citywide Sidewalk Repair | 100,000 |
| New Sidewalk/Missing Link Program | 100,000 |
| Parkway Improvement Program | 250,000 |
| Priority Sidewalk Repair | 50,000 |
| Traffic Planning, Program #30210 | |
| Anton/Sunflower Signal Improvements | 258,500 |
| Citywide Safe Routes to School | 796,200 |
| East 17th Street Landscape Enhancement | 750,000 |
| East 19th Street Safe Routes to School | 85,000 |
| Fairview Road/Wilson Street Improvements | 300,036 |
| Harbor Boulevard/Adams Avenue Improvements | 3,898,200 |
| Harbor Boulevard Widening (Law Court to Sunflower) | 971,500 |
| Harbor Boulevard/Wilson Street Improvements | 340,000 |
| West 19th Street Pedestrian Improvements | 264,000 |
| Park Maintenance, Program #40111 | |
| Concrete Walkway Replacement- Various Parks | 50,000 |
| Del Mesa Park - Replace Shelter | 65,000 |
| TeWinkle Park - Installation of Isolation Valves | 30,000 |
| Wilson Park - Replace Picnic Shelter | 60,000 |
| Park Development, Program #40112 | |
| Brentwood Park Improvements | 588,500 |
| Costa Mesa HS Field Design & Construction | 300,000 |
| Fairview Park Improvements | 250,000 |
| Fairview Park - Placentia Avenue Connector Trail | 500,000 |
| Historical Society - Wrought Iron Fence Installation | 40,000 |
| Lions Park Improvements | 60,000 |
| Recreation Use Concept Plans - Various Properties | 50,000 |
| Fairview Developmental Center Parking Lot Rehabilitation | 90,000 |
| Building Maintenance, Program #50910 | |
| Balearic Community Center - Replace Electrical Service | 45,000 |
| Connect New Corporate Yard Clarifier to Sewer (NPDES) | 35,000 |
| Donald Dungan Library Improvements | 100,000 |
| Mesa Verde Library - Replace Carpet/Repaint Interior | 50,000 |
| Total FY 12-13 Adopted Capital Improvement Projects | \$ 20,706,936 |

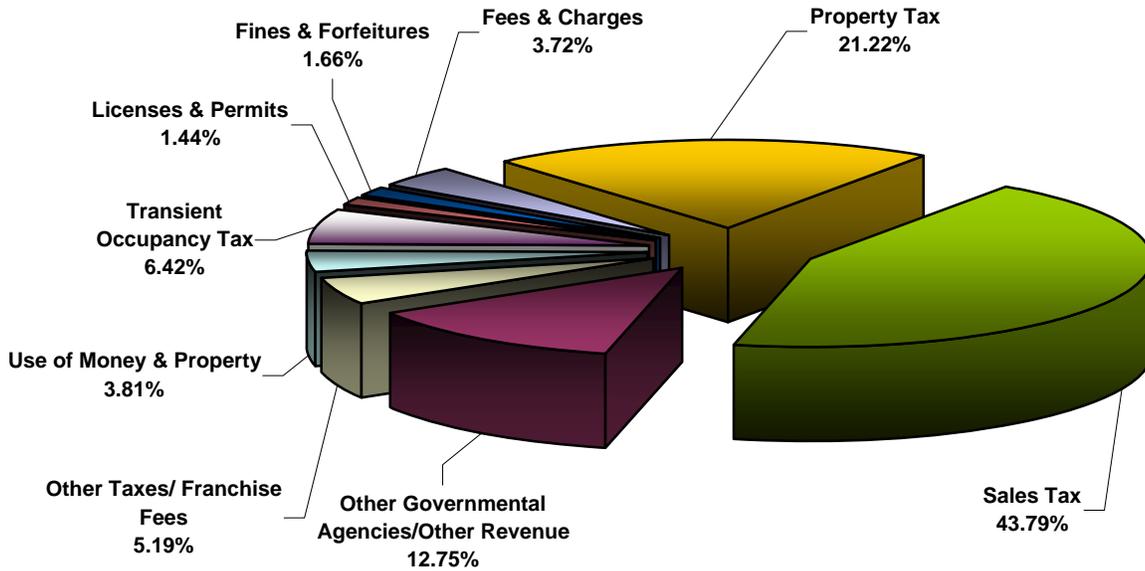
APPROPRIATIONS SUMMARIES

GENERAL FUND

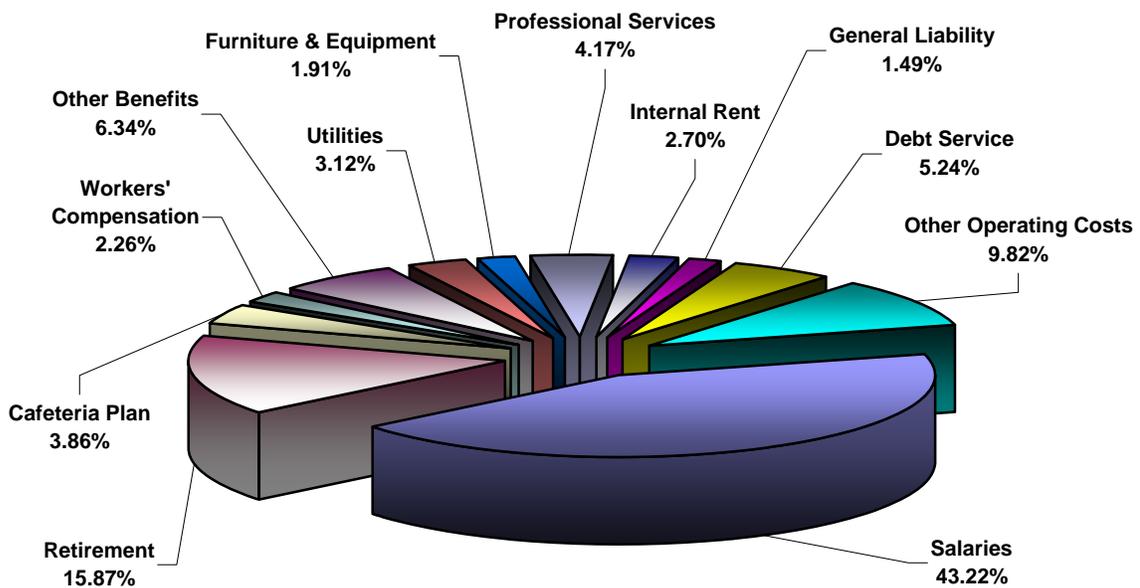
FISCAL YEAR 2012-2013

CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND RESOURCES & APPROPRIATIONS
 FISCAL YEAR 2012-2013

GENERAL FUND RESOURCES - TOTAL \$101,174,935
 (Including Transfers In)

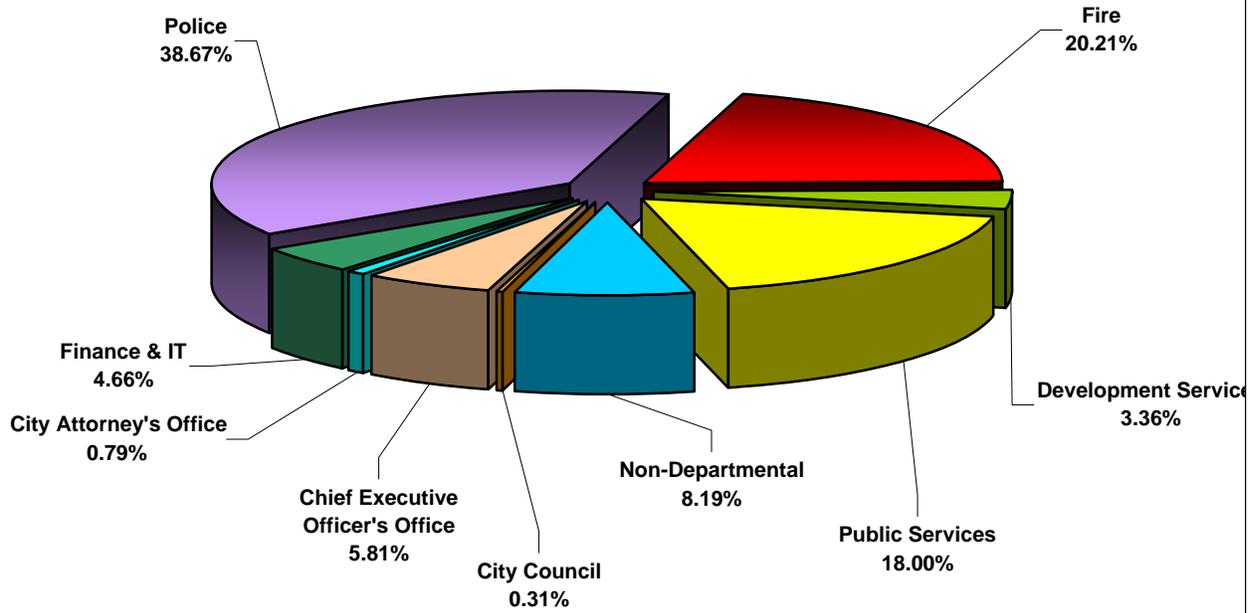


GENERAL FUND APPROPRIATIONS - TOTAL \$101,069,710

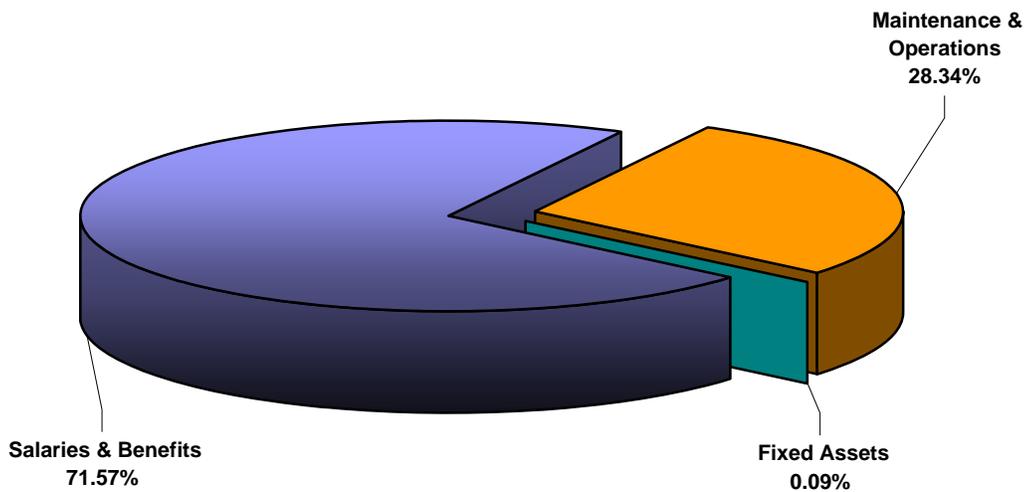


CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND APPROPRIATIONS
 FISCAL YEAR 2012-2013

GENERAL FUND APPROPRIATIONS by DEPARTMENT
 Total \$101,069,710



GENERAL FUND APPROPRIATIONS by CATEGORY
 Total \$101,069,710



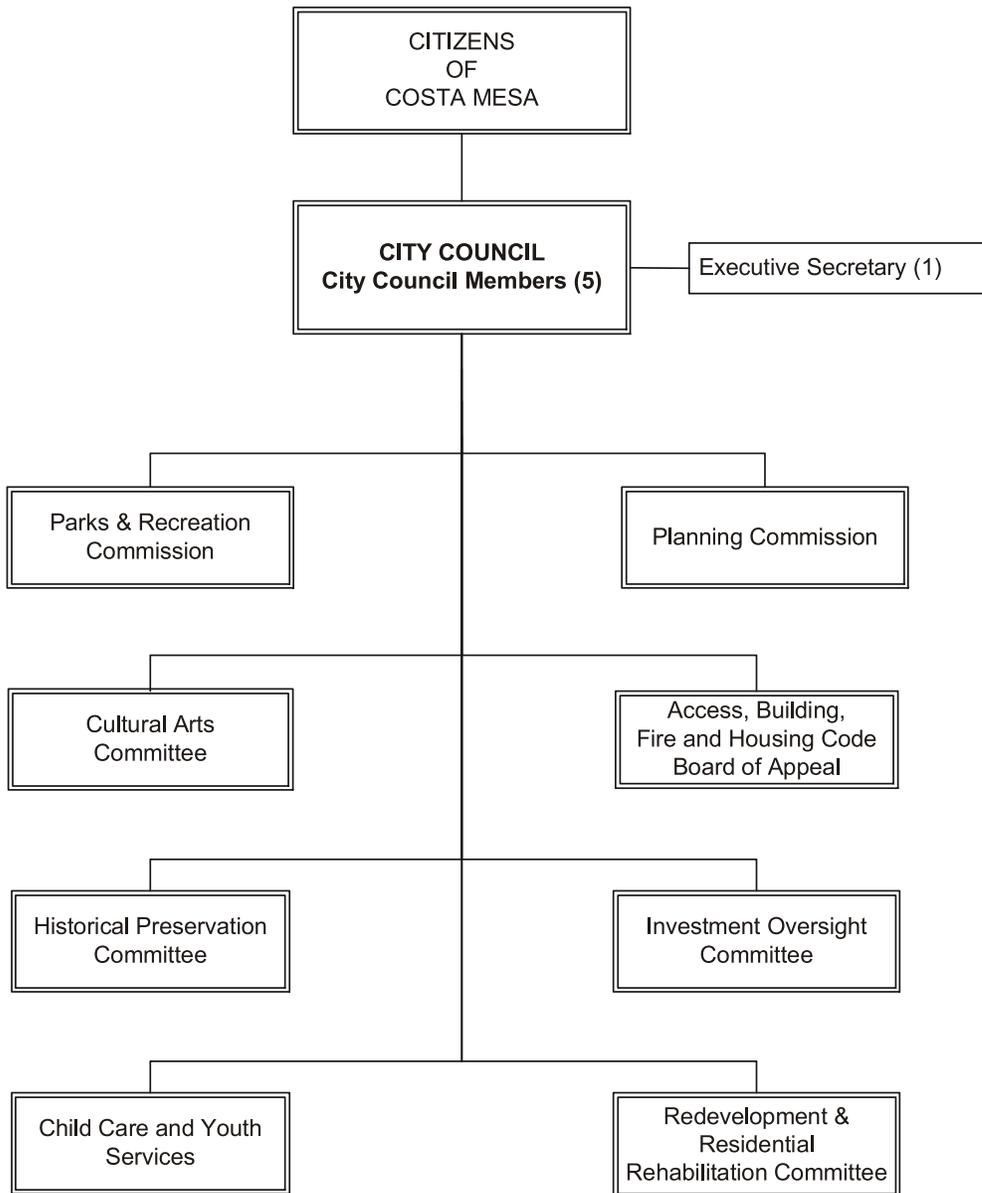
**SUMMARY OF APPROPRIATIONS
BY ACCOUNT - GENERAL FUND ONLY**

| Description | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|---|----------------------|----------------------|----------------------|----------------------|
| Regular Salaries - Sworn | \$ 24,091,025 | \$ 22,093,218 | \$ 21,707,431 | \$ 21,980,958 |
| Regular Salaries - Non-Sworn | 19,726,929 | 16,905,250 | 14,763,897 | 14,959,628 |
| Regular Salaries - Part-Time | 2,214,720 | 1,670,376 | 2,150,808 | 2,462,550 |
| Overtime | 4,661,440 | 4,913,582 | 4,210,388 | 4,296,799 |
| Accrual Payoff - Excess Max. | 345,012 | 258,121 | 226,454 | 224,493 |
| Vacation/Comp. Time Cash Out | 124,822 | 344,665 | 145,216 | 135,069 |
| Holiday Allowance | 937,039 | 600,149 | 501,078 | 457,884 |
| Separation Pay-Off | 1,085,493 | 821,265 | - | 2,490 |
| Other Compensation | 2,349,901 | 2,359,982 | 2,584,512 | 2,620,807 |
| Cafeteria Plan | 4,756,820 | 3,794,473 | 3,958,827 | 3,902,568 |
| Medicare | 699,404 | 653,080 | 653,722 | 660,976 |
| Retirement | 15,605,681 | 13,713,443 | 13,953,632 | 16,037,090 |
| Longevity | 4,027 | 2,052 | 2,304 | 2,304 |
| Professional Development | 248,017 | 185,230 | 256,499 | 328,306 |
| Auto Allowance | 18,580 | 21,704 | 16,350 | 10,800 |
| Unemployment | 23,774 | 45,280 | 40,235 | 39,440 |
| Workers' Compensation | 1,110,452 | 1,956,816 | 1,915,209 | 2,284,000 |
| Employer Contr.Retirees' Med. | 1,568,740 | 1,797,310 | 1,799,500 | 1,921,600 |
| Salaries & Benefits | \$ 79,571,876 | \$ 72,135,995 | \$ 68,886,062 | \$ 72,327,762 |
| Stationery and Office | \$ 128,712 | \$ 108,004 | \$ 152,850 | \$ 146,136 |
| Multi-Media, Promos, Subscript. | 173,562 | 151,316 | 227,465 | 263,656 |
| Small Tools and Equipment | 222,656 | 188,398 | 306,256 | 306,171 |
| Uniforms and Clothing | 262,667 | 246,160 | 329,765 | 301,160 |
| Safety and Health | 351,453 | 296,321 | 418,992 | 365,020 |
| Maintenance and Construction | 601,433 | 458,997 | 739,855 | 405,800 |
| Agriculture | 42,970 | 55,198 | 84,000 | 139,000 |
| Fuel | 221 | - | 200 | 200 |
| Electricity - Buildings & Fac. | 547,799 | 545,233 | 555,200 | 556,300 |
| Electricity - Power | 203,324 | 214,996 | 210,500 | 215,000 |
| Electricity - Street Lights | 1,040,667 | 1,039,671 | 1,100,000 | 1,100,000 |
| Gas | 46,626 | 47,950 | 41,300 | 47,300 |
| Water - Domestic | 59,223 | 55,660 | 83,800 | 92,400 |
| Water - Parks and Parkways | 511,391 | 495,336 | 490,000 | 590,000 |
| Waste Disposal | 153,239 | 153,384 | 158,550 | 203,458 |
| Janitorial and Housekeeping | 320,664 | 295,928 | 336,400 | 344,900 |
| Postage | 89,363 | 79,132 | 98,125 | 92,445 |
| Legal Advertising/Filing Fees | 199,298 | 224,725 | 236,569 | 252,100 |
| Advertising and Public Info. | 48,249 | 4,957 | 6,305 | 5,750 |
| Telephone/Radio/Communications | 277,577 | 214,619 | 367,000 | 295,900 |
| Meetings and Conferences | 357 | 493 | - | - |
| Mileage Reimbursement | 1,355 | 1,714 | 4,545 | 2,545 |
| Board Member Fees | 27,250 | 27,990 | 27,000 | 27,000 |
| Buildings and Structures | 72,191 | 79,240 | 246,350 | 581,475 |
| Landscaping and Sprinklers | 1,056,483 | 875,858 | 1,207,450 | 1,366,600 |
| Underground Lines | 2,046 | 70,865 | 5,000 | 5,000 |
| Automotive Equipment | - | 550 | - | - |
| Subtotal Maint. & Operations | \$ 6,440,777 | \$ 5,932,694 | \$ 7,433,477 | \$ 7,705,316 |

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

| Description | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|
| Office Furniture | \$ 908 | \$ 250 | \$ 1,600 | \$ 1,600 |
| Office Equipment | 704,981 | 659,794 | 843,470 | 918,467 |
| Other Equipment | 801,463 | 732,509 | 869,674 | 911,656 |
| Streets, Alleys and Sidewalks | 127,167 | 64,152 | 232,750 | 276,500 |
| Employment | 24,691 | 54,377 | 29,500 | 16,000 |
| Consulting | 905,138 | 1,150,994 | 1,608,204 | 1,909,370 |
| Legal | 181,783 | 352,967 | 358,000 | 358,000 |
| Engineering and Architectural | 78,814 | 176,605 | 328,000 | 553,120 |
| Financial & Information Svcs. | 89,459 | 88,255 | 171,400 | 175,400 |
| Medical and Health Inspection | 118,660 | 131,176 | 190,091 | 187,147 |
| Law Enforcement | 1,337,856 | 815,049 | 503,975 | 505,272 |
| Recreation | 516,349 | 468,132 | 542,020 | 511,820 |
| Principal Payments | 3,434,842 | 3,760,904 | 4,000,739 | 3,872,050 |
| Interest Payments | 1,801,671 | 1,695,916 | 1,589,092 | 1,419,641 |
| External Rent | 524,251 | 439,327 | 468,694 | 537,532 |
| Grants, Loans and Subsidies | 240,000 | 240,000 | 240,000 | 240,000 |
| Central Services | 80,379 | 68,908 | 106,900 | 102,900 |
| Internal Rent - Maint. Charges | 667,055 | - | 1,838,462 | 1,742,052 |
| Internal Rent - Repl.Cost | - | - | 1,693,248 | 983,600 |
| General Liability | 566,681 | 1,153,258 | 1,095,678 | 1,506,200 |
| Buildings & Personal Property | 306,476 | 274,257 | 315,346 | - |
| Faithful Performance Bonds | - | - | 7,800 | - |
| Taxes and Assessments | 72,199 | 83,255 | 50,155 | 23,975 |
| Contingency | - | - | 970,000 | 1,000,000 |
| Other Costs | 4,163 | 3,366 | - | 100,000 |
| Acquisition Costs | - | - | - | 500,000 |
| Operating Transfers Out | 750,000 | 482,873 | 100,000 | 2,590,000 |
| Maintenance & Operations | \$ 19,775,763 | \$ 18,829,017 | \$ 25,588,275 | \$ 28,647,618 |
| Office Furniture | \$ - | \$ 8,826 | \$ - | \$ - |
| Office Equipment | 5,193 | - | - | 12,150 |
| Other Equipment | 63,968 | 268,947 | 175,845 | 82,180 |
| Fixed Assets | \$ 69,161 | \$ 277,773 | \$ 175,845 | \$ 94,330 |
| Total Appropriations | \$ 99,416,799 | \$ 91,242,785 | \$ 94,650,182 | \$101,069,710 |





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. In November 2012, a general municipal election will be held to select three Council Members. Each year, the Council Members may 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 12-13 adopted budget for the City Council is \$313,010, an increase of \$103,365 or 49.3% as compared to the adopted budget for FY 11-12. The increase is primarily attributed to the addition of an Executive Secretary position and member dues for the Association of California Cities – Orange County Division.

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.

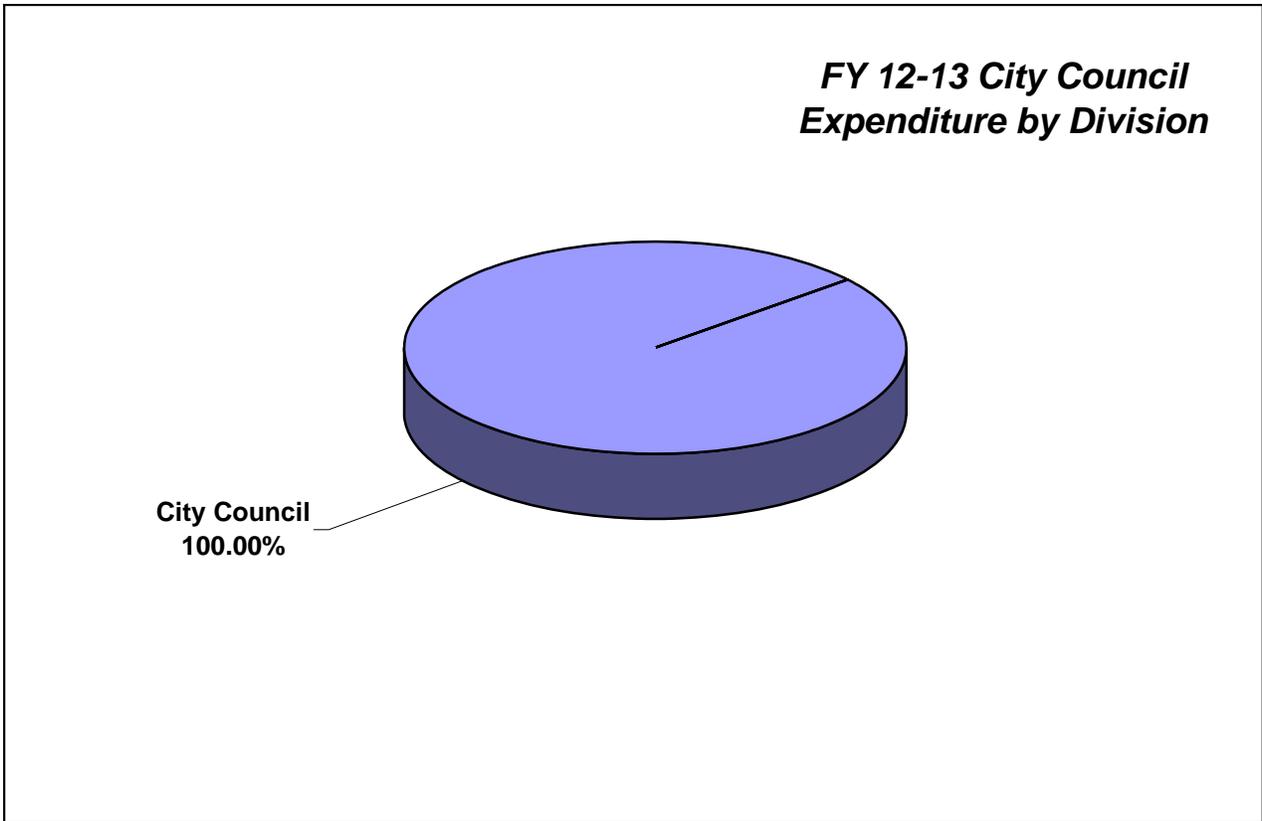


**CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| <u>City Council - 10100</u> | | | | |
| Council Member | 5.00 | 5.00 | 5.00 | 5.00 |
| Executive Secretary | - | - | - | 1.00 |
| <i>Subtotal City Council - 50110</i> | 5.00 | 5.00 | 5.00 | 6.00 |
| Total Department Full-time Positions | 5.00 | 5.00 | 5.00 | 6.00 |
| Total Department Part-time Positions (in FTE's) | 0.50 | - | - | - |
| TOTAL DEPARTMENT | 5.50 | 5.00 | 5.00 | 6.00 |

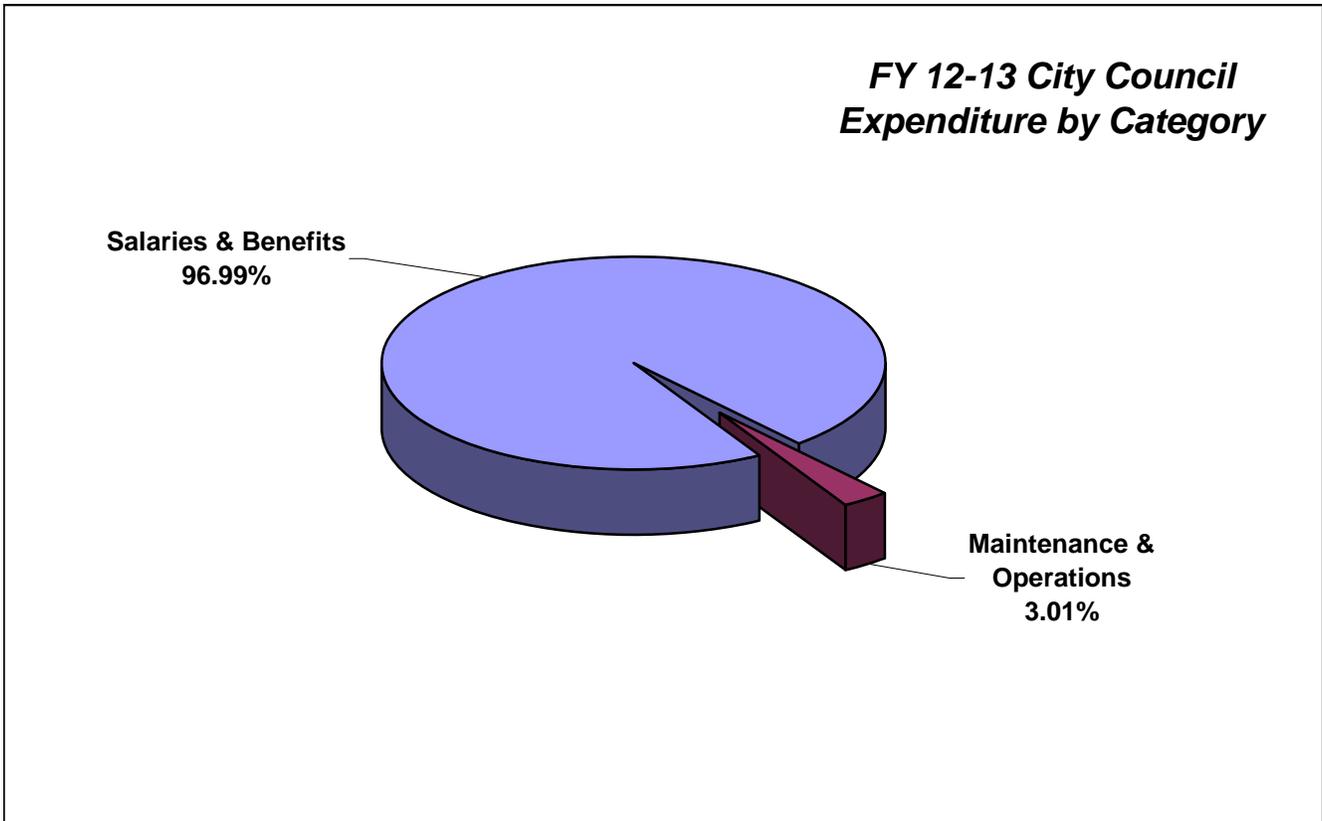
**CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Division:</u> | | | | | |
| City Council - 10100 | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 49.30% |
| Total Expenditures | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 49.30% |



**CITY COUNCIL
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ 247,330 | \$ 185,751 | \$ 199,920 | \$ 303,585 | 51.85% |
| Maintenance & Operations | 5,547 | 4,934 | 9,725 | 9,425 | -3.08% |
| Fixed Assets | - | - | - | - | 0.00% |
| Total Expenditures | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 49.30% |



| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent of Total</u> |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 100.00% |
| Total Funding Sources | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 100.00% |

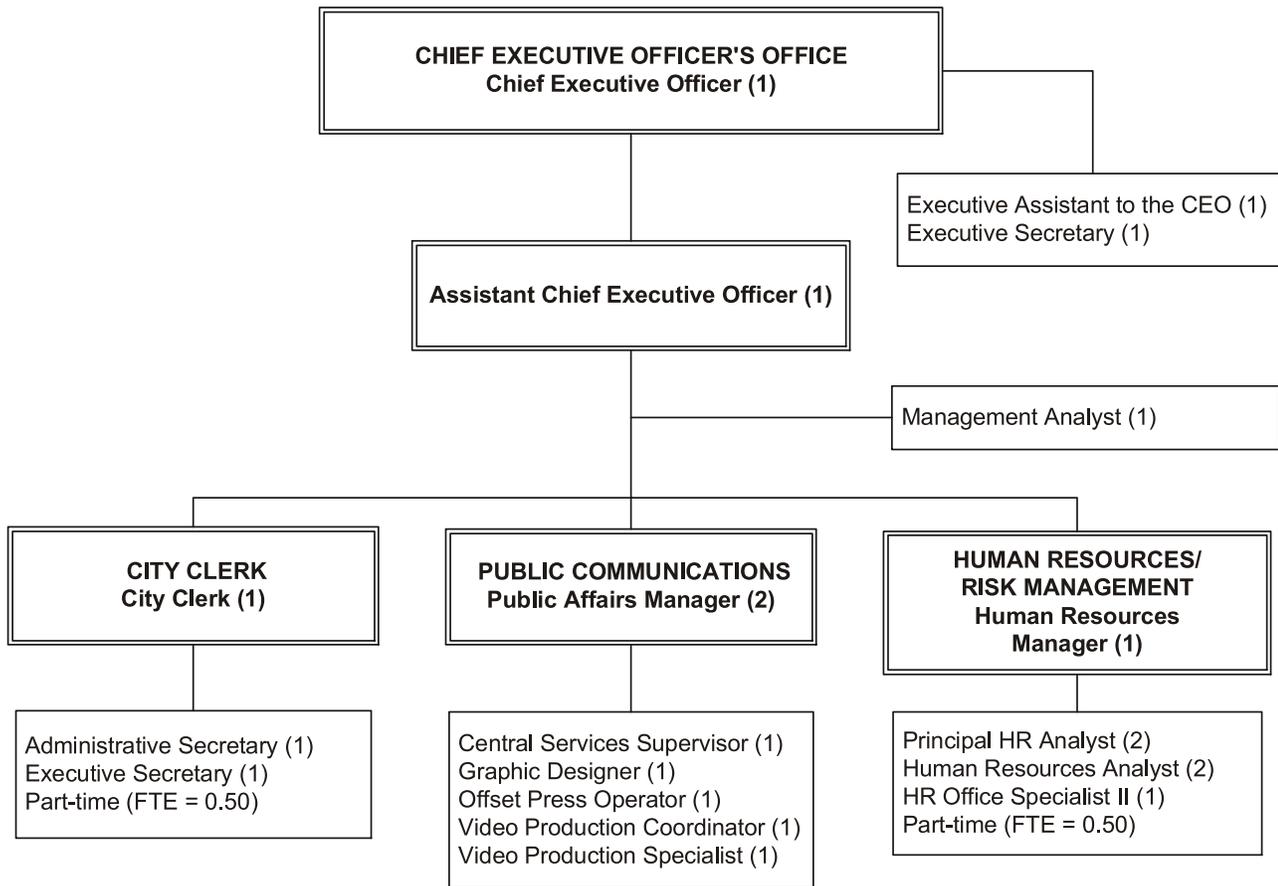
CITY OF COSTA MESA, CALIFORNIA

**CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT**

| Account Description | Account # | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Regular Salaries - Non Sworn | 501200 | \$ 58,218 | \$ 55,472 | \$ 54,264 | \$ 119,646 | 120% |
| Regular Salaries - Part time | 501300 | 21,236 | - | - | - | 0% |
| Cafeteria Plan | 505100 | 90,466 | 79,946 | 95,700 | 105,288 | 10% |
| Medicare | 505200 | 2,347 | 1,682 | 787 | 1,735 | 120% |
| Retirement | 505300 | 8,692 | 6,906 | 8,705 | 24,882 | 186% |
| Professional Development | 505500 | 66,371 | 41,744 | 40,464 | 52,034 | 29% |
| Subtotal Salaries & Benefits | | \$ 247,330 | \$ 185,751 | \$ 199,920 | \$ 303,585 | 52% |
| Stationery and Office | 510100 | \$ 431 | \$ 282 | \$ 1,250 | \$ 1,250 | 0% |
| Multi-Media, Promotions and Subs | 510200 | - | 285 | 1,875 | 1,875 | 0% |
| Small Tools and Equipment | 510300 | 252 | - | 2,000 | 2,000 | 0% |
| Uniform & Clothing | 510400 | 954 | 494 | 500 | 500 | 0% |
| Postage | 520100 | 278 | 312 | 600 | 600 | 0% |
| Telephone/Radio/Communications | 520400 | 693 | 376 | 1,000 | 700 | -30% |
| Board Member Fees | 520800 | 750 | 990 | - | - | 0% |
| Office Equipment | 525700 | 30 | - | 500 | 500 | 0% |
| External Rent | 535400 | 508 | 560 | 500 | 500 | 0% |
| Central Services | 535800 | 1,649 | 1,635 | 1,500 | 1,500 | 0% |
| Other Costs | 540900 | 2 | 1 | - | - | 0% |
| Subtotal Maintenance & Operations | | \$ 5,547 | \$ 4,934 | \$ 9,725 | \$ 9,425 | -3% |
| Subtotal Fixed Assets | | \$ - | \$ - | \$ - | \$ - | 0% |
| Total Expenditures | | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 49% |

**CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|------------------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| CITY COUNCIL - 10100 | | | | | |
| City Council - 50110 | | | | | |
| Salaries & Benefits | \$ 247,330 | \$ 185,751 | \$ 199,920 | \$ 303,585 | 52% |
| Maintenance & Operations | 5,547 | 4,934 | 9,725 | 9,425 | -3% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal City Council | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 49% |
| Total Expenditures | \$ 252,877 | \$ 190,685 | \$ 209,645 | \$ 313,010 | 49% |



CHIEF EXECUTIVE OFFICER'S OFFICE

CHIEF EXECUTIVE OFFICER'S OFFICE

The Chief Executive Officer's Office is a General Government Support function. During FY 11-12, the Administrative Services Department was reorganized. Some divisions previously allocated to that department (Human Resources, Central Services and Risk Management), were combined with the CEO's Office. The Department is now comprised of five divisions, split into different programs and has 21 full-time staff members composed of seven management, ten professional, and four clerical positions. The five divisions are as follows:

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

ADMINISTRATION - 11100

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.

Chief Executive Officer - 50210

Coordinates and directs 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.

Public Communications - 51030

Previously located under the Administrative Services Department/Telecommunications Division. Provides programming and coordination of playback for the City's Municipal Access Channel (CMTV 24), as well as lending audio/video production services support to City departments. Provides oversight of cable television franchise agreements.

CITY CLERK - 11200

Elections - 50120

Administers the local General Municipal Election and special elections, and collaborates with the Orange County Registrar of Voters for the conduct of those elections. Processes the nomination papers of prospective candidates for City Council and oversees the filing requirements for the Political Reform Act.

Council Meetings - 50410

Prepares agendas; records and prepares minutes of regular and special meetings of the City Council; prepares and publishes City legal notices and performs clerical duties related to Council's business.

Public Records - 50420

Maintains official records of the City; attests to the Mayor's signature and the signatures of other local officials on legal documents; arranges the recordation of legal documents; administers loyalty oaths of office for personnel and local officials; maintains legislative history and archived documents; and assists the public with information requests.

CHIEF EXECUTIVE OFFICER'S OFFICE

HUMAN RESOURCES - 14100

Human Resources Administration - 50610

Provides Human Resources support including recruitment, testing and selection in accordance with job standards, personnel rules; and the law; ; collaborates with departments to compose challenging promotional examinations; establishes eligibility lists of qualified candidates; coordinates the City's volunteer program; , reviews and maintains the City's job classification and compensation system; initiates, conducts and monitors employee relations activities involving represented, unrepresented and confidential employees including labor contract (Memorandum of Understanding) administration; provides proactive labor counseling to limit grievances/disciplinary actions; and coordinates training programs and insures compliance with mandated training under state and federal law.

CENTRAL SERVICES - 14200

Printing and Graphics - 50810

Provides centralized offset printing and graphics services for the administrative needs of the City's day to day operations; provides a variety of support services for City wide publications including design and layout of periodicals as well as the creation and revision of all master forms used throughout the city in addition to providing marketing materials for all City sponsored events; provide graphic design and print consultation to ensure the best results with minimal cost by tailoring around the equipment available; produces flyers, stationery, business cards, posters, labels, signs, brochures, catalogs, recruitment brochures, carbonless forms and online form; and also provides bindery services including bookbinding, punching, tabbing, laminating, numbering, perforating, scoring, mounting and folding.

Photocopying - 50820

Provides centralized high volume photocopy and high speed digital scanning including full service binding and finishing; produces Planning, Council and Parks and Recreation Commission reports as well as producing all the daily copy needs for day to day operations and a wide range of other city publications, training manuals, information packets, master plan documents, building specification sheets, RFP bid specification documents, agendas, Power Point presentations, annual city budget and financial reports etc.; and provides online ordering capabilities and oversize plotter printing and mounting.

Mail Services - 50840

Provides centralized mail services, including sorting, processing and metering of all incoming and outgoing mail, in addition to the receiving and distribution of incoming and outgoing courier shipments; provides consultation and planning for large city wide bulk mailings, targeted area mailings and survey projects for public outreach and feedback; maintains all licenses, permit fees, P.O. box fees, postage due accounts and bulk mail accounts with the Post Office and also provides detailed monthly account breakdown of charges incurred by each specific department to Finance.

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). Serve 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.

CHIEF EXECUTIVE OFFICER'S OFFICE

Post-Employment Benefits - 50650

Serves as a cost center for the medical insurance premium benefits for retired employees.

Risk Management Administration - 50661

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

Liability - 50662

Evaluates and monitors the City's risk of loss, minimizing the financial impact of such risks to the lowest feasible level; and procures and administers the City's self-insured general liability and environmental insurance programs. Claims against the City are jointly handled with the City's third-party administrator or internally if appropriate. Manages 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

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

BUDGET NARRATIVE

The FY 12-13 adopted budget for the C.E.O.'s Office is \$9,978,575, an increase of \$993,179 or 11.05%, compared to the adopted budget for FY 11-12. Increases in salary and benefit costs of \$699,821, are partially due to recent staffing changes due to the reorganization of the Administrative Services Department and increased service demands. The largest part of the increases is for unemployment, worker's compensation and employee's retiree medical – amounting to \$512,380. Other changes were the addition of: two Public Affairs Manager positions, an Executive Secretary position and no allocations to the previous Redevelopment Agency in the Administration Division, an Office Specialist position in the City Clerk Division; and a part-time Office Specialist II in the Human Resources/Risk Management Divisions. These additions are offset by reductions in staff: the Administrative Services Director position, a Human Resources Administrator position in the Human Resources/Risk Management Divisions and one Graphics Designer position in the Central Services Division. Total full time positions compared to FY 11-12 decreased one-half of a position and total staff cost increases related to these changes is approximately \$175,000.

Increases in maintenance and operations accounts primarily consist of costs for the upcoming General Municipal Election in November 2012, and expected increases in insurance premiums. Increases in fixed asset costs are to upgrade critical video equipment.

As is noted above, the C.E.O.'s Office now oversees several divisions from the previous Administrative Services Department: Human Resources, Central Services, and Risk Management. Costs related to these functions total \$7,690,838 of the C.E.O.'s Department total budget.



CHIEF EXECUTIVE OFFICER'S OFFICE

PRIOR YEAR'S ACCOMPLISHMENTS

- Apprised residents of City information in a timely and easily accessible manner through various means: press releases, brochures and flyers, information, forms and documents on the City's website, through City Channel 24, and in the "Community News" section of the quarterly Costa Mesa Community News and Recreation Review brochure.
- 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 over 13 letters on bills and legislative issues to area legislators, state bill authors, and the Governor.
- Improved service and coordination by departments, in terms of response and resolution time, as it pertains to the number of citizen complaints, concerns, requests for service, and general inquiries, based on the CEO's Office Complaint Tracking System and correspondence.
- Started weekly CEO "ebrief" informing all interested people about the weekly highlights in the City and around City Hall.
- Started the Costa Mesa minute. A daily on-line informational show hosted by CMTV to announce current daily community news via electronic media.
- Prepared over 200 press releases informing both the public and all media outlets regarding all relevant City Information.
- Assisted the 1/5 Support Group in fundraising and awareness efforts for the City's adopted 1st Battalion, 5th Marine Regiment, including a spring/summer/fall care package campaign
- Fostered continued participation in the dog waste bag and dispenser sponsorship and donation program. Worked with Animal Control Services Division on license fees and rate surveys, increasing the number of licenses for dogs in Costa Mesa, and potential fee changes.
- Continued to work with the City's Disaster Preparedness Committee to increase public awareness, train staff, and provide guidelines and information on the City's website.
- Oversaw the timely filings of the Candidate Campaign Statements (Form 460) and the Conflict of Interest filings (Form 700).
- Participated in a pilot for an application in the use of the iPad for Council meetings and in creating agenda packets electronically; in keeping with the Council's support for "going green."
- Provided managers and supervisors with ongoing and proactive labor counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Facilitated ongoing legal and labor relations training including harassment training for managers and supervisors through the Orange County Human Resources Consortium.
- Facilitated the 2011/2012 workforce reduction and notifications of potential outsourcing of City services, to include providing assistance to employees affected by unemployment.
- Participated in informal discussions seeking increased employee retirement contributions with the Costa Mesa Police, Police Management, Fire, Fire Management and City Employees Associations, as well as non-represented classifications.
- Increased the qualified applicant pool by utilizing NEOGOV (automated on-line application and applicant tracking program) and targeted job/volunteer advertisement.
- Provided valid and innovative staffing solutions to departments when the filling of permanent positions have been frozen or placed on hold.
- Increased efforts to recruit and employ volunteers to meet the needs of City departments due to the workforce reduction.
- Provided benefits assistance to employees impacted by the FY 2010/2011 budget workforce reduction, including facilitating COBRA (Consolidated Omnibus Budget Reconciliation Act) continuation health coverage notifications and processing.

CHIEF EXECUTIVE OFFICER'S OFFICE

PRIOR YEAR'S ACCOMPLISHMENTS cont.

- Facilitated the processing of retirement contract amendments as required by negotiated agreements with the various employee associations.
- Completed open enrollment for over 400 full time employees.
- Increase dependant coverage age limit on dental insurance to 26 years.
- Processed 9 retirements.
- Assisted Finance Department with commencing direct deposit for retiree benefit accounts.
- Proactively managed the City's DOT Drug and Alcohol Testing Policy and Program.

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.
- Simplify forms, procedures and processes and ensure accessibility of information.
- Administer special programs and projects in a timely manner, as set by the City Council.
- Maintain accurate records of official documents of the City; publish City legal notices as required by law.
- Continue review of City's records retention schedule and policies.
- Perform records destruction pursuant to newly adopted records retention schedule for the City Clerk's Office.
- To complete minutes by the next meeting and to complete backlog of minutes.
- To transition the Council Meeting Packet from a hard copy to an electronic document.
- Administer the American Reinvestment and Recovery Act (ARRA) programs in an expedient manner in order to implement stimulus programs.
- 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.

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.
- Implement a comprehensive New Employee Orientation program, with the assistance of the Human Resources Division.
- 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.
- Create a Legislative Platform to assist with advocating for City legislative positions.
- 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.
- Establish 80% of eligibility lists within ten (10) weeks of the administrative authorization to fill.

CHIEF EXECUTIVE OFFICER'S OFFICE

OBJECTIVES cont.

- Maintain the 11-12 adopted turnover rate of 5% or less for non-retirements.
- Provide managers and supervisors with ongoing and proactive labor counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Facilitate ongoing legal and labor relations training, including harassment training for managers and supervisors through the Orange County Employee Relations Consortium.
- Meet the needs of City departments for volunteer assistance by providing on-going coordination of a citywide volunteer program.
- Report 85% of new workers compensation claims to the third party administrator within one week of receipt 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.
- Review 90% of insurance verification requests within five (5) business days in order to expedite City projects.
- Provide supervisors and employees with assistance and counseling on benefits and leave-related matters.
- Process 90% of benefit change requests within five (5) business days.
- Provide highly responsive and cost effective, printing, duplicating, and postal service to City departments.
- Expand services to include oversize printing, laminating, finishing and mounting to meet demand for oversize display materials.
- Convert all document production to recycled paper.

| Performance Measures/Workload Indicators: | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|---|-----------------------------------|------------------------------------|------------------------------------|
| <u>Performance Measures:</u> | | | |
| Percentage of complaint responses provided within 10 business days: | 70% | 70% | 70% |
| Completed City Council minutes by the following Council meeting: | 50% | 95% | 80% |
| Public record requests to the City Clerk responded to within prescribed time: | 90% | 90% | 95% |
| Employee turnover rate (non retirements): | 10% | 5% | 5% |
| Percentage of eligibility lists established within ten (10) weeks of administrative authorization to fill: | * | * | 80% |
| Percentage of workers compensation claims reported to the third party administrator within one week of receipt of the claim in Risk Management: | 86% | 80% | 85% |
| Percentage of insurance certificate verification requests reviewed within five business days: | 90% | 90% | 90% |
| Percentage of claims filed that are closed without litigation: | 89% | 75% | 75% |
| Percentage of benefit change requests processed within five business days: | 5% | 90% | 90% |

CHIEF EXECUTIVE OFFICER'S OFFICE

| Performance Measures/Workload Indicators: | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|--|-----------------------------------|------------------------------------|------------------------------------|
| <u>Workload Indicators:</u> | | | |
| Number of correspondence letters prepared on legislation: | 40 | 20 | 15 |
| Number of complaints requiring formal written response (including email letters): | 200 | 100 | 100 |
| Number of weekly informal complaints/inquiries received/processed: | 515 | 450 | 600 |
| Press releases & information pieces processed including CEO ebrief: | 130 | 70 | 500 |
| Number of Council requests and projects processed: | 1,108 | 550 | 1000 |
| Number of proclamations, certificates, speeches, tours, response/congratulatory letters prepared and other Council-related support activities: | 324 | 200 | 300 |
| Number of formal and informal records requests & phone calls processed: | 5,800 | 4,500 | 4,750 |
| Number of Costa Mesa Minute Episodes Produces: | * | * | 150 |
| Number of recruitments processed: | 25 | 30 | 30 |
| Number of qualified job applicants placed onto an eligibility list: | 70 | 250 | 600 |
| Number of volunteers participating in City programs: | 65 | 75 | 85 |
| Number of job applicants processed: | 3478 | 4,000 | 4,000 |
| Number of outgoing mail metered in-house: | 103,816 | 160,000 | 175,000 |
| Number of copies produced by Central Service: | 2,287,505 | 2,000,000 | 2,100,000 |

* No figures

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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| <u>Chief Executive Officer - 11100</u> | | | | |
| Executive Secretary | 0.50 | 0.50 | 0.50 | - |
| <i>Subtotal City Council - 50110</i> | <u>0.50</u> | <u>0.50</u> | <u>0.50</u> | <u>-</u> |
| Chief Executive Officer/CEO | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Chief Executive Officer | 0.88 | 0.88 | 1.00 | 1.00 |
| Executive Secretary | 0.50 | 0.50 | 0.50 | 1.00 |
| Executive Assistant to the Chief Executive Officer | 1.00 | 1.00 | 1.00 | 1.00 |
| Legislative & Public Affairs Manager | 1.00 | - | - | - |
| Management Analyst | 1.33 | 0.23 | 0.50 | 1.00 |
| Public Affairs Manager | - | - | - | 1.00 |
| <i>Subtotal City Manager - 50210</i> | <u>5.71</u> | <u>3.61</u> | <u>4.00</u> | <u>6.00</u> |
| Telecommunications Manager | 0.10 | 0.10 | - | - |
| Administrative Secretary | 0.10 | 0.10 | - | - |
| Public Affairs Manager | - | - | - | 1.00 |
| Video Production Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Video Production Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Public Communications - 51030</i> | <u>2.20</u> | <u>2.20</u> | <u>2.00</u> | <u>3.00</u> |
| Total Chief Executive Officer Full-time Positions | <u>8.41</u> | <u>6.31</u> | <u>6.50</u> | <u>9.00</u> |
| <u>City Clerk - 11200</u> | | | | |
| City Clerk | - | 0.10 | - | 0.10 |
| Administrative Secretary | - | 0.10 | - | - |
| <i>Subtotal Elections - 50120</i> | <u>-</u> | <u>0.20</u> | <u>-</u> | <u>0.10</u> |
| City Clerk | 0.80 | 0.70 | 0.80 | 0.70 |
| Administrative Secretary | 0.80 | 0.70 | 0.80 | 0.80 |
| Executive Secretary | - | - | - | 0.80 |
| Office Specialist II | 0.80 | - | - | - |
| <i>Subtotal City Council Meetings - 50410</i> | <u>2.40</u> | <u>1.40</u> | <u>1.60</u> | <u>2.30</u> |
| City Clerk | 0.20 | 0.20 | 0.20 | 0.20 |
| Administrative Secretary | 0.20 | 0.20 | 0.20 | 0.20 |
| Executive Secretary | - | - | - | 0.20 |
| Office Specialist II | 0.20 | - | - | - |
| <i>Subtotal Public Records - 50420</i> | <u>0.60</u> | <u>0.40</u> | <u>0.40</u> | <u>0.60</u> |
| Total City Clerk Full-time Positions | <u>3.00</u> | <u>2.00</u> | <u>2.00</u> | <u>3.00</u> |
| Total City Clerk Part-time Positions (in FTE's) | <u>-</u> | <u>0.50</u> | <u>0.75</u> | <u>0.50</u> |
| <u>Administrative Services Administration - 14050</u> | | | | |
| Administrative Services Director | 1.00 | 1.00 | 1.00 | - |
| Executive Secretary | 1.00 | - | - | - |
| <i>Subtotal Administration - 50001</i> | <u>2.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> |
| Total Admin Svcs Admin Full-time Positions | <u>2.00</u> | <u>1.00</u> | <u>1.00</u> | <u>-</u> |

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

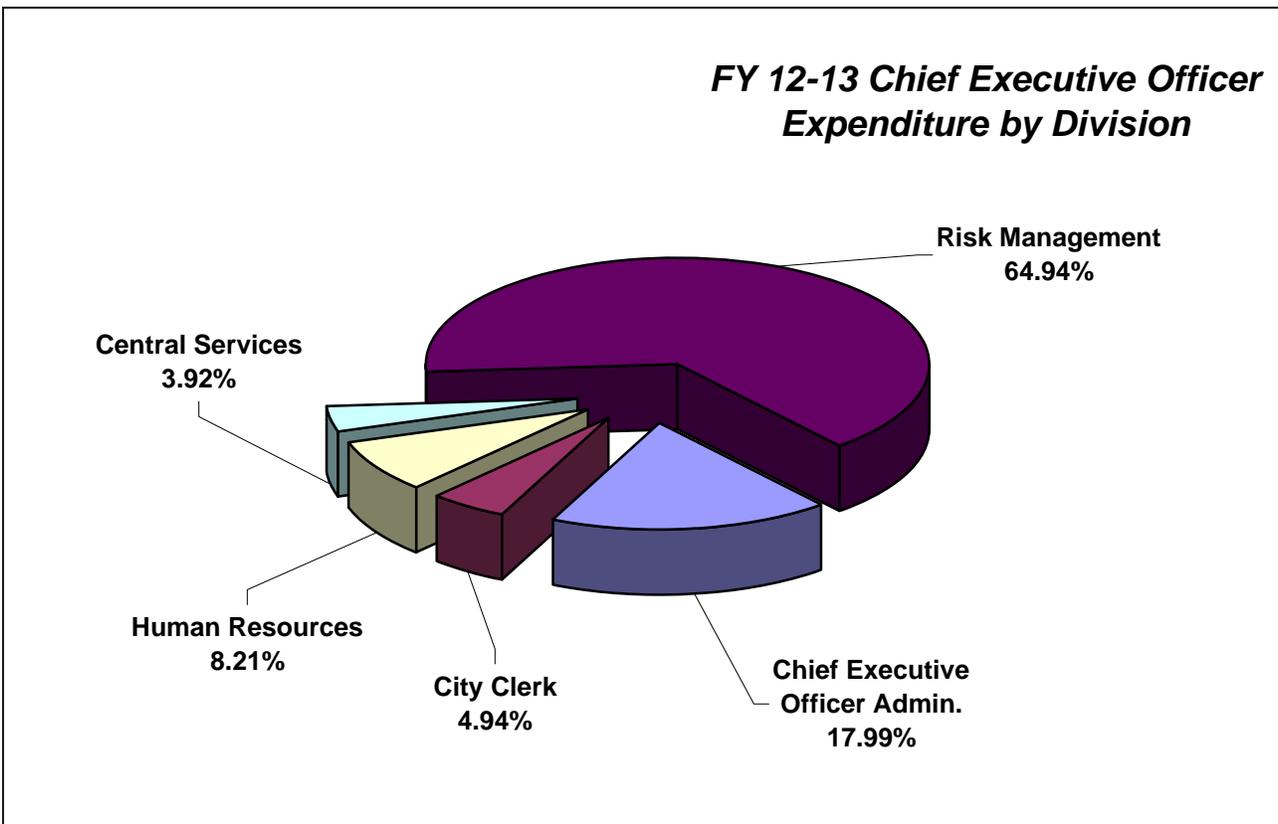
| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| Human Resources - 14100 | | | | |
| Human Resources Manager | 0.60 | 0.60 | 0.60 | 0.60 |
| Human Resources Administrator | 1.00 | 1.00 | 1.00 | - |
| Human Resources Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Resources Secretary | 0.70 | - | - | - |
| Human Resources Office Specialist II | 1.00 | 1.00 | 1.00 | 0.70 |
| Principal Human Resources Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Human Resources Admin - 50610</i> | <u>5.30</u> | <u>4.60</u> | <u>4.60</u> | <u>3.30</u> |
| Total Human Resources Full-Time Positions | 5.30 | 4.60 | 4.60 | 3.30 |
| Central Services - 14200 | | | | |
| Central Services Supervisor | 0.25 | 0.25 | 0.25 | 0.25 |
| Graphics Designer | 2.00 | 2.00 | 2.00 | 1.00 |
| Offset Press Operator II | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Printing & Graphics - 50810</i> | <u>3.25</u> | <u>3.25</u> | <u>3.25</u> | <u>2.25</u> |
| Central Services Supervisor | 0.50 | 0.50 | 0.50 | 0.50 |
| Office Specialist II | 1.00 | - | - | - |
| <i>Subtotal Reprographics - 50820</i> | <u>1.50</u> | <u>0.50</u> | <u>0.50</u> | <u>0.50</u> |
| Central Services Supervisor | 0.25 | 0.25 | 0.25 | 0.25 |
| Messenger | 1.00 | - | - | - |
| <i>Subtotal Mail & Delivery - 50840</i> | <u>1.25</u> | <u>0.25</u> | <u>0.25</u> | <u>0.25</u> |
| Total Central Services Full-time Positions | 6.00 | 4.00 | 4.00 | 3.00 |
| Total Central Svcs Part-time Positions (in FTE's) | 0.63 | - | - | - |
| Risk Management - 14400 | | | | |
| Human Resources Manager | 0.10 | 0.10 | 0.10 | - |
| Human Resources Administrator | 0.15 | 0.15 | 0.15 | - |
| Human Resources Analyst | 0.25 | 0.25 | 0.65 | - |
| Benefits Coordinator | 0.75 | - | - | - |
| <i>Subtotal Employee Benefit Admin - 50630</i> | <u>1.25</u> | <u>0.50</u> | <u>0.90</u> | <u>-</u> |
| Human Resources Manager | 0.05 | 0.05 | 0.05 | 0.40 |
| Human Resources Administrator | 0.35 | 0.35 | 0.35 | - |
| Human Resources Analyst | 0.25 | 0.25 | 0.25 | 1.00 |
| Human Resources Secretary | 0.30 | - | - | - |
| Human Resources Office Specialist II | - | - | - | 0.30 |
| Principal Human Resources Analyst | - | - | - | 1.00 |
| Benefits Coordinator | 0.15 | - | - | - |
| <i>Subtotal Risk Management Admin - 50661</i> | <u>1.10</u> | <u>0.65</u> | <u>0.65</u> | <u>2.70</u> |
| Human Resources Manager | 0.15 | 0.15 | 0.15 | - |
| Human Resources Administrator | 0.10 | 0.10 | 0.10 | - |
| Human Resources Analyst | 0.75 | 0.75 | 0.35 | - |
| <i>Subtotal Liability - 50662</i> | <u>1.00</u> | <u>1.00</u> | <u>0.60</u> | <u>-</u> |

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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Risk Management - 14400 continued</u> | | | | |
| Human Resources Manager | 0.10 | 0.10 | 0.10 | - |
| Human Resources Administrator | 0.40 | 0.40 | 0.40 | - |
| Human Resources Analyst | 0.75 | 0.75 | 0.75 | - |
| Benefits Coordinator | 0.10 | - | - | - |
| <i>Subtotal Workers' Compensation - 50663</i> | 1.35 | 1.25 | 1.25 | - |
| Total Risk Management Full-time Positions | 4.70 | 3.40 | 3.40 | 2.70 |
| Total Risk Mgmt Part-time Positions (in FTE's) | - | - | - | 0.50 |
| Total Department Full-time Positions | 29.41 | 21.31 | 21.50 | 21.00 |
| Total Department Part-time Positions (in FTE's) | 0.63 | 0.50 | 0.75 | 1.00 |
| TOTAL DEPARTMENT | 30.04 | 21.81 | 22.25 | 22.00 |

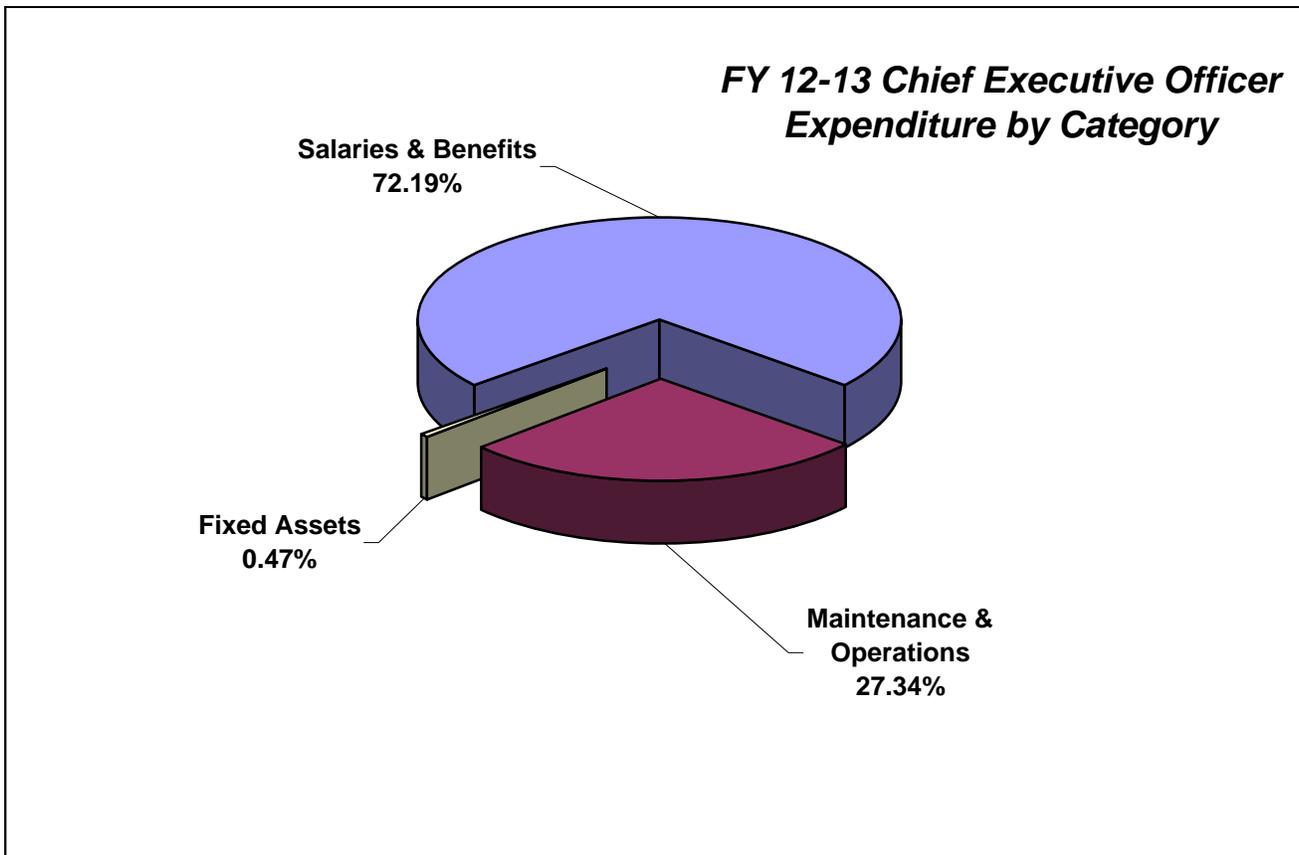
**CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| Expenditure by Division: | | | | | |
| CEO Admin. - 11100 | \$ 1,265,733 | \$ 1,336,917 | \$ 1,225,661 | \$ 1,794,846 | 46.44% |
| City Clerk - 11200 | 317,612 | 377,777 | 319,446 | 492,891 | 54.30% |
| Admin Svs. Admin. - 14050 | 476,927 | 615,595 | 616,284 | - | -100.00% |
| Human Resources - 14100 | 647,805 | 566,507 | 743,337 | 819,391 | 10.23% |
| Central Services - 14200 | 624,395 | 444,563 | 447,602 | 391,378 | -12.56% |
| Risk Management -14400 | 7,905,997 | 5,617,439 | 5,633,066 | 6,480,069 | 15.04% |
| Total Expenditures | \$ 11,238,470 | \$ 8,958,798 | \$ 8,985,396 | \$ 9,978,575 | 11.05% |



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

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ 6,957,439 | \$ 6,971,388 | \$ 6,503,933 | \$ 7,203,754 | 10.76% |
| Maintenance & Operations | 4,281,031 | 1,987,410 | 2,474,213 | 2,727,571 | 10.24% |
| Fixed Assets | - | - | 7,250 | 47,250 | 551.72% |
| Total Expenditures | \$ 11,238,470 | \$ 8,958,798 | \$ 8,985,396 | \$ 9,978,575 | 11.05% |



| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent of Total |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 5,652,892 | \$ 5,733,992 | \$ 5,942,615 | \$ 5,873,780 | 58.86% |
| Self-Insurance Fund - 602 | 5,585,578 | 3,224,806 | 3,042,782 | 4,104,795 | 41.15% |
| Total Funding Sources | \$ 11,238,470 | \$ 8,958,798 | \$ 8,985,396 | \$ 9,978,575 | 100.00% |

CITY OF COSTA MESA, CALIFORNIA

**CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT**

| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|-----------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Regular Salaries - Non Sworn | 501200 | \$ 2,302,283 | \$ 1,863,588 | \$ 2,009,200 | \$ 2,069,373 | 3% |
| Regular Salaries - Part time | 501300 | 42,786 | 118,340 | 34,367 | 36,368 | 6% |
| Overtime | 501400 | 14,960 | 19,984 | 11,150 | 23,500 | 111% |
| Accrual Payoff - Excess Maximum | 501500 | 12,484 | 12,149 | 4,553 | 3,400 | -25% |
| Vacation/Comp. Time Cash Out | 501600 | 9,815 | 18,950 | 5,269 | 11,200 | 113% |
| Holiday Allowance | 501700 | 13,902 | 11,668 | 3,200 | - | -100% |
| Separation Pay-Off | 501800 | 57,817 | 121,210 | - | - | 0% |
| Other Compensation | 501900 | 7,063 | 5,803 | 3,421 | 7,593 | 122% |
| Cafeteria Plan | 505100 | 295,357 | 217,601 | 229,488 | 249,984 | 9% |
| Medicare | 505200 | 29,018 | 27,563 | 29,843 | 30,984 | 4% |
| Retirement | 505300 | 560,224 | 428,481 | 464,653 | 524,444 | 13% |
| Professional Development | 505500 | 4,654 | 8,024 | 8,675 | 27,655 | 219% |
| Auto Allowance | 505600 | 15,883 | 16,035 | 16,350 | 10,800 | -34% |
| Unemployment | 505800 | 43,603 | 371,380 | 5,539 | 251,900 | 4448% |
| Workers' Compensation | 505900 | 2,038,298 | 2,005,673 | 1,878,725 | 2,084,953 | 11% |
| Employer Contr.Retirees' Med. | 506100 | 1,509,292 | 1,724,936 | 1,799,500 | 1,871,600 | 4% |
| Subtotal Salaries & Benefits | | \$ 6,957,439 | \$ 6,971,388 | \$ 6,503,933 | \$ 7,203,754 | 11% |
| Stationery and Office | 510100 | \$ 9,639 | \$ 8,627 | \$ 11,550 | \$ 13,450 | 16% |
| Multi-Media, Promotions and Subs | 510200 | 61,800 | 50,820 | 67,125 | 98,600 | 47% |
| Small Tools and Equipment | 510300 | 6,199 | 2,298 | 8,650 | 19,000 | 120% |
| Uniform & Clothing | 510400 | 68 | 36 | 800 | 800 | 0% |
| Safety and Health | 510500 | - | - | 250 | 250 | 0% |
| Maintenance & Construction | 510600 | - | 446 | 500 | 500 | 0% |
| Waste Disposal | 515700 | 2,561 | 2,054 | 2,000 | 2,000 | 0% |
| Janitorial and Housekeeping | 515800 | 390 | 304 | 400 | 400 | 0% |
| Postage | 520100 | 8,471 | 13,875 | 12,375 | 10,025 | -19% |
| Legal Advertising/Filing Fees | 520200 | 6,948 | 16,914 | 7,500 | 7,500 | 0% |
| Advertising and Public Info. | 520300 | 19,721 | 3,218 | 5,855 | 5,300 | -9% |
| Telephone/Radio/Communications | 520400 | 210 | 181 | 500 | 300 | -40% |
| Mileage Reimbursement | 520600 | 77 | - | 925 | 925 | 0% |
| Office Furniture | 525600 | - | - | 500 | 500 | 0% |
| Office Equipment | 525700 | 62 | 26 | 800 | 800 | 0% |
| Other Equipment | 525800 | 7,202 | 8,511 | 15,000 | 14,500 | -3% |
| Employment | 530100 | 22,001 | 9,272 | 17,000 | 16,000 | -6% |
| Consulting | 530200 | 286,505 | 457,373 | 514,537 | 649,885 | 26% |
| Legal | 530300 | 60,718 | 44,568 | 58,000 | 58,000 | 0% |
| Medical and Health Inspection | 530600 | 30,328 | 34,437 | 74,951 | 75,840 | 1% |
| Law Enforcement | 530700 | 9,173 | 8,556 | 39,700 | 48,550 | 22% |
| External Rent | 535400 | 55,911 | 42,238 | 42,055 | 44,320 | 5% |
| Grants, Loans and Subsidies | 535500 | 187 | - | - | - | 0% |
| Central Services | 535800 | 12,071 | 11,937 | 14,650 | 14,150 | -3% |
| Internal Rent - Maint. Charges | 536100 | 2,321 | - | 5,839 | 4,849 | -17% |
| Internal Rent - Repl.Cost | 536200 | - | - | 5,767 | 4,100 | -29% |
| General Liability | 540100 | 3,305,653 | 928,082 | 1,172,838 | 1,202,178 | 3% |
| Special Liability | 540200 | 11,208 | 14,298 | 11,000 | 12,000 | 9% |
| Buildings & Personal Property | 540500 | 306,476 | 274,257 | 315,346 | 355,049 | 13% |
| Faithful Performance Bonds | 540600 | 12,868 | - | 7,800 | 7,800 | 0% |
| Taxes & Assessments | 540700 | 42,223 | 55,028 | 60,000 | 60,000 | 0% |
| Other Costs | 540900 | 41 | 55 | - | - | 0% |
| Subtotal Maintenance & Operations | | \$ 4,281,031 | \$ 1,987,410 | \$ 2,474,213 | \$ 2,727,571 | 10% |
| Other Equipment | 590800 | \$ - | \$ - | \$ 7,250 | \$ 47,250 | 552% |
| Subtotal Fixed Assets | | \$ - | \$ - | \$ 7,250 | \$ 47,250 | 552% |
| Total Expenditures | | \$ 11,238,470 | \$ 8,958,798 | \$ 8,985,396 | \$ 9,978,575 | 11% |

**CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> <u>Actual</u> | <u>FY 10-11</u> <u>Actual</u> | <u>FY 11-12</u> <u>Adopted</u> | <u>FY 12-13</u> <u>Adopted</u> | <u>Percent</u> <u>Change</u> |
|--|----------------------------------|----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|
| <u>ADMINISTRATION - 11100</u> | | | | | |
| <u>City Council - 50110</u> | | | | | |
| Salaries & Benefits | \$ 45,054 | \$ 44,724 | \$ 45,053 | \$ - | -100% |
| Maintenance & Operations | - | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal City Council</i> | \$ 45,054 | \$ 44,724 | \$ 45,053 | \$ - | -100% |
| <u>City Manager - 50210</u> | | | | | |
| Salaries & Benefits | \$ 886,735 | \$ 798,205 | \$ 761,146 | \$ 1,083,460 | 42% |
| Maintenance & Operations | 53,767 | 224,900 | 146,102 | 189,900 | 30% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal City Manager</i> | \$ 940,502 | \$ 1,023,105 | \$ 907,248 | \$ 1,273,360 | 40% |
| <u>Public Communications - 51030</u> | | | | | |
| Salaries & Benefits | \$ 254,783 | \$ 247,345 | \$ 220,226 | \$ 425,792 | 93% |
| Maintenance & Operations | 25,394 | 21,743 | 45,884 | 48,444 | 6% |
| Fixed Assets | - | - | 7,250 | 47,250 | 552% |
| <i>Subtotal City Manager</i> | \$ 280,177 | \$ 269,088 | \$ 273,360 | \$ 521,486 | 91% |
| <u>CITY CLERK - 11200</u> | | | | | |
| <u>Elections - 50120</u> | | | | | |
| Salaries & Benefits | \$ 587 | \$ 24,661 | \$ - | \$ 16,930 | 0% |
| Maintenance & Operations | 120 | 58,231 | - | 105,300 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Elections</i> | \$ 706 | \$ 82,891 | \$ - | \$ 122,230 | 0% |
| <u>City Council Meetings - 50410</u> | | | | | |
| Salaries & Benefits | \$ 228,821 | \$ 213,236 | \$ 245,568 | \$ 275,963 | 12% |
| Maintenance & Operations | 11,874 | 22,455 | 12,200 | 12,700 | 4% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal City Council Meetings</i> | \$ 240,695 | \$ 235,691 | \$ 257,768 | \$ 288,663 | 12% |
| <u>Public Records - 50420</u> | | | | | |
| Salaries & Benefits | \$ 57,037 | \$ 49,520 | \$ 49,778 | \$ 69,858 | 40% |
| Maintenance & Operations | 19,175 | 9,674 | 11,900 | 12,140 | 2% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Public Records</i> | \$ 76,211 | \$ 59,195 | \$ 61,678 | \$ 81,998 | 33% |

**CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> <u>Actual</u> | <u>FY 10-11</u> <u>Actual</u> | <u>FY 11-12</u> <u>Adopted</u> | <u>FY 12-13</u> <u>Adopted</u> | <u>Percent</u> <u>Change</u> |
|--|----------------------------------|----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|
| ADMIN SVCS ADMIN - 14050 | | | | | |
| <u>Administrative Svcs Admin - 50001</u> | | | | | |
| Salaries & Benefits | \$ 411,135 | \$ 445,495 | \$ 448,951 | \$ - | -100% |
| Maintenance & Operations | 65,792 | 170,100 | 167,333 | - | -100% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Admin Svcs Admin | \$ 476,927 | \$ 615,595 | \$ 616,284 | \$ - | -100% |
| HUMAN RESOURCES - 14100 | | | | | |
| <u>Human Resources Administration - 50610</u> | | | | | |
| Salaries & Benefits | \$ 524,935 | \$ 470,893 | \$ 472,510 | \$ 437,621 | -7% |
| Maintenance & Operations | 122,871 | 95,614 | 270,827 | 381,770 | 41% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Human Resources Admin | \$ 647,805 | \$ 566,507 | \$ 743,337 | \$ 819,391 | 10% |
| CENTRAL SERVICES - 14200 | | | | | |
| <u>Printing & Graphics - 50810</u> | | | | | |
| Salaries & Benefits | \$ 295,512 | \$ 288,056 | \$ 286,054 | \$ 201,296 | -30% |
| Maintenance & Operations | 28,841 | 27,281 | 24,600 | 53,950 | 119% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Printing & Graphics | \$ 324,353 | \$ 315,337 | \$ 310,654 | \$ 255,246 | -18% |
| <u>Photocopying - 50820</u> | | | | | |
| Salaries & Benefits | \$ 125,490 | \$ 53,656 | \$ 53,933 | \$ 55,001 | 2% |
| Maintenance & Operations | 58,845 | 42,810 | 44,200 | 43,200 | -2% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Reprographics | \$ 184,335 | \$ 96,466 | \$ 98,133 | \$ 98,201 | 0% |
| <u>Mail & Delivery - 50840</u> | | | | | |
| Salaries & Benefits | \$ 108,232 | \$ 26,827 | \$ 26,967 | \$ 27,501 | 2% |
| Maintenance & Operations | 7,475 | 5,934 | 11,847 | 10,430 | -12% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Mail & Delivery | \$ 115,707 | \$ 32,760 | \$ 38,814 | \$ 37,930 | -2% |
| RISK MANAGEMENT - 14400 | | | | | |
| <u>Employee Benefit Admin - 50630</u> | | | | | |
| Salaries & Benefits | \$ 158,277 | \$ 419,250 | \$ 96,941 | \$ 250,000 | 158% |
| Maintenance & Operations | 27,538 | 27,420 | 35,900 | - | -100% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Employee Benefit Admin | \$ 185,815 | \$ 446,669 | \$ 132,841 | \$ 250,000 | 88% |

**CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> <u>Actual</u> | <u>FY 10-11</u> <u>Actual</u> | <u>FY 11-12</u> <u>Adopted</u> | <u>FY 12-13</u> <u>Adopted</u> | <u>Percent</u> <u>Change</u> |
|--|----------------------------------|----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|
| <u>Post-Employment Benefits - 50650</u> | | | | | |
| Salaries & Benefits | \$ 1,595,419 | \$ 1,794,635 | \$ 1,873,550 | \$ 1,944,056 | 4% |
| Maintenance & Operations | 1,225 | 625 | 900 | 900 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Post Employment Benefits | \$ 1,596,644 | \$ 1,795,260 | \$ 1,874,450 | \$ 1,944,956 | 4% |
| <u>Risk Mgmt Admin - 50661</u> | | | | | |
| Salaries & Benefits | \$ 113,573 | \$ 82,347 | \$ 78,778 | \$ 378,123 | 380% |
| Maintenance & Operations | 326,833 | 287,490 | 351,201 | 52,195 | -85% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Risk Mgmt Admin | \$ 440,406 | \$ 369,837 | \$ 429,979 | \$ 430,318 | 0% |
| <u>Liability - 50662</u> | | | | | |
| Salaries & Benefits | \$ 92,155 | \$ 95,032 | \$ 54,128 | \$ - | -100% |
| Maintenance & Operations | 3,261,838 | 766,046 | 1,034,008 | 1,529,927 | 48% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Liability | \$ 3,353,993 | \$ 861,078 | \$ 1,088,136 | \$ 1,529,927 | 41% |
| <u>Workers' Comp - 50663</u> | | | | | |
| Salaries & Benefits | \$ 2,059,695 | \$ 1,917,506 | \$ 1,790,349 | \$ 2,038,153 | 14% |
| Maintenance & Operations | 269,444 | 227,088 | 317,311 | 286,715 | -10% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Workers' Comp | \$ 2,329,139 | \$ 2,144,594 | \$ 2,107,660 | \$ 2,324,868 | 10% |
| Total Expenditures | \$ 11,238,470 | \$ 8,958,798 | \$ 8,985,396 | \$ 9,978,575 | 11% |



CITY ATTORNEY
Contracted City Attorney

CITY ATTORNEY'S OFFICE

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

CITY ATTORNEY - 12100

Legal Services - Program 50320

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

BUDGET NARRATIVE

The FY 12-13 adopted budget for the City Attorney's Office is \$803,000, which is consistent with the FY 11-12 adopted budget. This amount consists of \$500,000 for consulting as the City's Attorney, and \$300,000 for legal costs, related civil and criminal litigation.



**CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Division:</u> | | | | | |
| City Attorney - 12100 | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 0.00% |
| Total Expenditures | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 0.00% |

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

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | - |
| Maintenance & Operations | 405,425 | 853,861 | 803,000 | 803,000 | 0.00% |
| Fixed Assets | - | - | - | - | - |
| Total Expenditures | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 0.00% |

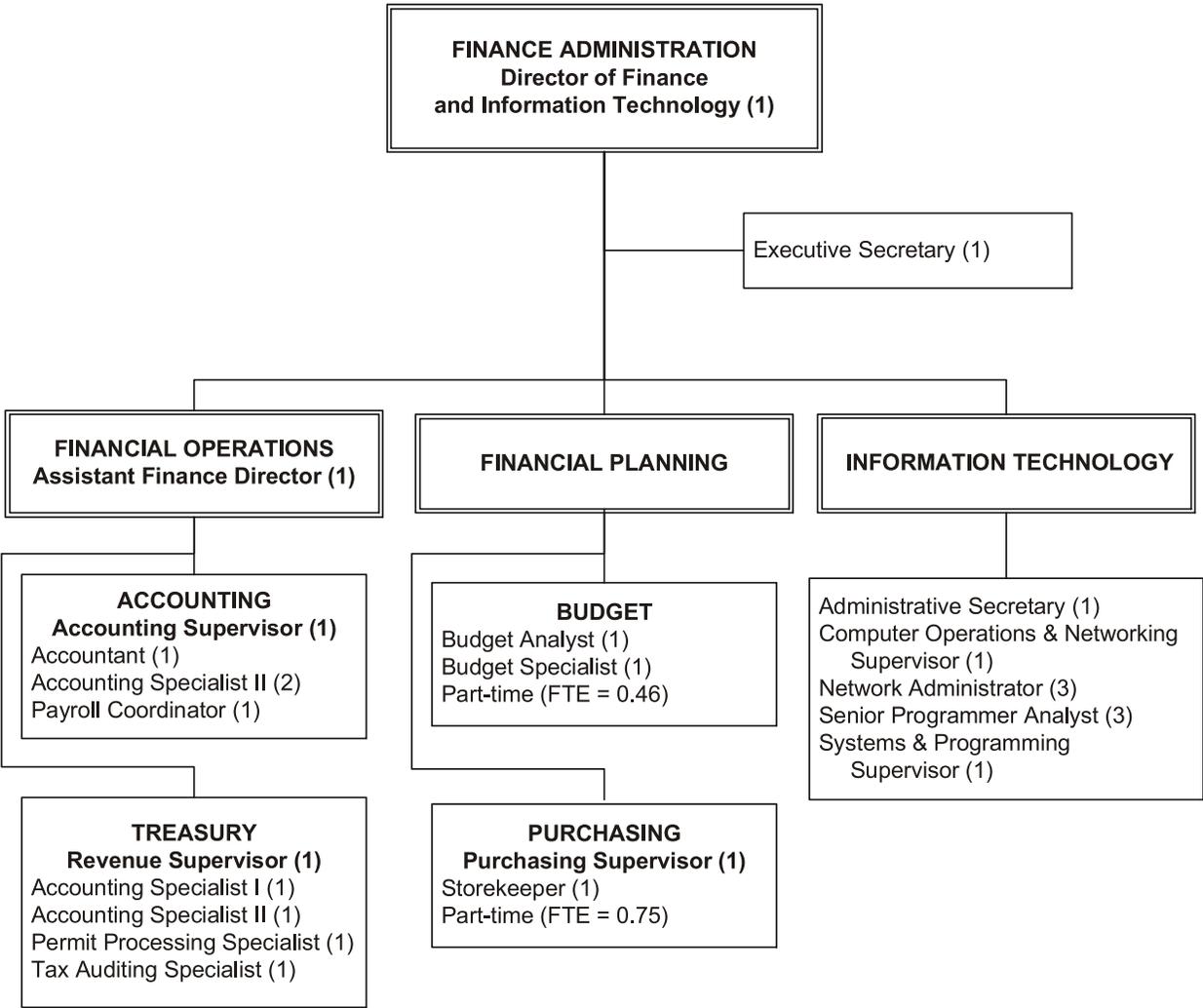
| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent of Total</u> |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 100.00% |
| Self-Insurance Fund - 602 | - | - | - | - | 0.00% |
| Total Funding Sources | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 100.00% |

**CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT**

| Account Description | Account # | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Chg |
|--|------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|------------------------|
| Subtotal Salaries & Benefits | | \$ - | \$ - | \$ - | \$ - | 0% |
| Multi-Media, Promotions and Subs | 510200 | \$ 2,839 | \$ 3,555 | \$ 3,000 | \$ 3,000 | 0% |
| Meetings & Conferences | 520500 | 328 | 493 | - | - | 0% |
| Consulting | 530200 | 281,193 | 541,414 | 500,000 | 500,000 | 0% |
| Legal | 530300 | 121,064 | 308,399 | 300,000 | 300,000 | 0% |
| Subtotal Maintenance & Operations | | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 0% |
| Subtotal Fixed Assets | | \$ - | \$ - | \$ - | \$ - | 0% |
| Total Expenditures | | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 0% |

**CITY ATTORNEY'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---------------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| CITY ATTORNEY'S OFFICE - 12100 | | | | | |
| Legal Services - 50320 | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 405,425 | 853,861 | 803,000 | 803,000 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Legal Services | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 0% |
| Total Expenditures | \$ 405,425 | \$ 853,861 | \$ 803,000 | \$ 803,000 | 0% |



FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT

The Finance Department is a General Government Support function. During FY 11-12, the Administrative Services Department was reorganized. The Information Technology division, previously allocated to that department, is combined with the Finance Department. The Department now has 26 full-time staff members composed of three management, five supervisory, and eighteen professional/clerical positions, plus two part-time positions to assist in the purchasing and budget functions and is comprised of four divisions and each division is further split into different programs. The four divisions are as follows:

- * **Finance Administration**
- * **Financial Operations**
- * **Financial Planning**
- * **Information Technology**

FINANCE ADMINISTRATION - 13100

Administration - 50001

Provides the Department's overall administrative direction and policy implementation; advises the C.E.O. and the City Council on financial issues; and reports to the Investment Oversight Committee regarding investment activities.

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 new Housing Authority, and the Costa Mesa Community 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 Director of Finance; maintains records and accounts for Business Improvement District bonds; issues special events permits; administers the City's business license program; generates billings for various receivables; performs audits of Transient Occupancy Tax, golf course operations, and bus shelter franchises; and prepares the monthly Treasurer's Report.

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 Director of Finance, 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 AND INFORMATION TECHNOLOGY DEPARTMENT

INFORMATION TECHNOLOGY - 14600

Computer Operations - 50710

Previously part of the Administrative Services Department, 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 report distribution in a networked client-server environment.

Computer Systems Development - 50720

Previously part of the Administrative Services Department, 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 12-13 adopted budget for the Finance Department is \$4,706,284, an increase of \$43,454 or .93% compared to the adopted budget for FY 11-12. The salaries and benefit accounts experienced a slight 2% decrease due to a staffing reduction of the Information Technology Manager position.

The increase in operations and maintenance accounts of \$83,129 is mostly due to maintenance contracts for information technology (\$47,572) and funding of the department's share of general liability costs (\$34,976). Fixed assets increased costs are for necessary information technology equipment upgrades, such as malware repair software and network servers for additional capacity.

PRIOR YEAR'S ACCOMPLISHMENTS

- Continued to receive the budgeting, financial reporting, and procurement awards from GFOA, CSMFO and NPI.
- 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.
- Implemented paperless tracking system of invoices sent to departments for approval.
- Created on-line vendor registration system that allows suppliers to register to do business with the City directly from the City's purchasing web page.

GOALS

- Maintain the City's fiscal health and provide adequate resources to fund City services to the community.
- Perform financial responsibilities in accordance with statutory regulations and standards promulgated by professional regulatory agencies.

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.

FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT

OBJECTIVES cont.

- Provide financial services such as accounts payable, payroll, cash receipting, 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 by January each year.

| PERFORMANCE MEASURES/WORKLOAD INDICATORS | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY12-13 <u>Adopted</u> |
|---|-----------------------------------|------------------------------------|-----------------------------------|
| <u>Performance Measures:</u> | | | |
| Number of Audit Adjustments (Auditor Recommended) | 2 | 1 | 1 |
| Years Received GFOA CAFR Award | 33 | 34 | 35 |
| Years Received GFOA Distinguished Budget Award | 12 | 13 | 14 |
| Accuracy Forecasting Expenditures – General Fund | 100% | 100% | 100% |
| Accuracy Forecasting Revenues – General Fund | 100% | 100% | 100% |
| Years Received NPI Excellence in Procurement Award | 11 | 12 | 13 |
| Number of points received for the Procurement Award | 150 | 150 | 150 |
| Average days to process purchase order (informal bids) | 5 | 5 | 5 |
| Percentage of Purchasing survey results at excellent or good (On a scale of excellent, good, average, needs improvement) | 95% | 95% | 95% |
| Percentage of items posted/sold via online auction | 75% | 75% | 75% |
| Inventory turnover ratio per fiscal year | 4.00 | 3.50 | 3.50 |
| <u>Workload indicators:</u> | | | |
| City Budgeted Funds Monitored (Millions) | \$109.5 | \$115.0 | \$132.6 |
| Number of budget adjustments processed | 70 | 30 | 30 |
| Accounts Payable Checks Issued | 11,700 | 11,000 | 11,000 |
| Number of payroll checks issued | 15,158 | 18,000 | 15,150 |
| Number of purchase orders issued | 700 | 700 | 700 |
| Number of contracts issued | 130 | 120 | 120 |
| Number of Transient Occupancy Tax (TOT) audits | 6 | 6 | 6 |
| Number of business licenses processed | 12,000 | 11,900 | 11,900 |
| Number of accounts receivable invoices processed | 3,221 | 3,000 | 3,100 |
| Dollar value of online auction sales | \$60,000 | \$35,000 | \$35,000 |
| Total reams of paper used | 8,500 | 8,500 | 8,500 |



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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| <u>Finance Administration - 13100</u> | | | | |
| Director of Finance and Information Technology | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Administration - 50001</i> | 2.00 | 2.00 | 2.00 | 2.00 |
| Total Finance Administration Full-time Positions | 2.00 | 2.00 | 2.00 | 2.00 |
| <u>Financial Operations - 13200</u> | | | | |
| Assistant Finance Director | 0.65 | 0.65 | 0.65 | 0.65 |
| Accountant | 1.00 | 1.00 | 1.00 | 1.00 |
| Accounting Specialist I | - | - | - | - |
| Accounting Specialist II | 3.00 | 2.00 | 2.00 | 2.00 |
| Accounting Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Budget Specialist | - | - | - | - |
| Grant Administrator | 1.00 | - | - | - |
| Payroll Coordinator | 1.00 | 1.00 | 1.00 | 1.00 |
| Revenue Investment Specialist | 0.10 | - | - | - |
| <i>Subtotal Accounting - 50510</i> | 7.75 | 5.65 | 5.65 | 5.65 |
| Assistant Finance Director | 0.35 | 0.35 | 0.35 | 0.35 |
| Accounting Specialist I | 1.00 | 1.00 | 1.00 | 1.00 |
| Accounting Specialist II | 1.00 | 1.00 | 1.00 | 1.00 |
| Business License Inspector | 1.00 | - | - | - |
| Permit Processing Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Revenue Investment Specialist | 0.90 | - | - | - |
| Revenue Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Tax Auditing Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Treasury - 50540</i> | 7.25 | 5.35 | 5.35 | 5.35 |
| Total Financial Operations Full-time Positions | 15.00 | 11.00 | 11.00 | 11.00 |
| <u>Financial Planning - 13300</u> | | | | |
| Budget & Research Officer | 0.75 | 0.75 | 0.75 | - |
| Accounting Specialist II | - | - | - | - |
| Budget Analyst | 1.00 | - | - | 1.00 |
| Budget Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Buyer | - | - | - | - |
| <i>Subtotal Budget & Research - 50520</i> | 2.75 | 1.75 | 1.75 | 2.00 |
| Budget & Research Officer | 0.25 | 0.25 | 0.25 | - |
| Accounting Specialist I | - | - | - | - |
| Buyer | 1.00 | - | - | - |
| Purchasing Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Storekeeper | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Purchasing - 50530</i> | 3.25 | 2.25 | 2.25 | 2.00 |
| Total Financial Planning Full-time Positions | 6.00 | 4.00 | 4.00 | 4.00 |
| Total Fin Planning Part-time Positions (in FTE's) | 1.42 | 0.75 | 0.75 | 1.21 |

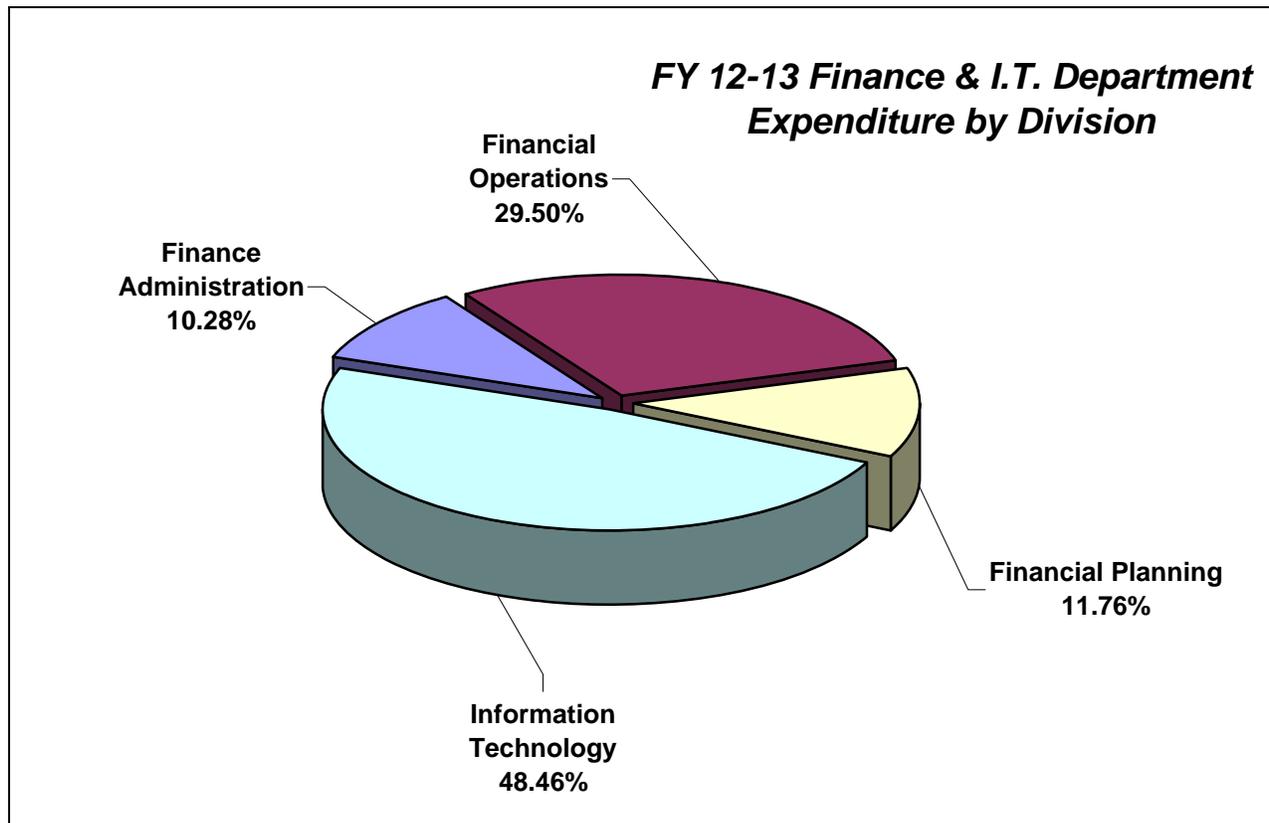


**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Information Technology - 14600</u> | | | | |
| Information Technology Manager | 0.50 | 0.50 | 0.50 | - |
| Management Information Services Manager | - | - | - | - |
| Administrative Secretary | 0.50 | 0.50 | 0.50 | 0.50 |
| Computer Operations & Networking Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Network Administrator | 5.00 | 3.00 | 3.00 | 3.00 |
| Police Information System Specialist | - | - | - | - |
| <i>Subtotal Computer Operations - 50710</i> | 7.00 | 5.00 | 5.00 | 4.50 |
| Information Technology Manager | 0.50 | 0.50 | 0.50 | - |
| Management Information Services Manager | - | - | - | - |
| Administrative Secretary | 0.50 | 0.50 | 0.50 | 0.50 |
| Programmer Analyst I | 1.00 | - | - | - |
| Programmer Analyst II | 2.00 | - | - | - |
| Senior Programmer Analyst | 3.00 | 3.00 | 3.00 | 3.00 |
| Systems & Programming Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Computer Systems Devel - 50720</i> | 8.00 | 5.00 | 5.00 | 4.50 |
| Total Information Technology Full-time Positions | 15.00 | 10.00 | 10.00 | 9.00 |
| Total Department Full-time Positions | 38.00 | 27.00 | 27.00 | 26.00 |
| Total Department Part-time Positions (in FTE's) | 1.42 | 0.75 | 0.75 | 1.21 |
| TOTAL DEPARTMENT | 39.42 | 27.75 | 27.75 | 27.21 |

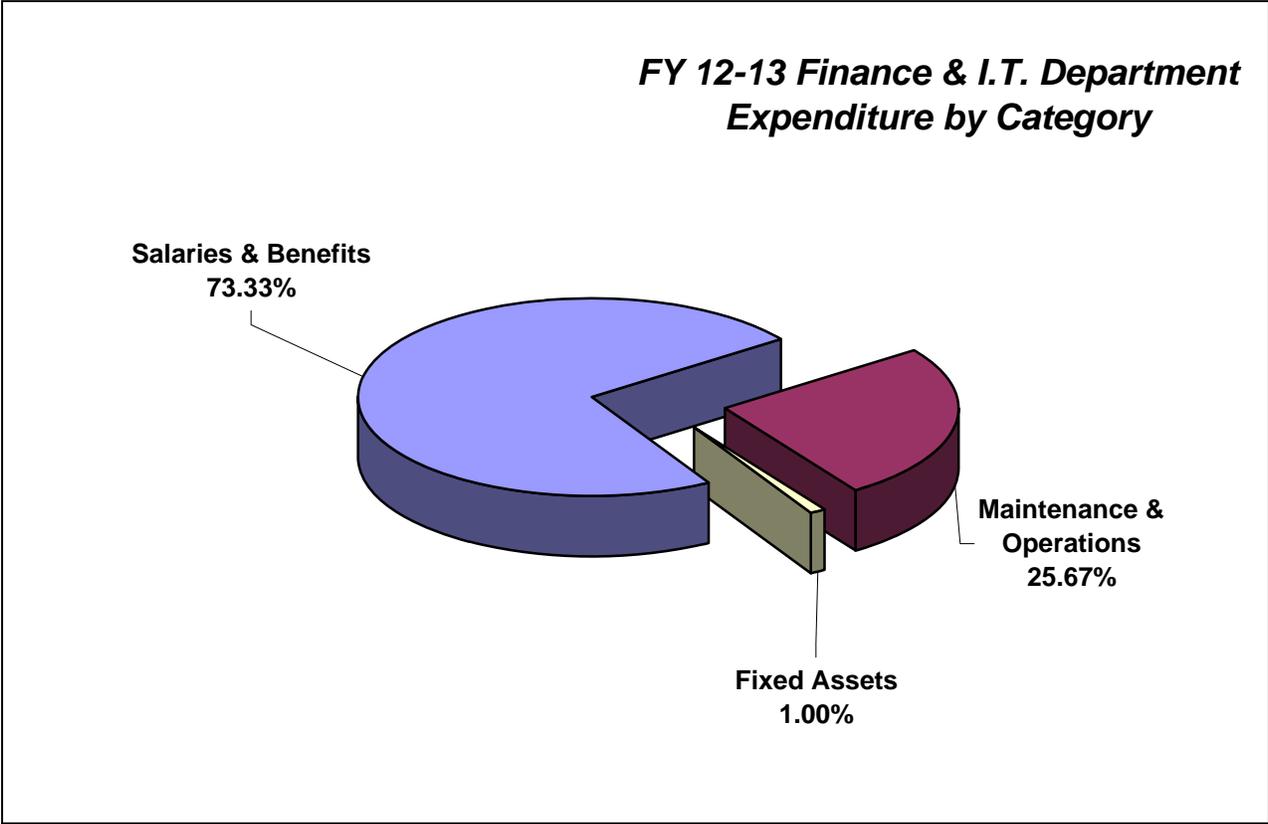
**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Division:</u> | | | | | |
| Finance Admin. - 13100 | \$ 263,517 | \$ 211,560 | \$ 376,081 | \$ 483,855 | 28.66% |
| Financial Operations - 13200 | 1,493,106 | 1,279,895 | 1,367,382 | 1,388,417 | 1.54% |
| Financial Planning - 13300 | 713,724 | 576,212 | 573,967 | 553,423 | -3.58% |
| Information Technology - 14600 | 2,688,661 | 2,060,887 | 2,345,400 | 2,280,590 | -2.76% |
| Total Expenditures | \$ 5,159,007 | \$ 4,128,554 | \$ 4,662,830 | \$ 4,706,284 | 0.93% |



**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ 4,228,491 | \$ 3,265,795 | \$ 3,513,070 | \$ 3,451,196 | -1.76% |
| Maintenance & Operations | 874,048 | 838,641 | 1,124,880 | 1,208,009 | 7.39% |
| Fixed Assets | 56,469 | 24,118 | 24,880 | 47,080 | 89.23% |
| Total Expenditures | \$ 5,159,007 | \$ 4,128,554 | \$ 4,662,830 | \$ 4,706,284 | 0.93% |



| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent of Total</u> |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 5,159,007 | \$ 4,128,554 | \$ 4,662,830 | \$ 4,706,284 | 100.00% |
| Total Funding Sources | \$ 5,159,007 | \$ 4,128,554 | \$ 4,662,830 | \$ 4,706,284 | 100.00% |

FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

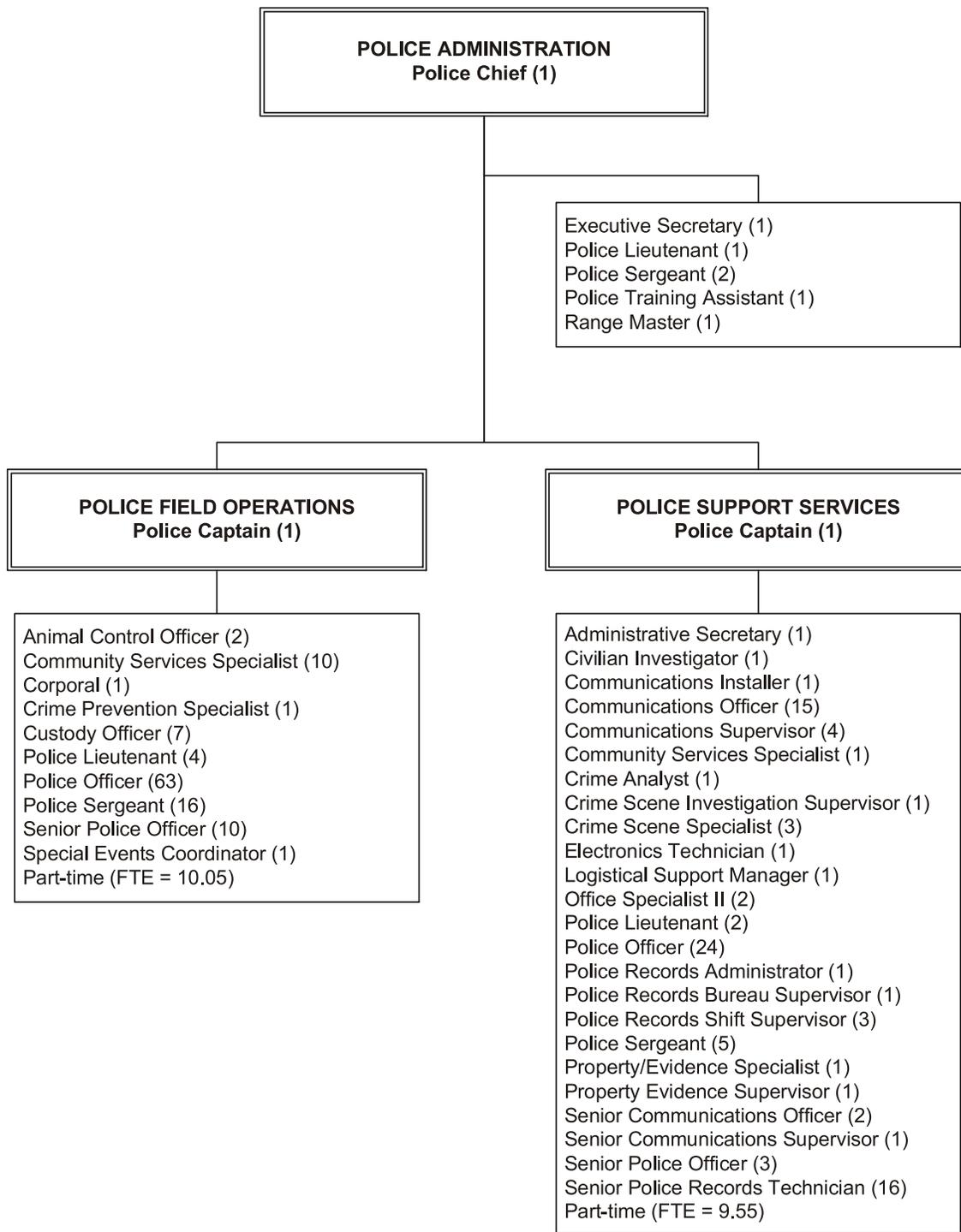
| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Chg |
|--|----------------|---------------------|---------------------|---------------------|---------------------|----------------|
| Regular Salaries - Non Sworn | 501200 | \$ 2,974,562 | \$ 2,320,869 | \$ 2,507,952 | \$ 2,309,844 | -8% |
| Regular Salaries - Part time | 501300 | 56,995 | 54,750 | 40,170 | 94,890 | 136% |
| Overtime | 501400 | 45,408 | 37,411 | 91,573 | 92,956 | 2% |
| Accrual Payoff - Excess Maximum | 501500 | 11,065 | 10,107 | - | - | 0% |
| Vacation/Comp. Time Cash Out | 501600 | 11,500 | 15,146 | 6,919 | 6,919 | 0% |
| Holiday Allowance | 501700 | 14,600 | 10,142 | - | - | 0% |
| Separation Pay-Off | 501800 | 70,564 | 25,750 | - | - | 0% |
| Other Compensation | 501900 | 13,232 | 11,349 | 12,135 | 10,844 | -11% |
| Cafeteria Plan | 505100 | 352,806 | 269,691 | 291,198 | 265,602 | -9% |
| Medicare | 505200 | 43,188 | 32,909 | 36,656 | 34,578 | -6% |
| Retirement | 505300 | 601,183 | 422,385 | 488,495 | 514,818 | 5% |
| Professional Development | 505500 | 5,404 | 2,448 | 3,655 | 24,645 | 574% |
| Auto Allowance | 505600 | 1,211 | 1,541 | - | - | 0% |
| Unemployment | 505800 | 924 | 1,721 | 1,329 | 2,500 | 88% |
| Workers' Compensation | 505900 | 21,589 | 45,031 | 32,988 | 93,600 | 184% |
| Employer Contr.Retirees' Med. | 506100 | 4,260 | 4,544 | - | - | 0% |
| Subtotal Salaries & Benefits | | \$ 4,228,491 | \$ 3,265,795 | \$ 3,513,070 | \$ 3,451,196 | -2% |
| Stationery and Office | 510100 | \$ 11,365 | \$ 7,483 | \$ 15,350 | \$ 15,336 | 0% |
| Multi-Media, Promotions and Subs | 510200 | 318 | 897 | 1,785 | 2,035 | 14% |
| Small Tools and Equipment | 510300 | 31,654 | 16,933 | 36,206 | 46,923 | 30% |
| Uniform & Clothing | 510400 | 211 | 142 | 250 | 250 | 0% |
| Safety and Health | 510500 | - | 383 | - | - | 0% |
| Waste Disposal | 515700 | 165 | - | 300 | 200 | -33% |
| Postage | 520100 | 20,105 | 23,756 | 23,200 | 23,200 | 0% |
| Legal Advertising/Filing Fees | 520200 | 309 | 461 | 500 | 500 | 0% |
| Telephone/Radio/Communications | 520400 | 2,998 | 2,877 | 4,000 | 3,000 | -25% |
| Mileage Reimbursement | 520600 | 99 | - | - | - | 0% |
| Office Equipment | 525700 | 697,615 | 637,849 | 821,820 | 869,392 | 6% |
| Employment | 530100 | - | 37,740 | - | - | 0% |
| Consulting | 530200 | 1,400 | 150 | 8,698 | - | -100% |
| Financial & Information Svcs | 530500 | 88,809 | 87,370 | 170,600 | 174,600 | 2% |
| External Rent | 535400 | 4,480 | 4,904 | 9,144 | 8,697 | -5% |
| Central Services | 535800 | 6,865 | 10,350 | 10,100 | 10,100 | 0% |
| Internal Rent - Maint. Charges | 536100 | 1,286 | - | 5,254 | 4,476 | -15% |
| Internal Rent - Repl.Cost | 536200 | - | - | 6,549 | 3,200 | -51% |
| General Liability | 540100 | 5,723 | 7,017 | 11,124 | 46,100 | 314% |
| Other Costs | 540900 | 646 | 330 | - | - | 0% |
| Subtotal Maintenance & Operations | | \$ 874,048 | \$ 838,641 | \$ 1,124,880 | \$ 1,208,009 | 7% |
| Office Furniture | 590600 | \$ - | \$ 8,826 | \$ - | \$ - | 0% |
| Office Equipment | 590700 | - | - | - | 12,150 | 0% |
| Other Equipment | 590800 | 56,469 | 15,292 | 24,880 | 34,930 | 40% |
| Subtotal Fixed Assets | | \$ 56,469 | \$ 24,118 | \$ 24,880 | \$ 47,080 | 89% |
| Total Expenditures | | \$ 5,159,007 | \$ 4,128,554 | \$ 4,662,830 | \$ 4,706,284 | 1% |

**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> <u>Actual</u> | <u>FY 10-11</u> <u>Actual</u> | <u>FY 11-12</u> <u>Adopted</u> | <u>FY 12-13</u> <u>Adopted</u> | <u>Percent</u> <u>Change</u> |
|--|----------------------------------|----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|
| FINANCE ADMINISTRATION - 13100 | | | | | |
| <u>Finance Admin - 50001</u> | | | | | |
| Salaries & Benefits | \$ 224,093 | \$ 155,711 | \$ 319,407 | \$ 392,305 | 23% |
| Maintenance & Operations | 39,424 | 47,024 | 56,674 | 91,550 | 62% |
| Fixed Assets | - | 8,826 | - | - | 0% |
| Subtotal Finance Administration | \$ 263,517 | \$ 211,560 | \$ 376,081 | \$ 483,855 | 29% |
| FINANCIAL OPERATIONS - 13200 | | | | | |
| <u>Acctg. & Financial Rprt. - 50510</u> | | | | | |
| Salaries & Benefits | \$ 786,306 | \$ 650,613 | \$ 649,542 | \$ 664,704 | 2% |
| Maintenance & Operations | 72,576 | 68,186 | 153,500 | 157,700 | 3% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Acct. & Financial Rprt. | \$ 858,881 | \$ 718,799 | \$ 803,042 | \$ 822,404 | 2% |
| <u>Treasury - 50540</u> | | | | | |
| Salaries & Benefits | \$ 619,823 | \$ 547,126 | \$ 549,690 | \$ 551,213 | 0% |
| Maintenance & Operations | 14,401 | 13,970 | 14,650 | 14,800 | 1% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Treasury | \$ 634,224 | \$ 561,096 | \$ 564,340 | \$ 566,013 | 0% |
| FINANCIAL PLANNING - 13300 | | | | | |
| <u>Budget & Research - 50520</u> | | | | | |
| Salaries & Benefits | \$ 288,027 | \$ 239,619 | \$ 236,798 | \$ 275,955 | 17% |
| Maintenance & Operations | 11,900 | 12,000 | 12,050 | 12,050 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Budget & Research | \$ 299,927 | \$ 251,619 | \$ 248,848 | \$ 288,005 | 16% |
| <u>Purchasing - 50530</u> | | | | | |
| Salaries & Benefits | \$ 410,950 | \$ 285,830 | \$ 311,316 | \$ 255,742 | -18% |
| Maintenance & Operations | 2,847 | 38,763 | 13,803 | 9,676 | -30% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Purchasing | \$ 413,797 | \$ 324,592 | \$ 325,119 | \$ 265,418 | -18% |

**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> <u>Actual</u> | <u>FY 10-11</u> <u>Actual</u> | <u>FY 11-12</u> <u>Adopted</u> | <u>FY 12-13</u> <u>Adopted</u> | <u>Percent</u> <u>Change</u> |
|--|----------------------------------|----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|
| <i>INFORMATION TECHNOLOGY - 14600</i> | | | | | |
| <u>Computer Operations - 50710</u> | | | | | |
| Salaries & Benefits | \$ 912,922 | \$ 657,654 | \$ 701,705 | \$ 638,471 | -9% |
| Maintenance & Operations | 732,843 | 658,699 | 874,203 | 922,233 | 5% |
| Fixed Assets | 56,469 | 15,292 | 24,880 | 47,080 | 89% |
| <i>Subtotal Computer Operations</i> | <u>\$1,702,234</u> | <u>\$1,331,645</u> | <u>\$1,600,788</u> | <u>\$1,607,784</u> | <u>0%</u> |
| <u>Computer Systems Development - 50720</u> | | | | | |
| Salaries & Benefits | \$ 986,369 | \$ 729,242 | \$ 744,612 | \$ 672,805 | -10% |
| Maintenance & Operations | 58 | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Computer Systems Dev</i> | <u>\$ 986,427</u> | <u>\$ 729,242</u> | <u>\$ 744,612</u> | <u>\$ 672,805</u> | <u>-10%</u> |
| Total Expenditures | <u>\$5,159,007</u> | <u>\$4,128,554</u> | <u>\$4,662,830</u> | <u>\$4,706,284</u> | <u>1%</u> |



POLICE DEPARTMENT

POLICE DEPARTMENT

The Police Department is tasked with protecting life and property while preserving the peace. The Department has 216 full-time positions, of which 134 are sworn and 82 are professional staff. Full-time staffing is composed of 11 management positions, 36 supervisory, and 169 line-level positions. Part-time staffing consists of 19.60 full-time equivalents. The Department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

- * ***Police Administration***
- * ***Police Field Operations***
- * ***Police Support Services***

POLICE ADMINISTRATION – 15100

Police Administration - 50001

Provides the Department's overall direction and planning with input from other divisions; provides advice to the 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 within the guidelines established by statutory and state-mandated Peace Officer Standard Training (POST) requirements and community needs for both 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; and coordinates personnel to respond to and investigate traffic collisions.

Contract & Special Events - 10114

Provides special event security services and traffic management services requested by the community on a contract-for-pay basis.

Jail - 10137

Provides for the processing and detention of arrested persons in a manner required by State and Federal laws; coordinates court appearances and related activities of subpoenaed officers and arrested persons; and transports arrestees from the jail to court.

Animal Control - 10139

Regulates, controls, and prevents rabies in the wild and domesticated animal population in the City; impounds stray 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 including but not limited to the following:

- Communications
- Technical Services
- Records & Information Systems
- Crime Scene Investigations - Photographic Services
- Property & Evidence
- Court Liaison Services
- Building Equipment & Maintenance

This division is also responsible for computer-related activities associated with a 24-hour operation of the City's public safety computer system and is responsible for the research and development of numerous programs, including safety equipment, new laws and regulations, and policy development; and conducts department budget and grant administration.

Helicopter Patrol - 10112

Provides helicopter patrol through 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 reported, 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, apprehension, prosecution, and conviction of perpetrators and 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 for the collection and processing of evidence at the crime scene; laboratory and photographic support for evidentiary and non-evidentiary requests.

Youth Crime Intervention - 10135

Provides services to local schools; provides security to intermediate and high schools through the School Resource Officer Unit; gang suppression; and coordinates outreach intervention opportunities through the Gang Detail.

Property & Evidence - 10136

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

Equipment Maintenance - 10138

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

POLICE DEPARTMENT

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.

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; 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 12-13 adopted budget for the Police Department totals \$40,636,057, which reflects an increase of \$608,260 or .02% compared to the FY 11-12 adopted budget. While salaries and benefit accounts increased by \$908,738, maintenance & operation (M&O) and fixed asset accounts decreased by \$296,478. The increase in salary and benefits is largely attributed to the department's share of workers compensation funding (\$197,261), retirement costs for all personnel (\$508,588), and overtime in the Narcotics Forfeiture Fund (\$116,300).

Changes in full-time staffing include the reduction of nine (9) Police Officers positions, one (1) Volunteer Coordinator position, one (1) Lieutenant position, one (1) Animal Control Officer position, one (1) Administrative Services Commander position, one (1) Helicopter Sergeant position, one (1) Telecommunications Manager position, one (1) Administrative Secretary position, and the addition of one (1) Crime Prevention Specialist position and one (1) Sergeant position.

The M&O budget is comparable to the prior year with a slight decrease of \$23,478 while fixed asset requests declined by approximately \$270,000. The increase in the consulting budget is due to a full year funding of Police Helicopter support from the City of Huntington Beach.

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

PRIOR YEAR'S ACCOMPLISHMENTS

- Implemented Department reorganization under a two Command Model
- Implemented Hybrid 4/10 Patrol Schedule Model for efficiencies
- 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
- Revised the current municipal ordinance regulating massage establishments, owners, and employees to include provisions of SB 731
- Worked with the City Attorney's Office to aggressively address marijuana dispensaries.
- Obtained grant awards (*UASI, JAG, & OTS*) to fund Department training and initiatives during the fiscal year
- Achieved the Detective Bureau's established case clearance rate objectives
- Transitioned the City's Telecommunications Division under the umbrella of the Police Department
- Processed and dispatched 90% of emergency public safety services within 60 seconds of receipt

POLICE DEPARTMENT

GOALS

Focus on policing strategies that will reduce crime, the fear of crime, and improve quality of life within the community. Emphasize accountability, problem-solving, and community involvement.

OBJECTIVES

- Evaluate Department reorganization under a two command model
- Evaluate Hybrid 4/10 Patrol Scheduling Model for efficiencies
- Develop citywide Emergency Preparedness Program
- Develop Succession Plan
- Implement Community Policing Programs to address Homeless Task Force Objectives, hotels/motels and dispensary issues
- Expand Reserve, Volunteer, and Explorer Programs
- Evaluate RFP's for possible budget efficiencies
- Expand press and community relations with contemporary social media aspects
- Develop Crime Statistical Data Systems, Crime Mapping, and hot spot enforcement strategies
- Develop strategic IT plan for Department; CAD/RMS, Automated Property System, Document Imaging, Early Warning Systems, and ILJAOC participation/compliance
- Identify replacement patrol sedan

| Performance Measures/Workload Indicators: | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|--|-----------------------------------|------------------------------------|------------------------------------|
| • Records Bureau Cases/Arrest Reports Processed | 15,324 | 21,921 | 18,133 |
| • Custody Bookings | 4,006 | 4,910 | 3,500 |
| • Crime Scene Investigation – Photo/Prints Made | 6,126 | 7,687 | 4,500 |
| • Property and Evidence – Total Items Booked | 6,919 | 8,362 | 7,900 |
| • Emergency calls | 1,128 | 1,160 | 1,180 |
| Responded within 5 minutes | 860 | 928 | 968 |
| Effectiveness | 76% | 80% | 82% |
| • Non-emergency calls | 68,104 | 72,100 | 64,000 |
| Responded within 15 minutes | 64,515 | 68,200 | 60,080 |
| Effectiveness | 95% | 95% | 95% |
| • Responded within 30 minutes | 67,266 | 71,300 | 63,360 |
| Effectiveness | 99% | 99% | 99% |
| • Hit-and-run investigations | 317 | 310 | 380 |
| Cases cleared | 207 | 170 | 247 |
| Effectiveness | 65% | 55% | 65% |
| • Traffic customer survey rating good or better | 94% | 80% | 90% |

POLICE DEPARTMENT

| Performance Measures/Workload Indicators: | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|--|-----------------------------------|------------------------------------|------------------------------------|
| • Assigned robbery cases | 88 | 110 | 100 |
| Cases cleared | 32 | 40 | 35 |
| Effectiveness | 36% | 35% | 35% |
| • Assigned crimes against persons cases | 108 | 140 | 120 |
| Cases cleared | 89 | 100 | 84 |
| Effectiveness | 82% | 70% | 70% |
| • Assigned burglary cases | 1,452 | 1,460 | 800 |
| Cases cleared | 303 | 370 | 320 |
| Effectiveness | 21% | 25% | 40% |
| • Assigned theft cases | 1,951 | 1,900 | 1,000 |
| Cases cleared | 658 | 480 | 400 |
| Effectiveness | 34% | 25% | 40% |
| • Assigned juvenile cases | 249 | 200 | 205 |
| Cases cleared | 212 | 180 | 184 |
| Effectiveness | 85% | 90% | 90% |
| • Economic/identity theft cases | 357 | 480 | 300 |
| Cases cleared | 119 | 120 | 120 |
| Effectiveness | 33% | 25% | 40% |
| • 911 Emergency/Public Safety calls received | 47,075 | 52,000 | 53,500 |
| • 911 calls answered within 10 seconds | 98% | 95% | 97% |
| • Calls for Service | 99,197 | 123,000 | 99,000 |
| • Telephone Calls Received | 218,772 | 198,000 | 239,000 |
| • Telecomm Quest Link | 609 | 500 | 600 |
| • Animal Control - Calls for Service | 3,227 | N/A | 3,200 |
| • Animal Control - Impounds | 1,745 | N/A | 1,300 |



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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| <u>Police Administration - 15100</u> | | | | |
| Police Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Lieutenant | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Sergeant | 2.00 | 1.00 | 1.00 | 1.00 |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst | 1.00 | - | - | - |
| <i>Subtotal Administration - 50001</i> | 6.00 | 4.00 | 4.00 | 4.00 |
| Police Training Administrator | 1.00 | - | - | - |
| Police Training Assistant | 1.00 | 1.00 | 1.00 | 1.00 |
| Range Master | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Sergeant | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Officer | 1.00 | 1.00 | 1.00 | - |
| Office Specialist II | 1.00 | - | - | - |
| <i>Subtotal Training - 10133</i> | 6.00 | 4.00 | 4.00 | 3.00 |
| Total Police Administration Full-time Positions | 12.00 | 8.00 | 8.00 | 7.00 |
| Total Police Admin Part-time Positions (in FTE's) | 1.25 | - | - | - |
| <u>Police Field Operations - 15300</u> | | | | |
| Police Captain | 0.80 | 1.00 | 1.00 | 1.00 |
| Community Services Specialist | 4.00 | 3.00 | 7.00 | 10.00 |
| Corporal | 2.00 | 1.00 | 1.00 | 1.00 |
| Crime Prevention Specialist | - | - | - | 1.00 |
| Police Lieutenant | 4.00 | 4.00 | 4.00 | 4.00 |
| Police Officer | 73.00 | 70.00 | 64.00 | 50.00 |
| Police Sergeant | 15.00 | 14.00 | 14.00 | 14.00 |
| Senior Police Officer | 6.00 | 4.00 | 8.00 | 9.00 |
| Volunteer Coordinator | - | - | 1.00 | - |
| <i>Subtotal Field Area Policing - 10111</i> | 104.80 | 97.00 | 100.00 | 90.00 |
| Community Services Specialist | 10.00 | 3.00 | 4.00 | - |
| Office Specialist II | 1.00 | 1.00 | - | - |
| Police Lieutenant | 1.00 | 1.00 | 1.00 | - |
| Police Officer | 14.00 | 12.00 | 12.00 | 12.00 |
| Police Sergeant | 2.00 | 2.00 | 1.00 | 2.00 |
| Senior Police Officer | 2.00 | - | - | - |
| <i>Subtotal Traffic Enforcement - 10113</i> | 30.00 | 19.00 | 18.00 | 14.00 |
| Police Officer | 1.00 | - | - | - |
| Police Sergeant | 1.00 | 1.00 | 1.00 | - |
| Senior Police Officer | - | 1.00 | 1.00 | 1.00 |
| Special Events Coordinator | - | - | 1.00 | 1.00 |
| <i>Subtotal Contract & Special Events - 10114</i> | 2.00 | 2.00 | 3.00 | 2.00 |
| Crime Prevention Specialist | 2.00 | - | - | - |
| <i>Subtotal Community Services - 10134</i> | 2.00 | - | - | - |

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

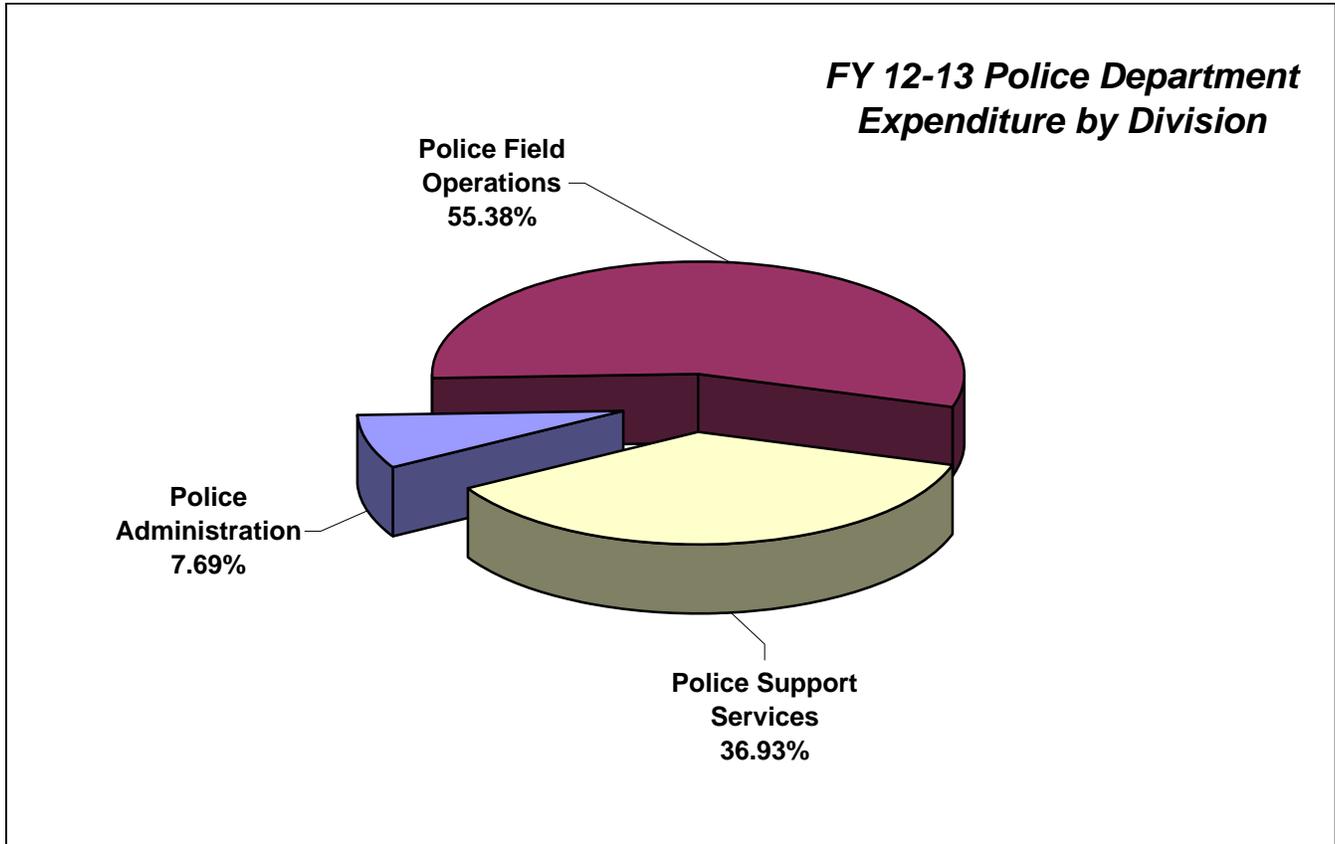
| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Police Field Operations - 15300 continued</u> | | | | |
| Police Sergeant | 1.00 | 1.00 | 1.00 | - |
| Custody Officer | 11.00 | 11.00 | 11.00 | 7.00 |
| <i>Subtotal Jail - 10137</i> | 12.00 | 12.00 | 12.00 | 7.00 |
| Animal Control Officer | 3.00 | 3.00 | 3.00 | 2.00 |
| <i>Subtotal Animal Control - 10139</i> | 3.00 | 3.00 | 3.00 | 2.00 |
| Total Police Field Operations Full-time Positions | 153.80 | 133.00 | 136.00 | 115.00 |
| Total Police Fld Ops Part-time Positions (in FTE's) | 2.00 | 2.50 | 6.05 | 10.05 |
| <u>Police Support Services - 15400</u> | | | | |
| Police Administrative Svcs Commander | 1.00 | 1.00 | 1.00 | - |
| 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 |
| Police Lieutenant | 1.00 | 1.00 | 1.00 | - |
| <i>Subtotal Administration - 50001</i> | 4.00 | 4.00 | 5.00 | 3.00 |
| Police Helicopter Sergeant | 1.00 | 1.00 | 1.00 | - |
| Police Helicopter Pilot | 4.00 | 3.00 | - | - |
| <i>Subtotal Helicopter Patrol - 10112</i> | 5.00 | 4.00 | 1.00 | - |
| Civilian Investigator | 2.00 | 1.00 | 1.00 | 1.00 |
| Community Services Specialist | 1.00 | - | - | - |
| Crime Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Specialist II | 1.00 | - | 1.00 | 1.00 |
| Police Lieutenant | 1.00 | 1.00 | 1.00 | 1.00 |
| Police Officer | 12.00 | 11.00 | 12.00 | 12.00 |
| Police Sergeant | 2.00 | 1.00 | 2.00 | 2.00 |
| Senior Police Officer | 4.00 | 4.00 | 3.00 | 2.00 |
| <i>Subtotal Crime Investigation - 10120</i> | 24.00 | 19.00 | 21.00 | 20.00 |
| Community Services Specialist | - | - | - | 1.00 |
| Police Officer | - | - | - | 6.00 |
| Police Sergeant | - | - | - | 1.00 |
| <i>Subtotal Special Investigation Unit - 10127</i> | - | - | - | 8.00 |
| 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 | 18.00 | 16.00 | 16.00 | 16.00 |
| <i>Subtotal Records/Info Systems - 10131</i> | 23.00 | 21.00 | 21.00 | 21.00 |
| Crime Scene Investigation Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Crime Scene Specialist | 5.00 | 2.00 | 3.00 | 3.00 |
| <i>Subtotal Crime Scene Invest/Photos - 10132</i> | 6.00 | 3.00 | 4.00 | 4.00 |

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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Police Support Services - 15400 continued</u> | | | | |
| Police Captain | 0.20 | - | - | - |
| Office Specialist II | 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 |
| Senior Police Officer | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Youth Crime Intervention - 10135</i> | 10.20 | 10.00 | 10.00 | 10.00 |
| Property Evidence Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Property Evidence Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Property & Evidence - 10136</i> | 2.00 | 2.00 | 2.00 | 2.00 |
| Police Lieutenant | - | - | - | 1.00 |
| Telecommunications Manager | 0.30 | 0.30 | 0.40 | - |
| Communications Officer | 15.00 | 15.00 | 15.00 | 15.00 |
| Communications Supervisor | 3.00 | 4.00 | 4.00 | 4.00 |
| Administrative Secretary | 0.50 | 0.50 | 0.60 | - |
| Senior Communications Officer | 3.00 | 2.00 | 2.00 | 2.00 |
| Senior Communications Supervisor | 0.80 | 0.80 | 0.80 | 1.00 |
| <i>Subtotal Telecomm Operations - 51010</i> | 22.60 | 22.60 | 22.80 | 23.00 |
| Telecommunications Manager | 0.30 | 0.30 | 0.30 | - |
| Communications Installer | 1.00 | 1.00 | 1.00 | 1.00 |
| Electronics Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 0.30 | 0.30 | 0.30 | - |
| Senior Communications Supervisor | 0.10 | 0.10 | 0.10 | - |
| <i>Subtotal Technical Support/Maint - 51020</i> | 2.70 | 2.70 | 2.70 | 2.00 |
| Police Sergeant | - | - | - | 1.00 |
| Telecommunications Manager | 0.30 | 0.30 | 0.30 | - |
| Emergency Services Training Specialist | 1.00 | - | - | - |
| Administrative Secretary | 0.10 | 0.10 | 0.10 | - |
| Senior Communications Supervisor | 0.10 | 0.10 | 0.10 | - |
| <i>Subtotal Emergency Services - 51040</i> | 1.50 | 0.50 | 0.50 | 1.00 |
| Total Police Support Services Full-time Positions | 101.00 | 88.80 | 90.00 | 94.00 |
| Total Police Supt Svcs Part-time Positions (in FTE's) | 14.93 | 10.26 | 11.91 | 9.55 |
| Total Department Full-time Positions | 266.80 | 229.80 | 234.00 | 216.00 |
| Total Department Part-time Positions (in FTE's) | 18.18 | 12.76 | 17.96 | 19.60 |
| TOTAL DEPARTMENT | 284.98 | 242.56 | 251.96 | 235.60 |

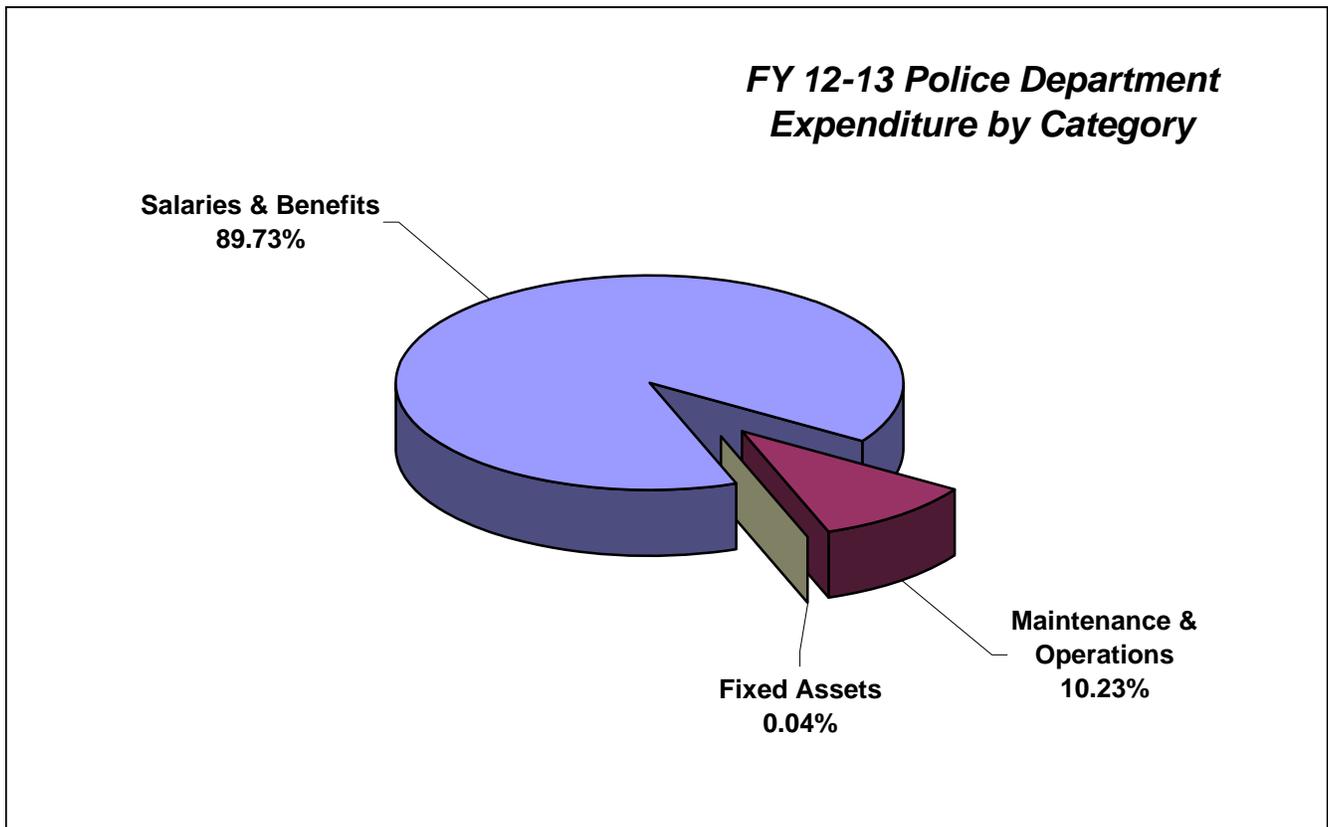
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|---------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| Expenditure by Division: | | | | | |
| Police Administration - 15100 | \$ 3,274,045 | \$ 3,475,077 | \$ 3,635,295 | \$ 3,125,915 | -14.01% |
| Police Field Operations - 15300 | 24,282,241 | 22,279,267 | 23,770,389 | 22,504,453 | -5.33% |
| Police Support Services - 15400 | 14,175,689 | 12,352,661 | 12,622,113 | 15,005,689 | 18.88% |
| Total Expenditures | \$ 41,731,975 | \$ 38,107,005 | \$ 40,027,797 | \$ 40,636,057 | 1.52% |



**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ 38,418,671 | \$ 35,683,147 | \$ 35,556,498 | \$ 36,461,236 | 2.54% |
| Maintenance & Operations | 3,287,731 | 2,399,334 | 4,182,299 | 4,158,821 | -0.56% |
| Fixed Assets | 25,574 | 24,525 | 289,000 | 16,000 | -94.46% |
| Total Expenditures | \$ 41,731,975 | \$ 38,107,005 | \$ 40,027,797 | \$ 40,636,057 | 1.52% |



| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent of Total |
|---------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 40,382,763 | \$ 36,840,797 | \$ 38,194,225 | \$ 39,085,419 | 95.42% |
| Prop 172 Fund - 202 | 1,031,129 | 700,377 | 1,228,043 | 824,722 | 3.07% |
| SLESF Fund - 213 | 205,036 | 212,888 | 208,529 | 212,615 | 0.52% |
| Narcotics Forfeiture Fund - 217 | 113,047 | 352,943 | 397,000 | 513,300 | 0.99% |
| Total Funding Sources | \$ 41,731,975 | \$ 38,107,005 | \$ 40,027,797 | \$ 40,636,057 | 100.00% |

CITY OF COSTA MESA, CALIFORNIA

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|-----------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Regular Salaries - Sworn | 501100 | \$ 14,740,363 | \$ 14,464,655 | \$ 13,817,177 | \$ 13,794,720 | 0% |
| Regular Salaries - Non Sworn | 501200 | 6,250,811 | 5,331,774 | 5,707,840 | 5,534,179 | -3% |
| Regular Salaries - Part time | 501300 | 725,957 | 562,155 | 871,479 | 1,002,177 | 15% |
| Overtime | 501400 | 2,052,123 | 1,787,202 | 1,983,015 | 2,259,043 | 14% |
| Accrual Payoff - Excess Maximum | 501500 | 250,832 | 166,815 | 180,100 | 182,600 | 1% |
| Vacation/Comp. Time Cash Out | 501600 | 60,694 | 236,656 | 87,428 | 79,550 | -9% |
| Holiday Allowance | 501700 | 468,638 | 201,249 | 95,863 | 93,800 | -2% |
| Separation Pay-Off | 501800 | 437,792 | 127,959 | - | - | 0% |
| Other Compensation | 501900 | 1,811,116 | 1,868,681 | 2,003,136 | 2,013,143 | 0% |
| Cafeteria Plan | 505100 | 2,118,905 | 1,850,292 | 1,848,985 | 1,819,230 | -2% |
| Medicare | 505200 | 341,566 | 322,122 | 323,533 | 330,308 | 2% |
| Retirement | 505300 | 8,513,090 | 7,720,564 | 7,628,509 | 8,137,097 | 7% |
| Professional Development | 505500 | 89,027 | 86,374 | 111,868 | 119,808 | 7% |
| Unemployment | 505800 | 10,132 | 20,002 | 18,526 | 19,280 | 4% |
| Workers' Compensation | 505900 | 518,133 | 898,008 | 879,039 | 1,076,300 | 22% |
| Employer Contr.Retirees' Med. | 506100 | 29,492 | 38,639 | - | - | 0% |
| Subtotal Salaries & Benefits | | \$ 38,418,671 | \$ 35,683,147 | \$ 35,556,498 | \$ 36,461,236 | 3% |
| Stationery and Office | 510100 | \$ 55,766 | \$ 53,455 | \$ 72,700 | \$ 62,000 | -15% |
| Multi-Media, Promotions and Subs | 510200 | 43,741 | 40,289 | 76,204 | 59,870 | -21% |
| Small Tools and Equipment | 510300 | 62,717 | 51,204 | 89,885 | 200,850 | 123% |
| Uniform & Clothing | 510400 | 93,820 | 85,564 | 168,910 | 147,600 | -13% |
| Safety and Health | 510500 | 211,984 | 143,502 | 245,287 | 195,695 | -20% |
| Maintenance & Construction | 510600 | 38,288 | 49,000 | 47,025 | 6,250 | -87% |
| Gas | 515400 | 271 | 308 | 300 | 300 | 0% |
| Water - Domestic | 515500 | 1,348 | 1,296 | 1,500 | 1,400 | -7% |
| Waste Disposal | 515700 | 2,034 | 1,177 | 2,750 | 700 | -75% |
| Janitorial and Housekeeping | 515800 | 95,323 | 95,744 | 98,000 | 97,000 | -1% |
| Postage | 520100 | 18,601 | 9,101 | 19,250 | 15,420 | -20% |
| Legal Advertising/Filing Fees | 520200 | - | - | 100 | 100 | 0% |
| Telephone/Radio/Communications | 520400 | 226,165 | 172,044 | 315,000 | 240,000 | -24% |
| Mileage Reimbursement | 520600 | 750 | 1,373 | 3,100 | 1,100 | -65% |
| Buildings and Structures | 525100 | 2,930 | 19,244 | 7,050 | 3,750 | -47% |
| Office Furniture | 525600 | - | 250 | 250 | 250 | 0% |
| Office Equipment | 525700 | 1,785 | 3,113 | 12,125 | 38,450 | 217% |
| Other Equipment | 525800 | 158,729 | 144,963 | 198,880 | 211,000 | 6% |
| Consulting | 530200 | 158,068 | 9,080 | 242,500 | 431,500 | 78% |
| Financial & Information Svcs | 530500 | 650 | 885 | 800 | 800 | 0% |
| Medical and Health Inspection | 530600 | 87,955 | 96,362 | 114,100 | 110,500 | -3% |
| Law Enforcement | 530700 | 1,351,955 | 833,493 | 489,275 | 481,722 | -2% |
| External Rent | 535400 | 170,766 | 184,732 | 197,795 | 246,715 | 25% |
| Central Services | 535800 | 11,273 | 8,616 | 23,000 | 21,000 | -9% |
| Internal Rent - Maint. Charges | 536100 | 323,255 | - | 888,969 | 811,849 | -9% |
| Internal Rent - Repl.Cost | 536200 | - | - | 556,077 | 281,800 | -49% |
| General Liability | 540100 | 168,819 | 394,134 | 311,467 | 491,200 | 58% |
| Other Costs | 540900 | 736 | 406 | - | - | 0% |
| Subtotal Maintenance & Operations | | \$ 3,287,731 | \$ 2,399,334 | \$ 4,182,299 | \$ 4,158,821 | -1% |
| Office Equipment | 590700 | \$ 5,193 | \$ - | \$ - | \$ - | 0% |
| Other Equipment | 590800 | 20,381 | 24,525 | 289,000 | 16,000 | -94% |
| Subtotal Fixed Assets | | \$ 25,574 | \$ 24,525 | \$ 289,000 | \$ 16,000 | -94% |
| Total Expenditures | | \$ 41,731,975 | \$ 38,107,005 | \$ 40,027,797 | \$ 40,636,057 | 2% |

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|--------------------|
| <i>POLICE ADMINISTRATION - 15100</i> | | | | | |
| <u>Police Administration - 50001</u> | | | | | |
| Salaries & Benefits | \$ 2,033,739 | \$ 2,238,425 | \$ 2,183,037 | \$ 1,945,117 | -11% |
| Maintenance & Operations | 360,166 | 550,019 | 658,975 | 616,788 | -6% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Administration</i> | <u>\$ 2,393,905</u> | <u>\$ 2,788,443</u> | <u>\$ 2,842,012</u> | <u>\$ 2,561,905</u> | <u>-10%</u> |
| <u>Training - 10133</u> | | | | | |
| Salaries & Benefits | \$ 769,642 | \$ 625,416 | \$ 658,834 | \$ 500,174 | -24% |
| Maintenance & Operations | 97,614 | 61,217 | 134,449 | 63,835 | -53% |
| Fixed Assets | 7,499 | - | - | - | 0% |
| <i>Subtotal Training</i> | <u>\$ 874,756</u> | <u>\$ 686,633</u> | <u>\$ 793,283</u> | <u>\$ 564,010</u> | <u>-29%</u> |
| <u>Recruitment - 10146</u> | | | | | |
| Salaries & Benefits | \$ 5,384 | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | - | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Recruitment</i> | <u>\$ 5,384</u> | <u>\$ -</u> | <u>\$ -</u> | <u>\$ -</u> | <u>0%</u> |
| <i>POLICE FIELD OPERATIONS - 15300</i> | | | | | |
| <u>Field Area Policing - 10111</u> | | | | | |
| Salaries & Benefits | \$ 17,001,026 | \$ 16,463,170 | \$ 16,430,368 | \$ 15,967,863 | -3% |
| Maintenance & Operations | 387,960 | 264,651 | 1,119,899 | 775,778 | -31% |
| Fixed Assets | 12,881 | - | 289,000 | - | -100% |
| <i>Subtotal Field Area Policing</i> | <u>\$ 17,401,868</u> | <u>\$ 16,727,821</u> | <u>\$ 17,839,267</u> | <u>\$ 16,743,641</u> | <u>-6%</u> |
| <u>Traffic Enforcement - 10113</u> | | | | | |
| Salaries & Benefits | \$ 3,692,670 | \$ 2,811,279 | \$ 2,605,395 | \$ 2,689,067 | 3% |
| Maintenance & Operations | 591,330 | 334,483 | 750,424 | 682,980 | -9% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Traffic Enforcement</i> | <u>\$ 4,284,000</u> | <u>\$ 3,145,762</u> | <u>\$ 3,355,819</u> | <u>\$ 3,372,047</u> | <u>0%</u> |
| <u>Contract & Special Events - 10114</u> | | | | | |
| Salaries & Benefits | \$ 596,806 | \$ 615,702 | \$ 761,946 | \$ 721,599 | -5% |
| Maintenance & Operations | - | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Contract & Special Events</i> | <u>\$ 596,806</u> | <u>\$ 615,702</u> | <u>\$ 761,946</u> | <u>\$ 721,599</u> | <u>-5%</u> |
| <u>Community Services - 10134</u> | | | | | |
| Salaries & Benefits | \$ 186,998 | \$ 1,095 | \$ - | \$ - | 0% |
| Maintenance & Operations | 15,091 | 1,296 | - | - | 0% |
| Fixed Assets | - | 10,589 | - | - | 0% |
| <i>Subtotal Community Services</i> | <u>\$ 202,089</u> | <u>\$ 12,980</u> | <u>\$ -</u> | <u>\$ -</u> | <u>0%</u> |

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

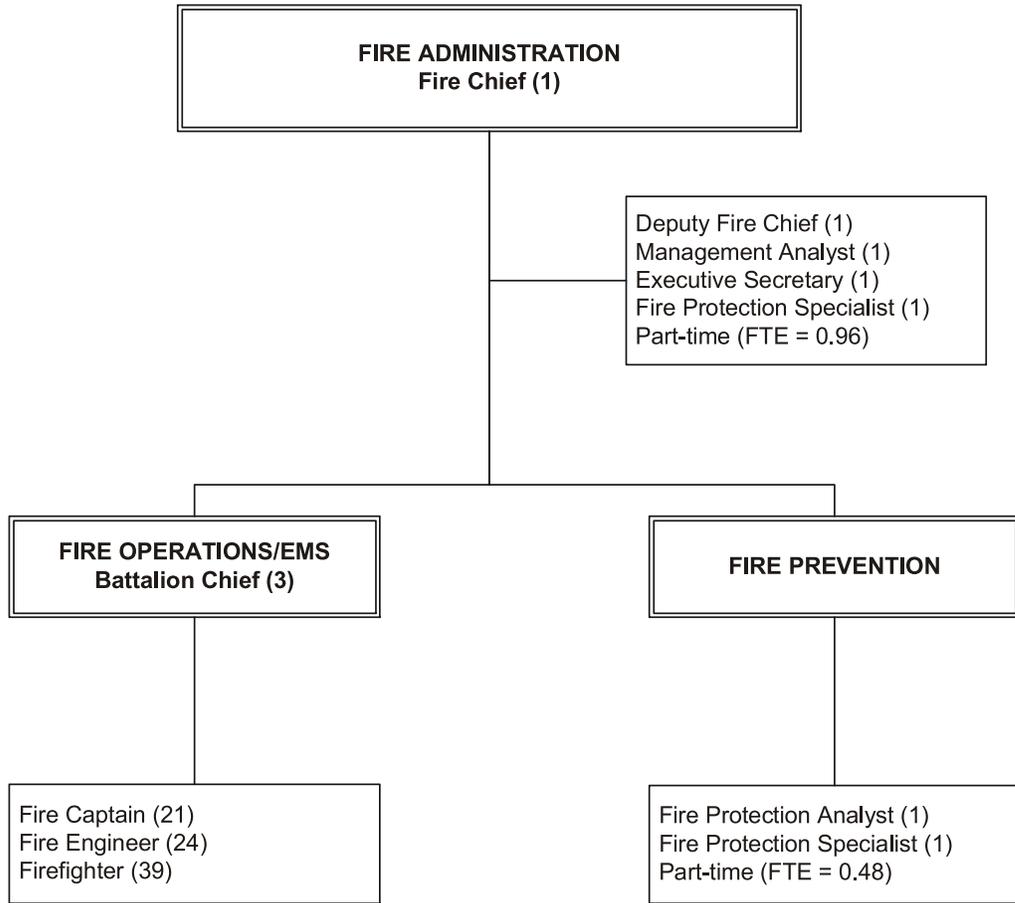
| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---|---------------------|---------------------|---------------------|---------------------|-------------------|
| <u>Jail - 10137</u> | | | | | |
| Salaries & Benefits | \$ 1,265,112 | \$ 1,334,799 | \$ 1,343,504 | \$ 1,216,912 | -9% |
| Maintenance & Operations | 43,040 | 27,477 | 58,805 | 58,244 | -1% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Jail | \$ 1,308,152 | \$ 1,362,275 | \$ 1,402,309 | \$ 1,275,156 | -9% |
| <u>Animal Control - 10139</u> | | | | | |
| Salaries & Benefits | \$ 366,353 | \$ 326,215 | \$ 238,095 | \$ 233,583 | -2% |
| Maintenance & Operations | 88,051 | 77,787 | 120,839 | 115,807 | -4% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Animal Control | \$ 454,404 | \$ 404,002 | \$ 358,934 | \$ 349,389 | -3% |
| <u>RAID - 10143</u> | | | | | |
| Salaries & Benefits | \$ 4,019 | \$ 3,165 | \$ - | \$ - | 0% |
| Maintenance & Operations | 30,903 | 7,560 | 52,115 | 42,620 | -18% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal RAID | \$ 34,922 | \$ 10,725 | \$ 52,115 | \$ 42,620 | -18% |
| <u>POLICE SUPPORT SERVICES - 15400</u> | | | | | |
| <u>Administration - 50001</u> | | | | | |
| Salaries & Benefits | \$ 275,154 | \$ 204,521 | \$ 365,365 | \$ 569,312 | 56% |
| Maintenance & Operations | 1,612 | - | 11,295 | 201,451 | 1684% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Administration | \$ 276,767 | \$ 204,521 | \$ 376,660 | \$ 770,764 | 105% |
| <u>Helicopter Patrol - 10112</u> | | | | | |
| Salaries & Benefits | \$ 973,273 | \$ 797,208 | \$ 212,545 | \$ - | -100% |
| Maintenance & Operations | 985,328 | 490,255 | 150,000 | 300,000 | 100% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Helicopter Patrol | \$ 1,958,601 | \$ 1,287,463 | \$ 362,545 | \$ 300,000 | -17% |
| <u>Crime Investigation - 10120</u> | | | | | |
| Salaries & Benefits | \$ 3,714,281 | \$ 3,321,952 | \$ 3,435,108 | \$ 3,352,923 | -2% |
| Maintenance & Operations | 63,240 | 65,602 | 148,077 | 134,333 | -9% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Crime Investigation | \$ 3,777,521 | \$ 3,387,554 | \$ 3,583,185 | \$ 3,487,255 | -3% |
| <u>Vice & Narcotics - 10125</u> | | | | | |
| Salaries & Benefits | \$ 42,994 | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 11,348 | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Vice & Narcotics | \$ 54,342 | \$ - | \$ - | \$ - | 0% |

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|---------------------|---------------------|---------------------|---------------------|-------------------|
| <u>Special Investigation Unit - 10127</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ 1,365,958 | 0% |
| Maintenance & Operations | - | - | - | 302,400 | 0% |
| Fixed Assets | - | - | - | 16,000 | 0% |
| Subtotal Vice & Narcotics | \$ - | \$ - | \$ - | \$ 1,684,358 | 0% |
| <u>Records/Information Systems - 10131</u> | | | | | |
| Salaries & Benefits | \$ 1,885,466 | \$ 1,857,716 | \$ 1,926,619 | \$ 1,957,667 | 2% |
| Maintenance & Operations | 115,153 | 104,830 | 182,799 | 133,750 | -27% |
| Fixed Assets | 5,193 | - | - | - | 0% |
| Subtotal Records/Info Systems | \$ 2,005,812 | \$ 1,962,546 | \$ 2,109,418 | \$ 2,091,417 | -1% |
| <u>Crime Scene Investigation/Photos - 10132</u> | | | | | |
| Salaries & Benefits | \$ 593,827 | \$ 364,909 | \$ 398,609 | \$ 501,751 | 26% |
| Maintenance & Operations | 34,684 | 35,606 | 100,988 | 65,624 | -35% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Crime Scene Inv/Photos | \$ 628,510 | \$ 400,515 | \$ 499,597 | \$ 567,375 | 14% |
| <u>Youth Crime Intervention - 10135</u> | | | | | |
| Salaries & Benefits | \$ 1,636,193 | \$ 1,571,258 | \$ 1,583,310 | \$ 1,622,677 | 2% |
| Maintenance & Operations | 6,434 | 700 | 28,759 | 28,973 | 1% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Youth Crime Intervention | \$ 1,642,627 | \$ 1,571,958 | \$ 1,612,069 | \$ 1,651,650 | 2% |
| <u>Property & Evidence - 10136</u> | | | | | |
| Salaries & Benefits | \$ 272,138 | \$ 237,306 | \$ 277,920 | \$ 287,080 | 3% |
| Maintenance & Operations | 46,722 | 35,703 | 76,350 | 50,221 | -34% |
| Fixed Assets | - | 13,936 | - | - | 0% |
| Subtotal Property & Evidence | \$ 318,859 | \$ 286,944 | \$ 354,270 | \$ 337,300 | -5% |
| <u>Equipment Maintenance - 10138</u> | | | | | |
| Salaries & Benefits | \$ 16,007 | \$ 19,861 | \$ 23,439 | \$ 24,167 | 3% |
| Maintenance & Operations | 5,298 | 252 | 24,266 | 21,727 | -10% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Equipment Maintenance | \$ 21,305 | \$ 20,113 | \$ 47,705 | \$ 45,894 | -4% |
| <u>Telecomm Operations - 51010</u> | | | | | |
| Salaries & Benefits | \$ 2,618,944 | \$ 2,515,716 | \$ 2,801,276 | \$ 3,090,743 | 10% |
| Maintenance & Operations | 193,795 | 157,912 | 299,320 | 275,220 | -8% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Telecomm Operations | \$ 2,812,739 | \$ 2,673,628 | \$ 3,100,596 | \$ 3,365,963 | 9% |

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---|----------------------|----------------------|----------------------|----------------------|-------------------|
| <u>Technical Support/Maint - 51020</u> | | | | | |
| Salaries & Benefits | \$ 292,938 | \$ 299,581 | \$ 275,616 | \$ 213,300 | -23% |
| Maintenance & Operations | 196,372 | 180,487 | 254,089 | 250,219 | -2% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Tech Support/Maint</i> | \$ 489,309 | \$ 480,068 | \$ 529,705 | \$ 463,519 | -12% |
| <u>Emergency Services - 51040</u> | | | | | |
| Salaries & Benefits | \$ 175,707 | \$ 73,854 | \$ 35,513 | \$ 201,343 | 467% |
| Maintenance & Operations | 13,589 | 3,498 | 10,850 | 38,850 | 258% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Emergency Services</i> | \$ 189,296 | \$ 77,352 | \$ 46,363 | \$ 240,193 | 418% |
| Total Expenditures | \$ 41,731,975 | \$ 38,107,005 | \$ 40,027,797 | \$ 40,636,057 | 2% |



FIRE DEPARTMENT

The Fire 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 6 fire stations, 24 hours a day, 7 days a week. The Fire Prevention Division provides life safety planning, inspection, preparedness and prevention services. Both divisions are supported by the Fire Administration division.

The Department is comprised of 94 full-time staff member, 89 sworn positions and 5 non-sworn positions. Part-time staffing consists of 1.44 full-time equivalents to serve within the three divisions. The three divisions are as follows:

- **Fire Administration**
- **Fire/Rescue/Emergency Medical Services**
- **Fire Prevention**

FIRE ADMINISTRATION – 16100

Fire Administration – 50001

Provides direction for strategic, operational, and emergency planning; establishes Department policies and procedures; coordinates internal functions of all divisions and programs and external functions with other City departments and community organizations; develops and manages the budget; coordinates ordering and purchasing; manages the department's human resources; manages the department's records and provides reports; coordinates additional functions and performs duties as delegated by the City Chief Executive Officer or the City Council.

FIRE/RESCUE/EMERGENCY MEDICAL SERVICES - 16200

Fire/Rescue Operations – 10210

Manages, supervises, and provides the services tasked to this division, including 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.

Emergency Medical Services – 10230

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.

FIRE PREVENTION – 16300

Fire Prevention – 10220

Develops and enforces local fire, life safety, property, and environmental protection standards; enforces State adopted fire & 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. This program also develops, coordinates, and provides community preparedness activities including, volunteer, outreach, education, training, and response programs.

FIRE DEPARTMENT

BUDGET NARRATIVE –

The FY 12-13 adopted budget for the Fire Department totals \$20.5 million, an increase of \$732,480 or 3.71%, compared to the FY 11-12 adopted budget. The increase in salary and benefits accounts of \$893,329 is mostly attributed to the department's share of workers compensation funding (\$145,195), and retirement costs for all personnel (\$766,458). Offsetting this increase is a decrease in maintenance and operations costs budget items, and a reduced allocation for vehicle replacements. Fixed asset budget items increased a modest amount to replace and purchase important life-saving equipment.

The Fire Department continues to seek grant funding to help support operations and firefighter safety.

PRIOR YEAR'S ACCOMPLISHMENTS

Administration

The Administration Division performed a comprehensive staff function analysis and identified areas for improved efficiency and performance. A records management review was completed and identified opportunities for improved data entry and reporting. New software was also acquired as a first step in that process.

Fire/Rescue/Emergency Medical Services

The Fire Department is going through a period of re-evaluation of the City's fire/rescue/emergency medical services delivery model. A comprehensive review of needs, methods, and deployment was conducted and presented to council.

Two major operational changes were made that will improve resource availability and service to the community:

1. The number of units dispatched to a structure fire was modified to more accurately reflect the nature of the report. This resulted in a reduction in the number of units dispatched and an increase in resource availability for other emergencies.
2. The staffing of the Urban Search and Rescue (USAR) unit was modified to improve the availability of an engine company while maintaining the services and capabilities of this extraordinary resource.

Fire Prevention

The Hazardous Materials Disclosure program was migrated to a new electronic version that will reduce the amount of paperwork the 200 participating businesses must file. Also, emergency responders will now have instant access to the information they need when responding to incidents at these locations.

The review of fire system plans for tenant improvements are now being outsourced to private contractors. This allows a smaller Fire Prevention staff to focus on new structures and developments along with complex fire systems. Process improvements were indentified that will provide timely and coordinated inspections including new construction, hazardous materials operations, special events and care facilities.

GOALS

- Improve data collection and analysis process
- Analyze and develop resource deployment alternatives
- Assess and reorganize administrative staff support
- Assess technology needs and recommend solutions
- Benchmark and measure performance in key service areas
- Develop a long term Strategic Planning process

FIRE DEPARTMENT

OBJECTIVES

- Develop ability to accurately collect all response time data elements identified in NFPA 1710
- Develop ability to collect actual travel time indicators by street segment, day of week, and time of day
- Develop ability to analyze current response time performance
- Develop ability to model response time performance for proposed deployment alternatives
- Create data entry rules and deploy in reporting software
- Achieve 90% completion of all data elements
- Achieve 99% completion of critical data elements
- Achieve 95% accuracy of response time data collection
- Review 100% of critical incidents
- Review 90% of emergency responses
- Review 100% of emergency incidents not handled by first due company
- Publish response time reports and analysis for emergency incidents
- Publish plans for improvements
- Review current deployment performance
- Elicit alternatives from staff and management
- Model alternatives using 2011 response history and GIS analytics
- Perform critical review sessions with department staff
- Analyze cost of preferred alternatives
- Present findings and make recommendation to CEO and City Council
- Develop list of tasks performed by positions no longer staffed
- Determine which tasks are necessary
- Determine if and how necessary tasks are currently being performed
- Assess how current methods are working
- Recommend solutions for necessary tasks not assigned
- Recommend modifications for methods not working
- Assess department safety practices and identify deficiencies
- Assess department service levels and identify deficiencies
- Assess department operations and identify inefficiencies
- Identify improvements that will result in long term cost savings
- Research and recommend technologies that will improve safety, service, efficiency, and/or reduce costs
- Develop funding and implementation strategies
- Develop and implement controls to measure effectiveness
- Determine which areas of customer service to benchmark
- Identify ten (10) peer cities for benchmark comparison
- Survey comparison cities
- Discover reasons for any significant differences
- Publish results
- Make recommendations for improvements
- Research best practices for developing a strategic plan
- Develop process that best suits Costa Mesa
- Publish document that describes the process
- Train personnel to participate in the process
- Develop and implement strategic planning tools
- Present draft plan to CEO and City Council for approval

FIRE DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS

As a part of an overall department review, performance measures and workload indicators are being studied. During this review, it has been discovered that there are issues with previous data entry and reporting that may not accurately reflect actual performance and workload. These were mostly technical in nature and efforts are underway to correct the inconsistencies. However, some standard workload indicators are listed below.

The Department is passionate about accurate, relevant, comprehensive reporting and is guided by the following statement:

The Department's commitment to accurate, relevant, and comprehensive reporting is reflected in the goals for this fiscal year. As progress in this area is made, the results will be published on the City's website and maintained in real time for public scrutiny.

| <u>WORKLOAD INDICATORS:</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> |
|-------------------------------------|-----------------------------------|------------------------------------|------------------------------------|
| Number of calls for service | 9,687 | 9,800 | 10,000 |
| Number of EMS responses (BLS & ALS) | 6,869 | 6,400 | 7,000 |
| Number of Fire calls for service | 196 | 110 | 200 |

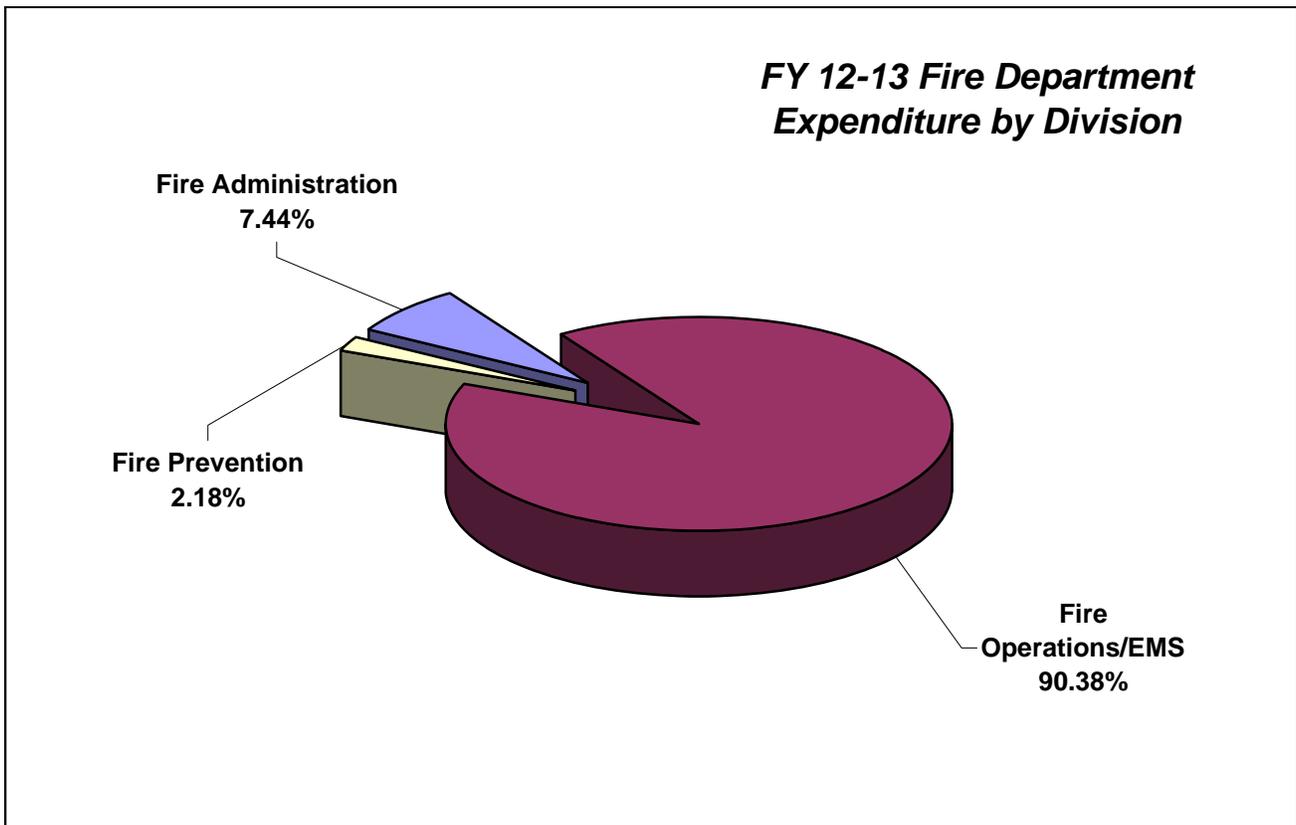
**FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Fire Administration - 16100</u> | | | | |
| Fire Chief | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy Fire Chief - Operations* | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Administrative Battalion Chief | 1.00 | 1.00 | - | - |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Fire Protection Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Administration - 50001</i> | 6.00 | 6.00 | 5.00 | 5.00 |
| Emergency Medical Services Coordinator | 1.00 | 1.00 | 1.00 | - |
| <i>Subtotal Emergency Medical Services - 10230</i> | 1.00 | 1.00 | 1.00 | - |
| Total Fire Administration Full-time Positions | 7.00 | 7.00 | 6.00 | 5.00 |
| Total Fire Admin Part-time Positions (in FTE's) | 0.96 | 0.96 | 0.96 | 0.96 |
| <u>Fire/Rescue/Emergency Medical Svcs - 16200</u> | | | | |
| Battalion Chief | 3.00 | 3.00 | 3.00 | 3.00 |
| Fire Captain | 24.00 | 21.00 | 21.00 | 21.00 |
| Fire Engineer | 24.00 | 24.00 | 24.00 | 24.00 |
| Firefighter | 44.00 | 35.00 | 35.00 | 35.00 |
| <i>Subtotal Fire Rescue/Operations - 10210</i> | 95.00 | 83.00 | 83.00 | 83.00 |
| Firefighter | 4.00 | 4.00 | 4.00 | 4.00 |
| <i>Subtotal Emergency Medical Services - 10230</i> | 4.00 | 4.00 | 4.00 | 4.00 |
| Total Fire Operations/EMS Full-time Positions | 99.00 | 87.00 | 87.00 | 87.00 |
| <u>Fire Prevention - 16300</u> | | | | |
| Deputy Fire Chief - Fire Marshal | 1.00 | 1.00 | - | - |
| Fire Protection Analyst | 2.00 | 1.00 | 1.00 | 1.00 |
| Fire Protection Specialist | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Specialist II | 1.00 | - | - | - |
| <i>Subtotal Fire Prevention - 10220</i> | 5.00 | 3.00 | 2.00 | 2.00 |
| Total Fire Prevention Full-time Positions | 5.00 | 3.00 | 2.00 | 2.00 |
| Total Fire Prevention Part-time Positions (in FTE's) | 0.96 | 0.48 | 0.48 | 0.48 |
| Total Department Full-time Positions | 111.00 | 97.00 | 95.00 | 94.00 |
| Total Department Part-time Positions (in FTE's) | 1.92 | 1.44 | 1.44 | 1.44 |
| TOTAL DEPARTMENT | 112.92 | 98.44 | 96.44 | 95.44 |

* Position authorized, but unfunded

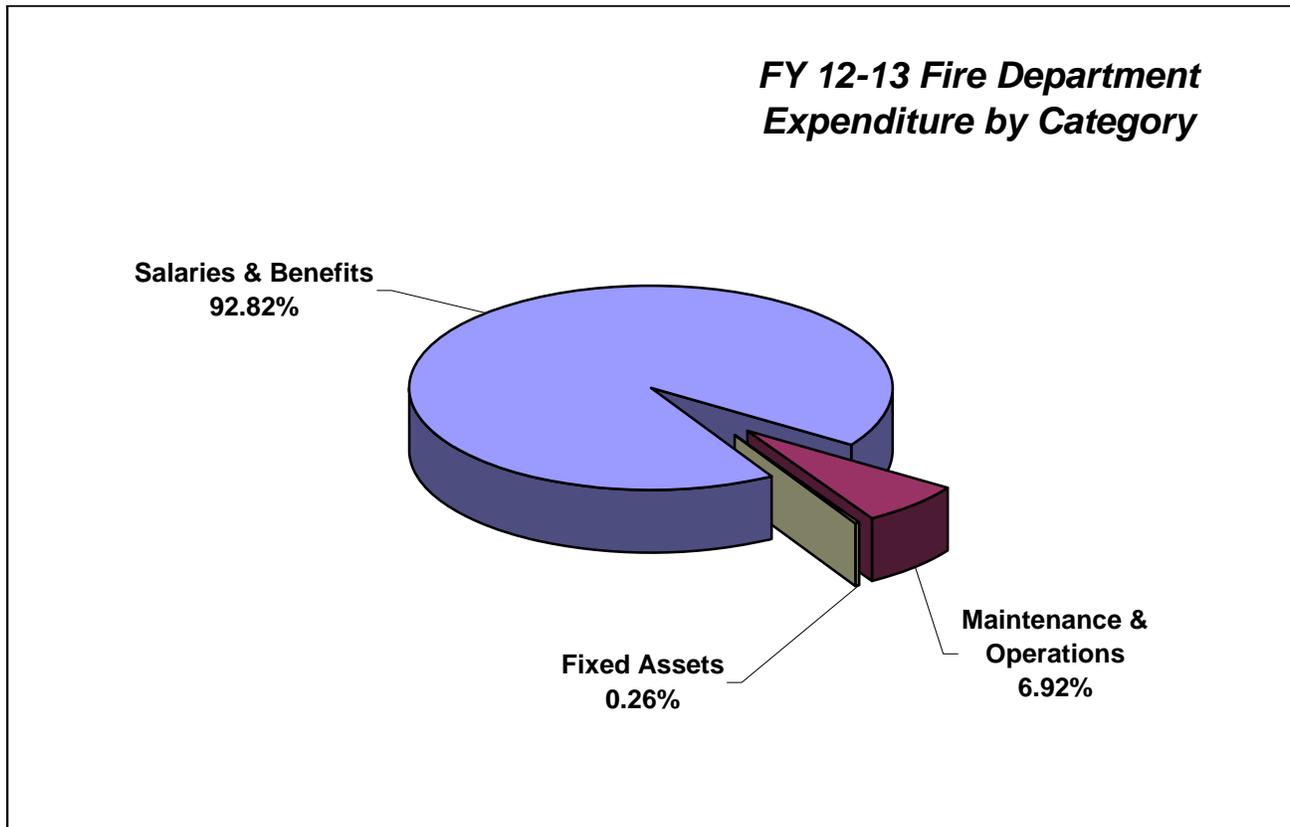
**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Division:</u> | | | | | |
| Fire Administration - 16100 | \$ 1,556,910 | \$ 1,487,745 | \$ 1,344,653 | \$ 1,523,738 | 13.32% |
| Fire/Rescue/EMS - 16200 | 18,489,942 | 17,332,149 | 17,956,280 | 18,513,487 | 3.10% |
| Fire Prevention - 16300 | 806,242 | 441,326 | 449,534 | 445,722 | -0.85% |
| Total Expenditures | \$ 20,853,094 | \$ 19,261,220 | \$ 19,750,467 | \$ 20,482,947 | 3.71% |



**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ 20,177,326 | \$ 18,418,751 | \$ 18,120,166 | \$ 19,013,494 | 4.93% |
| Maintenance & Operations | 675,768 | 613,340 | 1,606,586 | 1,416,819 | -11.81% |
| Fixed Assets | - | 229,130 | 23,715 | 52,634 | 121.94% |
| Total Expenditures | \$ 20,853,094 | \$ 19,261,220 | \$ 19,750,467 | \$ 20,482,947 | 3.71% |



| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent of Total</u> |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 20,853,094 | \$ 19,258,130 | \$ 19,745,467 | \$ 20,425,313 | 99.72% |
| Prop. 172 Fund - 202 | - | 3,090 | 5,000 | 57,634 | 0.28% |
| Total Funding Sources | \$ 20,853,094 | \$ 19,261,220 | \$ 19,750,467 | \$ 20,482,947 | 100.00% |

CITY OF COSTA MESA, CALIFORNIA

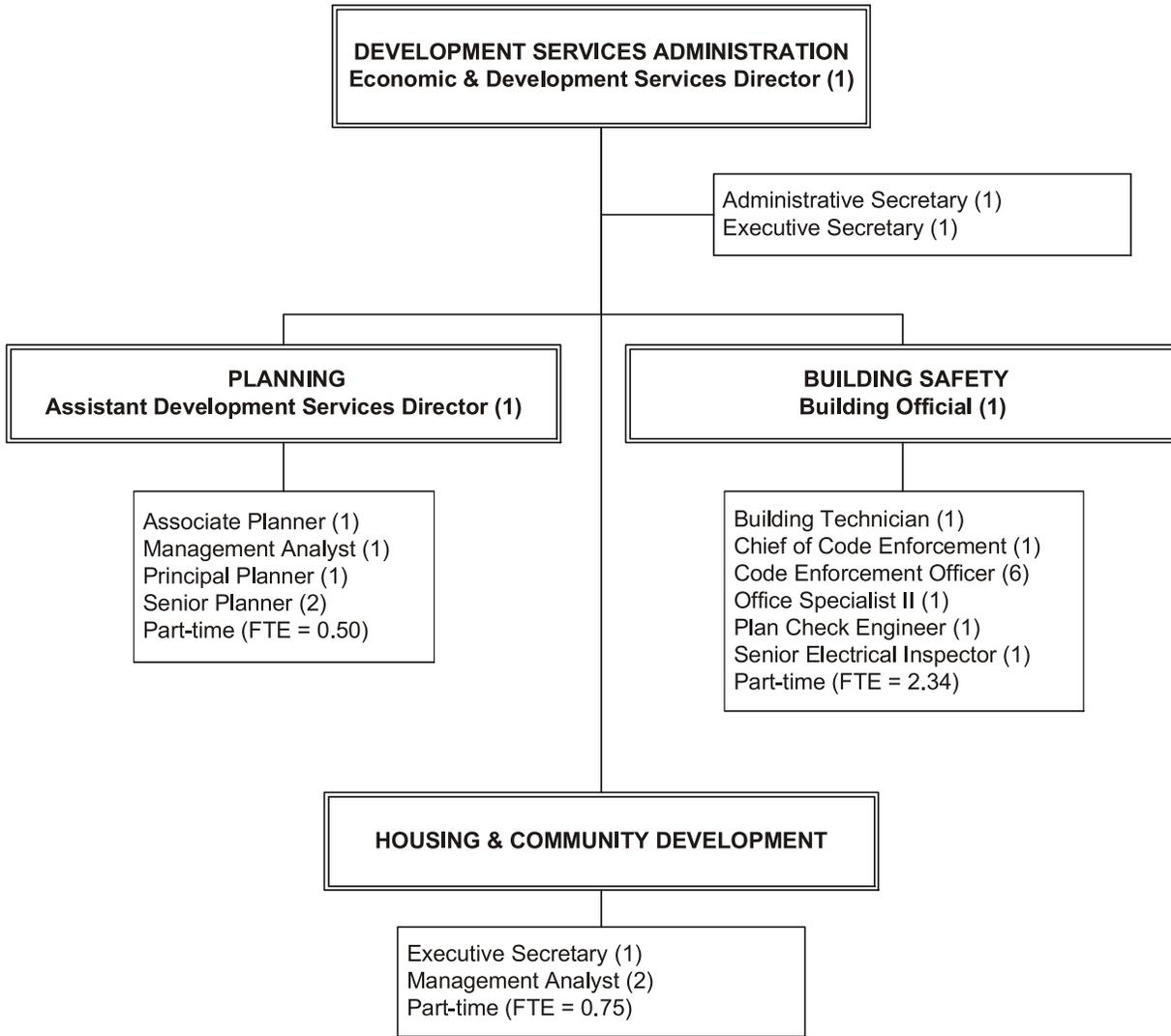
FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|-----------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Regular Salaries - Sworn | 501100 | \$ 10,017,239 | \$ 8,120,728 | \$ 8,720,268 | \$ 8,754,150 | 0% |
| Regular Salaries - Non Sworn | 501200 | 620,630 | 495,700 | 400,109 | 391,080 | -2% |
| Regular Salaries - Part time | 501300 | 43,034 | 42,005 | 50,130 | 51,115 | 2% |
| Overtime | 501400 | 2,512,626 | 3,229,367 | 2,102,000 | 2,102,000 | 0% |
| Accrual Payoff - Excess Maximum | 501500 | 25,552 | 26,568 | 23,940 | 19,950 | -17% |
| Vacation/Comp. Time Cash Out | 501600 | 23,814 | 28,405 | 25,900 | 20,700 | -20% |
| Holiday Allowance | 501700 | 414,920 | 345,529 | 394,015 | 358,184 | -9% |
| Separation Pay-Off | 501800 | 163,748 | 405,583 | - | - | 0% |
| Other Compensation | 501900 | 511,737 | 451,520 | 564,507 | 564,913 | 0% |
| Cafeteria Plan | 505100 | 810,043 | 491,973 | 679,861 | 679,062 | 0% |
| Medicare | 505200 | 168,779 | 169,978 | 170,933 | 171,044 | 0% |
| Retirement | 505300 | 4,477,239 | 4,019,179 | 4,328,478 | 5,094,936 | 18% |
| Longevity | 505400 | 4,027 | 2,052 | 2,304 | 2,304 | 0% |
| Professional Development | 505500 | 60,920 | 40,538 | 68,311 | 69,536 | 2% |
| Unemployment | 505800 | 5,136 | 10,399 | 9,204 | 9,120 | -1% |
| Workers' Compensation | 505900 | 303,380 | 522,354 | 580,205 | 725,400 | 25% |
| Employer Contr.Retirees' Med. | 506100 | 14,501 | 16,873 | - | - | 0% |
| Subtotal Salaries & Benefits | | \$ 20,177,326 | \$ 18,418,751 | \$ 18,120,166 | \$ 19,013,494 | 5% |
| Stationery and Office | 510100 | \$ 11,375 | \$ 7,177 | \$ 12,000 | \$ 12,000 | 0% |
| Multi-Media, Promotions and Subs | 510200 | 22,345 | 24,292 | 37,466 | 37,466 | 0% |
| Small Tools and Equipment | 510300 | 58,935 | 69,581 | 78,171 | 70,171 | -10% |
| Uniform & Clothing | 510400 | 130,122 | 130,708 | 120,000 | 110,000 | -8% |
| Safety and Health | 510500 | 126,444 | 147,978 | 160,555 | 156,425 | -3% |
| Maintenance & Construction | 510600 | 32,936 | 23,792 | 32,500 | 32,500 | 0% |
| Fuel | 510800 | 221 | - | 200 | 200 | 0% |
| Waste Disposal | 515700 | 1,945 | 569 | 2,000 | 1,500 | -25% |
| Janitorial and Housekeeping | 515800 | 8,992 | 7,241 | 9,000 | 7,500 | -17% |
| Postage | 520100 | 1,508 | 1,278 | 1,500 | 1,500 | 0% |
| Advertising and Public Info. | 520300 | - | - | 250 | 250 | 0% |
| Telephone/Radio/Communications | 520400 | 14,570 | 10,511 | 15,000 | 20,000 | 33% |
| Meetings & Conferences | 520500 | 29 | - | - | - | 0% |
| Buildings and Structures | 525100 | 2,115 | 427 | 500 | 500 | 0% |
| Landscaping and Sprinklers | 525200 | - | 100 | - | - | 0% |
| Office Furniture | 525600 | 95 | - | - | - | 0% |
| Office Equipment | 525700 | 1,098 | 15,885 | 800 | 1,100 | 38% |
| Other Equipment | 525800 | 11,862 | 9,307 | 17,885 | 29,480 | 65% |
| Consulting | 530200 | 110,599 | 105,958 | 120,200 | 120,200 | 0% |
| Engineering and Architectural | 530400 | - | - | 75,000 | 75,000 | 0% |
| Central Services | 535800 | 11,225 | 5,565 | 11,200 | 11,200 | 0% |
| Internal Rent - Maint. Charges | 536100 | 94,541 | - | 296,193 | 292,227 | -1% |
| Internal Rent - Repl.Cost | 536200 | - | - | 567,153 | 350,100 | -38% |
| General Liability | 540100 | 22,890 | 39,764 | 38,933 | 76,700 | 97% |
| Taxes & Assessments | 540700 | 10,346 | 11,904 | 10,080 | 10,800 | 7% |
| Other Costs | 540900 | 1,574 | 1,303 | - | - | 0% |
| Subtotal Maintenance & Operations | | \$ 675,768 | \$ 613,340 | \$ 1,606,586 | \$ 1,416,819 | -12% |
| Other Equipment | 590800 | \$ - | \$ 229,130 | \$ 23,715 | \$ 52,634 | 122% |
| Subtotal Fixed Assets | | \$ - | \$ 229,130 | \$ 23,715 | \$ 52,634 | 122% |
| Total Expenditures | | \$ 20,853,094 | \$ 19,261,220 | \$ 19,750,467 | \$ 20,482,947 | 4% |

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

| | <u>FY 09-10</u> Actual | <u>FY 10-11</u> Actual | <u>FY 11-12</u> Adopted | <u>FY 12-13</u> Adopted | <u>Percent</u> <u>Change</u> |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|---------------------------------|
| <i>FIRE ADMINISTRATION - 16100</i> | | | | | |
| <u>Administration - 50001</u> | | | | | |
| Salaries & Benefits | \$ 1,346,117 | \$ 1,280,903 | \$ 1,232,176 | \$ 1,383,927 | 12% |
| Maintenance & Operations | 72,284 | 66,987 | 100,792 | 139,812 | 39% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Administration</i> | <u>\$ 1,418,401</u> | <u>\$ 1,347,890</u> | <u>\$ 1,332,968</u> | <u>\$ 1,523,738</u> | <u>14%</u> |
| <u>Emergency Medical Aid - 10230</u> | | | | | |
| Salaries & Benefits | \$ 138,509 | \$ 139,855 | \$ 11,685 | \$ - | -100% |
| Maintenance & Operations | - | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Emergency Medical Aid</i> | <u>\$ 138,509</u> | <u>\$ 139,855</u> | <u>\$ 11,685</u> | <u>\$ -</u> | <u>-100%</u> |
| <i>FIRE/RESCUE/EMERGENCY MEDICAL SERVICES - 16200</i> | | | | | |
| <u>Fire Rescue/Operations - 10210</u> | | | | | |
| Salaries & Benefits | \$ 17,214,593 | \$ 15,872,801 | \$ 15,961,090 | \$ 16,680,430 | 5% |
| Maintenance & Operations | 414,631 | 297,537 | 1,169,070 | 935,263 | -20% |
| Fixed Assets | - | - | - | 36,518 | 0% |
| <i>Subtotal Response & Control</i> | <u>\$ 17,629,224</u> | <u>\$ 16,170,338</u> | <u>\$ 17,130,160</u> | <u>\$ 17,652,212</u> | <u>3%</u> |
| <u>Emergency Medical Aid - 10230</u> | | | | | |
| Salaries & Benefits | \$ 760,613 | \$ 791,399 | \$ 672,121 | \$ 705,199 | 5% |
| Maintenance & Operations | 100,104 | 141,283 | 130,284 | 139,960 | 7% |
| Fixed Assets | - | 229,130 | 23,715 | 16,116 | -32% |
| <i>Subtotal Emergency Medical Aid</i> | <u>\$ 860,718</u> | <u>\$ 1,161,811</u> | <u>\$ 826,120</u> | <u>\$ 861,275</u> | <u>4%</u> |
| <i>FIRE PREVENTION - 16300</i> | | | | | |
| <u>Fire Prevention - 10220</u> | | | | | |
| Salaries & Benefits | \$ 717,494 | \$ 333,794 | \$ 243,094 | \$ 243,939 | 0% |
| Maintenance & Operations | 88,748 | 107,532 | 206,440 | 201,784 | -2% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Fire Prevention</i> | <u>\$ 806,242</u> | <u>\$ 441,326</u> | <u>\$ 449,534</u> | <u>\$ 445,722</u> | <u>-1%</u> |
| Total Expenditures | <u>\$ 20,853,094</u> | <u>\$ 19,261,220</u> | <u>\$ 19,750,467</u> | <u>\$ 20,482,947</u> | <u>4%</u> |





DEVELOPMENT SERVICES DEPARTMENT

DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a community health and environment function. During FY11-12, the CEO's Department was reorganized. The Housing and Community Development Division, previously allocated to that department was combined with the Development Services Department. The Department now has 24 full-time positions; composed of three management, one supervisory, sixteen professional, and four clerical positions. The Department is comprised of five divisions with each division split into different programs. The five divisions are as follows:

- * ***Administration***
- * ***Planning***
- * ***Building Safety***
- * ***Housing and Community Development***
- * ***Successor Agency***

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.

PLANNING - 18200

Planning - 20320

Provides a variety of information and advisory services to City decision-makers and the public related to the community's growth, development, and redevelopment; also provides staff support to City Council, Planning Commission, and Council-appointed committees.

The Planning Division provides comprehensive planning services in both advance and current 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 interpretation of City Council policies, the Zoning Code, and State and Federal laws. This is accomplished by providing land use information to developers, property owners and citizens, and processing development applications and plans.

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.

BUILDING SAFETY - 18300

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 proactive/self-initiated by Code Enforcement Officers, while patrolling seven days a week.

Building Safety - 20410

Provides local enforcement of mandatory State building codes and standards, uniform 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 related to private or public buildings and structures including: plan check for new construction and modification of existing structures; inspection of building construction 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.

DEVELOPMENT SERVICES DEPARTMENT

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement - 20350

Enforces 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

Coordinates and implements public service grants allocated by the City Council and funded through the Community Development Block Grant (CDBG). Public service grants are awarded to non-profit agencies that provide services such as: homelessness prevention; youth and after-school programs; senior and disabled services; low or no cost medical and dental services; and other eligible uses.

Single-Family Housing Rehabilitation - 20422

Provides deferred, low-interest loans up to \$50,000 to low-income, single-family homeowners for interior and exterior property improvements, including code and building violations, lead-based paint hazards, and other repairs.

Neighborhood Improvement - 20425

Provides grants to very low-income, single-family homeowners for interior and exterior property improvements including code and building violations, lead-based paint hazards, and other repairs.

Neighbors for Neighbors - 20426

Coordinates and implements the City's two special community clean-up events. The events are intended to promote beautification of the community and are focused on low-income elderly and disabled, owner-occupied homes in the community, experiencing physical and/or economic decline. The program has also been expanded to include small home improvement and community improvement projects with donations received through the Costa Mesa Community Foundation.

CDBG Administration - 20427

Administers, coordinates and implements the City's federally-funded CDBG programs and capital improvement projects, as approved by the City Council. Included in these programs is community outreach and coordination of the City's homeless task force.

Tool Rental Program – 20430

Provides grants to low-income, single-family homeowners for the rental of up to \$500 of tools from a local tool vendor for exterior property improvements.

HOME Administration – 20440

Administers, coordinates and implements the City's federally-funded HOME programs, as approved by the City Council.

HOME Projects - 20445

Administers and monitors the City's affordable housing projects funded with HOME grant funds, as approved by the City Council.

DEVELOPMENT SERVICES DEPARTMENT

BUDGET NARRATIVE –

The FY 12-13 adopted budget for the Development Services Department totals \$4,629,240, a decrease of \$348,854 or 7.5% compared to the FY 11-12 adopted budget. While the overall decrease in salaries and benefits is minimal (\$72,338), quite a few changes are reflected in the budget. Notable changes include the addition of an Assistant Development Services Director position, Chief of Code Enforcement position, and the elimination of two (2) Office Specialist II's positions and one (1) Principal Planner position.

The 12-13 budget for maintenance and operations costs decreased \$156,516 compared to FY 11-12. This reduction was mostly due to reductions in loans and subsidies in the federally funded HOME and CDBG Programs. These two funding sources have been reduced in recent years as the federal government has evaluated available funding. There are increases proposed for the consultant line item related to expected plan checks and building inspections.

Development Services is also responsible for the Successor Agency, the successor entity to the former Costa Mesa Redevelopment Agency, which was abolished February 1, 2012. The budget for the Successor Agency 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

- Completed building inspections and project management for a second, new Fresh & Easy, Sonic Burger, KOCE-TV Public Broadcasting Station (PBS) Headquarters relocation to Costa Mesa, Nu Vision Federal Credit Union, Connell Chevrolet façade remodel, Volcom Phase 2, Ferrari Maserati of Newport Beach, Bel Bambini, Jersey Mike's Subs, University of Phoenix Educational Center, Sprouts Famers Market, a 5-unit residential condominium development at 341 E. 21st Street, the Phase II-Grove at Mesa Del Mar small lot residential development, and Midtown-a 10-unit residential cottages at 2083 Thurin Street and Greenleaf Gourmet Chop Shop at 234 W. 17th Street.
- Completed building inspections and project management for several key retail tenants reconfigurations at South Coast Plaza, including: Crabtree and Evelyn, David Yurman Jewelry Boutique, Tourneau, Roger Vivier, DKNY, SONY, Aldo and Diane Von Furstenberg.
- Plans reviewed and processed for improvements to 1534 Adams Avenue, McDonalds at 280 Bristol Street, Villa Venetia at 2775 Mesa Verde Drive East, and a 7-unit residential development at 355 through 367 Bay Side Court.
- A second "Residential Neighborhood Enhancement Program" was completed in the neighborhood south of Baker Street/west of Harbor Boulevard containing 162 properties.
- Continued coordination with social service providers, Costa Mesa Police, City Staff and other community groups resulting in the presentation of the Homeless Task Force.
- Hosted two successful Neighbors for Neighbors events and two Large Item Disposal events involving the coordination of more than 200 volunteers to assist with the beautification of 10 area homes and 6 neighborhoods in the target area.
- Administered and monitored 17 public service grants to local non-profits.
- Completed inspections and re-certifications of 337 units in Costa Mesa.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS cont.

- Completed 5 single family rehabilitation loans and 20 grants.
- Responded to 200 homeless and/or affordable housing assistance inquiries.
- Completed implementation of the Neighborhood Stabilization Program (NSP) and facilitated the sale of two rehabilitated and previously foreclosed properties to first time home buyers.
- Completed implementation of the Homeless Prevention and Rapid Rehousing Program (HPRP) and facilitated full expenditure of the one time federal recovery act grant with the selected service providers
- Successfully completed and submitted the City's 2010-2011 HUD Performance Report, the 2011-2012 Action Plan and 4 quarterly federal reports for grants received under the Recovery Act.

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, and eliminate slum and blight in the City of Costa Mesa.
- Continue the administration of the Homeless Task Force and HCD's role in the subsequent Neighborhood Improvement Task Force.

OBJECTIVES

- Process discretionary planning applications within 10 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, City Manager's office, Council-appointed committees Planning Commission, and City Council.
- Further fair housing by providing opportunities for decent, safe and sanitary housing to all segments of the community.
- Prevent blight and deterioration of the community through the use of federal grant funds.
- Provide public services to low and moderate income persons.
- 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.

DEVELOPMENT SERVICES DEPARTMENT

| PERFORMANCE MEASURES/WORKLOAD INDICATORS | FY 10-11 <u>Actual</u> | FY11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|--|-----------------------------------|-----------------------------------|------------------------------------|
| <u>Planning</u> | | | |
| Performance Measures (PM): | | | |
| Percentage of Planning Commission minutes prepared by next meeting | 100% | 100% | 100% |
| Wait time at counter less than 15 minutes | 90% | 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 Amendmts/Rezonses processed within 10 weeks of application deemed complete | * | * | 90% |
| Planning, Zoning, and Subdivision Applications processed within 10 weeks of application deemed complete | * | * | 90% |
| Development Reviews and Lot Line Adjustments processed within 8 weeks of app. deemed complete | * | * | 90% |
| Percentage of 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% |
| Workload Indicators (WL): | | | |
| Number of Planning Commission meetings per year | 12 | 13 | 13 |
| Planning Commission minutes prepared | 12 | 13 | 13 |
| Number of report items for Council action or direction | * | * | 20 |
| Number of phone calls to Planning per day (average) | 20 | 27 | 30 |
| Number of counter contacts to Planning counter per day (average) | 25 | 21 | 25 |
| General Plan Amendments/Rezonses /Zoning Code amendments processed | 1 | 6 | 4 |
| Planning Applications (not including above), Zoning Administrator, and Development Review Applications processed | 75 | 106 | 110 |
| Applicants notified within 5 working days of meeting | 75 | 106 | 110 |
| Lot Line Adjustments and Subdivision Applications processed | * | * | 10 |
| Minor plan checks reviewed for zoning compliance | 300 | 355 | 375 |
| Sign Permits processed | * | * | 100 |
| Zoning Verification Letters processed | * | * | 35 |

DEVELOPMENT SERVICES DEPARTMENT

| | <u>FY 10-11 Actual</u> | <u>FY11-12 Adopted</u> | <u>FY 12-13 Adopted</u> |
|--|----------------------------|----------------------------|-----------------------------|
| <u>Building Safety</u> | | | |
| Performance Measures (PM): | | | |
| Wait time at counter less than 20 minutes | 90% | 80% | 80% |
| Trade permits issued within 20 minutes of application | 90% | 90% | 90% |
| Percentage of minor plan checks reviewed within 5 working days | 90% | 50% | 75% |
| Percentage of moderate plan check projects reviewed within 15 days | 85% | 90% | 90% |
| Percentage of major plan check projects reviewed within 20 days | 85% | 95% | 90% |
| Inspection requests performed within 24 hours | 99% | 95% | 95% |
| Building and Code Enforcement complaint response within 2 working days | 95% | 90% | 90% |
| Workload Indicators (WL): | | | |
| Number of calls to general building lines per day | 40 | 40 | 60 |
| Minor plan checks reviewed | 500 | 300 | 305 |
| Moderate plan check projects (less than \$1M) reviewed | 600 | 600 | 611 |
| Major plan check projects (greater than \$1M) reviewed | 10 | 15 | 9 |
| Inspection requests received | 15,000 | 15,000 | 15,100 |
| Building permits finalized | 3,000 | 2,800 | 3,380 |
| Building and Code Enforcement complaints received/observed/inspecting | 20,000 | 15,000 | 15,100 |
| Number of Code Violations cleared | 20,000 | 15,000 | 15,100 |
| Number of Business License Inspections | * | 1,250 | 800 |
| <u>Housing and Community Development</u> | | | |
| Performance Measures (PM): | | | |
| Percentage of complaint responses provided within 10 business days: | 100% | 90% | 90% |
| Completed RDA/CMHA minutes by the following meeting: | 100% | 100% | 90% |
| Completed 3R minutes by the following 3R meeting: | 100% | 100% | 100% |
| Completed requested reports/research for the Homeless Task Force and the Neighborhood Improvement Taskforce | * | * | 100% |
| Completed requested file research and compilation for RDA dissolution | * | * | 100% |
| Fair Housing Foundation referrals for service: | 410 | 450 | 450 |
| Press releases & information pieces processed: | 75 | 75 | 50 |
| Number of requests for homeless and/or affordable housing assistance processed/responded to: | 150 | 200 | 200 |
| Number of meetings w/community members, staff and non-profits regarding homeless issues | 40 | 40 | 60 |
| Number of Homeless Task Force meetings | 26 | 52 | 52 |
| Number of Neighborhood Improvement Taskforce meetings | * | * | 36 |

DEVELOPMENT SERVICES DEPARTMENT

| | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|---|-----------------------------------|------------------------------------|------------------------------------|
| <u>Housing and Community Development</u> | | | |
| Workload Indicators (WL): | | | |
| Number of residents served via Public Services programs: | 1954 | 2100 | 1500 |
| Number of resident households served via the HPRP programs: | 18 | 10 | N/A |
| Number of FTHB/Rehab loan payoffs and subordinations: | 7 | 5 | 5 |
| Homes sold to an eligible first time homebuyer utilizing NSP: | * | 2 | N/A |
| Single Family Rehab Grants completed: | 28 | 31 | 10 |
| Single Family Rehab Loans completed: | 8 | 10 | 2 |
| Neighbors for Neighbors and L.I.D. events completed: | 2 | 2 | 1 |
| Tool Rental Grants completed: | 2 | 10 | 5 |
| Completed monitoring of projects: | | | |
| a. Housing quality standard inspections of rental units | 99 | 99 | 154 |
| b. Recerts of Rental Units | 162 | 162 | 162 |
| c. Occupancy monitoring of first time home buyer loans | 32 | 31 | 28 |
| d. Residual Receipts Monitoring | 5 | 5 | 5 |
| e. Occupancy monitoring of owner- occupied Rehab units? | 37 | 41 | 46 |
| f. Occupancy monitoring of rental rehab units | 2 | 2 | 2 |

*New item, prior year's data not available



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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|---------------------|---------------------|---------------------|---------------------|
| <u>Development Svcs Admin - 18100</u> | | | | |
| Economic & Development Services Director | 0.75 | 0.75 | 0.75 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Executive Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Administration - 50001</i> | <u>2.75</u> | <u>2.75</u> | <u>2.75</u> | <u>3.00</u> |
| Total Development Svcs Admin Full-time Positions | 2.75 | 2.75 | 2.75 | 3.00 |
| Total Devel Svcs Admin PT Positions (in FTE's) | - | - | - | - |
| <u>Planning - 18200</u> | | | | |
| Assistant Development Services Director | 1.00 | - | - | 1.00 |
| Assistant Planner | 2.00 | 0.97 | 0.97 | - |
| Associate Planner | 1.00 | 0.97 | 0.97 | 1.00 |
| Management Analyst | 0.40 | 0.40 | 0.40 | 1.00 |
| Office Specialist II | 2.00 | 1.00 | 1.00 | - |
| Principal Planner | 2.00 | 1.72 | 1.72 | 1.00 |
| Senior Planner | 2.00 | 1.94 | 1.94 | 2.00 |
| <i>Subtotal Planning - 20320</i> | <u>10.40</u> | <u>7.00</u> | <u>7.00</u> | <u>6.00</u> |
| Total Planning Full-time Positions | 10.40 | 7.00 | 7.00 | 6.00 |
| Total Planning Part-time Positions (in FTE's) | 0.50 | 0.50 | - | 0.50 |
| <u>Building Safety - 18300</u> | | | | |
| Chief of Code Enforcement | 1.00 | - | - | 1.00 |
| Code Enforcement Officer | 8.00 | 4.00 | 4.00 | 6.00 |
| Office Specialist II | 3.00 | 3.00 | 3.00 | 1.00 |
| <i>Subtotal Code Enforcement - 20350</i> | <u>12.00</u> | <u>7.00</u> | <u>7.00</u> | <u>8.00</u> |
| Building Official | 1.00 | 0.87 | 0.87 | 1.00 |
| Building Inspector | 2.00 | - | - | - |
| Building Technician | 1.00 | 0.97 | 0.97 | 1.00 |
| Building Technician II | 1.00 | - | - | - |
| Chief of Inspection | 1.00 | 0.97 | 0.97 | - |
| Chief Plans Examiner | 1.00 | 1.00 | - | - |
| Combination Inspector | 2.00 | 0.97 | 0.97 | - |
| Office Coordinator | 1.00 | 1.00 | 1.00 | - |
| Office Specialist II | 1.00 | - | - | - |
| Permit Processing Specialist | 1.00 | - | - | - |
| Plan Check Engineer | 2.00 | 0.97 | 0.97 | 1.00 |
| Plan Checker | 1.00 | 0.97 | - | - |
| Senior Electrical Inspector | 1.00 | 0.97 | 0.97 | 1.00 |
| Senior Plumbing/Mechanical Inspector | 1.00 | 0.97 | - | - |
| <i>Subtotal Building Safety - 20410</i> | <u>17.00</u> | <u>9.66</u> | <u>6.72</u> | <u>4.00</u> |
| Total Building Safety Full-time Positions | 29.00 | 16.66 | 13.72 | 12.00 |
| Total Building Safety Part-time Positions (in FTE's) | 1.00 | 1.00 | 1.00 | 2.34 |

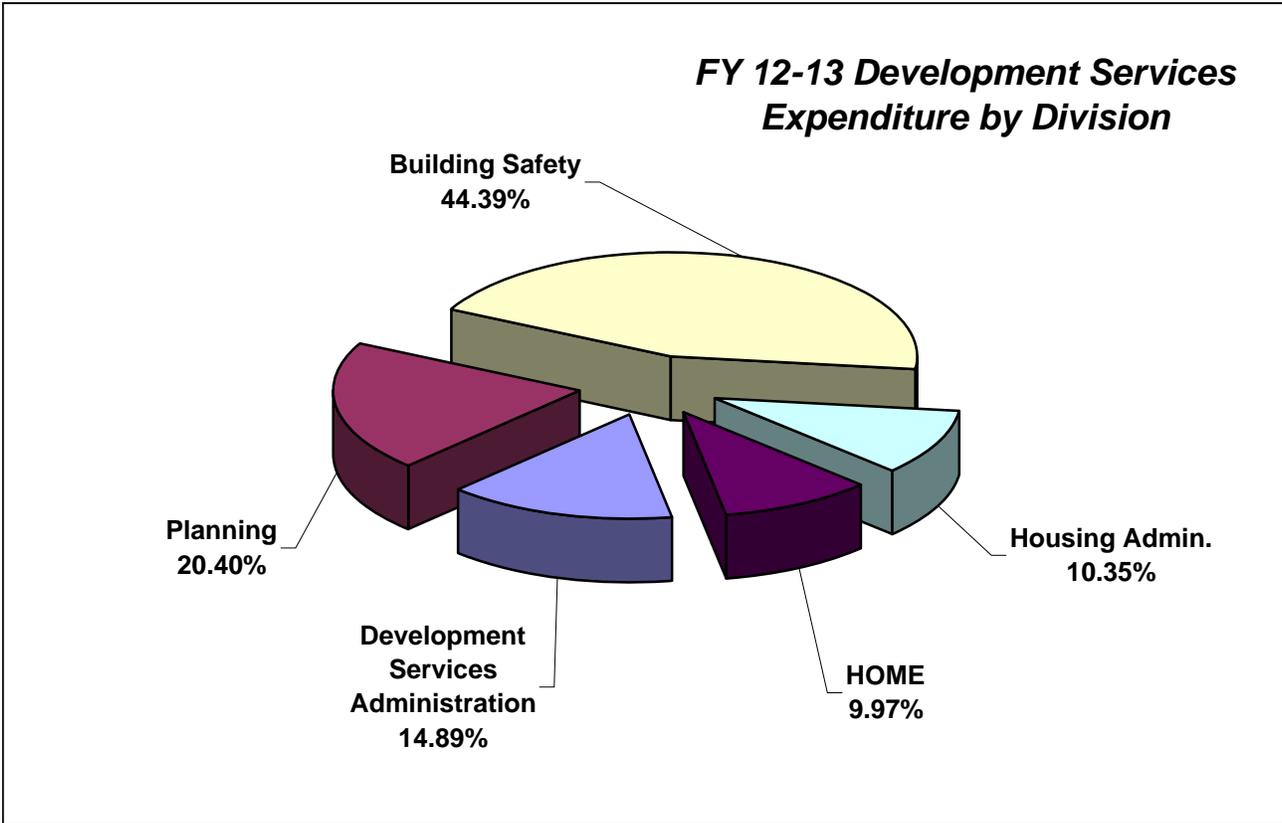


**DEVELOPMENT SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|---------------------|---------------------|---------------------|---------------------|
| <u>Housing & Community Development - 11310/11320</u> | | | | |
| Executive Secretary | 0.05 | 0.05 | 0.10 | 0.25 |
| Office Specialist II | 0.21 | 0.21 | 0.25 | - |
| <i>Subtotal Code Enforcement - 20350</i> | <u>0.26</u> | <u>0.26</u> | <u>0.35</u> | <u>0.25</u> |
| Management Analyst | 0.73 | 0.73 | 0.85 | 0.50 |
| Office Specialist II | - | - | - | - |
| <i>Subtotal Neighborhood Improvement - 20425</i> | <u>0.73</u> | <u>0.73</u> | <u>0.85</u> | <u>0.50</u> |
| Assistant Chief Executive Officer | 0.03 | 0.03 | - | - |
| Neighborhood Improvement Manager | 0.05 | 0.05 | 0.05 | - |
| Management Analyst | 0.49 | 0.49 | 0.45 | 0.50 |
| Office Specialist II | - | - | 0.10 | - |
| <i>Subtotal Neighbors for Neighbors - 20426</i> | <u>0.57</u> | <u>0.57</u> | <u>0.60</u> | <u>0.50</u> |
| Neighborhood Improvement Manager | 0.25 | 0.25 | 0.15 | - |
| Executive Secretary | 0.15 | 0.15 | 0.10 | 0.75 |
| Management Analyst | 0.60 | 0.60 | 0.40 | 0.30 |
| <i>Subtotal CDBG Administration - 20427</i> | <u>1.00</u> | <u>1.00</u> | <u>0.65</u> | <u>1.05</u> |
| Neighborhood Improvement Manager | 0.25 | 0.25 | 0.30 | - |
| Management Analyst | 0.07 | 0.07 | 0.05 | 0.70 |
| Office Specialist II | 0.21 | 0.21 | 0.05 | - |
| <i>Subtotal HOME Administration - 20440</i> | <u>0.53</u> | <u>0.53</u> | <u>0.40</u> | <u>0.70</u> |
| Executive Secretary | 0.60 | 0.60 | 0.60 | - |
| Management Analyst | 0.75 | 0.75 | 0.75 | - |
| Principal Planner | - | 0.28 | 0.28 | - |
| <i>Subtotal Redevelopment Admin - 60100</i> | <u>1.35</u> | <u>1.63</u> | <u>1.63</u> | <u>-</u> |
| Management Analyst | 1.38 | 1.48 | 0.95 | - |
| Office Specialist II | 0.58 | 0.58 | 0.60 | - |
| <i>Subtotal RDA Low/Mod Projects - 60300</i> | <u>1.96</u> | <u>2.06</u> | <u>1.55</u> | <u>-</u> |
| Assistant Chief Executive Officer | 0.04 | 0.04 | - | - |
| Neighborhood Improvement Manager | 0.30 | 0.30 | 0.35 | - |
| Executive Secretary | 0.20 | 0.20 | 0.20 | - |
| Management Analyst | 0.25 | 0.25 | 0.65 | - |
| <i>Subtotal RDA Low/Mod Administration - 60500</i> | <u>0.79</u> | <u>0.79</u> | <u>1.20</u> | <u>-</u> |
| Total Housing & Comm Devel Full-time Positions | 7.19 | 7.57 | 7.23 | 3.00 |
| Total HCD Part-time Positions (in FTE's) | - | - | - | 0.75 |
| Total Department Full-time Positions | 49.34 | 33.98 | 30.70 | 24.00 |
| Total Department Part-time Positions (in FTE's) | 1.50 | 1.50 | 1.00 | 3.59 |
| TOTAL DEPARTMENT | 50.84 | 35.48 | 31.70 | 27.59 |

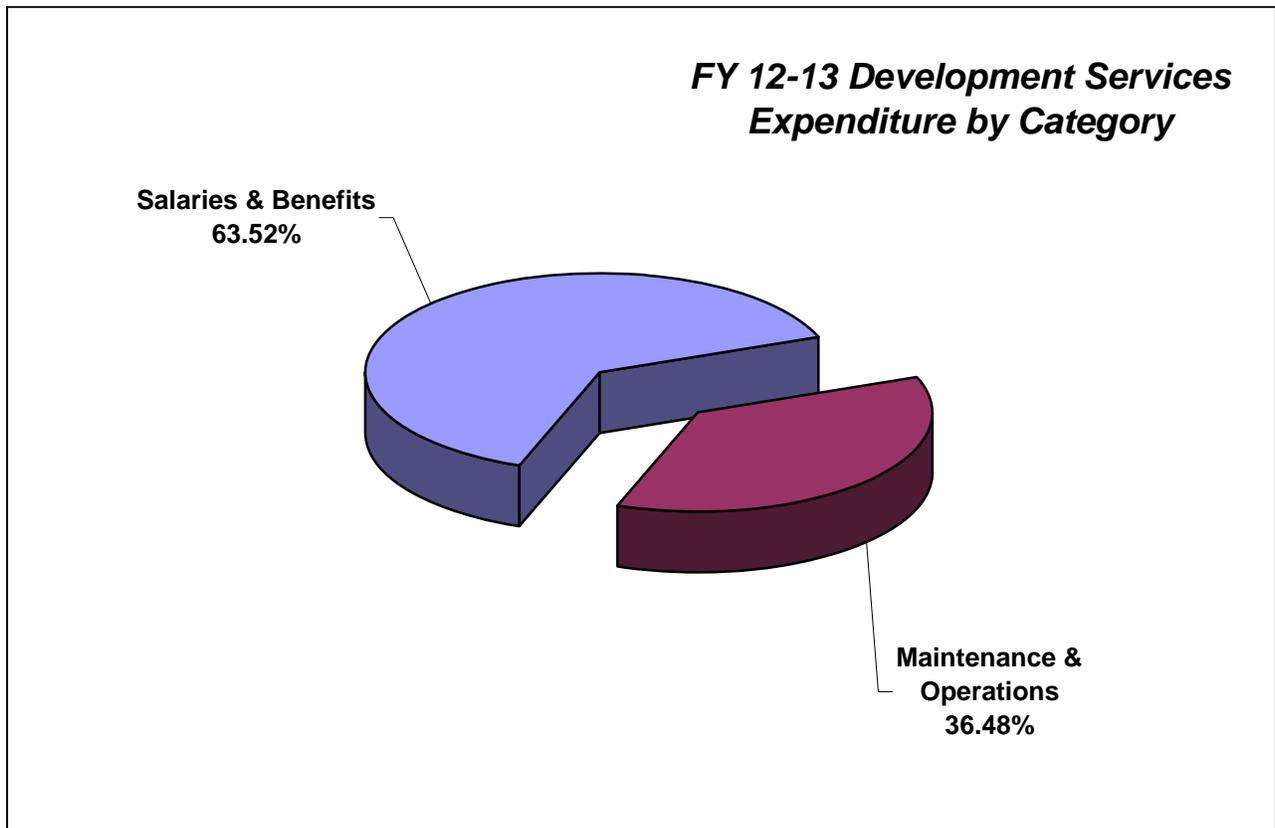
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| Expenditure by Division: | | | | | |
| Dev. Svcs. Admin. - 18100 | \$ 414,770 | \$ 502,251 | \$ 449,510 | \$ 689,304 | 53.35% |
| Planning - 18200 | 935,755 | 828,992 | 1,141,776 | 944,571 | -17.27% |
| Building Safety - 18300 | 2,376,850 | 1,695,705 | 1,978,763 | 2,054,903 | 3.85% |
| Housing Admin. - 11310 | 520,655 | 580,098 | 561,377 | 479,141 | -14.65% |
| HOME - 11320 | 541,830 | 423,809 | 846,670 | 461,320 | -45.51% |
| Total Expenditures | \$ 4,789,861 | \$ 4,030,856 | \$ 4,978,094 | \$ 4,629,240 | -7.01% |



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

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ 3,826,112 | \$ 3,041,695 | \$ 3,012,675 | \$ 2,940,337 | -2.40% |
| Maintenance & Operations | 963,749 | 989,161 | 1,845,419 | 1,688,903 | -8.48% |
| Fixed Assets | - | - | 120,000 | - | -100.00% |
| Total Expenditures | \$ 4,789,861 | \$ 4,030,856 | \$ 4,978,094 | \$ 4,629,240 | -7.01% |



| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent of Total</u> |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 3,470,224 | \$ 2,674,959 | \$ 3,277,207 | \$ 3,393,256 | 73.30% |
| HOME Fund - 205 | 541,830 | 423,809 | 846,670 | 461,320 | 9.97% |
| CDBG Fund - 207 | 777,806 | 932,089 | 854,218 | 774,664 | 16.73% |
| Total Funding Sources | \$ 4,789,861 | \$ 4,030,856 | \$ 4,978,094 | \$ 4,629,240 | 100.00% |

CITY OF COSTA MESA, CALIFORNIA

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|-----------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Regular Salaries - Sworn | 501100 | \$ - | \$ - | \$ - | \$ - | |
| Regular Salaries - Non Sworn | 501200 | \$ 2,603,683 | \$ 2,089,470 | \$ 2,143,634 | \$ 1,930,749 | -10% |
| Regular Salaries - Part time | 501300 | 53,979 | 64,295 | 41,662 | 197,948 | 375% |
| Overtime | 501400 | 37,939 | 14,008 | 26,000 | 16,200 | -38% |
| Accrual Payoff - Excess Maximum | 501500 | 10,888 | 7,240 | - | - | 0% |
| Vacation/Comp. Time Cash Out | 501600 | 7,095 | 8,226 | - | - | 0% |
| Holiday Allowance | 501700 | 11,808 | 8,767 | - | - | 0% |
| Separation Pay-Off | 501800 | 122,431 | 59,959 | - | - | 0% |
| Other Compensation | 501900 | 26,328 | 22,396 | 26,221 | 13,314 | -49% |
| Cafeteria Plan | 505100 | 329,311 | 260,873 | 269,554 | 238,130 | -12% |
| Medicare | 505200 | 38,875 | 31,435 | 31,273 | 29,733 | -5% |
| Retirement | 505300 | 525,890 | 380,178 | 415,395 | 429,187 | 3% |
| Longevity | 505400 | - | 14 | - | - | 0% |
| Professional Development | 505500 | 5,436 | 4,468 | 6,975 | 12,725 | 82% |
| Auto Allowance | 505600 | 1,648 | 4,247 | - | - | 0% |
| Unemployment | 505800 | 1,742 | 3,058 | 2,182 | 2,150 | -1% |
| Workers' Compensation | 505900 | 45,119 | 78,921 | 49,779 | 70,200 | 41% |
| Employer Contr.Retirees' Med. | 506100 | 3,941 | 4,138 | - | - | 0% |
| Subtotal Salaries & Benefits | | \$ 3,826,112 | \$ 3,041,695 | \$ 3,012,675 | \$ 2,940,337 | -2% |
| Stationery and Office | 510100 | \$ 16,116 | \$ 17,212 | \$ 18,900 | \$ 22,296 | 18% |
| Multi-Media, Promotions and Subs | 510200 | 1,042 | 7,197 | 7,400 | 18,750 | 153% |
| Small Tools and Equipment | 510300 | 6,180 | 7,271 | 14,733 | 14,628 | -1% |
| Uniform & Clothing | 510400 | 1,212 | 2,206 | 3,750 | 4,500 | 20% |
| Maintenance & Construction | 510600 | - | 3,199 | 3,200 | 2,500 | -22% |
| Postage | 520100 | 8,988 | 10,807 | 10,500 | 11,945 | 14% |
| Legal Advertising/Filing Fees | 520200 | 3,062 | 4,332 | 5,000 | 6,500 | 30% |
| Advertising and Public Info. | 520300 | 807 | 1,634 | 7,500 | 8,125 | 8% |
| Telephone/Radio/Communications | 520400 | 12,788 | 10,609 | 9,650 | 11,500 | 19% |
| Mileage Reimbursement | 520600 | 457 | 318 | 1,100 | 2,150 | 95% |
| Board Member Fees | 520800 | 23,600 | 23,200 | 24,000 | 24,000 | 0% |
| Office Furniture | 525600 | - | - | 100 | 850 | 750% |
| Office Equipment | 525700 | 1,255 | 1,313 | 600 | 849 | 42% |
| Other Equipment | 525800 | 3,184 | 540 | - | - | 0% |
| Employment | 530100 | 5,471 | 21,431 | 12,500 | 9,500 | -24% |
| Consulting | 530200 | 198,626 | 120,697 | 447,814 | 425,000 | -5% |
| Legal | 530300 | 9,637 | 10,119 | 24,993 | 57,500 | 130% |
| Engineering and Architectural | 530400 | 70,536 | 175,628 | 238,000 | 461,120 | 94% |
| External Rent | 535400 | 508 | 1,653 | 2,700 | 1,000 | -63% |
| Grants, Loans and Subsidies | 535500 | 544,936 | 522,598 | 862,040 | 439,591 | -49% |
| Central Services | 535800 | 14,288 | 13,780 | 27,250 | 29,850 | 10% |
| Internal Rent - Maint. Charges | 536100 | 24,413 | - | 58,577 | 53,149 | -9% |
| Internal Rent - Repl.Cost | 536200 | - | - | 33,409 | 22,200 | -34% |
| General Liability | 540100 | 16,596 | 33,333 | 31,703 | 61,400 | 94% |
| Other Costs | 540900 | 45 | 86 | - | - | 0% |
| Subtotal Maintenance & Operations | | \$ 963,749 | \$ 989,161 | \$ 1,845,419 | \$ 1,688,903 | -8% |
| Other Equipment | 590800 | \$ - | \$ - | \$ 120,000 | \$ - | -100% |
| Subtotal Fixed Assets | | \$ - | \$ - | \$ 120,000 | \$ - | -100% |
| Total Expenditures | | \$ 4,789,861 | \$ 4,030,856 | \$ 4,978,094 | \$ 4,629,240 | -7% |

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> <u>Actual</u> | <u>FY 10-11</u> <u>Actual</u> | <u>FY 11-12</u> <u>Adopted</u> | <u>FY 12-13</u> <u>Adopted</u> | <u>Percent</u> <u>Change</u> |
|---|----------------------------------|----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|
| <i>DEVELOPMENT SERVICES ADMINISTRATION - 18100</i> | | | | | |
| <u>Administration - 50001</u> | | | | | |
| Salaries & Benefits | \$ 380,692 | \$ 460,378 | \$ 396,410 | \$ 474,104 | 20% |
| Maintenance & Operations | 34,078 | 41,873 | 53,100 | 165,200 | 211% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Administration</i> | \$ 414,770 | \$ 502,251 | \$ 449,510 | \$ 639,304 | 42% |
| <u>Economic Development - 20370</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | - | - | - | 50,000 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Economic Development</i> | \$ - | \$ - | \$ - | \$ 50,000 | 0% |
| <i>PLANNING - 18200</i> | | | | | |
| <u>Planning - 20320</u> | | | | | |
| Salaries & Benefits | \$ 908,394 | \$ 800,474 | \$ 803,376 | \$ 738,871 | -8% |
| Maintenance & Operations | 3,182 | 4,721 | 313,800 | 181,100 | -42% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Planning</i> | \$ 911,576 | \$ 805,195 | \$ 1,117,176 | \$ 919,971 | -18% |
| <u>Planning Commission - 20360</u> | | | | | |
| Salaries & Benefits | \$ 348 | \$ 598 | \$ 600 | \$ 600 | 0% |
| Maintenance & Operations | 23,831 | 23,200 | 24,000 | 24,000 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Planning Commission</i> | \$ 24,179 | \$ 23,798 | \$ 24,600 | \$ 24,600 | 0% |
| <i>BUILDING SAFETY - 18300</i> | | | | | |
| <u>Code Enforcement - 20350</u> | | | | | |
| Salaries & Benefits | \$ 886,504 | \$ 636,713 | \$ 650,853 | \$ 892,822 | 37% |
| Maintenance & Operations | 18,529 | 673 | 56,524 | 45,169 | -20% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Code Enforcement</i> | \$ 905,033 | \$ 637,385 | \$ 707,377 | \$ 937,991 | 33% |
| <u>Building Safety - 20410</u> | | | | | |
| Salaries & Benefits | \$ 1,322,310 | \$ 846,382 | \$ 834,288 | \$ 578,217 | -31% |
| Maintenance & Operations | 149,507 | 211,938 | 317,098 | 538,696 | 70% |
| Fixed Assets | - | - | 120,000 | - | -100% |
| <i>Subtotal Building Safety</i> | \$ 1,471,817 | \$ 1,058,320 | \$ 1,271,386 | \$ 1,116,912 | -12% |

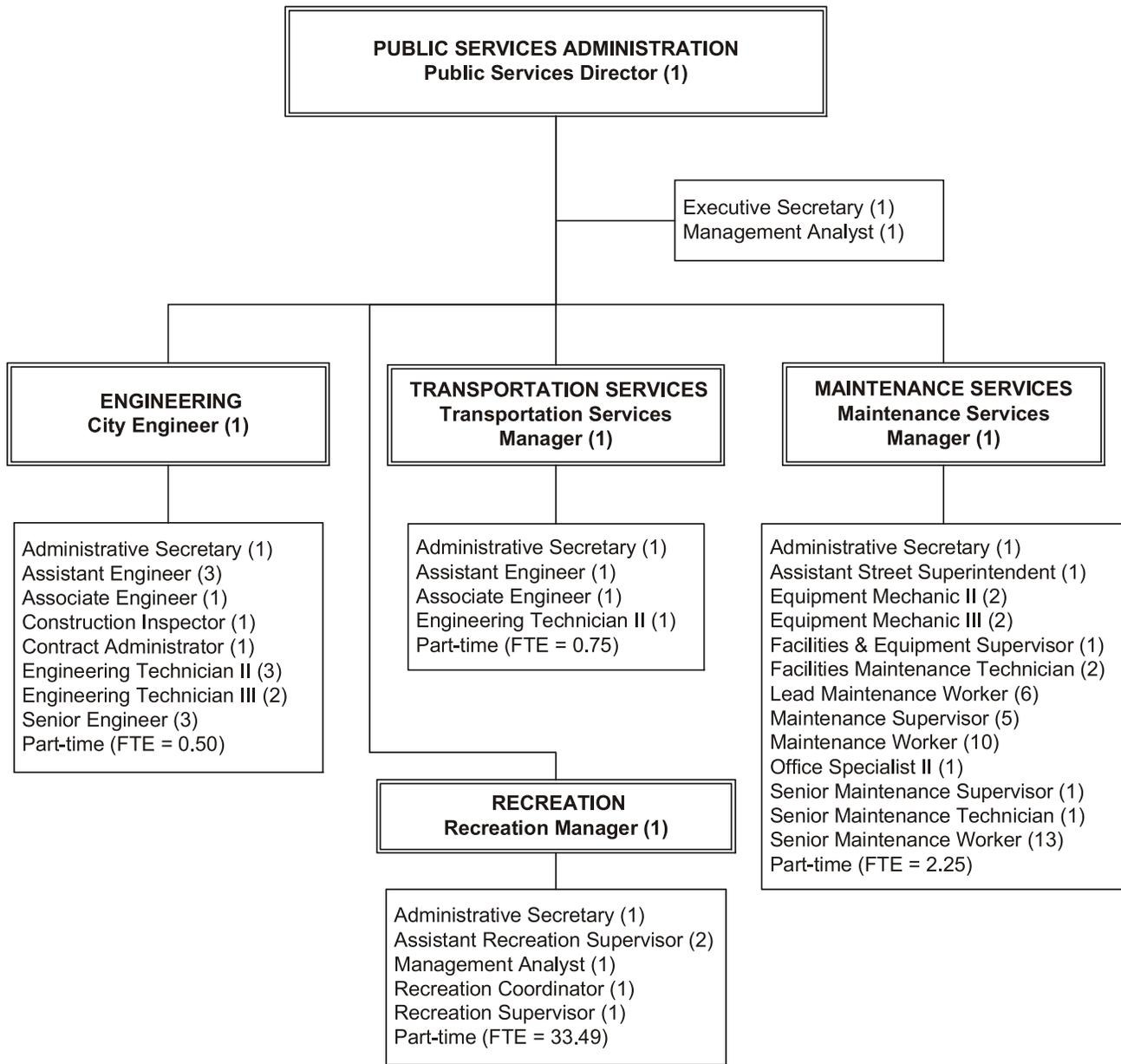
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> Actual | <u>FY 10-11</u> Actual | <u>FY 11-12</u> Adopted | <u>FY 12-13</u> Adopted | <u>Percent</u> <u>Change</u> |
|---|---------------------------|---------------------------|----------------------------|----------------------------|---------------------------------|
| <u>HOUSING & COMMUNITY DEV - 11310/11320</u> | | | | | |
| <u>Code Enforcement - 20350</u> | | | | | |
| Salaries & Benefits | \$ 13,988 | \$ 13,474 | \$ 26,016 | \$ 24,710 | -5% |
| Maintenance & Operations | 738 | - | 483 | 500 | 4% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Code Enforcement</i> | \$ 14,726 | \$ 13,474 | \$ 26,499 | \$ 25,210 | -5% |
| <u>Public Service Programs - 20421</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 188,217 | 218,699 | 184,248 | 157,502 | -15% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Public Service Programs</i> | \$ 188,217 | \$ 218,699 | \$ 184,248 | \$ 157,502 | -15% |
| <u>Single Family Housing Rehab. - 20422</u> | | | | | |
| Salaries & Benefits | \$ 266 | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 179,328 | 213,002 | 400,000 | 100,000 | -75% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Sgl. Fam. Housing Rehab.</i> | \$ 179,594 | \$ 213,002 | \$ 400,000 | \$ 100,000 | -75% |
| <u>Neighborhood Imp. - 20425</u> | | | | | |
| Salaries & Benefits | \$ 82,284 | \$ 79,795 | \$ 89,998 | \$ 58,599 | -35% |
| Maintenance & Operations | 209,197 | 87,145 | 160,002 | 112,391 | -30% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Neighborhood Imp.</i> | \$ 291,480 | \$ 166,940 | \$ 250,000 | \$ 170,990 | -32% |
| <u>Neighbors for Neighbors - 20426</u> | | | | | |
| Salaries & Benefits | \$ 76,386 | \$ 75,684 | \$ 71,266 | \$ 67,426 | -5% |
| Maintenance & Operations | 1,397 | 14,867 | 21,700 | 15,500 | -29% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Neighbors for Neighbors</i> | \$ 77,783 | \$ 90,550 | \$ 92,966 | \$ 82,926 | -11% |
| <u>CDBG Admin. - 20427</u> | | | | | |
| Salaries & Benefits | \$ 111,863 | \$ 107,561 | \$ 84,739 | \$ 64,583 | -24% |
| Maintenance & Operations | 128,065 | 149,189 | 160,925 | 145,420 | -10% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal CDBG Admin.</i> | \$ 239,929 | \$ 256,750 | \$ 245,664 | \$ 210,003 | -15% |
| <u>CDBG Tool Rental Program - 20430</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | - | 625 | 12,000 | 3,500 | -71% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal CDBG Tool Rental Program</i> | \$ - | \$ 625 | \$ 12,000 | \$ 3,500 | -71% |

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10</u> <u>Actual</u> | <u>FY 10-11</u> <u>Actual</u> | <u>FY 11-12</u> <u>Adopted</u> | <u>FY 12-13</u> <u>Adopted</u> | <u>Percent</u> <u>Change</u> |
|--------------------------------------|----------------------------------|----------------------------------|-----------------------------------|-----------------------------------|---------------------------------|
| <u>HOME - 20440</u> | | | | | |
| Salaries & Benefits | \$ 43,076 | \$ 20,638 | \$ 55,131 | \$ 40,405 | -27% |
| Maintenance & Operations | 27,680 | 23,229 | 38,749 | 95,727 | 147% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal HOME</i> | \$ 70,756 | \$ 43,867 | \$ 93,880 | \$ 136,132 | 45% |
| <u>HOME Projects - 20445</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | - | - | 102,790 | 54,198 | -47% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal HOME Projects</i> | \$ - | \$ - | \$ 102,790 | \$ 54,198 | -47% |
| Total Expenditures | \$ 4,789,861 | \$ 4,030,856 | \$ 4,978,094 | \$ 4,629,240 | -7% |





PUBLIC SERVICES DEPARTMENT

The Public Services Department provides services related to engineering, transportation, street, park and city facilities maintenance, water quality, waste management and recycling, and recreation programs. During FY11-12, the Administrative Services Department was reorganized. The Recreation Division, previously allocated to that department, was combined with the Public Services Department. The Department now has 78 full time staff members, composed of 5 management, 11 supervisory, and 62 technical/clerical positions. Part time staffing consists of 36.99 full time equivalents, mostly in the Recreation Division. The Department is comprised of five divisions, which are structured by programs. The five divisions are as follows:

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

PUBLIC SERVICES ADMINISTRATION - 19100

Public Services Administration – 50001

Provides the overall coordination, direction, and oversight for all Department activities, which includes five divisions, 39 functions and 78 employees. 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 planning, operational goals and objectives and furthering City goals and objectives within general policy guidelines.

Recycling – 20230

Implements and monitors the City's compliance to Integrated Waste Management Act 1989 AB 939, and the recent state mandate Mandatory Recycling for Commercial and Multi-Family sectors AB 341 requiring commercial and multi-family sectors to implement a recycling plan. Administer 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 seven sections.

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.

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 City's Annual Program Effectiveness Assessment (PES) and coordinates compliance with Newport Bay Total Maximum Daily Load (TMDL) regulations.

PUBLIC SERVICES DEPARTMENT

Street Design - 30112

Prepares design plans and specifications for 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 Drainage Plan.

Development Review – 30310

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

Real Property – 30320

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

Park Development - 40112

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

TRANSPORTATION- 19300

The Transportation Services Division is responsible for the operation and maintenance of the traffic operations infrastructure (traffic signals, closed circuit television cameras, Traffic Operations Center, radar feedback signs, etc.), implementation of the General Plan Circulation Element, 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. Transportation Services includes the following two programs:

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 to with the General Plan. Manages the City's traffic model. Participates and monitors development projects. Administers the City's Tip Fee Program. Coordinates with other agencies on transportation- related activities and manages City's bus shelter contract.

Traffic Operation – 30241

Maintains, operates, and updates the automated traffic controls, traffic signals, closed circuit television (CCTV) system, traffic control devices, and streetlights in the City. Manages the City's overall traffic flow/movement through signal coordination and a centralized traffic operations center. Designs and implements traffic operations improvements such as radar speed feedback and in-pavement flashing cross-walks.

PUBLIC SERVICES DEPARTMENT

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 Park & Recreation Commission.

Parkway & Median Maintenance – 20111

Maintains 12 acres of landscape street medians and approximately 20,390 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.

Signs and Markings – 302403

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, repairs, and rehabilitates 297 City vehicles and pieces of equipment required by various City departments.

PUBLIC SERVICES DEPARTMENT

RECREATION - 14300

The Recreation Division provides the citizens of Costa Mesa a diverse variety of high quality Recreation facilities, programs and services including: operation of three community centers and the Downtown Aquatic Center; allocates and monitors athletic field use; and provides Youth, Teen and Adult Recreation classes. The Division also provides staff support to the Cultural Arts & Historic Preservation Committees, Youth Sports Council, and the Costa Mesa Senior Center.

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, the Cultural Arts Committee, the Historic Preservation Committee, the Costa Mesa Senior Center, and the Youth Sports Council.

Downtown Recreation Center (DRC) - 40121

Operates the programs in the Downtown Recreation Center located at 1860 Anaheim Avenue. This facility includes an indoor gymnasium, gymnastics room and 25 meter outdoor pool, a designated room and office for the Childs-Pace Inc. program as well as multi-purpose rooms equipped with a kitchen suitable for meetings. Provides free open gym time for youth to play basketball. Both gymnasium and multi-purpose rooms are utilized for contract classes. The ROCKS program also utilizes the multi-purpose room during the summer season (9 weeks).

Balearic Community Center (BCC) - 40122

Operates the programs in the Balearic Community Center located at 1975 Balearic Drive. This center includes two rental rooms available for meetings, receptions, etc., with a maximum capacity of 125 people. These rooms are also utilized for the after school playground program and the City's Early Childhood Program. Adjacent to the center is a fenced playground with play equipment, sandlot park playground, basketball courts, and a large athletic field.

Neighborhood Community Center (NCC) - 40123

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 three smaller meeting and conference rooms available for community, business, educational meetings, and contract classes.

Aquatics - 40212

Provides seasonally (April-September) operated aquatics programming including adult and youth swim instruction, adult and senior lap swim, youth open swim, guard start, summer youth aquatics camp and water safety activities. This program also provides American Red Cross-certified First Aid and Cardiopulmonary Resuscitation (CPR) training as well as Title 22 training to Recreation program staff.

Adult Sports Basketball and Volleyball - 40214

Provides adult recreational basketball leagues and open gym volleyball and basketball play in the DRC gym.

Adult Sports Softball - 40215

Provides recreational softball league play for men, women, and co-ed teams at the TeWinkle Park Athletic Complex.

PUBLIC SERVICES DEPARTMENT

Fields/Field Ambassadors - 40216

Coordinates field reservations and scheduling of City and Newport Mesa Unified School District (NMUSD) athletic fields in accordance to the Joint Use Agreement, for field usage by City and Community user groups for soccer, tackle and flag football, baseball, softball, and other field games. Field ambassadors monitor field use, regulate light use (portable and permanent) and open and close athletic facilities. The field ambassadors also assist in resolving field disputes in accordance to the Field Use and Allocation Policy.

Senior Citizens Center - 40231

Administers the lease agreement for the Costa Mesa Senior Center, located at 695 West 19th Street. The Center, open six days a week, 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 Senior Mobility Transportation Program, a demand-driven transportation service for Costa Mesa seniors funded by a grant from the Orange County Transportation Authority (OCTA), is also administered under this program.

Day Camp - 40232

Provides day camp programs for children at Estancia Park (summer 9 weeks) and the Balearic Community Center (winter, Presidents week, and spring break). This program includes daily games, sports, arts and crafts, drama, songs and skits, community service, educational/historical classes, Character Counts activities, and weekly excursions that emphasize active and healthy lifestyles. Also provides specialty camp programs of shorter duration (1-2 weeks) that are half or full day activities.

Recreation on Campus for Kids (ROCKS) - 40233

Provides after school and summer playground programs for children in grades one through six at 712 Newport-Mesa Unified School District (NMUSD) elementary schools and selected parks. This program focuses on four areas: educational activities, youth sports, recreation, and supervised self-directed free play as well as encourages academic enrichment activities and character education in a structured environment.

Teen Programs - 40236

Provides free after school activities and a fee-based summer camp (8 weeks), designed for teens with activities that are fun and affordable.

Early Childhood Program - 40241

Encourages a positive, social experience through recreational activities such as directed play, games, arts/crafts, and music. This program is designed to prepare participants between the ages of three to five years old, for entrance into kindergarten.

Adult Instructional Classes - 40242

Provides quarterly recreational, social, and sports programs for adults on a participant fee basis.

Youth Instructional Classes - 40243

Provides quarterly recreational, social, and sports programs for youth on a participant fee basis.

Parks & Recreation Commission - 50125

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

PUBLIC SERVICES DEPARTMENT

Cultural Arts Committee - 50190

Maintains, educates, enriches, and promotes cultural arts programs and resources throughout the City. As of Fiscal Year 2010-2011, funding for committee projects and activities are provided by donations and sponsorships.

Historical Preservation Committee - 50191

Maintains, educates, enriches, and promotes historical programs and resources throughout the City. As of Fiscal Year 2010-2011, funding for committee projects and activities is provided by donations and sponsorships.

BUDGET NARRATIVE –

The FY 2012-13 adopted budget for the Public Services Department totals \$21.8 million, an increase of \$1 million or 5.1% compared to the FY 11-12 adopted budget. A decrease in salary and benefit costs of \$123,572 is attributed to the elimination of vacant positions, mostly in the Maintenance Services Division. The increase in the maintenance and operations budget of \$529,263 is due to a variety of factors. Several functions have been restored to full-service levels including fertilization of four sport facilities, fire station maintenance, median and parkway maintenance, tree pruning and root barriers, and maintenance of parks, sport, and other facilities. In addition, a contract for road line striping and crosswalks, maintenance of the Joann Bike Trail, Mesa Verde median improvements, and increased funding general liability costs are reflected. Fixed assets costs represent proposed vehicle replacements, primarily for police operations (ten patrol units, six motorcycles, four other vehicles) with two purchases in the Public Services Department (one brush chipper and one vehicle).

The FY 2012-13 adopted budget for the Equipment Replacement Fund is \$2.5 million, including \$338,600 for vehicle replacements as noted above. However, the City has continued to include internal rent charges for both maintenance and replacement of city vehicles as charges to applicable departmental budgets.

There are 34 projects in the FY 12-13 Capital Improvement Plan that total \$20.7 million. These projects include two parkway and median projects totaling \$970,000, five street improvement projects totaling \$8.2 million, one storm drain project for \$500,000, four curb and sidewalk projects totaling \$910,000, nine traffic related projects totaling \$7.7 million, four park maintenance projects totaling \$205,000, six park development projects totaling \$1.6 million, and three building maintenance projects totaling \$103,000. Many projects are funded with designated funds or specific grants applied for and granted to the City.

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 Equipment Replacement Fund.

PRIOR YEAR'S ACCOMPLISHMENTS

- Secured grant funding and donations in the amount of \$2.615 million for the construction of Phase II of the Fairview Park Wetlands and Riparian Habitat Project.
- Secured grant funding from two grant sources in the amount of \$756,000 for the construction of the Fairview Channel Bike Multipurpose Trail at Fairview Park.
- Secured grant funding in the amount of \$275,000 for the design and construction of Phase II of the Brentwood Park Master Plan.
- Completed that installation of a new sport lighting system, fence replacement and netting installation at Lions Park (Davis Field).

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS cont.

- Completed the construction of the Joann Street Bike Trail Project.
- Completed the design of Smallwood Park Improvements and construction of Phase I.
- Completed the design of Harbor Boulevard from South Coast Drive to Baker Street (construction cost estimated to be \$830,000).
- Completed the design of the following Alleys (construction cost estimated to be \$1,000,000):
 1. Alley No. 28 (Hickory Drive Alley) from Ponderosa Street Alley to Alley No. 29.
 2. Alley No. 29 (Pepper Tree Alley) from Royal Palm to Alley No. 30.
 3. Alley No. 30 (Harbor Boulevard Alley) from Baker Street to Ponderosa Street.
 4. Alley No. 31 (Gisler Avenue Alley) from Coriander Drive to Cinnamon Avenue.
 5. Alley No. 122 (Mission Drive Alley) from Mendoza Drive to La Salle Avenue.
- Completed design of the Eastside Street Rehabilitation Program, encompassing the area from Newport Boulevard to Irvine Avenue between southerly City limits to 21st Street (construction cost estimated to be \$6.3 million).
- Completed the construction of the following Alleys in the amount of \$445,000:
 1. Alley No. 75 (Newport Boulevard Alley) from Flower Street to Broadway.
 2. Alley No. 76 (Flower Street Alley) from Fullerton Avenue to Alley No. 75.
 3. Alley No. 116 (Newport Boulevard Alley) from 23rd Street to Wilson Street.
 4. Alley No. 40 (Bay Street Alley) from Ford Road to Parson Street.
 5. Alley No. 41 (Ford Road Alley) from Parson Street to Ford Road.
- Complete rehabilitation of 105 streets in the Mesa Verde neighborhood in the amount of \$2.68 million.
- Completed the design and construction of a Citywide Parkway Improvement Project in the amount of \$340,000.
- Responded to 65 spills and illegal discharges in the public right-of-way.
- Reviewed a total of fourteen (9) Subdivision Maps.
- Issued a total of 350 Encroachment Permits.
- Issued a total of 215 Construction Access permits.
- Processed a total of 97 Development Projects.
- Acquired 22 easements for public purposes on Broadway.
- Reviewed and approved 5 lot line adjustments.
- Completed design of traffic calming improvements and continuous sidewalks on Broadway between Fullerton Avenue and Irvine Avenue as part of Safe Route to School (SRTS) project.
- Completed the final engineering task for the Harbor Boulevard – Adams Avenue widening project and initiated the right-of-way acquisition phase.
- Initiated right-of-way acquisition phase for the Harbor Boulevard widening project between Law Court and Sunflower Avenue.
- Completed installation of four new closed circuit television (CCTV) camera installations.
- Initiated Phase II of the SR-55 Access Study.
- Secured grant funding in the amount of approximately \$1.6 million federal Safe Route to School Program for East 19th Street Traffic Calming improvements and Citywide Safe Route to School improvements.
- Secured Measure M grant funding in the amount of \$5.3 Million for eight transportation improvement projects.
- Completed design of improvements at Victoria/Valley intersection.
- Completed design and installation of in-pavement flashing crosswalk and associated traffic calming improvements on Gisler Avenue between California Avenue and Iowa Avenue.
- Developed “Harbor Vision” plan for future streetscape improvements along Harbor Boulevard corridor.
- Developed a Bicycle Map and Safety Guide using Safe Route to School grant funding and distributed to elementary schools Citywide.
- Swept and cleaned approximately 850 residential and arterial lane miles weekly, removing up to 1,218 tons of debris from City streets daily.
- Completed storm drain repair project at Samoa and Labrador.
- Completed the reconstruction of the parking lot area with recycled asphalt at the Del Mar Garden.
- Completed the drainage improvements around the Estancia Adobe building.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS cont.

Rehabilitated the asphalt on 12 residential streets with in-house City crews:

1. Westminster Avenue (Wilson Street to Santa Isabel Avenue)
 2. Pamela Lane (Cul-de-sac to Joann Street)
 3. National Street (Victoria Street to Congress Street)
 4. Waterman Way (Cul-de-sac to 23rd Street)
 5. Club House Road (Mesa Verde Villas to Club House)
 6. Westminster Avenue (23rd Street to Wilson Street)
 7. Santo Thomas Street (Santa Ana Avenue to Cul-de-sac)
 8. National (Oak to Victoria Frontage)
 9. Carlton (Wilson Street to Santa Isabella)
 10. Carlton (Santa Isabella to Hill)
 11. Cape Verde (Gisler to Cul-de-sac)
 12. Whittier (19th to Arbor)
- Secured an AQMD Tree Partnership Grant in the amount of \$60,746 to fund the purchase, installation and maintenance of 250 trees at various City parks.
 - Cleaned a total of 3,168 feet of storm drain conduits.
 - Removed a total of 20 tons of debris from catch basins citywide.
 - Removed a total of 636 tons of material with street sweeping operations.
 - Completed approximately 4,700 preventive sidewalk repairs/grinds with City staff.
 - Inspected and cleaned 1,165 storm drain catch basins and culverts.
 - Completed the installation of catch basin screens (construction cost is estimated at \$100,000).
 - Removed and repaired 11 damaged asphalt street areas due to uplifting by tree roots.
 - Removed and replaced manhole rings, risers and covers on Fairview Road and Bristol Street.
 - Repaired approximately 1,950 potholes.
 - Hauled approximately 500 tons of sweeper debris to land fill with City crews.
 - Completed the sign relocation for the streetlight pole exchange project in College Park.
 - Completed the painting and installation of the handicap ramp project on Harbor Blvd.
 - Completed the lane marking changes on South Coast Drive at the I-405 and Hyland Ave.
 - Completed 46 work orders with requests for the installation of new red curb or posting new signs for street sweeping.
 - Completed the restriping and parking stop painting at the Senior Center.
 - Completed the design, fabrication and installation of new graphics for police mobile command unit.
 - Completed the retro-reflectivity inspection of all traffic signs on arterial streets.
 - Completed 50% of arterial straight line striping citywide.
 - Fumigated and repaired 3 park buildings.
 - Replaced synthetic turf surfacing on the Volcom Skate Park.
 - Completed the design and installation of 3 aerating fountains at the TeWinkle Park.
 - Rehabilitated the exterior walls, replaced the front door; vandalized windows, and installed new security screens and paint all exterior wood work at the Estancia Adobe.
 - Rehabilitated and painted the interior kitchen walls of the Estancia Adobe.
 - Facilitated the replacement of the carpet at the Historical Society at no cost to the City.
 - Replaced the Old Corporation Yard roof utilizing ARRA funding.
 - Replaced the City Hall roof with an energy efficient roof.
 - Completed a \$545,600 energy efficient HVAC project at City Hall and Police Department facility; saving 15% in electricity cost annually.
 - Installed an improved exterior lighting system at the Police Substation and Lions Park shelter.
 - Completed the removal of vegetation and the trimming of trees in Canyon Park to reduce fire danger.
 - Renovated two main water circulation pumps at the TeWinkle Lakes.
 - Replaced sub-surface aeration system in TeWinkle Lakes.
 - Planted and maintain 250 new trees in six parks; funded by AQMD grant.
 - Completed the installation of 40 'Age Appropriate' signs for all playgrounds in the City parks.
 - Provided support for 12 community special events.
 - Implemented an Online Recreation Registration System (Active Net).
 - Designed and distributed a Senior Mobility Transportation Brochure.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS *cont.*

- Implemented customer service training for Field Ambassadors, outfitted them in a higher profile uniform, and added an east/west patrol schedule.
- Collaborated with the Community Foundation on the 2011 Concerts in the Park events.

GOALS

Provide for the safe and efficient movement of vehicles, pedestrians, and bicyclists within the City's public rights-of-way. Maintain 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. Provide the highest quality recreation services and programs to the community. Comply with State and Federal environmental, and child safety mandates.

OBJECTIVES

- Complete construction of Phase II of the Fairview Park Wetlands and Riparian Habitat Project (construction cost is estimated at \$2,500,000).
- Complete the construction of the Fairview Channel Multipurpose Bike Trail at Fairview Park (construction cost is estimated at \$420,000).
- Complete construction of Phase I of the Smallwood Park Improvements.
- Finalize the master planning of California, TeWinkle, Davis and Costa Mesa High schools fields.
- Complete planting of 230 palm trees on Harbor Boulevard from Gisler Avenue to Baker Street (construction cost estimated at \$610,000).
- Complete the design and construction of Phase II of the Brentwood Park Master Plan (construction cost estimated at \$550,000).
- Complete the design of the Lions Park Beautification Project.
- Advertise and construct Phase II of the Smallwood Par Improvements.
- Design and construct Harbor Boulevard Bike Trail Improvements (Fair Drive to Merrimac Way).
- Continue to pursue available grants and partnerships.
- Complete the construction of 48 streets located in the eastside neighborhood from Newport Boulevard to Irvine Avenue between southerly City limits to 21st Street (construction cost is estimated at \$6.3 million).
- Complete the construction of the following Alleys (construction cost is estimated at \$1,100,000):
 - 1) Alley No. 28 (Hickory Drive Alley) from Ponderosa Street to Alley No. 29
 - 2) Alley No. 29 (Pepper Tree Alley) from Royal Palm to Alley No. 30
 - 3) Alley No. 30 (Harbor Boulevard Alley) from Baker Street to Ponderosa Street
 - 4) Alley No. 31 (Gisler Avenue Alley) from Coriander Drive to Cinnamon Avenue
 - 5) Alley No. 122 (Mission Drive Alley) from Mendoza Drive to La Salle Avenue.
- Complete the construction of Red Hill Avenue from Paularino Avenue to Bristol Street (construction cost estimated at \$2.0 million).
- Complete the construction of FY 11-12 citywide Parkway Improvement Project (construction cost estimated at \$250,000).
- Complete the construction of FY 11-12 new and/or missing link sidewalks. (construction cost estimated at \$100,000).
- Complete the design of 9 Arterial streets and 3 Residential streets (construction cost estimated at \$4,500,000).
- Complete the design and construction of the following alleys (construction cost estimated at \$350,000):
 - 1) Alley No. 048, Fillmore Way Alley, from Paularino Ave to Albany St.
 - 2) Alley No. 049, Fillmore Way Alley, from Albany St. to Baker St.
 - 3) Alley No. 050, Garfield Ave. Alley, from Paularino Ave. to Baker St.
- Apply for various grant funding for storm water quality project.
- Complete installation of bio filtration planter boxes along Broadway.
- Conduct countywide Public Education and outreach for National Pollutant Discharge Elimination System (NPDES) compliance.
- Conduct permit required personnel training throughout City for storm water requirements.
- Complete and submit annual report to State and County for compliance.

PUBLIC SERVICES DEPARTMENT

OBJECTIVES cont.

- Conduct inspections for 375 industrial and commercial sites within the city.
- Complete 35 site inspections for existing Best Management Practice structures.
- Record a total of ten (10) Subdivision Maps.
- Issue a total of 375 Encroachment permits.
- Issue a total of 220 Construction Access permits.
- Process a total of 100 Development Projects.
- Vacate Alley No. 54A at Pinkley Park.
- 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.
- Monitor traffic pattern and growth changes, and prioritize transportation system enhancements within the Capital Improvement Program.
- 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.
- Improve bicycle facilities by implementing the City's Master Plan of Bikeways.
- Pursue Federal, State and County grant funds for transportation operations, safety and capacity improvement projects.
- Initiate signal improvements along Baker Street, Placentia Avenue, Victoria Street and 17th Street Corridors.
- Complete construction of Victoria/Valley Improvement project.
- Complete construction of Broadway Safe Route to School project.
- Complete construction of Baker/Bear and Harbor/Wilson improvement projects.
- Provide landscape maintenance of 463 acres of City parks and fields, and monthly maintenance of landscaped parkways and medians.
- Manage approximately 22,520 City-owned trees annually over a 3-5 year cycle.
- Provide safe, prepared sports fields on a daily basis in support of community user group programs and youth organizations.
- Provide preventive maintenance and repair of the City's fleet of 297 fire, police, general use vehicles and off-road equipment.
- Provide preventative maintenance and repair on nine vehicles for the Costa Mesa Sanitary District as an enterprise account.
- Provide preventative maintenance and replacement of street signs to insure adequate reflectivity and visibility of all 10,760 City retained street signs.
- Provide safe, well-maintained painted pavement markings of City-maintained roadways.
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year.
- Complete the design and construction of approved Capital Improvement Projects within the scheduled time and within budget.
- 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.
- Meet or exceed the minimum cost recovery percentages in each Recreation program category- fully supported, mostly supported, partially supported, and self-supported, as determined by the Parks and Recreation Commission.
- Provide facilities for use by the community including community centers, athletic fields and facilities, parks and picnic shelters, and ensure there is an equitable allocation process for these facilities.
- Maintain an average program or activity satisfaction rating by participants of "4" ("above average") on a 1-5 scale.

PUBLIC SERVICES DEPARTMENT

| Performance Measures/Workload Indicators: | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|---|-----------------------------------|------------------------------------|------------------------------------|
| <u>Performance Measures:</u> | | | |
| Percent of the total number of City trees trimmed | 32% | 32% | 35% |
| Percent of budgeted building maintenance projects completed | 95% | 100% | 95% |
| Percent of Costa Maintenance work requests completed/month | 97% | 100% | 93% |
| Percent increase in extra-ordinary repairs of City fleet vehicles | 25% | 28% | 29% |
| Percent of total street signs replaced | 4% | 6% | 6% |
| Percent of total lane lines repainted | 1% | 75% | 60% |
| Percent of total pavement legends repainted/re-applied | 10% | 40% | 10% |
| Percent of total red curb repainted | 5% | 70% | 50% |
| Percent change in Pavement Condition Index (P.C.I.) for streets network Vs. prior year | 1% | 1.7% | 2.2% |
| Percent change in tons of asphalt applied | 33% | 33% | -83.67% |
| Percent of total catch basins with inserts screens or other anti-pollution devices installed | 6% | 12% | 23% |
| Percent change in debris removed from catch basins vs. prior year | 2% | 0% | 5% |
| Percent of budgeted Capital Improvement Projects completed in budgeted fiscal year | 100% | 83% | 85% |
| Percent of Recreation Programs meeting or exceeding Cost Recovery Guidelines | 95% | 100% | 100% |
| Percent of Recreation survey respondents rating overall Satisfaction with programs/services as above average | 90% | 90% | 95% |
| <u>Workload Indicators:</u> | | | |
| Number of new trees planted | 1,180 | 100 | 250 |
| Number of trees removed | 240 | 270 | 250 |
| Number of trees root-pruned | 42 | 18 | 45 |
| Number of facility rehabilitation projects completed | 14 | 25 | 25 |
| Number of facilities work requests tracked | 1,017 | 1,100 | 894 |
| Number of ball field preparations performed | 710 | 1,440 | 1,450 |
| Number of scheduled vehicle and equipment services performed | 1,203 | 930 | 942 |
| Number of extraordinary vehicle and equipment services performed | 729 | 820 | 624 |
| Number of traffic and street signs maintained | 560 | 840 | 780 |
| Number of linear feet of lane lines repainted | 14,000 | 1,050,000 | 1,350,000 |

PUBLIC SERVICES DEPARTMENT

| Performance Measures/Workload Indicators cont.: | FY 10-11 <u>Actual</u> | FY 11-12 <u>Adopted</u> | FY 12-13 <u>Adopted</u> |
|---|-----------------------------------|------------------------------------|------------------------------------|
| <u>Workload Indicators:</u> | | | |
| Number of pavement legends repainted/reapplied | 200 | 750 | 150 |
| Number of crosswalks repainted/reapplied | 32 | 60 | 60 |
| Number of lineal feet of red curb repainted | 4,500 | 287,700 | 225,000 |
| Number of centerline miles of residential streets renovated | 19.2 | 15 | 15 |
| Tons of asphalt applied annually | 4,480 | 5,480 | 630 |
| Tons of debris removed and diverted from the waterways | 68 | 66 | 66 |
| Dollar amount of construction contracts awarded | \$8.7 Million | \$8.7 Million | \$10 Million |
| Centerline miles of Streets Rehabilitated by outside forces | 22.9 | 21.9 | 9 |
| Centerline miles of Alleys Rehabilitated by outside forces | 0.59 | 0.76 | 1.14 |
| Number of Construction Permits issued | 402 | 350 | 375 |
| Number of Development Projects processed | 127 | 97 | 100 |
| Number of Building Permit Applications processed | 247 | 215 | 220 |
| Average monthly ridership on City Senior Mobility Program (SMP) | 880 | 930 | 900 |
| Number of hour permitted on athletic fields (all user groups) | 61,000 | 60,000 | 63,000 |
| Number of classes offered and percentage cancelled | 806/21% | 850/13% | 850/10% |
| Number of children served in Day Camp Programs | 1,145 | 1,000 | 1,000 |
| Number of children in Drop-In Recreation Programs | 82,446 | 100,000 | 15,075* |
| Number of children served in the ROCKS Program | N/A | N/A | 70,000 |
| Resident: Non-resident park reservations issued | 576:50(9%) | 780:50(6%) | 600:50(8%) |

*Drop-In programs no longer include the Recreation on Campus for Kids (ROCKS) Program

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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|---------------------|---------------------|---------------------|---------------------|
| 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 |
| <i>Subtotal Administration - 50001</i> | 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 | | | | |
| City Engineer | 0.34 | 0.34 | 0.34 | 0.34 |
| Associate Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Water Quality - 20510</i> | 1.34 | 1.34 | 1.34 | 1.34 |
| City Engineer | 0.33 | 0.33 | 0.33 | 0.33 |
| Assistant Engineer | 1.75 | 0.75 | 0.75 | 1.00 |
| Engineering Technician II | 1.50 | 1.00 | 1.00 | 1.00 |
| Engineering Technician III | 1.50 | 0.50 | 0.50 | 0.50 |
| Office Specialist I | 0.50 | - | - | - |
| Senior Engineer | 0.50 | 0.50 | 0.50 | 0.50 |
| <i>Subtotal Street Improvements - 30112</i> | 6.08 | 3.08 | 3.08 | 3.33 |
| City Engineer | 0.33 | 0.33 | 0.33 | 0.33 |
| Assistant Engineer | 0.25 | 0.25 | 0.25 | - |
| Engineering Technician II | 0.50 | - | - | - |
| Engineering Technician III | 1.50 | 0.50 | 0.50 | 0.50 |
| Senior Engineer | 0.50 | 0.50 | 0.50 | 0.50 |
| Office Specialist I | 0.50 | - | - | - |
| <i>Subtotal Storm Drain Improvements - 30122</i> | 3.58 | 1.58 | 1.58 | 1.33 |
| Engineering Technician II | - | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Development - 30310</i> | - | 1.00 | 1.00 | 1.00 |
| Engineering Technician III | - | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Real Property - 30320</i> | - | 1.00 | 1.00 | 1.00 |
| Contract Administrator | - | 1.00 | 1.00 | 1.00 |
| Engineering Technician I | 1.00 | - | - | - |
| Senior Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Park Improvements - 40112</i> | 2.00 | 2.00 | 2.00 | 2.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Assistant Engineer | 2.00 | 2.00 | 2.00 | 2.00 |
| Chief Construction Inspector | 1.00 | - | - | - |
| Construction Inspector | 2.00 | 1.00 | 1.00 | 1.00 |
| Engineering Technician II | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Engineer | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Construction Management - 50002</i> | 8.00 | 6.00 | 6.00 | 6.00 |
| Total Engineering Full-time Positions | 21.00 | 16.00 | 16.00 | 16.00 |
| Total Engineering Part-time Positions (in FTE's) | 3.75 | 0.50 | 0.50 | 0.50 |

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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| <u>Transportation - 19300</u> | | | | |
| Transportation Services Manager | 0.75 | 0.75 | 0.75 | 0.75 |
| Administrative Secretary | 0.50 | 0.50 | 0.50 | 0.50 |
| Assistant Engineer | 1.00 | 0.25 | 0.25 | 0.25 |
| Associate Engineer | 1.00 | 0.25 | 0.25 | 0.25 |
| Engineering Technician II | 1.00 | 0.25 | 0.25 | 0.25 |
| <i>Subtotal Traffic Planning - 30210</i> | 4.25 | 2.00 | 2.00 | 2.00 |
| Transportation Services Manager | 0.25 | 0.25 | 0.25 | 0.25 |
| Administrative Secretary | 0.50 | 0.50 | 0.50 | 0.50 |
| Assistant Engineer | 1.00 | 0.75 | 0.75 | 0.75 |
| Associate Engineer | 1.00 | 0.75 | 0.75 | 0.75 |
| Engineering Technician II | 1.00 | 0.75 | 0.75 | 0.75 |
| <i>Subtotal Traffic Operations - 30241</i> | 3.75 | 3.00 | 3.00 | 3.00 |
| Total Transportation Full-time Positions | 8.00 | 5.00 | 5.00 | 5.00 |
| Total Transportation Part-time Positions (in FTE's) | 0.96 | 0.50 | 0.50 | 0.75 |
| <u>Maintenance Services - 19500</u> | | | | |
| Maintenance Services Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Administration - 50001</i> | 2.00 | 2.00 | 2.00 | 2.00 |
| Senior Maintenance Supervisor | 0.25 | 0.25 | 0.25 | 0.25 |
| <i>Subtotal Pkwy & Median Maintenance - 20111</i> | 0.25 | 0.25 | 0.25 | 0.25 |
| Maintenance Supervisor | 0.25 | 0.25 | 0.25 | 0.25 |
| Lead Maintenance Worker | 0.25 | - | - | - |
| Senior Maintenance Worker | 4.25 | 3.25 | 3.25 | 3.25 |
| <i>Subtotal Street Cleaning - 20120</i> | 4.75 | 3.50 | 3.50 | 3.50 |
| Maintenance Worker | - | - | 1.00 | 1.00 |
| Senior Maintenance Supervisor | 0.25 | 0.25 | 0.25 | 0.25 |
| Senior Maintenance Worker | 1.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Graffiti Abatement - 20130</i> | 1.25 | 1.25 | 2.25 | 2.25 |
| Assistant Street Superintendent | 0.75 | 0.75 | 0.75 | 0.75 |
| Lead Maintenance Worker | 1.75 | 1.00 | 1.00 | 1.00 |
| Maintenance Worker | 0.25 | 0.25 | 0.25 | - |
| Senior Maintenance Worker | 4.25 | 4.25 | 4.25 | 2.50 |
| <i>Subtotal Street Maintenance - 30111</i> | 7.00 | 6.25 | 6.25 | 4.25 |
| Assistant Street Superintendent | 0.25 | 0.25 | 0.25 | 0.25 |
| Lead Maintenance Worker | 0.25 | - | - | - |
| Maintenance Worker | 0.75 | 0.75 | 0.75 | - |
| Senior Maintenance Worker | 0.75 | 0.75 | 0.75 | 0.50 |
| <i>Subtotal Storm Drain Maintenance - 30121</i> | 2.00 | 1.75 | 1.75 | 0.75 |

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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|---------------------|---------------------|---------------------|---------------------|
| <u>Maintenance Services - 19500</u> (continued) | | | | |
| Maintenance Supervisor | 0.75 | 0.75 | 0.75 | 0.75 |
| Lead Maintenance Worker | 0.75 | - | - | - |
| Maintenance Worker | 2.00 | - | - | - |
| Senior Maintenance Technician | 1.00 | 1.00 | 1.00 | 1.00 |
| Senior Maintenance Worker | 1.75 | 0.75 | 0.75 | 0.75 |
| <i>Subtotal Signs & Markings - 30243</i> | 6.25 | 2.50 | 2.50 | 2.50 |
| Senior Maintenance Supervisor | 0.50 | 0.50 | 0.50 | 0.50 |
| Lead Maintenance Worker | 5.00 | 5.00 | 5.00 | 5.00 |
| Maintenance Supervisor | 2.00 | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 12.00 | 6.00 | 6.00 | 6.00 |
| Senior Maintenance Worker | 7.00 | 4.00 | 5.00 | 5.00 |
| <i>Subtotal Park Maintenance - 40111</i> | 26.50 | 17.50 | 18.50 | 18.50 |
| Facilities & Equipment Supervisor | 0.50 | 0.50 | 0.50 | 0.50 |
| Facilities Maintenance Technician | 3.00 | 2.00 | 2.00 | 2.00 |
| Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Maintenance Worker | 4.00 | 4.00 | 4.00 | 3.00 |
| Office Specialist II | 0.25 | 0.25 | 0.25 | 0.25 |
| <i>Subtotal Facility Maintenance - 50910</i> | 8.75 | 7.75 | 7.75 | 6.75 |
| Facilities & Equipment Supervisor | 0.50 | 0.50 | 0.50 | 0.50 |
| Maintenance Supervisor | 1.00 | 1.00 | 1.00 | 1.00 |
| Equipment Mechanic II | 3.00 | 2.00 | 2.00 | 2.00 |
| Equipment Mechanic III | 3.00 | 3.00 | 3.00 | 2.00 |
| Office Specialist II | 0.75 | 0.75 | 0.75 | 0.75 |
| <i>Subtotal Equipment Maintenance - 50920</i> | 8.25 | 7.25 | 7.25 | 6.25 |
| Total Maintenance Services Full-time Positions | 67.00 | 50.00 | 52.00 | 47.00 |
| Total Maint Svcs Part-time Positions (in FTE's) | 5.25 | 1.50 | 2.25 | 2.25 |
| <u>Recreation - 14300</u> | | | | |
| Recreation Manager | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Secretary | 1.00 | 1.00 | 1.00 | 1.00 |
| Management Analyst | 1.00 | 1.00 | 1.00 | 1.00 |
| Office Specialist II | 1.00 | - | - | - |
| Recreation Supervisor | 2.00 | 1.00 | 1.00 | 1.00 |
| <i>Subtotal Administration - 50001</i> | 6.00 | 4.00 | 4.00 | 4.00 |
| Assistant Recreation Supervisor | 0.25 | 0.25 | 0.20 | 0.20 |
| <i>Subtotal Downtown Recreation Center - 40121</i> | 0.25 | 0.25 | 0.20 | 0.20 |
| Assistant Recreation Supervisor | - | - | 0.10 | 0.40 |
| Recreation Coordinator | 0.20 | 0.20 | - | - |
| <i>Subtotal Balearic Community Center - 40122</i> | 0.20 | 0.20 | 0.10 | 0.40 |

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

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|---|---------------------|---------------------|---------------------|---------------------|
| Recreation - 14300 (continued) | | | | |
| Assistant Recreation Supervisor | - | - | 0.05 | - |
| Office Specialist II | 1.00 | - | - | - |
| Recreation Coordinator | 0.40 | 0.50 | 0.80 | 0.60 |
| <i>Subtotal Neighborhood Community Ctr - 40123</i> | 1.40 | 0.50 | 0.85 | 0.60 |
| Assistant Recreation Supervisor | 0.25 | 0.25 | 0.10 | 0.10 |
| Recreation Specialist | 1.00 | 1.00 | - | - |
| <i>Subtotal Aquatics - 40212</i> | 1.25 | 1.25 | 0.10 | 0.10 |
| Assistant Recreation Supervisor | 0.25 | 0.25 | 0.10 | 0.10 |
| <i>Subtotal Adult Basketball&Volleyball - 40214</i> | 0.25 | 0.25 | 0.10 | 0.10 |
| Assistant Recreation Supervisor | 0.20 | 0.20 | 0.10 | 0.10 |
| <i>Subtotal Adult Sports Softball - 40215</i> | 0.20 | 0.20 | 0.10 | 0.10 |
| Assistant Recreation Supervisor | 0.60 | 0.60 | 0.30 | 0.50 |
| <i>Subtotal Fields/Field Ambassadors - 40216</i> | 0.60 | 0.60 | 0.30 | 0.50 |
| Assistant Recreation Supervisor | 0.10 | 0.10 | - | - |
| <i>Subtotal Youth Basketball/Cheerleading - 40218</i> | 0.10 | 0.10 | - | - |
| Assistant Recreation Supervisor | 0.10 | 0.10 | - | - |
| <i>Subtotal Youth Football/Cheer/Soccer - 40219</i> | 0.10 | 0.10 | - | - |
| Assistant Recreation Supervisor | - | - | 0.10 | 0.10 |
| Recreation Coordinator | 0.20 | 0.20 | - | - |
| <i>Subtotal Day Camp - 40232</i> | 0.20 | 0.20 | 0.10 | 0.10 |
| Assistant Recreation Supervisor | - | - | 0.25 | 0.25 |
| Recreation Coordinator | 0.40 | 0.40 | - | - |
| <i>Subtotal Playgrounds - 40233</i> | 0.40 | 0.40 | 0.25 | 0.25 |
| Assistant Recreation Supervisor | 0.25 | 0.25 | 0.10 | 0.10 |
| Recreation Coordinator | - | - | - | - |
| <i>Subtotal Teen Programs - 40236</i> | 0.25 | 0.25 | 0.10 | 0.10 |
| Recreation Coordinator | 0.10 | - | - | - |
| <i>Subtotal Concerts - 40237</i> | 0.10 | - | - | - |
| Assistant Recreation Supervisor | - | - | 0.15 | 0.15 |
| Recreation Coordinator | 0.20 | 0.20 | - | - |
| <i>Subtotal Early Childhood - 40241</i> | 0.20 | 0.20 | 0.15 | 0.15 |
| Assistant Recreation Supervisor | - | - | 0.20 | - |
| Recreation Coordinator | 0.25 | 0.25 | 0.10 | 0.20 |
| <i>Subtotal Adult Instructional Classes - 40242</i> | 0.25 | 0.25 | 0.30 | 0.20 |

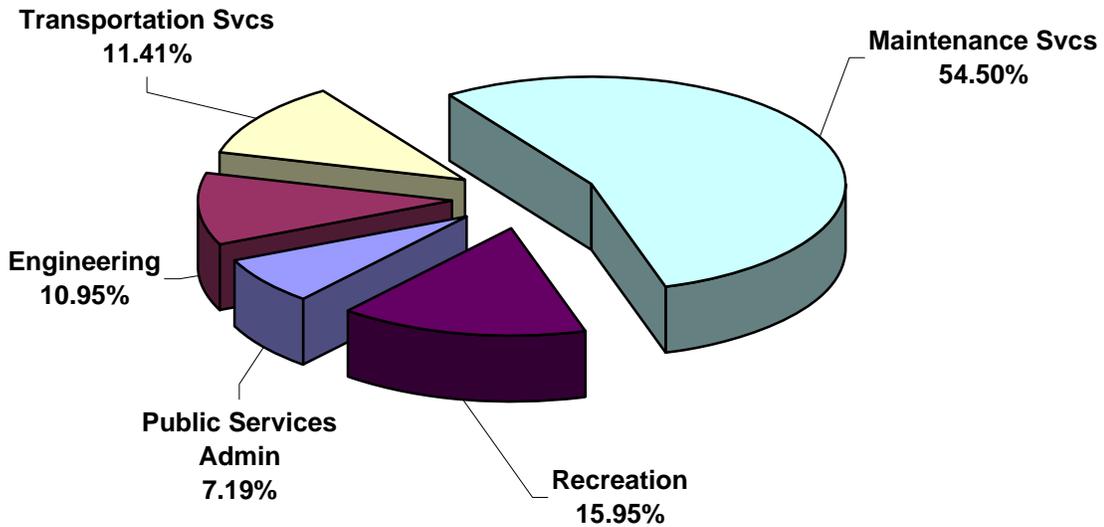
**PUBLIC SERVICES DEPARTMENT
 FOUR-YEAR PERSONNEL SUMMARY
 BY DEPARTMENT/DIVISION/PROGRAM**

| | FY 09-10 Adopted | FY 10-11 Adopted | FY 11-12 Adopted | FY 12-13 Adopted |
|--|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Recreation - 14300 (continued) | | | | |
| Assistant Recreation Supervisor | - | - | 0.25 | - |
| Recreation Coordinator | 0.25 | 0.25 | 0.10 | 0.20 |
| <i>Subtotal Youth Instructional Classes - 40243</i> | 0.25 | 0.25 | 0.35 | 0.20 |
| | | | | |
| Total Recreation Full-time Positions | 12.00 | 9.00 | 7.00 | 7.00 |
| Total Recreation Part-time Positions (in FTE's) | 41.68 | 40.17 | 35.19 | 33.49 |
| | | | | |
| Total Department Full-time Positions | 111.00 | 83.00 | 83.00 | 78.00 |
| Total Department Part-time Positions (in FTE's) | 54.64 | 45.67 | 41.44 | 36.99 |
| TOTAL DEPARTMENT | 165.64 | 128.67 | 124.44 | 114.99 |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

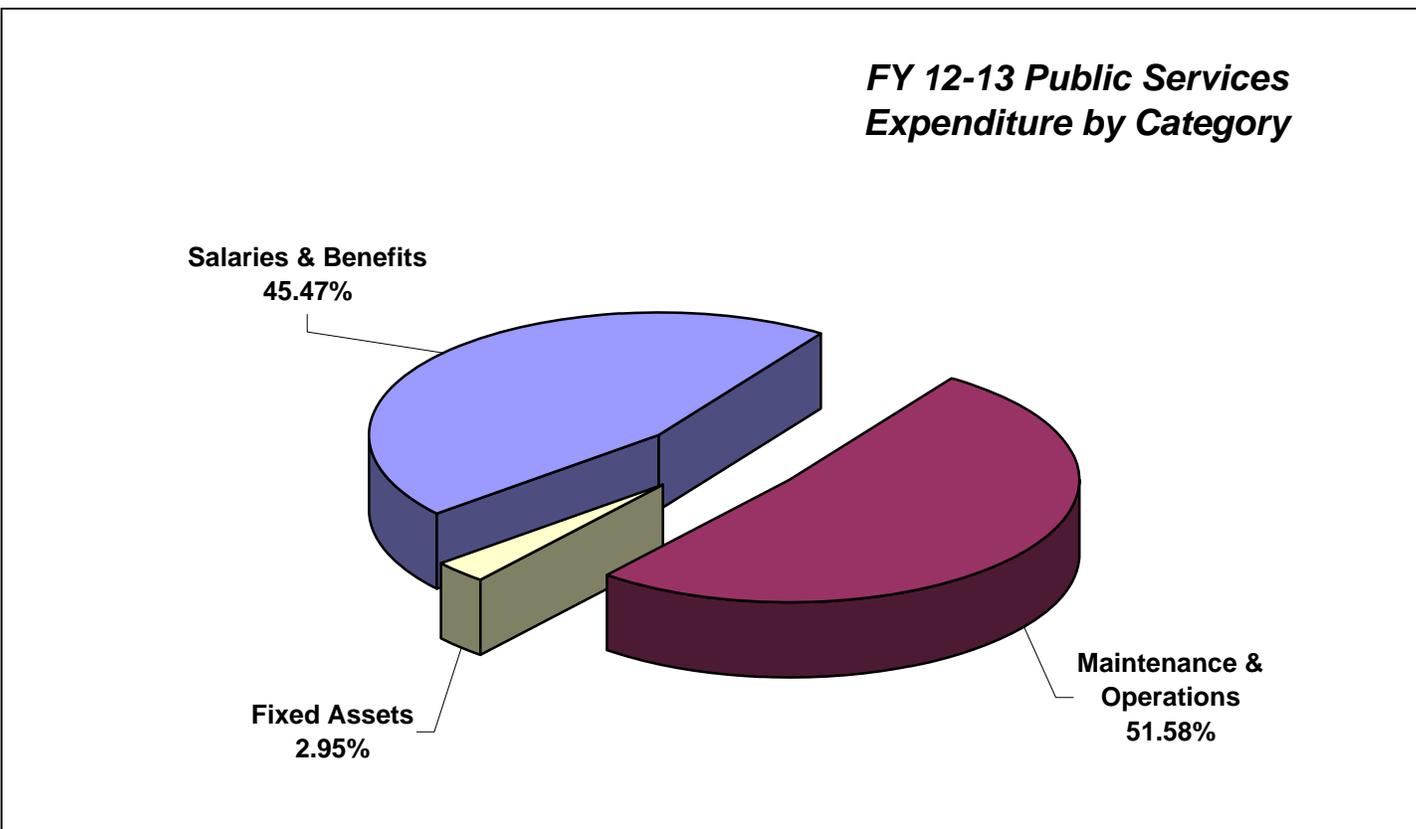
| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| Expenditure by Division: | | | | | |
| Public Services Admin. - 19100 | \$ 852,921 | \$ 1,155,970 | \$ 1,137,162 | \$ 1,563,014 | 37.45% |
| Engineering - 19200 | 2,712,109 | 2,199,046 | 2,336,219 | 2,384,658 | 2.07% |
| Transportation Svcs - 19300 | 2,398,765 | 2,296,635 | 2,478,533 | 2,484,786 | 0.25% |
| Maintenance Svcs - 19500 | 10,870,400 | 9,702,417 | 11,329,496 | 11,864,209 | 4.72% |
| Recreation - 14300 | 3,713,017 | 2,963,069 | 3,438,817 | 3,472,247 | 0.97% |
| Total Expenditures | \$ 20,547,213 | \$ 18,317,136 | \$ 20,720,226 | \$ 21,768,916 | 5.06% |

**FY 12-13 Public Services
Expenditure by Division**



**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ 11,017,498 | \$ 9,333,185 | \$ 10,021,315 | \$ 9,897,743 | -1.23% |
| Maintenance & Operations | 9,529,715 | 8,983,435 | 10,698,911 | 11,228,174 | 4.95% |
| Fixed Assets | - | 517 | - | 643,000 | 0.00% |
| Total Expenditures | \$ 20,547,213 | \$ 18,317,136 | \$ 20,720,226 | \$ 21,768,916 | 5.06% |



| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent of Total |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 17,253,718 | \$ 15,647,215 | \$ 17,705,363 | \$ 18,187,957 | 83.55% |
| Gas Tax Fund - 201 | - | - | 335,404 | 502,844 | 2.31% |
| Air Quality Imp. Fund - 203 | 5,886 | 5,057 | 20,000 | 15,000 | 0.07% |
| Measure M Fund - 403 | 68,530 | 21,407 | 97,857 | 413,027 | 1.90% |
| Measure M Fund - 414 | 672,982 | 47,603 | 620,556 | - | 0.00% |
| Measure M Fund - 415 | - | - | - | 99,664 | 100.00% |
| Measure M Fund - 416 | - | - | - | 92,333 | 100.00% |
| Equipment Replacement - 601 | 2,546,097 | 2,595,855 | 1,941,047 | 2,458,092 | 11.29% |
| Total Funding Sources | \$ 20,547,213 | \$ 18,317,136 | \$ 20,720,226 | \$ 21,768,916 | 299.12% |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---|----------------|----------------------|---------------------|----------------------|---------------------|-------------------|
| Regular Salaries - Non Sworn | 501200 | \$ 6,532,616 | \$ 5,847,295 | \$ 6,267,018 | \$ 5,939,483 | -5% |
| Regular Salaries - Part time | 501300 | 1,371,887 | 873,449 | 1,113,000 | 1,102,828 | -1% |
| Overtime | 501400 | 62,873 | 61,971 | 44,650 | 46,800 | 5% |
| Accrual Payoff - Excess Maximum | 501500 | 49,415 | 43,079 | 23,661 | 23,343 | -1% |
| Vacation/Comp. Time Cash Out | 501600 | 19,445 | 48,832 | 23,700 | 16,700 | -30% |
| Holiday Allowance | 501700 | 37,952 | 32,674 | 11,500 | 5,900 | -49% |
| Separation Pay-Off | 501800 | 245,535 | 102,596 | - | 2,490 | 0% |
| Other Compensation | 501900 | 71,441 | 60,971 | 76,964 | 80,896 | 5% |
| Cafeteria Plan | 505100 | 941,087 | 787,624 | 836,130 | 788,190 | -6% |
| Medicare | 505200 | 99,351 | 87,904 | 97,297 | 96,574 | -1% |
| Retirement | 505300 | 1,442,898 | 1,144,775 | 1,340,506 | 1,433,120 | 7% |
| Professional Development | 505500 | 20,113 | 11,703 | 19,651 | 28,068 | 43% |
| Unemployment | 505800 | 3,127 | 4,884 | 4,238 | 5,750 | 36% |
| Workers' Compensation | 505900 | 110,217 | 214,145 | 163,001 | 327,600 | 101% |
| Employer Contr.Retirees' Med. | 506100 | 9,539 | 11,281 | - | - | 0% |
| Subtotal Salaries & Benefits | | \$ 11,017,498 | \$ 9,333,185 | \$ 10,021,315 | \$ 9,897,743 | -1% |
| Stationery and Office | 510100 | \$ 26,476 | \$ 19,509 | \$ 24,700 | \$ 27,800 | 13% |
| Multi-Media, Promotions and Subs | 510200 | 41,714 | 24,015 | 34,060 | 46,860 | 38% |
| Small Tools and Equipment | 510300 | 60,898 | 61,612 | 93,344 | 91,727 | -2% |
| Uniform & Clothing | 510400 | 38,523 | 30,483 | 41,055 | 42,460 | 3% |
| Safety and Health | 510500 | 13,459 | 7,413 | 13,250 | 12,650 | -5% |
| Maintenance & Construction | 510600 | 811,444 | 693,091 | 919,830 | 638,180 | -31% |
| Agriculture | 510700 | 42,970 | 58,573 | 84,000 | 139,000 | 65% |
| Fuel | 510800 | 639,504 | 622,182 | 700,000 | 700,000 | 0% |
| Electricity - Buildings & Fac. | 515100 | 547,799 | 545,233 | 555,200 | 556,300 | 0% |
| Electricity - Power | 515200 | 203,324 | 214,996 | 210,500 | 215,000 | 2% |
| Electricity - Street Lights | 515300 | 1,040,667 | 1,039,671 | 1,100,000 | 1,100,000 | 0% |
| Gas | 515400 | 46,354 | 47,642 | 41,000 | 47,000 | 15% |
| Water - Domestic | 515500 | 57,875 | 54,363 | 82,300 | 91,000 | 11% |
| Water - Parks and Parkways | 515600 | 511,391 | 495,336 | 490,000 | 590,000 | 20% |
| Waste Disposal | 515700 | 147,527 | 149,868 | 152,700 | 200,058 | 31% |
| Janitorial and Housekeeping | 515800 | 217,062 | 193,072 | 230,200 | 241,000 | 5% |
| Postage | 520100 | 33,132 | 24,766 | 33,250 | 35,550 | 7% |
| Legal Advertising/Filing Fees | 520200 | 195,690 | 207,121 | 244,469 | 255,000 | 4% |
| Advertising and Public Info. | 520300 | 28,528 | 1,739 | 200 | 200 | 0% |
| Telephone/Radio/Communications | 520400 | 22,263 | 20,267 | 24,000 | 22,600 | -6% |
| Mileage Reimbursement | 520600 | 288 | 320 | 120 | 120 | 0% |
| Board Member Fees | 520800 | 2,900 | 3,800 | 3,000 | 3,000 | 0% |
| Buildings and Structures | 525100 | 75,801 | 84,679 | 252,800 | 591,225 | 134% |
| Landscaping and Sprinklers | 525200 | 1,056,483 | 875,758 | 1,207,450 | 1,366,600 | 13% |
| Underground Lines | 525300 | 2,046 | 70,865 | 5,000 | 5,000 | 0% |
| Automotive Equipment | 525400 | 121,559 | 175,908 | 125,000 | 125,000 | 0% |
| Office Furniture | 525600 | 813 | - | 750 | 750 | 0% |
| Office Equipment | 525700 | 3,940 | 3,047 | 7,500 | 8,325 | 11% |
| Other Equipment | 525800 | 627,957 | 578,640 | 644,909 | 666,676 | 3% |
| Streets, Alleys and Sidewalks | 525900 | 127,167 | 64,152 | 232,750 | 276,500 | 19% |
| Consulting | 530200 | 283,044 | 236,482 | 245,500 | 220,500 | -10% |
| Engineering and Architectural | 530400 | 36,217 | 24,253 | 64,000 | 66,000 | 3% |
| Medical and Health Inspection | 530600 | 377 | 377 | 1,040 | 807 | -22% |
| Recreation | 530800 | 516,349 | 468,132 | 542,020 | 511,820 | -6% |
| External Rent | 535400 | 367,412 | 293,886 | 302,200 | 372,300 | 23% |
| Grants, Loans and Subsidies | 535500 | 240,000 | 240,000 | 240,000 | 240,000 | 0% |

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|-----------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Depreciation | 535600 | 735,237 | 757,294 | - | - | 0% |
| Central Services | 535800 | 24,917 | 18,840 | 21,950 | 21,950 | 0% |
| Internal Rent - Maint. Charges | 536100 | 233,170 | - | 644,542 | 626,041 | -3% |
| Internal Rent - Repl.Cost | 536200 | - | - | 550,923 | 338,600 | -39% |
| General Liability | 540100 | 271,827 | 488,868 | 478,324 | 721,400 | 51% |
| Taxes & Assessments | 540700 | 74,371 | 85,358 | 55,075 | 13,175 | -76% |
| Other Costs | 540900 | 1,239 | 1,822 | - | - | 0% |
| Subtotal Maintenance & Operations | | \$ 9,529,715 | \$ 8,983,435 | \$ 10,698,911 | \$ 11,228,174 | 5% |
| Automotive Equipment | 590500 | \$ - | \$ - | \$ - | \$ 643,000 | 0% |
| Other Equipment | 590800 | - | 517 | - | - | 0% |
| Subtotal Fixed Assets | | \$ - | \$ 517 | \$ - | \$ 643,000 | 0% |
| Total Expenditures | | \$ 20,547,213 | \$ 18,317,136 | \$ 20,720,226 | \$ 21,768,916 | 5% |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <i>PUBLIC SERVICES ADMINISTRATION - 19100</i> | | | | | |
| <u>Administration - 50001</u> | | | | | |
| Salaries & Benefits | \$ 503,108 | \$ 627,047 | \$ 608,112 | \$ 787,633 | 30% |
| Maintenance & Operations | 280,807 | 495,220 | 490,050 | 736,381 | 50% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Administration</i> | <u>\$ 783,915</u> | <u>\$ 1,122,268</u> | <u>\$ 1,098,162</u> | <u>\$ 1,524,014</u> | <u>39%</u> |
| <u>Recycling - 20230</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 69,006 | 33,703 | 39,000 | 39,000 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Recycling</i> | <u>\$ 69,006</u> | <u>\$ 33,703</u> | <u>\$ 39,000</u> | <u>\$ 39,000</u> | <u>0%</u> |
| <i>ENGINEERING - 19200</i> | | | | | |
| <u>Construction Management - 50002</u> | | | | | |
| Salaries & Benefits | \$ 639,748 | \$ 649,948 | \$ 673,107 | \$ 691,221 | 3% |
| Maintenance & Operations | 13,764 | 4,607 | 42,445 | 36,786 | -13% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Construction Mgmt</i> | <u>\$ 653,512</u> | <u>\$ 654,555</u> | <u>\$ 715,552</u> | <u>\$ 728,006</u> | <u>2%</u> |
| <u>Water Quality - 20510</u> | | | | | |
| Salaries & Benefits | \$ 167,880 | \$ 200,590 | \$ 206,452 | \$ 211,598 | 2% |
| Maintenance & Operations | 226,383 | 238,010 | 251,569 | 267,100 | 6% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Water Quality</i> | <u>\$ 394,263</u> | <u>\$ 438,601</u> | <u>\$ 458,021</u> | <u>\$ 478,698</u> | <u>5%</u> |
| <u>Street Improvements - 30112</u> | | | | | |
| Salaries & Benefits | \$ 1,123,433 | \$ 414,361 | \$ 408,563 | \$ 442,467 | 8% |
| Maintenance & Operations | 7,636 | 5,313 | 19,472 | 18,670 | -4% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Street Improvements</i> | <u>\$ 1,131,069</u> | <u>\$ 419,674</u> | <u>\$ 428,035</u> | <u>\$ 461,137</u> | <u>8%</u> |
| <u>Storm Drain Improvements - 30122</u> | | | | | |
| Salaries & Benefits | \$ 226,064 | \$ 202,970 | \$ 225,192 | \$ 188,917 | -16% |
| Maintenance & Operations | 9,361 | 4,196 | 8,950 | 8,950 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Storm Drain Imprvmnts</i> | <u>\$ 235,425</u> | <u>\$ 207,165</u> | <u>\$ 234,142</u> | <u>\$ 197,867</u> | <u>-15%</u> |
| <u>Development - 30310</u> | | | | | |
| Salaries & Benefits | \$ - | \$ 91,790 | \$ 97,207 | \$ 99,097 | 2% |
| Maintenance & Operations | - | 303 | 1,850 | 1,850 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Development</i> | <u>\$ -</u> | <u>\$ 92,093</u> | <u>\$ 99,057</u> | <u>\$ 100,947</u> | <u>2%</u> |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|---------------------|---------------------|---------------------|---------------------|-------------------|
| <u>Real Property - 30320</u> | | | | | |
| Salaries & Benefits | \$ - | \$ 96,643 | \$ 105,856 | \$ 107,934 | 2% |
| Maintenance & Operations | - | 565 | 3,550 | 3,550 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Real Property | \$ - | \$ 97,208 | \$ 109,406 | \$ 111,484 | 2% |
| <u>Park Development - 40112</u> | | | | | |
| Salaries & Benefits | \$ 294,837 | \$ 287,434 | \$ 288,907 | \$ 303,419 | 5% |
| Maintenance & Operations | 3,004 | 2,316 | 3,100 | 3,100 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Park Development | \$ 297,840 | \$ 289,750 | \$ 292,007 | \$ 306,519 | 5% |
| TRANSPORTATION SERVICES - 19300 | | | | | |
| <u>Traffic Planning - 30210</u> | | | | | |
| Salaries & Benefits | \$ 361,733 | \$ 288,149 | \$ 316,816 | \$ 345,611 | 9% |
| Maintenance & Operations | 23,442 | 19,848 | 64,770 | 60,334 | -7% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Traffic Planning | \$ 385,174 | \$ 307,997 | \$ 381,586 | \$ 405,945 | 6% |
| <u>Traffic Operations - 30241</u> | | | | | |
| Salaries & Benefits | \$ 315,962 | \$ 297,209 | \$ 357,427 | \$ 364,966 | 2% |
| Maintenance & Operations | 1,697,629 | 1,691,429 | 1,739,520 | 1,713,875 | -1% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Traffic Operations | \$ 2,013,591 | \$ 1,988,638 | \$ 2,096,947 | \$ 2,078,841 | -1% |
| MAINTENANCE SERVICES - 19500 | | | | | |
| <u>Administration - 50001</u> | | | | | |
| Salaries & Benefits | \$ 263,049 | \$ 268,782 | \$ 270,316 | \$ 268,908 | -1% |
| Maintenance & Operations | 13,470 | 13,450 | 16,503 | 24,824 | 50% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Administration | \$ 276,519 | \$ 282,232 | \$ 286,819 | \$ 293,733 | 2% |
| <u>Parkway & Median Maint - 20111</u> | | | | | |
| Salaries & Benefits | \$ 31,418 | \$ 32,049 | \$ 32,314 | \$ 28,754 | -11% |
| Maintenance & Operations | 891,007 | 753,422 | 926,700 | 1,039,450 | 12% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Pkwy & Median Maint | \$ 922,425 | \$ 785,471 | \$ 959,014 | \$ 1,068,204 | 11% |
| <u>Street Cleaning - 20120</u> | | | | | |
| Salaries & Benefits | \$ 333,372 | \$ 305,435 | \$ 273,939 | \$ 277,241 | 1% |
| Maintenance & Operations | 109,301 | 43,185 | 319,840 | 289,266 | -10% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Street Cleaning | \$ 442,673 | \$ 348,619 | \$ 593,779 | \$ 566,507 | -5% |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|---------------------|---------------------|---------------------|---------------------|-------------------|
| <u>Graffiti Abatement - 20130</u> | | | | | |
| Salaries & Benefits | \$ 116,656 | \$ 187,628 | \$ 191,318 | \$ 196,656 | 3% |
| Maintenance & Operations | 19,355 | 10,460 | 38,088 | 34,922 | -8% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Graffiti Abatement | \$ 136,011 | \$ 198,087 | \$ 229,406 | \$ 231,577 | 1% |
| <u>Street Maintenance - 30111</u> | | | | | |
| Salaries & Benefits | \$ 647,773 | \$ 584,751 | \$ 599,518 | \$ 444,437 | -26% |
| Maintenance & Operations | 451,003 | 255,385 | 777,993 | 397,182 | -49% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Street Maintenance | \$ 1,098,775 | \$ 840,136 | \$ 1,377,511 | \$ 841,620 | -39% |
| <u>Storm Drain Maint - 30121</u> | | | | | |
| Salaries & Benefits | \$ 153,098 | \$ 157,374 | \$ 154,194 | \$ 76,074 | -51% |
| Maintenance & Operations | 4,124 | - | 31,809 | 20,908 | -34% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Storm Drain Maint | \$ 157,222 | \$ 157,374 | \$ 186,003 | \$ 96,982 | -48% |
| <u>Signs & Markings - 30243</u> | | | | | |
| Salaries & Benefits | \$ 292,124 | \$ 210,432 | \$ 223,483 | \$ 241,692 | 8% |
| Maintenance & Operations | 51,308 | 42,269 | 209,130 | 266,573 | 27% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Signs & Markings | \$ 343,432 | \$ 252,700 | \$ 432,613 | \$ 508,265 | 17% |
| <u>Park Maintenance - 40111</u> | | | | | |
| Salaries & Benefits | \$ 1,929,965 | \$ 1,509,911 | \$ 1,720,741 | \$ 1,739,892 | 1% |
| Maintenance & Operations | 1,111,086 | 936,594 | 1,554,867 | 1,704,727 | 10% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Park Maintenance | \$ 3,041,051 | \$ 2,446,506 | \$ 3,275,608 | \$ 3,444,619 | 5% |
| <u>Facility Maintenance - 50910</u> | | | | | |
| Salaries & Benefits | \$ 723,237 | \$ 627,676 | \$ 672,293 | \$ 622,729 | -7% |
| Maintenance & Operations | 1,182,771 | 1,171,135 | 1,375,403 | 1,731,882 | 26% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Facility Maintenance | \$ 1,906,007 | \$ 1,798,811 | \$ 2,047,696 | \$ 2,354,611 | 15% |
| <u>Fleet Services - 50920</u> | | | | | |
| Salaries & Benefits | \$ 712,995 | \$ 690,234 | \$ 709,529 | \$ 602,578 | -15% |
| Maintenance & Operations | 1,833,290 | 1,901,729 | 1,231,518 | 1,212,514 | -2% |
| Fixed Assets | - | 517 | - | 643,000 | 0% |
| Subtotal Fleet Services | \$ 2,546,285 | \$ 2,592,479 | \$ 1,941,047 | \$ 2,458,092 | 27% |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|--------------------|--------------------|---------------------|---------------------|-------------------|
| <u>RECREATION - 14300</u> | | | | | |
| <u>Recreation Admin - 50001</u> | | | | | |
| Salaries & Benefits | \$ 622,286 | \$ 371,069 | \$ 523,185 | \$ 529,028 | 1% |
| Maintenance & Operations | 28,514 | 24,940 | 57,795 | 37,160 | -36% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Administration | \$ 650,800 | \$ 396,009 | \$ 580,980 | \$ 566,188 | -3% |
| <u>Downtown Recreation Ctr - 40121</u> | | | | | |
| Salaries & Benefits | \$ 96,774 | \$ 106,867 | \$ 76,590 | \$ 81,164 | 6% |
| Maintenance & Operations | 105,806 | 101,722 | 108,656 | 105,800 | -3% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Downtown Rec Ctr | \$ 202,580 | \$ 208,589 | \$ 185,246 | \$ 186,964 | 1% |
| <u>Balearic Community Ctr - 40122</u> | | | | | |
| Salaries & Benefits | \$ 77,419 | \$ 30,012 | \$ 43,872 | \$ 66,083 | 51% |
| Maintenance & Operations | 99,440 | 26,832 | 37,125 | 123,523 | 233% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Balearic Community Ctr | \$ 176,859 | \$ 56,845 | \$ 80,997 | \$ 189,606 | 134% |
| <u>Neighborhood Comm Ctr - 40123</u> | | | | | |
| Salaries & Benefits | \$ 218,218 | \$ 185,455 | \$ 201,793 | \$ 184,212 | -9% |
| Maintenance & Operations | 78,893 | 95,554 | 87,729 | 97,479 | 11% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Neighborhood Comm Ctr | \$ 297,111 | \$ 281,009 | \$ 289,522 | \$ 281,691 | -3% |
| <u>Aquatics - 40212</u> | | | | | |
| Salaries & Benefits | \$ 206,873 | \$ 193,397 | \$ 159,260 | \$ 121,951 | -23% |
| Maintenance & Operations | 2,498 | 8,398 | 8,325 | 8,325 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Aquatics | \$ 209,371 | \$ 201,794 | \$ 167,585 | \$ 130,276 | -22% |
| <u>Tennis - 40213</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 2,386 | 23,929 | 27,525 | 25,525 | -7% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Tennis | \$ 2,386 | \$ 23,929 | \$ 27,525 | \$ 25,525 | -7% |
| <u>Adult Sports Basketball/Volleyball - 40214</u> | | | | | |
| Salaries & Benefits | \$ 31,729 | \$ 40,445 | \$ 28,345 | \$ 27,054 | -5% |
| Maintenance & Operations | 14,431 | 15,899 | 18,910 | 16,870 | -11% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Adult Basketball/Volleyball | \$ 46,160 | \$ 56,344 | \$ 47,255 | \$ 43,924 | -7% |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Adult Sports Softball - 40215</u> | | | | | |
| Salaries & Benefits | \$ 35,746 | \$ 30,229 | \$ 31,626 | \$ 30,382 | -4% |
| Maintenance & Operations | 39,526 | 54,962 | 46,935 | 44,630 | -5% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Adult Sports Softball</i> | \$ 75,272 | \$ 85,191 | \$ 78,561 | \$ 75,012 | -5% |
| <u>Fields/Field Ambassadors - 40216</u> | | | | | |
| Salaries & Benefits | \$ 124,146 | \$ 124,424 | \$ 111,744 | \$ 129,791 | 16% |
| Maintenance & Operations | 202,857 | 195,170 | 226,702 | 226,002 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Fields/Field Ambassadors</i> | \$ 327,002 | \$ 319,594 | \$ 338,446 | \$ 355,792 | 5% |
| <u>Youth Sports Basketball/Cheerleading - 40218</u> | | | | | |
| Salaries & Benefits | \$ 30,217 | \$ 9,126 | \$ - | \$ - | 0% |
| Maintenance & Operations | 2,815 | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Youth Basketball/Cheer</i> | \$ 33,032 | \$ 9,126 | \$ - | \$ - | 0% |
| <u>Youth Sports Flag Football/Cheerleading/Soccer - 40219</u> | | | | | |
| Salaries & Benefits | \$ 26,216 | \$ 10,127 | \$ - | \$ - | 0% |
| Maintenance & Operations | 2,361 | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Youth Sports FF/C/S</i> | \$ 28,577 | \$ 10,127 | \$ - | \$ - | 0% |
| <u>Senior Citizens Center - 40231</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 342,829 | 315,281 | 355,078 | 348,395 | -2% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Senior Citizens Center</i> | \$ 342,829 | \$ 315,281 | \$ 355,078 | \$ 348,395 | -2% |
| <u>Day Camp - 40232</u> | | | | | |
| Salaries & Benefits | \$ 103,218 | \$ 80,914 | \$ 102,431 | \$ 98,833 | -4% |
| Maintenance & Operations | 70,060 | 81,431 | 72,120 | 72,120 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Day Camp</i> | \$ 173,278 | \$ 162,345 | \$ 174,551 | \$ 170,953 | -2% |
| <u>Playgrounds - 40233</u> | | | | | |
| Salaries & Benefits | \$ 378,714 | \$ 214,715 | \$ 316,901 | \$ 321,904 | 2% |
| Maintenance & Operations | 19,438 | 8,657 | 18,884 | 18,300 | -3% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Playgrounds</i> | \$ 398,152 | \$ 223,371 | \$ 335,785 | \$ 340,204 | 1% |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---|--------------------|--------------------|---------------------|---------------------|-------------------|
| <u>Youth & Family - 40235</u> | | | | | |
| Salaries & Benefits | \$ 76 | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | - | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Youth & Family | \$ 76 | \$ - | \$ - | \$ - | 0% |
| <u>Teen Programs - 40236</u> | | | | | |
| Salaries & Benefits | \$ 57,525 | \$ 68,035 | \$ 81,585 | \$ 81,382 | 0% |
| Maintenance & Operations | 19,087 | 19,024 | 24,250 | 23,950 | -1% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Teen Programs | \$ 76,612 | \$ 87,059 | \$ 105,835 | \$ 105,332 | 0% |
| <u>Concerts - 40237</u> | | | | | |
| Salaries & Benefits | \$ 1,510 | \$ 3,765 | \$ 3,666 | \$ - | -100% |
| Maintenance & Operations | 10,500 | 6,218 | 13,500 | 5,900 | -56% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Concerts | \$ 12,010 | \$ 9,983 | \$ 17,166 | \$ 5,900 | -66% |
| <u>Early Childhood - 40241</u> | | | | | |
| Salaries & Benefits | \$ 112,143 | \$ 101,396 | \$ 117,037 | \$ 125,727 | 7% |
| Maintenance & Operations | 8,245 | 3,417 | 7,850 | 7,850 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Early Childhood | \$ 120,387 | \$ 104,813 | \$ 124,887 | \$ 133,577 | 7% |
| <u>Adult Instructional Classes - 40242</u> | | | | | |
| Salaries & Benefits | \$ 20,843 | \$ 7,453 | \$ 32,134 | \$ 21,236 | -34% |
| Maintenance & Operations | 94,718 | 79,785 | 90,850 | 92,650 | 2% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Adult Instructional | \$ 115,561 | \$ 87,238 | \$ 122,984 | \$ 113,886 | -7% |
| <u>Youth Instructional Classes - 40243</u> | | | | | |
| Salaries & Benefits | \$ 36,720 | \$ 25,051 | \$ 55,664 | \$ 36,974 | -34% |
| Maintenance & Operations | 375,226 | 292,809 | 347,100 | 358,400 | 3% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Youth Instructional | \$ 411,946 | \$ 317,860 | \$ 402,764 | \$ 395,374 | -2% |
| <u>Special Recreation Events - 40244</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 331 | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Special Recreation Events | \$ 331 | \$ - | \$ - | \$ - | 0% |

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|---|----------------------|----------------------|----------------------|----------------------|-------------------|
| <u>Mobile Recreation - 40245</u> | | | | | |
| Salaries & Benefits | \$ 453 | \$ 115 | \$ - | \$ - | 0% |
| Maintenance & Operations | - | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Mobile Recreation</i> | \$ 453 | \$ 115 | \$ - | \$ - | 0% |
| <u>Parks & Recreation Commission - 50125</u> | | | | | |
| Salaries & Benefits | \$ 175 | \$ 175 | \$ 200 | \$ 200 | 0% |
| Maintenance & Operations | 3,040 | 3,993 | 3,450 | 3,450 | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Parks & Recreation Comm.</i> | \$ 3,215 | \$ 4,168 | \$ 3,650 | \$ 3,650 | 0% |
| <u>Child Care/Youth Services Comm - 50140</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 28 | - | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Child Care/Youth Comm</i> | \$ 28 | \$ - | \$ - | \$ - | 0% |
| <u>Cultural Arts Committee - 50190</u> | | | | | |
| Salaries & Benefits | \$ 50 | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 4,769 | 1,396 | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Cultural Arts Committee</i> | \$ 4,819 | \$ 1,396 | \$ - | \$ - | 0% |
| <u>Historical Preservation Committee - 50191</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ - | \$ - | 0% |
| Maintenance & Operations | 4,171 | 882 | - | - | 0% |
| Fixed Assets | - | - | - | - | 0% |
| <i>Subtotal Historic Resources Comm</i> | \$ 4,171 | \$ 882 | \$ - | \$ - | 0% |
| Total Expenditures | \$ 20,547,213 | \$ 18,317,136 | \$ 20,720,226 | \$ 21,768,916 | 5% |



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 12-13 Non-Departmental adopted 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 12-13, the adopted budget for Non-Departmental includes the following:

Debt Service:

| | |
|--|--------------------|
| 1998 Revenue Bonds | \$1,281,250 |
| 2003 Refunding Certificates of Participation (COPs) | 1,255,864 |
| 2005 TeWinkle Park Ball Fields Project | 262,062 |
| 2006 Refunding Revenue Bonds | 221,012 |
| 2007 Certificates of Participation – Police Facility Expansion | 2,271,504 |
| 2009 Fire Truck Lease – Equipment Replacement Fund | 219,641 |
| Total Debt Service | <u>\$5,511,333</u> |

Interfund Transfers:

| | |
|---|--------------------|
| General Fund to the Capital Improvement Fund | \$2,590,000 |
| General Fund to the Supplemental Law Enforcement Fund | 50,000 |
| Total Transfers Out | <u>\$2,640,000</u> |

Other:

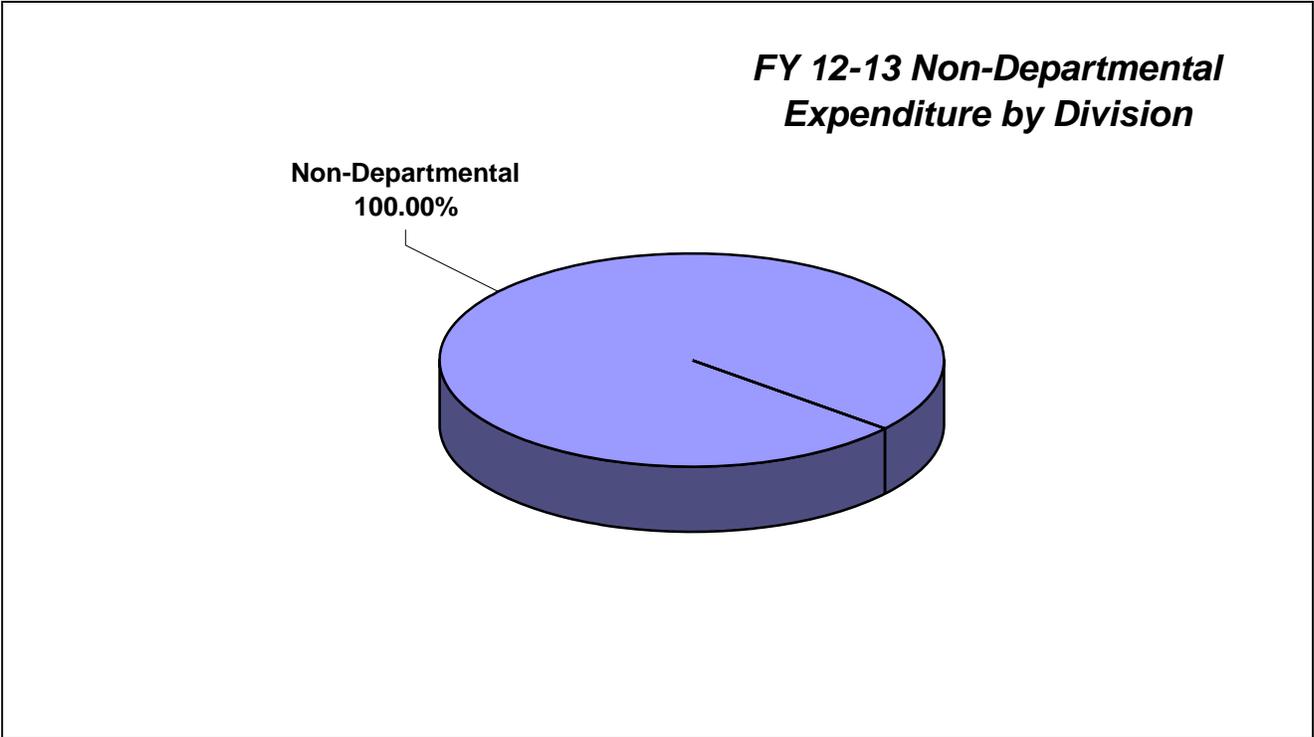
| | |
|---------------------------------------|------------------|
| Regular Salaries | (\$1,750,000) |
| Unfunded Liability Retirement Payment | 500,000 |
| Retiree’s Medical Liability | 50,000 |
| Contingency | 1,000,000 |
| Acquisition Costs | 500,000 |
| Other Costs | 100,000 |
| Total Other | <u>\$400,000</u> |

Total Non-Department Adopted Budget **\$8,551,333**

A Schedule of Interfund Transfers is found on page 20.

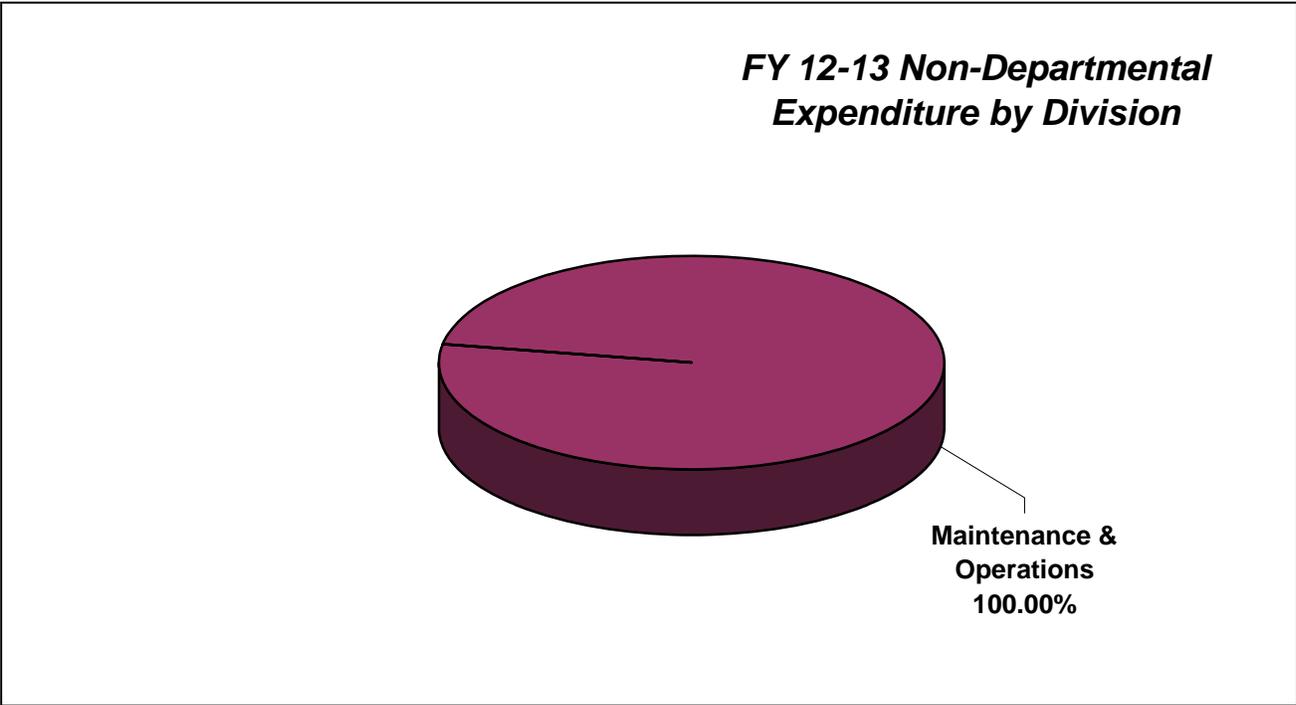
**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION**

| | <u>FY 09-10 Actual</u> | <u>FY 10-11 Actual</u> | <u>FY 11-12 Adopted</u> | <u>FY 12-13 Adopted</u> | <u>Percent Change</u> |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Division:</u> | | | | | |
| Non-Departmental - 90000 | \$ 9,621,903 | \$ 8,195,104 | \$ 4,329,472 | \$ 8,551,333 | 97.51% |
| Total Expenditures | \$ 9,621,903 | \$ 8,195,104 | \$ 4,329,472 | \$ 8,551,333 | 97.51% |



**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|----------------------------|----------------------------|-----------------------------|-----------------------------|---------------------------|
| <u>Expenditure by Category:</u> | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$ (2,550,000) | \$ (1,200,000) | -52.94% |
| Maintenance & Operations | 9,621,903 | 8,195,104 | 6,879,472 | 9,751,333 | 41.75% |
| Fixed Assets | - | - | - | - | 0.00% |
| Total Expenditures | \$ 9,621,903 | \$ 8,195,104 | \$ 4,329,472 | \$ 8,551,333 | 97.51% |



| | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent of Total |
|--------------------------------|----------------------------|----------------------------|-----------------------------|-----------------------------|-----------------------------|
| <u>Funding Sources:</u> | | | | | |
| General Fund - 101 | \$ 5,986,513 | \$ 5,939,692 | \$ 4,109,831 | \$ 8,331,691 | 97.43% |
| Park Devel Fees Fund - 208 | 243,832 | 243,832 | - | - | 0.00% |
| Narcotic Forfeiture Fund - 217 | 335,862 | - | - | - | 0.00% |
| Capital Outlay Fund - 401 | 2,548,331 | 1,773,005 | - | - | 0.00% |
| Vehicle Prking. Dist. #1 - 409 | 45 | 36 | - | - | 0.00% |
| Vehicle Prking. Dist. #2 - 410 | 44 | 34 | - | - | 0.00% |
| Equip. Replacement Fund - 601 | 234,065 | 122,429 | 219,641 | 219,642 | 2.57% |
| Self-Insurance Fund - 602 | 273,210 | 116,076 | - | - | 0.00% |
| Total Funding Sources | \$ 9,621,903 | \$ 8,195,104 | \$ 4,329,472 | \$ 8,551,333 | 100.00% |

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY ACCOUNT**

| Account Description | Account Number | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|--|-----------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Regular Salaries - Non Sworn | 501200 | \$ - | \$ - | \$(2,550,000) | \$ (1,750,000) | -31% |
| Retirement | 505300 | - | - | - | 500,000 | 0% |
| Employer Contr.Retirees' Med. | 506100 | - | - | - | 50,000 | 0% |
| Subtotal Salaries & Benefits | | \$ - | \$ - | \$(2,550,000) | \$ (1,200,000) | -53% |
| Principal Payments | 535100 | \$ 3,434,842 | \$ 3,760,904 | \$ 4,182,926 | \$ 4,061,179 | -3% |
| Interest Payments | 535200 | 2,507,831 | 1,939,748 | 1,626,546 | 1,450,154 | -11% |
| Contingency | 540800 | - | - | 970,000 | 1,000,000 | 3% |
| Other Costs | 540900 | - | - | - | 100,000 | 0% |
| Acquisition Costs | 545500 | - | - | - | 500,000 | 0% |
| Operating Transfers Out | 595100 | 3,679,230 | 2,494,452 | 100,000 | 2,640,000 | 2540% |
| Subtotal Maintenance & Operations | | \$ 9,621,903 | \$ 8,195,104 | \$ 6,879,472 | \$ 9,751,333 | 42% |
| Subtotal Fixed Assets | | \$ - | \$ - | \$ - | \$ - | 0% |
| Total Expenditures | | \$ 9,621,903 | \$ 8,195,104 | \$ 4,329,472 | \$ 8,551,333 | 98% |

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY PROGRAM**

| Account Description | FY 09-10 Actual | FY 10-11 Actual | FY 11-12 Adopted | FY 12-13 Adopted | Percent Change |
|----------------------------------|------------------------|------------------------|-------------------------|-------------------------|-----------------------|
| Non-Departmental - 50240 | | | | | |
| Salaries & Benefits | \$ - | \$ - | \$(2,550,000) | \$ (1,200,000) | -53% |
| Maintenance & Operations | 9,621,903 | 8,195,104 | 6,879,472 | 9,751,333 | 42% |
| Fixed Assets | - | - | - | - | 0% |
| Subtotal Non-Departmental | \$ 9,621,903 | \$ 8,195,104 | \$ 4,329,472 | \$ 8,551,333 | 98% |
| Total Expenditures | \$ 9,621,903 | \$ 8,195,104 | \$ 4,329,472 | \$ 8,551,333 | 98% |



CAPITAL IMPROVEMENT PROGRAM

CAPITAL
IMPROVEMENT
PROGRAM
FISCAL YEAR 2012-2013

SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source

FISCAL YEAR 2012-2013

| Req Nbr | Program/Project Name | Park | | | | |
|--|--|---------------------|-------------------|-------------------|-------------------------|----------------------|
| | | Gas Tax Fund 201 | AQMD Fund 203 | CDBG Fund 207 | Development Fund 208 | Drainage Fund 209 |
| Parkway & Median Improvements, Program #20111 | | | | | | |
| 1 | Harbor Boulevard Beautification | \$ 110,000 | \$ - | \$ - | \$ - | \$ - |
| 2 | Harbor Boulevard Bike Trail Improvements | - | - | - | - | - |
| Street Improvements, Program #30112 | | | | | | |
| 3 | Westside Improvements | - | - | - | - | - |
| 4 | CDBG Alley Improvement - Gisler Avenue | - | - | 570,000 | - | - |
| 5 | Citywide Street Improvements | 3,000,000 | - | - | - | - |
| 6 | Citywide Unimproved Alley | 350,000 | - | - | - | - |
| 7 | 19th Street - Park Ave to Newport Blvd | - | - | - | - | - |
| Storm Drain Improvements, Program #30122 | | | | | | |
| 8 | Citywide Storm Drain Improvements | - | - | - | - | - |
| 9 | Pomona Avenue/Industrial Way Water Quality & Storm Drain Design | - | - | - | - | 500,000 |
| Curbs and Sidewalks, Program #30130 | | | | | | |
| 10 | Citywide Sidewalk Repair | - | - | - | - | - |
| 11 | New Sidewalk/Missing Link Program | 100,000 | - | - | - | - |
| 12 | Parkway Improvement Program | 250,000 | - | - | - | - |
| 13 | Priority Sidewalk Repair | 50,000 | - | - | - | - |
| Traffic Planning, Program #30210 | | | | | | |
| 14 | Anton/Sunflower Signal Improvements | - | 26,000 | - | - | - |
| 15 | Citywide Safe Routes to School | - | - | - | - | - |
| 16 | East 17th Street Landscape Enhancement | - | 150,000 | - | - | - |
| 17 | East 19th Street Safe Routes to School | - | - | - | - | - |
| 18 | Fairview Road/Wilson Street Improvements | - | - | - | - | - |
| 19 | Harbor Boulevard/Adams Avenue Improvements | - | - | - | - | - |
| 20 | Harbor Boulevard Widening (Law Court to Sunflower) | - | 109,200 | - | - | - |
| 21 | Harbor Boulevard/Wilson Street Improvements | - | 40,000 | - | - | - |
| 22 | West 19th Street Pedestrian Improvements | - | 27,000 | - | - | - |
| Park Maintenance, Program #40111 | | | | | | |
| 23 | Concrete Walkway Replacement- Various Parks | - | - | - | - | - |
| 24 | Del Mesa Park - Replace Shelter | - | - | - | - | - |
| 25 | TeWinkle Park - Installation of Isolation Valves | - | - | - | - | - |
| 26 | Wilson Park - Replace Picnic Shelter | - | - | - | - | - |
| Park Development, Program #40112 | | | | | | |
| 27 | Brentwood Park Improvements | - | - | - | 294,250 | - |
| 28 | Costa Mesa HS Field Design & Construction | - | - | - | - | - |
| 29 | Fairview Park Improvements | - | - | - | 250,000 | - |
| 30 | Fairview Park - Placentia Avenue Connector Trail | - | - | - | - | - |
| 31 | Historical Society - Wrought Iron Fence Installation | - | - | - | - | - |
| 32 | Lions Park Improvements | - | - | - | - | - |
| 33 | Recreation Use Concept Plans - Various Properties | - | - | - | 50,000 | - |
| 34 | Fairview Developmental Center Parking Lot Rehab | - | - | - | 30,000 | - |
| Building Maintenance, Program #50910 | | | | | | |
| 35 | Balearic Community Center - Replace Electrical Serv | - | - | - | - | - |
| 36 | Connect New Corp Yard Clarifier to Sewer (NPDES) | - | - | - | - | - |
| 37 | Donald Dungan Library Improvements | - | - | - | - | - |
| 38 | Mesa Verde Library - Replace Carpet/Repaint Interior | - | - | - | - | - |
| Total FY 12-13 Adopted CIPs | | \$ 3,860,000 | \$ 352,200 | \$ 570,000 | \$ 624,250 | \$ 500,000 |

CITY OF COSTA MESA, CALIFORNIA

| Req Nbr | Program/Project Name | Traffic Impact Fees Fund 214 | Capital Improvement Fund 401 | Measure M Funds 403/415/416 | Total |
|--|--|------------------------------------|------------------------------------|-----------------------------------|----------------------|
| Parkway & Median Improvements, Program #20111 | | | | | |
| 1 | Harbor Boulevard Beautification | \$ - | \$ 500,000 | * \$ - | \$ 610,000 |
| 2 | Harbor Boulevard Bike Trail Improvements | - | 360,000 | - | 360,000 |
| Street Improvement, Program #30112 | | | | | |
| 3 | Westside Improvements | - | 250,000 | - | 250,000 |
| 4 | CDBG Alley Improvement - Gisler Avenue | - | - | - | 570,000 |
| 5 | Citywide Street Improvements | - | - | 3,500,000 | 6,500,000 |
| 6 | Citywide Unimproved Alley | - | 480,000 | - | 830,000 |
| 7 | 19th Street - Park Ave to Newport Blvd | - | 110,000 | - | 110,000 |
| Storm Drain Improvement, Program #30122 | | | | | |
| 8 | Citywide Storm Drain Improvements | - | 500,000 | - | 500,000 |
| 9 | Pomona Avenue/Industrial Way Water Quality & Storm Drain Design | - | - | - | 500,000 |
| Curbs and Sidewalks, Program #30130 | | | | | |
| 10 | Citywide Sidewalk Repair | - | 100,000 | - | 100,000 |
| 11 | New Sidewalk/Missing Link Program | - | - | - | 100,000 |
| 12 | Parkway Improvement Program | - | - | - | 250,000 |
| 13 | Priority Sidewalk Repair | - | - | - | 50,000 |
| Traffic Planning, Program #30210 | | | | | |
| 14 | Anton/Sunflower Signal Improvements | - | 232,500 | * | 258,500 |
| 15 | Citywide Safe Routes to School | - | 796,200 | * | 796,200 |
| 16 | East 17th Street Landscape Enhancement | 100,000 | 500,000 | * | 750,000 |
| 17 | East 19th Street Safe Routes to School | - | 85,000 | * | 85,000 |
| 18 | Fairview Road/Wilson Street Improvements | 77,250 | - | 222,786 | 300,036 |
| 19 | Harbor Boulevard/Adams Avenue Improvements | 988,000 | 1,482,000 | * 1,428,200 | 3,898,200 |
| 20 | Harbor Boulevard Widening (Law Court to Sunflower) | 140,400 | - | 721,900 | 971,500 |
| 21 | Harbor Boulevard/Wilson Street Improvements | 47,500 | - | 252,500 | 340,000 |
| 22 | West 19th Street Pedestrian Improvements | - | 237,000 | * | 264,000 |
| Park Maintenance, Program #40111 | | | | | |
| 23 | Concrete Walkway Replacement- Various Parks | - | 50,000 | - | 50,000 |
| 24 | Del Mesa Park - Replace Shelter | - | 65,000 | - | 65,000 |
| 25 | TeWinkle Park - Installation of Isolation Valves | - | 30,000 | - | 30,000 |
| 26 | Wilson Park - Replace Picnic Shelter | - | 60,000 | - | 60,000 |
| Park Development, Program #40112 | | | | | |
| 27 | Brentwood Park Improvements | - | 294,250 | * | 588,500 |
| 28 | Costa Mesa HS Field Design & Construction | - | 300,000 | - | 300,000 |
| 29 | Fairview Park Improvements | - | - | - | 250,000 |
| 30 | Fairview Park - Placentia Avenue Connector Trail | - | 500,000 | - | 500,000 |
| 31 | Historical Society - Wrought Iron Fence Installation | - | 40,000 | - | 40,000 |
| 32 | Lions Park Improvements | - | 60,000 | - | 60,000 |
| 33 | Recreation Use Concept Plans - Various Properties | - | - | - | 50,000 |
| 34 | Fairview Developmental Center Parking Lot Rehab | - | 60,000 | * | 90,000 |
| Building Maintenance, Program #50910 | | | | | |
| 35 | Balearic Community Center - Replace Electrical Service | - | 45,000 | - | 45,000 |
| 36 | Connect New Corp Yard Clarifier to Sewer (NPDES) | - | 35,000 | - | 35,000 |
| 37 | Donald Dungan Library Improvements | - | 100,000 | - | 100,000 |
| 38 | Mesa Verde Library - Replace Carpet/Repaint Interior | - | 50,000 | - | 50,000 |
| Total FY 12-13 Adopted CIPs | | \$ 1,353,150 | \$ 7,321,950 | \$ 6,125,386 | \$ 20,706,936 |

*Grant Funded Project



CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | | | | | | | | | | | | | | | | |
|---|---|--|-------------------|-----------------|------------------------------------|-----------------|-----------------|-----|-------|-------|--------|--------|-----|-------|-------|--------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Engineering | PROGRAM Parkway and Median Improvements, 20111 | | | | | | | | | | | | | | | |
| PROJECT TITLE Harbor Boulevard Beautification | | PROJECT MANAGER Bart Mejia, x - 5291 | | | | | | | | | | | | | | | |
| PROJECT ACCOUNT STRING: | | ITEM 1 | | | | | | | | | | | | | | | |
| | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Account</td> <td style="width: 15%;">Fund</td> <td style="width: 15%;">Org</td> <td style="width: 15%;">Program</td> <td style="width: 15%;">Project</td> </tr> <tr> <td>500000</td> <td>201</td> <td>19500</td> <td>20111</td> <td>350017</td> </tr> <tr> <td>500000</td> <td>401</td> <td>19500</td> <td>20111</td> <td>350017</td> </tr> </table> | Account | Fund | Org | Program | Project | 500000 | 201 | 19500 | 20111 | 350017 | 500000 | 401 | 19500 | 20111 | 350017 | <div style="border: 1px solid black; padding: 2px; display: inline-block;">Existing Project ▼</div> |
| Account | Fund | Org | Program | Project | | | | | | | | | | | | | |
| 500000 | 201 | 19500 | 20111 | 350017 | | | | | | | | | | | | | |
| 500000 | 401 | 19500 | 20111 | 350017 | | | | | | | | | | | | | |
| Priority Classification: | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | | | | | | | | | | |
| Description of Expenditures | | | | | | | | | | | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - | | | | | | | | | | |
| Construction | 610,000 | - | - | - | - | - | - | | | | | | | | | | |
| Engineering Fees | - | - | - | - | - | - | - | | | | | | | | | | |
| Equipment | - | - | - | - | - | - | - | | | | | | | | | | |
| Inspection | - | - | - | - | - | - | - | | | | | | | | | | |
| Land Acquisition | - | - | - | - | - | - | - | | | | | | | | | | |
| Other Costs (please identify) | - | - | - | - | - | - | - | | | | | | | | | | |
| Total | \$ 610,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | |
| Description of Resources | | | | | | | | | | | | | | | | | |
| Gas Tax Fund | 110,000 | - | - | - | - | - | - | | | | | | | | | | |
| Cap Impr Fd (TE Grant) | 500,000 | - | - | - | - | - | - | | | | | | | | | | |
| | - | - | - | - | - | - | - | | | | | | | | | | |
| Total | \$ 610,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | |
| Project Justification | | | | | Operating Impact: \$ 16,627 | | | | | | | | | | | | |
| <p>The City received a \$500,000 Transportation Enhancement (TE) grant for the design and construction of beautification improvements on Harbor Boulevard that includes the planting of new trees per the approved plant palette for this corridor and the installation of a new entry monument sign south of MacArthur Boulevard.</p> <p>The amount requested this fiscal year will fund the construction phase of the project. The TE grant reimburses up to 74% of all qualifying expenditures.</p> | | | | | | | | | | | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: | OBJECTIVE: | | | | | | | | | | | | | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | |
|--|--------------------------------|--|
| DEPARTMENT PUBLIC SERVICES | DIVISION Engineering | PROGRAM Parkway and Median Improvements, 20111 |
| PROJECT TITLE Harbor Boulevard Bike Trail Improvements | | PROJECT MANAGER Bart Mejia, x - 5291 |
| PROJECT ACCOUNT STRING: | | ITEM 2 |
| Account | Fund | Org |
| 500000 | 401 | 19500 |
| Program | Project | |
| 20111 | 450008 | |
| | | 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
|------------------------------------|-------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Description of Expenditures | | | | | | | |
| Architect Fees | 35,000 | - | - | - | - | - | - |
| Construction | 325,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 360,000 | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 360,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 360,000 | \$ - |

| | |
|------------------------------|-----------------------------------|
| Project Justification | Operating Impact: \$ 6,500 |
|------------------------------|-----------------------------------|

The existing bicycle trail in the west parkway of Harbor Boulevard between Fair Drive and Merrimac Way does not currently have safety lighting. As a result of the successful completion of the bike trail south of Fair Drive, it is proposed to utilize the same low-level lighting to maintain uniformity, increase safety and beautify this very important corridor. The amount requested will fund the design and construction of a new energy-efficient lighting system for this segment.

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|---------------------------------|--------------|----------------|-------------------|
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: | OBJECTIVE: |
|---------------------------------|--------------|----------------|-------------------|

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | |
|---|--------------------------------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Engineering | PROGRAM Street Improvements, 30112 |
| PROJECT TITLE Westside Improvements | | PROJECT MANAGER Fariba Fazeli, x - 5378 |
| PROJECT ACCOUNT STRING: | | ITEM 3 |
| Account | Fund | Org |
| 500000 | 401 | 19200 |
| Program | Project | |
| 30112 | 350019 | |
| | | 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
|------------------------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------|
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 180,000 | 250,000 | 500,000 | 500,000 | 500,000 | 500,000 | - |
| Engineering Fees | 70,000 | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 250,000 | \$ 250,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 250,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 250,000 | \$ - | \$ - |

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

This project will provide a master plan for implementation of the following streetscape improvements on 19th Street from Harbor Boulevard to westerly city limits:

- 1) Decorative crosswalks
- 2) Decorative sidewalks
- 3) Parkway landscaping including planting trees
- 4) Street furnishings such as benches, trash receptacles, news racks, etc...

| | | | |
|---------------------------------|--------------|----------------|-------------------|
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: | OBJECTIVE: |
|---------------------------------|--------------|----------------|-------------------|

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | | |
|---|--|--------------------------------|--------------------|---|---|--------------------------|-----------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Alley Improvements, 30112 | | | |
| PROJECT TITLE CDBG Alley Improvement- Gisler Avenue Alley (No. 031) | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 4 | | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 207 | Org 19200 | Program 30112 | Project 300144 | New Project ▼ | |
| Priority Classification: | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | | |
| Architect Fees | | - | - | - | - | - | - | - |
| Construction | | 570,000 | - | - | - | - | - | - |
| Engineering Fees | | - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - | - |
| Inspection | | - | - | - | - | - | - | - |
| Land Acquisition | | - | - | - | - | - | - | - |
| Other Costs (please identify) | | - | - | - | - | - | - | - |
| Total | | \$ 570,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | | |
| Community Development | | | | | | | | |
| Block Grant | | 570,000 | - | - | - | - | - | - |
| | | - | - | - | - | - | - | - |
| Total | | \$ 570,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | | Operating Impact: | | \$ - |
| <p>A comprehensive study was conducted Citywide to provide information about the existing conditions of the alleys and their rehabilitation costs. The City Council approved the priorities and recommendations in the report and directed staff to improve the alleys in order as recommended per the priority list. This program meets the City Council's Goals and Objective No. 98-B1 "ALLEYS".</p> <p>These funds will be used towards rehabilitation of Gisler Avenue Alley (Alley No. 31) from Coriander to Cinnamon Avenue.</p> | | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|--|----------------------------------|---------------------------------------|---|--|---|---------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Street Improvements, 30112 | | |
| PROJECT TITLE Citywide Street Improvements | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 5 | |
| PROJECT ACCOUNT STRING: | Account 500000 500000 500000 | Fund 201 403 416 | Org 19200 19200 19200 | Program 30112 30112 30112 | Project 400015 400015 400015 | <input type="checkbox"/> Existing Project <input checked="" type="checkbox"/> | |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 6,500,000 | 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 | \$ 6,500,000 | \$ 3,000,000 | \$ 3,000,000 | \$ 3,000,000 | \$ 3,000,000 | \$ 3,000,000 | \$ 3,000,000 |
| Description of Resources | | | | | | | |
| Gas Tax Fund | 3,000,000 | - | - | - | - | - | - |
| Measure "M" Construction Fund | 3,000,000 | - | - | - | - | - | - |
| Measure "M2" Fairshare Fund | 500,000 | - | - | - | - | - | - |
| Total | \$ 6,500,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>This program will provide major rehabilitation or reconstruction to City streets which are in immediate need of improvement. This program is implemented in accordance with the Pavement Management System and with recommendations from the Engineering Division. This program meets the City Council's Goal and Objective No. 98-B9 "Street Repairs Need Greater Effort."</p> <p>These funds will be used towards rehabilitation of the following streets: Red Hill Avenue (Paularino Avenue to Bristol Avenue), Airport Loop Drive (Red Hill Avenue to Cul-de-sac), Airway Avenue (Clinton Avenue to Airport Loop Drive), Baker Street (Airway Avenue to Newport Boulevard northbound), Briggs Avenue (Pullman Street to Red Hill Avenue), Bristol Street (Santa Ana Avenue to easterly City Limits), Clinton Avenue (Red Hill Avenue to Cul-de-sac), Fischer Avenue (Airway Avenue to Pullman Street), Kalmus Drive (Airway Avenue to Pullman Street), Lear Avenue (Red Hill Avenue to Airway Avenue), McCormick Avenue (Pullman Street to Airway Avenue), Paularino Avenue (Airway Avenue to Newport Boulevard northbound), Pullman Avenue (Paularino Avenue to Red Hill Avenue & Kalmus Road to Baker Street), The Masters Circle (Newport Boulevard to Cul-de-sac)</p> <p>Operational Impact: temporary repairs will be required by the City crews until permanent improvements have been completed.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | | POLICY: | | OBJECTIVE: | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | | |
|--|--|------------------------------------|---------------------------|---|---|------------------------------------|--------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Alley Improvements, 30112 | | | |
| PROJECT TITLE Citywide Unimproved Alley (No's 010, 044, 048, 049, 050 & 104) | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 6 | | |
| PROJECT ACCOUNT STRING: | | Account 500000 500000 | Fund 201 401 | Org 19200 19200 | Program 30112 30112 | Project 400012 400012 | Existing Project ▼ | |
| Priority Classification: | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | | |
| Architect Fees | | - | - | - | - | - | - | - |
| Construction | | 830,000 | - | - | - | - | - | - |
| Engineering Fees | | - | - | - | - | - | - | - |
| Equipment | | - | - | - | - | - | - | - |
| Inspection | | - | - | - | - | - | - | - |
| Land Acquisition | | - | - | - | - | - | - | - |
| Other Costs (please identify) | | - | - | - | - | - | - | - |
| Total | | \$ 830,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | | |
| Gas Tax Fund | | 350,000 | - | - | - | - | - | - |
| Capital Impr Fund | | 480,000 | - | - | - | - | - | - |
| | | - | - | - | - | - | - | - |
| Total | | \$ 830,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | | Operating Impact: | | \$ - |
| <p>A comprehensive study was conducted Citywide to provide information about the existing conditions of the alleys and their rehabilitation costs. The City Council approved the priorities and recommendations in the report and directed staff to improve the alleys in order as recommended per the priority list.</p> <p>These funds will be used towards rehabilitation of the following alleys:</p> <ol style="list-style-type: none"> 1) Alley No. 010, Park Drive Alley, between Newport Blvd. and Park Dr., from 18th Street to Anaheim Ave. 2) Alley No. 044, Baker Street Alley, between Baker St. and Logan Ave., from Baker St. to College St. 3) Alley No. 048, Fillmore Way Alley, between Coolidge Aven. and Fillmore Way, from Paularino Ave. to Albany St. 4) Alley No. 049, Fillmore Way Alley, between Coolidge Ave. and Fillmore Way, from Albany St. to Baker St. 5) Alley No. 050, Garfield Avenue Alley, between Fillmore Way and Garfield Ave., from Paularino Ave. to Baker St. 6) Alley No. 104, Fullerton Avenue Alley, between Fullerton Ave. and Rosemary Pl., from Fullerton Ave. to 20th St. | | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | |
|---|--------------------------------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Engineering | PROGRAM Street Improvements, 30112 |
| PROJECT TITLE West 19th Street Improvement (Park Ave. to Newport Blvd.) | | PROJECT MANAGER Fariba Fazeli, x - 5378 |
| PROJECT ACCOUNT STRING: | | ITEM 7 |
| Account | Fund | Org |
| 500000 | 401 | 19200 |
| Program | Project | |
| 30112 | 400015 | |
| | | New Project ▼ |
| Priority Classification: | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 |
| Description of Expenditures | FY 14-15 | FY 15-16 |
| FY 16-17 | FY 17-18 | FY 18-19 |
| Architect Fees | - | - |
| Construction | 110,000 | - |
| Engineering Fees | - | - |
| Equipment | - | - |
| Inspection | - | - |
| Land Acquisition | - | - |
| Other Costs (please identify) | - | - |
| Total | \$ 110,000 | \$ - |
| Description of Resources | FY 14-15 | FY 15-16 |
| FY 16-17 | FY 17-18 | FY 18-19 |
| Capital Impr Fund | 110,000 | - |
| | - | - |
| | - | - |
| Total | \$ 110,000 | \$ - |
| Project Justification | Operating Impact: \$ - | |
| <p>This program is implemented in accordance with the Pavement Management System and with recommendations from the Engineering Division. This program meets the City Council's Goal and Objective No. 98-B9 "Street Repairs Need Greater Effort."</p> <p>These funds will be used towards rehabilitation of 19th Street from Park Avenue to Newport Boulevard.</p> <p>Operational Impact: temporary repairs will be required by the City crews until permanent improvements have been completed.</p> | | |
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: |
| | | OBJECTIVE: |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | |
|--|--------------------------------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Engineering | PROGRAM Storm Drain Improvements, 30122 |
| PROJECT TITLE Citywide Storm Drain Improvement | | PROJECT MANAGER Fariba Fazeli, x - 5378 |
| PROJECT ACCOUNT STRING: | | ITEM 8 |
| Account | Fund | Org |
| 500000 | 401 | 19200 |
| Program | Project | |
| 30122 | 550011 | |
| | | New Project ▼ |

Priority Classification:

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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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
|------------------------------------|-------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 500,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 500,000 | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 500,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 500,000 | \$ - |

| | |
|------------------------------|-------------------------------|
| Project Justification | Operating Impact: \$ - |
|------------------------------|-------------------------------|

A comprehensive study was conducted Citywide to provide information about the storm drain system and the cost to upgrade and/or construct a new underground system. The City Council approved the priorities and recommendations in the report and directed staff to upgrade and/or construct storm drain systems as recommended.

These funds will be used towards construction of an underground storm Drain System on Fairview Park and Pacific Avenue

| | | | |
|---------------------------------|--------------|----------------|-------------------|
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: | OBJECTIVE: |
|---------------------------------|--------------|----------------|-------------------|

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--------------------------------|--------------------|---|---|--------------------------|---|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Storm Drain Improvements, 30122 | | |
| PROJECT TITLE Pomona Avenue/Industrial Way Water Quality & Storm Drain Design | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 9 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 209 | Org 19200 | Program 30122 | Project 550017 | Existing Project <input type="checkbox"/> |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 500,000 | 500,000 | 500,000 | 500,000 | 50,000 | 500,000 | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 50,000 | \$ 500,000 | \$ - |
| Description of Resources | | | | | | | |
| Drainage Fees Fund | 500,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 500,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>A comprehensive study was conducted Citywide to provide information about the storm drain system and the cost to upgrade and/or construct a new underground system. The City Council approved the priorities and recommendations in the report and directed staff to upgrade and/or construct storm drain systems as recommended.</p> <p>These funds will be used towards the construction of Pomona Avenue/Industrial Way Water Quality and Storm Drain Improvements from 19th Street and Anaheim Avenue to Newport Boulevard.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--------------------------------|--------------------|---|--|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Curbs & Sidewalks, 30130 | | |
| PROJECT TITLE Citywide Sidewalk Repair | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 10 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19200 | Program 30130 | Project 500018 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 100,000 | 100,000 | 290,000 | 300,000 | 300,000 | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 100,000 | \$ 100,000 | \$ 290,000 | \$ 300,000 | \$ 300,000 | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 100,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 100,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>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.</p> <p>These funds will be used to repair uplifted sidewalks throughout the city.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--------------------------------|--------------------|---|--|--------------------------|--------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Curbs & Sidewalks, 30130 | | |
| PROJECT TITLE New Sidewalk/Missing Link Program | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 11 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 201 | Org 19200 | Program 30130 | Project 500009 | Existing Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 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 Fund | 100,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 100,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>A comprehensive study was conducted Citywide in 1997 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. This program meets the City Council's Goal and Objective No.98-B7 "SIDEWALKS"</p> <p>No Operational Impact.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--------------------------------|--------------------|---|--|--------------------------|--------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Curbs & Sidewalks, 30130 | | |
| PROJECT TITLE Parkway Improvement Program | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 12 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 201 | Org 19200 | Program 30130 | Project 500010 | Existing Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 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 Fund | 250,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 250,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>A parkway maintenance program is essential to remove and replace damaged curbs, gutters, and sidewalks which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform necessary parkway repairs in anticipation of the residential street maintenance program for the following year. Additionally, Americans With Disabilities Act accessibility ramps are also constructed as part of this program throughout the City.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|--------------------------------|--------------------|---|--|--------------------------|--------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Curbs & Sidewalks, 30130 | | |
| PROJECT TITLE Priority Sidewalk Repair | | | | PROJECT MANAGER Fariba Fazeli, x - 5378 | | ITEM 13 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 201 | Org 19200 | Program 30130 | Project 500017 | Existing Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 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 Fund | 50,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 50,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>A parkway maintenance program is essential to remove and replace damaged curbs, gutters, and sidewalks which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform the necessary parkway repairs where staff has been directed to remove trees by the Parks and Recreation Commission. Additionally, Americans With Disabilities Act accessibility ramps are also constructed as part of this program throughout the City.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--|---------------------------|---|--|------------------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Transportation Services | | | PROGRAM Street Improvements, 30210 | | |
| PROJECT TITLE Anton/Sunflower Signal Improvements | | | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | ITEM 14 | |
| PROJECT ACCOUNT STRING: | | Account 500000 500000 | Fund 401 203 | Org 19300 19300 | Program 30210 30210 | Project 370038 370038 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 258,500 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 258,500 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Cap Impr Fd (Fed HSIP Grant) | 232,500 | - | - | - | - | - | - |
| Air Quality Management District | 26,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 258,500 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily at the Anton-Sunflower Intersection. The City applied for and received a Highway Safety Improvement Program (HSIP) Grant for this project to construct improvements at the intersection. The traffic signal improvements include protected-permissive left turn signal phasing, enhanced safety lighting, various bicycle and pedestrian improvements, radar speed signs, and other engineered improvements. These improvements are needed to address the intersection safety because of the adjacent freeway on-ramp and the high volume of traffic in the morning and afternoon peak hours.</p> <p>The HSIP Grant total project allocation is \$232,500. The City is required to provide a 10% match share. The \$26,000 in match share funding will be allocated from Air Quality Management District (AQMD) funds. The HSIP Federal Funds are allocated from HSIP cycle 4. Design will be completed by in-house staff. Construction is scheduled for Fiscal Year 2012-13.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-2 | POLICY: | CIR-2A | OBJECTIVE: | CIR-2A.2,4 | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|--|---|-----------------|-----------------|-------------------------------|-----------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | DIVISION Transportation Services | PROGRAM Street Improvements, 30210 | | | | | |
| PROJECT TITLE Citywide Safe Routes to School | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | | | | |
| PROJECT ACCOUNT STRING: | | ITEM 15 | | | | | |
| | Account | Fund | Org | Program | Project | | |
| | 500000 | 401 | 19300 | 30210 | 370035 | New Project ▼ | |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 736,200 | - | - | - | - | - | - |
| Engineering Fees | 60,000 | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other | - | - | - | - | - | - | - |
| Total | \$ 796,200 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Cap Impr Fd (Fed SRTS Grant) | 796,200 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 796,200 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>The intent of the project is to improve school zone safety with the installation of speed feedback signs, pedestrian countdown timers, school zone flashers, and minor striping and signing improvements citywide in Costa Mesa. The Federal Safe Routes to School project includes traffic calming to improve the safety of pedestrians traversing arterial routes and create a consistent approach to school zones. A total of 22 speed feed back signs, 6 school zone flashers, 40 intersections with pedestrian countdown timers, as well as minor striping will be the provided at various schools with this project. The project is 100% Federal Grant funded and there is no City match required.</p> <p>The speed feedback signs and school zone flashers will be "green" technology using solar powered and intelligent programming. The improvements will include the ability to collect data on speed and volume in school zones as well as traffic information. The devices will be able to be activated and programmed from a central location, thus eliminating the need for field visits to program the devices. The project will also include the necessary equipment to update all City speed feedback signs with remote activation and programming technology.</p> <p>The City secured a Safe Routes to School grant in the amount of \$796,200, towards the purchase, installation, education and construction phases of the project. Engineering and construction are scheduled for Fiscal Year 2012-13.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-1 | POLICY: | CIR-1A | OBJECTIVE: | CIR-1A-3,15 | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

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|---|--|---|-----------------|-------------------|-----------------|-----------------|-----------------|--------------------|-------|-------|--------|--------|-----|-------|-------|--------|--------|-----|-------|-------|--------|---|--|--------------------|
| DEPARTMENT PUBLIC SERVICES | DIVISION Transportation Services | PROGRAM Street Improvements, 30210 | | | | | | | | | | | | | | | | | | | | | | |
| PROJECT TITLE East 17th Street Landscape Enhancement | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | | | | | | | | | | | | | | | | | | | | | |
| | | ITEM 16 | | | | | | | | | | | | | | | | | | | | | | |
| PROJECT ACCOUNT STRING: | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Account</td> <td style="text-align: right;">Fund</td> <td style="text-align: right;">Org</td> <td style="text-align: right;">Program</td> <td style="text-align: right;">Project</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">401</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">350018</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">203</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">350018</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">214</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">350018</td> </tr> </table> | Account | Fund | Org | Program | Project | 500000 | 401 | 19300 | 30210 | 350018 | 500000 | 203 | 19300 | 30210 | 350018 | 500000 | 214 | 19300 | 30210 | 350018 | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 80%;"></td> <td style="text-align: center;">Existing Project ▼</td> </tr> </table> | | Existing Project ▼ |
| Account | Fund | Org | Program | Project | | | | | | | | | | | | | | | | | | | | |
| 500000 | 401 | 19300 | 30210 | 350018 | | | | | | | | | | | | | | | | | | | | |
| 500000 | 203 | 19300 | 30210 | 350018 | | | | | | | | | | | | | | | | | | | | |
| 500000 | 214 | 19300 | 30210 | 350018 | | | | | | | | | | | | | | | | | | | | |
| | Existing Project ▼ | | | | | | | | | | | | | | | | | | | | | | | |
| Priority Classification: | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | | | | | | | | | | | | | | | | | |
| Description of Expenditures | | | | | | | | | | | | | | | | | | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Construction | 750,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Engineering Fees | - | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Equipment | - | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Inspection | - | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Land Acquisition | - | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Other Costs (please identify) | - | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Total | \$ 750,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | | | | | | |
| Description of Resources | | | | | | | | | | | | | | | | | | | | | | | | |
| Cap Impr Fd (Federal TEA Grant) | 500,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Air Quality Management District | 150,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Traffic Impact Fees Fund | 100,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | | | |
| Total | \$ 750,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | | | | | | |
| Project Justification | Operating Impact: | | | | | | \$ - | | | | | | | | | | | | | | | | | |
| <p>The intent of the subject improvement project is to enhance the streetscape along East 17th Street between Tustin Avenue and Irvine Avenue. The proposed improvements will continue the streetscape already improved between Orange Avenue and Santa Ana Avenue to the remaining portion of East 17th Street. Decorative crosswalks, sidewalks, landscaped medians, decorative streetlights, and parkway trees will be installed as part of this enhancement project. The project will also implement right-turn lanes at the intersection of East 17th Street and Tustin Avenue, in accordance with the General Plan Circulation Element.</p> <p>The City secured a Federal Transportation Enhancement Activities (TEA) grant in the amount of \$500,000 towards the implementation of this project. The project match funding will be derived from Air Quality Management District (AQMD) funds.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-1, CD-1 | POLICY: | OBJECTIVE: | | | | CIR-1A.11, CD-1A.4 | | | | | | | | | | | | | | | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|--|------------------|--|--------------------|---|--|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Transportation Services | | | PROGRAM Street Improvements, 30210 | | |
| PROJECT TITLE East 19th Street Safe Routes to School | | | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | ITEM 17 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19300 | Program 30210 | Project 370036 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | - | 770,900 | - | - | - | - | - |
| Engineering Fees | 85,000 | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 85,000 | \$ 770,900 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Cap Impr Fd (Fed SRTS Grant) | 85,000 | 770,900 | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 85,000 | \$ 770,900 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>This project provides for implementation of "traffic calming" on East 19th Street between Newport Boulevard and Irvine Avenue. The project includes chokers to be constructed at intersections and chokers/medians at select mid-block locations along East 19th Street. Landscaping will be incorporated into the traffic calming devices to provide vertical features and the visual effect of a narrower street. These measures will address speeding concerns by narrowing the street and enhancing its residential nature. Entry monument signs at Fullerton Avenue and Irvine Avenue are also proposed to enhance identification of "Eastside" Costa Mesa. Since East 19th Street is a direct route through the Eastside, the high speed of traffic has become a primary safety concern.</p> <p>The City secured a Safe Routes to School Federal Grant in the amount of \$855,900 towards the design and construction of the project. The Grant is 100% of the total project cost and no City match share is required. The design phase is scheduled for Fiscal Year 2012-13 and construction is scheduled for Fiscal Year 2013-14.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-1 | POLICY: | CIR-1A | OBJECTIVE: | CIR-1A.3,15 | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | | | | | | | | | | | | | |
|--|--|---|-----------------|-------------------|-----------------|-----------------|-----------------|-----------|-------|-------|--------|--------|-----|-------|-------|--------|--|-------------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Transportation Services | PROGRAM Street Improvements, 30210 | | | | | | | | | | | | | | | | | |
| PROJECT TITLE Fairview Road/Wilson Street Improvements | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | | | | | | | | | | | | | | | | |
| | | ITEM 18 | | | | | | | | | | | | | | | | | |
| PROJECT ACCOUNT STRING: | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: center;">500000</td> <td style="text-align: center;">415</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">300146</td> </tr> <tr> <td style="text-align: center;">500000</td> <td style="text-align: center;">214</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">300146</td> </tr> </table> | Account | Fund | Org | Program | Project | 500000 | 415 | 19300 | 30210 | 300146 | 500000 | 214 | 19300 | 30210 | 300146 | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">New Project</td> <td style="text-align: center;">▼</td> </tr> </table> | New Project | ▼ |
| Account | Fund | Org | Program | Project | | | | | | | | | | | | | | | |
| 500000 | 415 | 19300 | 30210 | 300146 | | | | | | | | | | | | | | | |
| 500000 | 214 | 19300 | 30210 | 300146 | | | | | | | | | | | | | | | |
| New Project | ▼ | | | | | | | | | | | | | | | | | | |
| Priority Classification: | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | | | | | | | | | | | | |
| Description of Expenditures | | | | | | | | | | | | | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Construction | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Engineering Fees | 309,000 | - | - | - | - | - | - | | | | | | | | | | | | |
| Equipment | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Inspection | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Land Acquisition | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Other Costs (please identify) | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Total | \$ 309,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | |
| Description of Resources | | | | | | | | | | | | | | | | | | | |
| Measure M2 Competitive Fund | 231,750 | - | - | - | - | - | - | | | | | | | | | | | | |
| Traffic Impact Fees Fund | 77,250 | - | - | - | - | - | - | | | | | | | | | | | | |
| | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Total | \$ 309,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | |
| Project Justification | Operating Impact: | | | | | | \$ - | | | | | | | | | | | | |
| <p>Wilson Street is used by commuters to access the SR-55 Freeway. The overall Level of Service (LOS) of the intersection is significantly degraded during peak hours due to freeway oriented traffic. In addition, there are several apartments and retail shopping center that have direct access to Wilson Street. During the morning peak hour period, the intersection operates at LOS C, and during the evening peak hour period the intersection operates at LOS D. However, there are challenges to traffic operations due to the narrow width of Wilson Street; the use of the street by transit buses and significant auto, pedestrian and bicycle traffic. Based on review of critical movements, the improvements required to mitigate the traffic conditions include constructing Wilson Street to Master Plan standards with two through lanes in each direction and bicycle lanes.</p> <p>The City of Costa Mesa received funding from the Measure M2 program to design improvements for widening Wilson Street between SR-55 Freeway and Fairview Road. As part of this funding, the City will be using \$8,964 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$231,750 above and the \$222,786 shown on the summary page.</p> | | | | | | | | | | | | | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-1 | POLICY: | OBJECTIVE: | | | | CIR-1A.11 | | | | | | | | | | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|-----------------|-------------------|-----------------|-----------------|-----------------|--------------------|-------|-------|--------|--------|-----|-------|-------|--------|--------|-----|-------|-------|--------|--|
| DEPARTMENT PUBLIC SERVICES | DIVISION Transportation Services | PROGRAM Street Improvements, 30210 | | | | | | | | | | | | | | | | | | | | |
| PROJECT TITLE Harbor Boulevard/Adams Avenue Improvements | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | | | | | | | | | | | | | | | | | | | |
| | | ITEM 19 | | | | | | | | | | | | | | | | | | | | |
| PROJECT ACCOUNT STRING: | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Account</td> <td style="text-align: right;">Fund</td> <td style="text-align: right;">Org</td> <td style="text-align: right;">Program</td> <td style="text-align: right;">Project</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">415</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">300129</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">401</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">300129</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">214</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">300129</td> </tr> </table> | Account | Fund | Org | Program | Project | 500000 | 415 | 19300 | 30210 | 300129 | 500000 | 401 | 19300 | 30210 | 300129 | 500000 | 214 | 19300 | 30210 | 300129 | <div style="border: 1px solid black; padding: 2px;"> Existing Project ▼ </div> |
| Account | Fund | Org | Program | Project | | | | | | | | | | | | | | | | | | |
| 500000 | 415 | 19300 | 30210 | 300129 | | | | | | | | | | | | | | | | | | |
| 500000 | 401 | 19300 | 30210 | 300129 | | | | | | | | | | | | | | | | | | |
| 500000 | 214 | 19300 | 30210 | 300129 | | | | | | | | | | | | | | | | | | |
| Priority Classification: | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | | | | | | | | | | | | | | | |
| Description of Expenditures | | | | | | | | | | | | | | | | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Construction | 3,952,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Engineering Fees | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Equipment | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Inspection | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Land Acquisition | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Other Costs (please identify) | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Total | \$ 3,952,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | | | | |
| Description of Resources | | | | | | | | | | | | | | | | | | | | | | |
| Measure M2 Competitive Fund | 1,482,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Cap Impr Fd (SLPP-State Grant) | 1,482,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Traffic Impact Fees Fd | 988,000 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Total | \$ 3,952,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | | | | |
| Project Justification | Operating Impact: | | | | | | \$ - | | | | | | | | | | | | | | | |
| <p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily at the Harbor Boulevard-Adams Avenue intersection and also to mitigate impacts associated with the removal of the Garfield Avenue/Gisler Avenue bridge from the Orange County Transportation Authority (OCTA) Master Plan of Arterial Highways (MPAH). The scope of the project includes the construction of a third eastbound left-turn lane on Adams Avenue and a southbound right-turn lane on Harbor Boulevard. In addition, the project includes construction of a bus turnout on northbound Harbor Boulevard and consolidation of bus stops and driveways on southbound Harbor Boulevard. The project also includes streetscape enhancements including, decorative sidewalks and crosswalks and enhanced landscaping.</p> <p>The City secured Measure M2 and SLPP grants from OCTA in the amount of \$2,964,000, towards construction phase of the project. The right-of-way phase is currently underway with \$300,000 funding from Measure M2, and construction is scheduled for Fiscal Year 2012-13. As part of this funding, the City will be using \$53,800 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$1,482,000 above and the \$1,428,200 shown on the summary page.</p> | | | | | | | | | | | | | | | | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-1, CD-1 | POLICY: | OBJECTIVE: | | | | CIR-1A.11, CD-1A.4 | | | | | | | | | | | | | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|-----------------|-------------------|-----------------|-----------------|-----------------|-----------|-------|-------|--------|--------|-----|-------|-------|--------|--------|-----|-------|-------|--------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Transportation Services | PROGRAM Street Improvements, 30210 | | | | | | | | | | | | | | | | | | | | |
| PROJECT TITLE Harbor Boulevard Widening (Law Court to Sunflower) | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | | | | | | | | | | | | | | | | | | | |
| | | ITEM 20 | | | | | | | | | | | | | | | | | | | | |
| PROJECT ACCOUNT STRING: | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Account</td> <td style="text-align: right;">Fund</td> <td style="text-align: right;">Org</td> <td style="text-align: right;">Program</td> <td style="text-align: right;">Project</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">415</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">300142</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">203</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">300142</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">214</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td style="text-align: right;">300142</td> </tr> </table> | Account | Fund | Org | Program | Project | 500000 | 415 | 19300 | 30210 | 300142 | 500000 | 203 | 19300 | 30210 | 300142 | 500000 | 214 | 19300 | 30210 | 300142 | <div style="border: 1px solid black; padding: 2px;"> New Project ▼ </div> |
| Account | Fund | Org | Program | Project | | | | | | | | | | | | | | | | | | |
| 500000 | 415 | 19300 | 30210 | 300142 | | | | | | | | | | | | | | | | | | |
| 500000 | 203 | 19300 | 30210 | 300142 | | | | | | | | | | | | | | | | | | |
| 500000 | 214 | 19300 | 30210 | 300142 | | | | | | | | | | | | | | | | | | |
| Priority Classification: | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | | | | | | | | | | | | | | | |
| Description of Expenditures | | | | | | | | | | | | | | | | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Construction | 998,400 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Engineering Fees | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Equipment | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Inspection | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Land Acquisition | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Other Costs (please identify) | - | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Total | \$ 998,400 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | | | | |
| Description of Resources | | | | | | | | | | | | | | | | | | | | | | |
| Measure M2 Competitive Fund | 748,800 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Air Quality Management District | 109,200 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Traffic Impact Fees Fund | 140,400 | - | - | - | - | - | - | | | | | | | | | | | | | | | |
| Total | \$ 998,400 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | | | | |
| Project Justification | Operating Impact: | | | | | | \$ - | | | | | | | | | | | | | | | |
| <p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily along Harbor Boulevard between South Coast Drive and Sunflower Avenue. The project is comprised of widening northbound Harbor Boulevard from north of South Coast Drive to Sunflower to provide an additional through lane. At Sunflower Avenue, the fourth northbound through lane becomes a right-turn lane. The project will also include required signal modifications at Harbor Boulevard – Law Court and Harbor Boulevard – Sunflower Avenue intersections to accommodate the proposed widening.</p> <p>The City of Costa Mesa received funding from the Measure M2 program to design improvements for widening Harbor Boulevard between Law Court and Sunflower Avenue. As part of this funding, the City will be using \$26,900 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$748,800 above and the \$721,900 shown on the summary page.</p> | | | | | | | | | | | | | | | | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-1 | POLICY: | OBJECTIVE: | | | | CIR-1A.11 | | | | | | | | | | | | | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|--|----------------------------------|---------------------------------------|---|--|---|-----------------|
| DEPARTMENT PUBLIC SERVICES | DIVISION Transportation Services | | | PROGRAM Street Improvements, 30210 | | | |
| PROJECT TITLE Harbor Boulevard/Wilson Street Improvements | | | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | ITEM 21 | |
| PROJECT ACCOUNT STRING: | Account 500000 500000 500000 | Fund 415 203 214 | Org 19300 19300 19300 | Program 30210 30210 30210 | Project 300145 300145 300145 | <input type="text" value="New Project"/> <input type="button" value="▼"/> | |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 350,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 350,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Measure M2 Competitive Fund | 262,500 | - | - | - | - | - | - |
| Air Quality Management District | 40,000 | - | - | - | - | - | - |
| Traffic Impact Fees Fund | 47,500 | - | - | - | - | - | - |
| Total | \$ 350,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily at the Harbor Boulevard – Wilson Street intersection, especially during the evening peak hour period. The project scope includes the widening of the west leg of the intersection to provide a right-turn lane from westbound Wilson Street, and reconstructing the east leg of the intersection by removing large median markers and installing a concrete median. The project will also include traffic signal modifications at Harbor Boulevard - Wilson Street required for the project.</p> <p>The City of Costa Mesa received funding from the Measure M2 program to design street and intersection improvements at Harbor Boulevard and Wilson Street. As part of this funding, the City will be using \$10,000 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$262,500 above and the \$252,500 shown on the summary page.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: CIR-1 | | POLICY: | | OBJECTIVE: CIR-1A.11 | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | | | | | | | | | | | | | |
|---|---|---|-----------------|-----------------|-------------------|-----------------|-----------------|-----|-------|-------|--------|--------|-----|-------|-------|--------|---|-------------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Transportation Services | PROGRAM Street Improvements, 30210 | | | | | | | | | | | | | | | | | |
| PROJECT TITLE West 19th Street Pedestrian Improvements | | PROJECT MANAGER Raja Sethuraman, x - 5032 | | | | | | | | | | | | | | | | | |
| PROJECT ACCOUNT STRING: | | ITEM 22 | | | | | | | | | | | | | | | | | |
| | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: center;">401</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">370037</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: center;">203</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">370037</td> </tr> </table> | Account | Fund | Org | Program | Project | 500000 | 401 | 19300 | 30210 | 370037 | 500000 | 203 | 19300 | 30210 | 370037 | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black;">New Project</td> <td style="text-align: center; border-bottom: 1px solid black;">▼</td> </tr> </table> | New Project | ▼ |
| Account | Fund | Org | Program | Project | | | | | | | | | | | | | | | |
| 500000 | 401 | 19300 | 30210 | 370037 | | | | | | | | | | | | | | | |
| 500000 | 203 | 19300 | 30210 | 370037 | | | | | | | | | | | | | | | |
| New Project | ▼ | | | | | | | | | | | | | | | | | | |
| Priority Classification: | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | | | | | | | | | | | | |
| Description of Expenditures | | | | | | | | | | | | | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Construction | 264,000 | - | - | - | - | - | - | | | | | | | | | | | | |
| Engineering Fees | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Equipment | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Inspection | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Land Acquisition | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Other Costs (please identify) | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Total | \$ 264,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | |
| Description of Resources | | | | | | | | | | | | | | | | | | | |
| Cap Impr Fd (Fed HSIP Grant) | 237,000 | - | - | - | - | - | - | | | | | | | | | | | | |
| Air Quality Management District | 27,000 | - | - | - | - | - | - | | | | | | | | | | | | |
| | - | - | - | - | - | - | - | | | | | | | | | | | | |
| Total | \$ 264,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | | | | | | |
| Project Justification | Operating Impact: | | | | | | \$ - | | | | | | | | | | | | |
| <p>The intent of the subject improvement project is to mitigate current safety, congestion and operational issues occurring on 19th Street between Harbor Boulevard and Placentia Avenue. The scope of the project includes the intallation of crosswalks, pedestrian countdown timer signal heads, advance warning signs, and safety lighting. All new facilities will meet engineering warrants and design requirements.</p> <p>The City secured a Highway Safety Improvement Program (HSIP) Grant for \$237,000. The Grant requires city match share funds of 10%. The City will allocate Air Quality Management District (AQMD) funds in the amount of \$27,000 to meet the match share. The total project is \$264,000. The design phase, by city staff will occur in Fiscal Year 2011-12. Construction is scheduled for Fiscal Year 2012-13.</p> | | | | | | | | | | | | | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | CIR-1 | POLICY: | CIR-1A | OBJECTIVE: | CIR-1A.3, 15 | | | | | | | | | | | | | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | |
|---|---|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Maintenance Services | PROGRAM Park Maintenance, 40111 |
| PROJECT TITLE Concrete Walkway Replacement - Various Parks | | PROJECT MANAGER Bruce Hartley, x - 5164 |
| PROJECT ACCOUNT STRING: | | ITEM 23 |
| Account | Fund | Org |
| 500000 | 401 | 19500 |
| Program | Project | |
| 40111 | 700064 | |
| | | New Project ▼ |
| Priority Classification: | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 |
| Description of Expenditures | FY 14-15 | FY 15-16 |
| FY 16-17 | FY 17-18 | FY 18-19 |
| Architect Fees | - | - |
| Construction | 50,000 | - |
| Engineering Fees | - | - |
| Equipment | - | - |
| Inspection | - | - |
| Land Acquisition | - | - |
| Other Costs (please identify) | - | - |
| Total | \$ 50,000 | \$ - |
| Description of Resources | FY 14-15 | FY 15-16 |
| FY 16-17 | FY 17-18 | FY 18-19 |
| Capital Impr Fund | 50,000 | - |
| | - | - |
| | - | - |
| Total | \$ 50,000 | \$ - |
| Project Justification | | Operating Impact: |
| Replace sections of raised, cracked and/or deteriorating concrete walkways within six parks. | | \$ - |
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: |
| | | OBJECTIVE: |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|---|--------------------|---|---|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Maintenance Services | | | PROGRAM Park Maintenance, 40111 | | |
| PROJECT TITLE Del Mesa Park - Replace Shelter | | | | PROJECT MANAGER Jim Ortiz, x - 7490 | | ITEM 24 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19500 | Program 40111 | Project 700095 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | 5,000 | - | - | - | - | - | - |
| Construction | 60,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 65,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 65,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 65,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>The existing wood shelter is in need of replacement due to deterioration from dry rot and termites. This wood structure was repaired in the previous fiscal year to eliminate dangerous conditions and allow for time to budget for its replacement. It is the only picnic structure at this park and is reserved by patrons for events through the Recreation Division.</p> <p>The requested funds will replace the shelter with a structurally sound shelter that will allow for continued programming, generating additional funding for the City.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|---|---|-----------------|-----------------|-----------------|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | DIVISION Maintenance Services | PROGRAM Park Maintenance, 40111 | | | | | |
| PROJECT TITLE TeWinkle Park - Installation of Isolation Valves | | PROJECT MANAGER Jim Ortiz, x - 7490 | | | | | |
| PROJECT ACCOUNT STRING: | | ITEM 25 | | | | | |
| Account | Fund | Org | | | | | |
| 500000 | 401 | 19500 | | | | | |
| Program | Project | | | | | | |
| 40111 | 700042 | | | | | | |
| | | New Project ▼ | | | | | |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 30,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 30,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 30,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 30,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | | Operating Impact: | |
| | | | | | | \$ - | |
| <p>The installation of isolation valves at TeWinkle Park will allow staff to better manage the irrigation system by making it possible to isolate areas with damaged irrigation components during repair, while maintaining full operation of the remainder of the system.</p> <p>Currently, the water supply to the entire irrigation system must be shut down to complete a repair. Typically, repairs on a main irrigation line of the size found in TeWinkle Park require a 24 hour cure time, impacting irrigation to other parts of the park and the water supply to the TeWinkle Athletic Complex. In addition, when the point of connection to large irrigation systems are turned on and off, additional damage frequently occurs.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|---|--------------------|---|---|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Maintenance Services | | | PROGRAM Park Maintenance, 40111 | | |
| PROJECT TITLE Wilson Park - Replace Picnic Shelter | | | | PROJECT MANAGER Jim Ortiz, x - 7490 | | ITEM 26 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19500 | Program 40111 | Project 700096 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | 5,000 | - | - | - | - | - | - |
| Construction | 55,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 60,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 60,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 60,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| The existing shelter is in need of replacement due to deterioration from dry rot and extensive termite damage. This wooden structure is the only structure at this park and is reserved for events through the Recreation Division. The requested funds will replace the shelter with a structurally sound shelter. | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|------------------------------------|---------------------------|--|--|------------------------------------|--------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Brentwood Park Improvements | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 27 | |
| PROJECT ACCOUNT STRING: | | Account 500000 500000 | Fund 208 401 | Org 19500 19500 | Program 40112 40112 | Project 700077 700077 | Existing Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | 65,000 | - | - | - | - | - | - |
| Construction | 523,500 | 250,000 | 500,000 | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 588,500 | \$ 250,000 | \$ 500,000 | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Park Development Fund | 294,250 | 250,000 | 500,000 | - | - | - | - |
| Cap Impr Fd (LWCF Grant) | 294,250 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 588,500 | \$ 250,000 | \$ 500,000 | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ 8,600 | | |
| <p>Brentwood Park was expanded after the purchase of Park School. Subsequent to this acquisition and after extensive public input, the Brentwood Park Master Plan was prepared to not only add the new parcel, but to address the needs of the community by incorporating additional park features and modernizing existing amenities. Due to the magnitude of the proposed improvements, the Brentwood Park Master Plan is being implemented in phases determined by available funding. The existing Park School structures have been removed, and the parcel has been graded, landscaped and opened for public use. These interim improvements were completed in October 2010 and included the necessary infrastructure to allow for the implementation of the remaining master planned improvements.</p> <p>The City successfully obtained a Land and Water Conservation Fund (LWCF) Program grant in the amount of \$294,250 for the design and construction of decomposed granite trails, fitness stations, park furniture, safety lighting, hardscape improvements, bio swale, and continuation of landscape and irrigation improvements. Unencumbered Park Development Funds are proposed to be utilized for the 50% match.</p> <p>This request recognizes the LWCF grant and authorizes the use of General Fund Balance to front the amount of the grant.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--------------------------------|---------------------|--|--|--------------------------|---|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Costa Mesa High School Football Field | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 28 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19500 | Program 40112 | Project 700084 | Existing Project <input type="checkbox"/> |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | - | 2,000,000 | 1,500,000 | - | - | - | - |
| Engineering Fees | 300,000 | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 300,000 | \$ 2,000,000 | \$ 1,500,000 | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 300,000 | 2,000,000 | 1,500,000 | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 300,000 | \$ 2,000,000 | \$ 1,500,000 | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>Replace the existing track and field at Costa Mesa High School with a new lighted artificial turf regulation size football/soccer field and 400-meter synthetic track. The facility will also include security fencing, landscape improvements, field events and a multi-use open space. The new track and field is intended to be used jointly by the NMUSD and the City as per the Site Specific Joint Use Agreement currently being developed. The amount requested this fiscal year is for the design of the facility.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--------------------------------|--------------------|--|--|--------------------------|--------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Fairview Park Improvements | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 29 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 208 | Org 19500 | Program 40112 | Project 700029 | Existing Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 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 | | | | | | | |
| Park Development Fund | 250,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 250,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| The funds requested will be used to continue the planning and construction of park improvements pursuant to the Fairview Park Master Plan. | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|-------------------|--------------------------------|--------------------|--|--|--------------------------|--------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Fairview Park - Placentia Avenue Connector Trail | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 30 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19500 | Program 40112 | Project 700029 | Existing Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 500,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 500,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 500,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 500,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ 1,000 | | |
| <p>The portion of the paved trail between Placentia Avenue and Talbert Nature Preserve within Fairview Park is in need of rehabilitation to correct drainage problems and to repair the old asphalt concrete trail. Staff proposes to replace the existing asphalt concrete trail with color concrete for a longer service life and reduced maintenance.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|--------------------------------|--------------------|--|--|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Historical Society- Fence Installation | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 31 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19200 | Program 40112 | Project 800011 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| 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 Impr Fund | 40,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 40,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>The number of complaints and incidents associated with the transient population at and around the Historical Society building site has increased. Frequently, they congregate around the building during and after business hours to drink alcoholic beverages and smoke, which at times results in fist-fighting incidents. Both Historical Society administration staff and patrons have requested the City provide the means to prevent the transients from approaching the building in order to provide added security and safety.</p> <p>This project consists of the installation of fencing along the perimeter of the Historical Society building. The fence will be gated at two locations and will provide access to a handicap ramp and the building parking lot for compliance with Americans with Disabilities Act (ADA) guidelines. The scope of work also includes modifications to the existing irrigation system and an HVAC enclosure to accommodate the proposed fence.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|--------------------------------|--------------------|--|--|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Lions Park Improvements | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 32 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19200 | Program 40112 | Project 950027 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | - | - | - | - | - | - | - |
| Engineering Fees | 60,000 | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 60,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 60,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 60,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>A concept plan for the beautification of Lions Park was prepared in 2010. The concept plan was approved by the Parks and Recreation Commission and City Council approved applying for a State grant to implement the above-mentioned concept plan. Even though the grant was not awarded, there is interest in implementing improvements to the park. Funding is requested to develop preliminary improvement plans, including revisions to the concept plan after public input, topographic survey and base plans.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|--------------------------------|--------------------|--|--|--------------------------|---|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Recreation Use Concept Plans - Various Properties | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 33 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 208 | Org 19500 | Program 40112 | Project 700066 | Existing Project <input type="checkbox"/> |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 50,000 | 50,000 | 50,000 | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Park Development Fund | 50,000 | 50,000 | 50,000 | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>At the recommendation of the Parks and Recreation Commission, City Council directed staff to conduct feasibility and concept studies for active recreational uses on parcels within the City that are owned by public or private entities. The intent is to proactively determine whether these properties could be utilized by the City in the future for active recreational use if they became available for purchase or lease.</p> <p>The requested funding will be utilized to conduct preliminary studies and concept plans for properties that may come up for sale or that are identified as possible opportunities for acquisition and/or partnerships.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|------------------------------------|---------------------------|--|--|------------------------------------|--------------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Engineering | | | PROGRAM Park Improvements, 40112 | | |
| PROJECT TITLE Fairview Developmental Center Parking Lot Rehabilitation | | | | PROJECT MANAGER Bart Mejia, x - 5291 | | ITEM 34 | |
| PROJECT ACCOUNT STRING: | | Account 500000 500000 | Fund 208 401 | Org 19200 19200 | Program 40112 40112 | Project 700062 700062 | Existing Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | - | - | - | - | - | - | - |
| Construction | 85,000 | - | - | - | - | - | - |
| Engineering Fees | 5,000 | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 90,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Park Development Fund | 30,000 | - | - | - | - | - | - |
| Cal Impr Fund - (Donations and State Share) | 60,000 | - | - | - | - | - | - |
| Total | \$ 90,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ 1,600 | | |
| <p>In March 2012, the City entered into an MOU and a five-year Ground Lease with the State of California for the improvement, maintenance and use of two soccer fields located on the FDC property. In the ground lease, the City and State identified certain site specific improvements to be completed at the site. One of the project items is the rehabilitation of the parking lot at the playing field location. The State and AYSO have agreed to finance two thirds of the costs and the City pays for the remaining one-third of the costs.</p> <p>This request recognizes the 2/3 share to be reimbursed by the State and AYSO and authorizes the use of General Fund Balance to front these contributions. The amount requested this fiscal year will fund the design and construction phases of the project.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|---|--------------------|--|---|--------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Maintenance Services | | | PROGRAM Building Maintenance, 50910 | | |
| PROJECT TITLE Balearic Community Center- Replace Electrical Service | | | | PROJECT MANAGER John Aguilar, x - 7483 | | ITEM 35 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19500 | Program 50910 | Project 800012 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | 5,000 | - | - | - | - | - | - |
| Construction | 40,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 45,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 45,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 45,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | Operating Impact: \$ - | | |
| <p>This project replaces the existing electrical distribution equipment and cabinet that exists in the turf area northwest of the Balearic Community Center. This metal cabinet is badly deteriorated due to rust and corrosion; it is not in condition to be safely seismically secured, and is potentially a health hazard. Its replacement is supported by the 3DI Building Assessment previously conducted in City facilities. The project would underground the utilities into the building and move electrical service into the building where it would not be subject to weather and irrigation.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

| | | | | | | | |
|---|------------------|---|--------------------|--|---|-------------------------------|-----------------|
| DEPARTMENT PUBLIC SERVICES | | DIVISION Maintenance Services | | | PROGRAM Building Maintenance, 50910 | | |
| PROJECT TITLE Connect New Corporate Yard Clarifier to Sewer (NPDES) | | | | PROJECT MANAGER John Aguilar, x - 7483 | | ITEM 36 | |
| PROJECT ACCOUNT STRING: | | Account 500000 | Fund 401 | Org 19500 | Program 50910 | Project 550019 | New Project ▼ |
| Priority Classification: | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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. <input type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 |
| Description of Expenditures | | | | | | | |
| Architect Fees | 5,000 | - | - | - | - | - | - |
| Construction | 30,000 | - | - | - | - | - | - |
| Engineering Fees | - | - | - | - | - | - | - |
| Equipment | - | - | - | - | - | - | - |
| Inspection | - | - | - | - | - | - | - |
| Land Acquisition | - | - | - | - | - | - | - |
| Other Costs (please identify) | - | - | - | - | - | - | - |
| Total | \$ 35,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Description of Resources | | | | | | | |
| Capital Impr Fund | 35,000 | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| | - | - | - | - | - | - | - |
| Total | \$ 35,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Project Justification | | | | | | Operating Impact: \$ - | |
| <p>The existing wash rack in the parks and golf course maintenance side of the City's Corporation Yard is connected to a three stage clarifier that drains to the storm drain. This is no longer a permissible discharge per NPDES regulations. As a result of a Notice of Violation, this facility is no longer used to clean vehicles and equipment. Parks staff must utilize the wash rack in the public works side of the Corporation Yard to clean equipment; often times finding the facility busy with street sweepers and other equipment. Golf course personnel are encouraged to use the same facility, but typically clean equipment out on the golf courses. Connecting the wash facility to the sewer would allow park and golf course operations to once again use this important facility and would improve efficiencies and eliminate pollution.</p> | | | | | | | |
| GENERAL PLAN CONSISTENCY | | GOAL: | | POLICY: | | OBJECTIVE: | |

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | | | | | | | | | | | | | |
|---|--|--|-------------------|-------------|-------------|-------------|-------------|-----|-------|-------|---|--|-------------|---|
| DEPARTMENT PUBLIC SERVICES | DIVISION Maintenance Services | PROGRAM Building Maintenance, 50910 | | | | | | | | | | | | |
| PROJECT TITLE Donald Dungan Library Improvements | | PROJECT MANAGER John Aguilar, x - 7483 | | | | | | | | | | | | |
| | | ITEM 37 | | | | | | | | | | | | |
| PROJECT ACCOUNT STRING: | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: center;">500000</td> <td style="text-align: center;">401</td> <td style="text-align: center;">19500</td> <td style="text-align: center;">50910</td> <td style="text-align: center;">-</td> </tr> </table> | Account | Fund | Org | Program | Project | 500000 | 401 | 19500 | 50910 | - | <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black;">New Project</td> <td style="text-align: right;">▼</td> </tr> </table> | New Project | ▼ |
| Account | Fund | Org | Program | Project | | | | | | | | | | |
| 500000 | 401 | 19500 | 50910 | - | | | | | | | | | | |
| New Project | ▼ | | | | | | | | | | | | | |
| Priority Classification: | | | | | | | | | | | | | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 | FY 17-18 | FY 18-19 | | | | | | | |
| 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 Impr Fund | 100,000 | - | - | - | - | - | - | | | | | | | |
| | - | - | - | - | - | - | - | | | | | | | |
| | - | - | - | - | - | - | - | | | | | | | |
| Total | \$ 100,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | | | | | | | |
| Project Justification | Operating Impact: | | | | | | \$ - | | | | | | | |
| The construction cost to make structural repairs to the Donald Dungan Library is estimated at \$200,000. The City has partnered with the County of Orange, to share up to fifty percent (50%) of the total cost. | | | | | | | | | | | | | | |
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: | OBJECTIVE: | | | | | | | | | | | |



CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

| | | |
|---|---|--|
| DEPARTMENT PUBLIC SERVICES | DIVISION Maintenance Services | PROGRAM Building Maintenance, 50910 |
| PROJECT TITLE Mesa Verde Library- Replace Carpet/Repaint Interior | | PROJECT MANAGER John Aguilar, x - 7483 |
| PROJECT ACCOUNT STRING: | | ITEM 38 |
| Account | Fund | Org |
| 500000 | 401 | 19500 |
| Program | Project | |
| 50910 | 800013 | |
| | | New Project ▼ |
| Priority Classification: | | |
| <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> 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. <input type="checkbox"/> 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. <input checked="" type="checkbox"/> 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 12-13 | FY 13-14 |
| 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 Impr Fund | 50,000 | - |
| | - | - |
| | - | - |
| Total | \$ 50,000 | \$ - |
| Project Justification | Operating Impact: \$ - | |
| The Mesa Verde Library lease agreement with the County of Orange, dated October 1, 2007, Page 4 of 12, Item #10 calls for carpet replacement within 60 days after March 1, 2011. This project was postponed in the previous budget at the request of the City and approval by the County. The cost of temporarily removing and storing furniture and literature inventory, for removing and disposing of 7,040 square feet of carpet is included in this cost. | | |
| GENERAL PLAN CONSISTENCY | GOAL: | POLICY: |
| | | OBJECTIVE: |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|---|---------------------|---------------------|---------------------|---------------------|
| TRANSPORTATION | | | | |
| Traveled Ways | | | | |
| Street Improvements | | | | |
| Anton / Sunflower Intersection Improvement | \$ 258,500 | \$ - | \$ - | \$ - |
| Baker St. / Bear St. Intersection Improvement | - | 800,000 | - | - |
| Bear St. / SR-73 N/B Ramp-2nd left-turn lane | - | - | - | - |
| Bristol St. / Baker St. Intersection Improvement | - | - | 412,500 | 550,000 |
| Bristol St. / Sunflower Ave. Intersection Improvement | - | 115,500 | 522,500 | 863,500 |
| Bristol St. Widening - I-405 to Baker St. | - | - | - | 258,500 |
| E. 17th St. / Irvine Avenue Intersection Improvement | - | - | 100,000 | 200,000 |
| E. 17th Street Landscape Enhancement Project | 750,000 | - | - | - |
| Fairview Rd. / Baker Street Intersection Widening | - | - | - | - |
| Fairview Rd. / South Coast Dr. Intersection Improvement | - | 124,300 | 649,000 | 462,000 |
| Fairview Rd. / Sunflower Ave. Intersection Improvement | - | - | - | 117,700 |
| Fairview Rd. / Wilson Street Improvements | 300,036 | - | 975,000 | 975,000 |
| Harbor Blvd. / Adams Ave. Intersection Improvement (SARX) | 3,898,200 | - | - | - |
| Harbor Blvd. / Gisler Ave. Intersection Improvements | - | 850,000 | - | - |
| Harbor Blvd. / South Coast Dr. Intersection Improvement | - | - | - | - |
| Harbor Blvd. Widening (Law Court to Sunflower) | 971,500 | - | - | - |
| Harbor Blvd. / Sunflower Ave. Intersection Improvement | - | - | - | - |
| Harbor Blvd. / Victoria St. E/B Right Turn | - | 125,000 | 525,000 | - |
| Harbor Blvd. / Wilson St. Intersection Improvement (2 Phases) | 340,000 | - | - | - |
| Harbor Blvd./ MacArthur - Bus Turnouts | - | - | - | - |
| Hyland Ave. / I-405 NB Ramp & South Coast Drive | - | 50,000 | 100,000 | 535,000 |
| Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) | - | 132,000 | 495,000 | - |
| Main St. / Sunflower Avenue Intersection Improvement | - | - | - | - |
| Newport Blvd. Northbound at Del Mar | - | - | - | 33,550 |
| Newport Blvd. Southbound at Fair Drive | - | - | - | 68,750 |
| Placentia Ave. / Victoria St. E/B Right-Turn Lane | - | - | - | - |
| Red Hill Ave. / Baker St. Intersection Improvement | - | - | - | 90,750 |
| Red Hill Ave. / Paularino Ave. Intersection Improvement | - | - | - | 83,600 |
| SR-55 Frwy. Extension Downgrade Study | - | 220,000 | - | - |
| SR-55 Frwy. N/B / Baker St. Intersection Improvement | - | 47,300 | 277,200 | - |
| SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement | - | - | 83,600 | 382,250 |
| SR-55 Frwy. S/B / Baker St. Intersection Improvement | - | - | 62,700 | 486,200 |
| SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement | - | - | 69,300 | 305,800 |
| West 17th St. Widening (Pomona Ave. to City Limits) | - | 800,000 | - | - |
| Westside Improvements | 250,000 | 250,000 | 500,000 | 500,000 |
| Subtotal Street Improvements | \$ 6,768,236 | \$ 3,514,100 | \$ 4,771,800 | \$ 5,912,600 |
| Street Maintenance | | | | |
| Adams Ave.- Harbor Blvd. To Santa Ana River | \$ - | \$ - | \$ - | \$ - |
| Anton Blvd.- Sakioka Dr. to Avenue of the Arts | - | 358,757 | - | - |
| Baker St. - Bear St. to Bristol | - | 730,105 | - | - |
| Baker St.- Red Hill Ave. to Newport Blvd (NB) | - | 335,160 | - | - |
| Bear St. - from I-405 Fwy to Sunflower Ave. | - | - | - | 550,000 |
| Bristol St. from I-405 to Randolph & South of Bear to Red Hill Ave. | - | 2,099,444 | - | - |
| Citywide Street Improvements | 6,500,000 | 3,800,000 | 4,900,000 | 4,700,000 |
| 1) Red Hill Ave (Paularino Ave to Bristol Ave) (FY 12-13) | | | | |
| 2) Airport Loop Dr (Red Hill Ave to Cul-de-sac)(FY 12-13) | | | | |
| 3) Airway Ave (Clinton Ave to Airport Loop Dr)(FY 12-13) | | | | |
| 4) Baker St (Airway Ave to Newport Blvd N/B)(FY 12-13) | | | | |
| 5) Briggs Ave (Pullman St to Red Hill Ave)(FY 12-13) | | | | |
| 6) Bristol St (Santa Ana Ave to E'Iy City Limits)(FY 12-13) | | | | |
| 7) Clinton Ave (Red Hill Ave to Cul-de-sac)(FY 12-13) | | | | |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 16-17 | FY 17-18 | FY 18-19 | Total |
|---|---------------------|---------------------|---------------------|----------------------|
| TRANSPORTATION | | | | |
| Traveled Ways | | | | |
| Street Improvements | | | | |
| Anton / Sunflower Intersection Improvement | \$ - | \$ - | \$ 350,000 | \$ 608,500 |
| Baker St. / Bear St. Intersection Improvement | - | - | - | 800,000 |
| Bear St. / SR-73 N/B Ramp-2nd left-turn lane | 57,200 | 346,500 | - | 403,700 |
| Bristol St. / Baker St. Intersection Improvement | - | - | - | 962,500 |
| Bristol St. / Sunflower Ave. Intersection Improvement | - | - | - | 1,501,500 |
| Bristol St. Widening - I-405 to Baker St. | 60,500 | 2,145,000 | - | 2,464,000 |
| E. 17th St. / Irvine Avenue Intersection Improvement | 350,000 | - | - | 650,000 |
| E. 17th Street Landscape Enhancement Project | - | - | - | 750,000 |
| Fairview Rd. / Baker Street Intersection Widening | 82,500 | 137,500 | 515,900 | 735,900 |
| Fairview Rd. / South Coast Dr. Intersection Improvement | - | - | - | 1,235,300 |
| Fairview Rd. / Sunflower Ave. Intersection Improvement | 283,800 | 484,000 | - | 885,500 |
| Fairview Rd. / Wilson Street Improvements | - | - | - | 2,250,036 |
| Harbor Blvd. / Adams Ave. Intersection Improvement (SARX) | - | - | 850,000 | 4,748,200 |
| Harbor Blvd. / Gisler Ave. Intersection Improvements | 200,000 | 650,000 | - | 1,700,000 |
| Harbor Blvd. / South Coast Dr. Intersection Improvement | 167,200 | 104,500 | 1,669,800 | 1,941,500 |
| Harbor Blvd. Widening (Law Court to Sunflower) | - | - | - | 971,500 |
| Harbor Blvd. / Sunflower Ave. Intersection Improvement | 150,000 | 250,000 | 450,000 | 850,000 |
| Harbor Blvd. / Victoria St. E/B Right Turn | - | - | - | 650,000 |
| Harbor Blvd. / Wilson St. Intersection Improvement (2 Phases) | - | 100,000 | 300,000 | 740,000 |
| Harbor Blvd./ MacArthur - Bus Turnouts | 66,000 | 330,000 | - | 396,000 |
| Hyland Ave. / I-405 NB Ramp & South Coast Drive | - | - | - | 685,000 |
| Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) | - | - | - | 627,000 |
| Main St. / Sunflower Avenue Intersection Improvement | 200,750 | 292,050 | 479,050 | 971,850 |
| Newport Blvd. Northbound at Del Mar | 207,900 | - | - | 241,450 |
| Newport Blvd. Southbound at Fair Drive | 28,050 | - | 667,700 | 764,500 |
| Placentia Ave. / Victoria St. E/B Right-Turn Lane | 55,550 | 83,600 | 347,050 | 486,200 |
| Red Hill Ave. / Baker St. Intersection Improvement | 694,100 | - | - | 784,850 |
| Red Hill Ave. / Paularino Ave. Intersection Improvement | 502,150 | - | - | 585,750 |
| SR-55 Frwy. Extension Downgrade Study | - | - | - | 220,000 |
| SR-55 Frwy. N/B / Baker St. Intersection Improvement | - | - | - | 324,500 |
| SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement | 382,250 | - | - | 848,100 |
| SR-55 Frwy. S/B / Baker St. Intersection Improvement | - | - | - | 548,900 |
| SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement | - | - | - | 375,100 |
| West 17th St. Widening (Pomona Ave. to City Limits) | - | - | - | 800,000 |
| Westside Improvements | 500,000 | 500,000 | - | 2,500,000 |
| Subtotal Street Improvements | \$ 3,987,950 | \$ 5,423,150 | \$ 5,629,500 | \$ 36,007,336 |
| Street Maintenance | | | | |
| Adams Ave.- Harbor Blvd. To Santa Ana River | \$ 2,877,423 | \$ - | \$ - | \$ 2,877,423 |
| Anton Blvd.- Sakioka Dr. to Avenue of the Arts | - | - | - | 358,757 |
| Baker St. - Bear St. to Bristol | - | - | - | 730,105 |
| Baker St.- Red Hill Ave. to Newport Blvd (NB) | - | - | - | 335,160 |
| Bear St. - from I-405 Fwy to Sunflower Ave. | - | - | - | 550,000 |
| Bristol St. from I-405 to Randolph & South of Bear to Red Hill Ave. | - | - | - | 2,099,444 |
| Citywide Street Improvements | 4,700,000 | 3,000,000 | 3,000,000 | 30,600,000 |
| 1) Red Hill Ave (Paularino Ave to Bristol Ave) (FY 12-13) | | | | |
| 2) Airport Loop Dr (Red Hill Ave to Cul-de-sac)(FY 12-13) | | | | |
| 3) Airway Ave (Clinton Ave to Airport Loop Dr)(FY 12-13) | | | | |
| 4) Baker St (Airway Ave to Newport Blvd N/B)(FY 12-13) | | | | |
| 5) Briggs Ave (Pullman St to Red Hill Ave)(FY 12-13) | | | | |
| 6) Bristol St (Santa Ana Ave to E'ly City Limits)(FY 12-13) | | | | |
| 7) Clinton Ave (Red Hill Ave to Cul-de-sac)(FY 12-13) | | | | |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|---|---------------------|---------------------|---------------------|----------------------|
| 8) Fischer Ave (Airway Ave to Pullman St)(FY 12-13) | | | | |
| 9) Kalmus Dr (Airway Ave to Pullman St)(FY 12-13) | | | | |
| 10) Lear Ave (Red Hill to Ave Airway Ave)(FY 12-13) | | | | |
| 11) McCormick Ave (Pullman St to Airway Ave)(FY 12-13) | | | | |
| 12) Paularino Ave (Airway Ave to Newport Blvd N/B)(FY 12-13) | | | | |
| 13) Pullman Ave (Paularino Ave to Red Hill Ave & Kalmus Rd to Baker St)(FY 12-13) | | | | |
| 14) The Masters Cir (Newport Blvd to Cul-de-sac)(FY 12-13) | | | | |
| Citywide Unimproved Alley Program | - | 1,400,000 | 1,400,000 | 1,400,000 |
| Citywide Unimproved Alley- Fillmore/Garfield (No's 48, 49, & 50) | 830,000 | - | - | - |
| CDBG Alley Improvement- Gisler Ave. (No. 31) | 570,000 | - | - | - |
| Del Mar Ave. - N/B Newport Blvd. To Santa Ana Ave. | - | - | 622,160 | - |
| Fairview Rd. - Adams Ave. to N'ly City Limits | - | - | - | 1,400,000 |
| Fairview Rd. - Arlington Ave. to Wilson St. | - | - | - | 900,000 |
| Harbor Boulevard Improvements | - | 560,000 | 1,000,000 | 1,000,000 |
| Mesa Drive from Newport Blvd. to Santa Ana Ave. | - | - | 290,000 | - |
| Mesa Verde Dr. - Adams Ave. (E) to Harbor Blvd. | - | - | 741,787 | - |
| Orange Ave. - 22nd St. to Del Mar Ave. | - | - | 590,000 | - |
| Santa Ana Ave.- 22nd St. to 23rd St. | - | - | 150,000 | - |
| South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd | - | - | - | 232,927 |
| Victoria St. - Santa Ana River to SR- 55 | - | - | - | - |
| Wilson St - Placentia Ave. to Pomona Ave. | - | - | - | 156,100 |
| 19th St. - Park Ave. to Newport Blvd. | 110,000 | - | - | 300,000 |
| Subtotal Street Maintenance | \$ 8,010,000 | \$ 9,283,466 | \$ 9,693,947 | \$ 10,639,027 |
| Storm Drain Improvements | | | | |
| Pomona Ave/Industrial Wy Water Quality & Storm Drain Design | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 500,000 |
| Brentwood Ave. Storm Drain System | - | - | 793,040 | - |
| Cherry Lake Storm Drain System Phase I, II & III | - | - | - | - |
| Cherry Lake Storm Drain System Phase IV & V | - | - | - | - |
| E. 17th St. Storm Drain System | - | - | - | - |
| W. 18th St. Storm Drain System | - | - | - | 653,490 |
| W. 19th St. Storm Drain System | - | - | - | 823,390 |
| Citywide Storm Drain Improvements | 500,000 | - | - | - |
| Subtotal Storm Drain Improvements | \$ 1,000,000 | \$ 500,000 | \$ 1,293,040 | \$ 1,976,880 |
| Traffic Operations | | | | |
| Adams Ave., Fairview Rd, Harbor Blvd. Signal Coord. (SARX) | \$ - | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| Bear Street Signal Coordination/ Improvements | - | 261,250 | - | - |
| Citywide Traffic Signal Improvements (Hardware) | - | - | - | 250,000 |
| Citywide Safe Routes to School Project | 796,200 | - | - | - |
| Costa Mesa ITS Improvements (Communications, Central Sys. CCTV) | - | 250,000 | 250,000 | 250,000 |
| East 19th St. Safe Routes to School Project | 85,000 | 770,900 | - | - |
| Fairview Rd / Baker St Signal Modifications (SARX) | - | 25,000 | - | - |
| Traffic Signal Installation | - | 180,000 | - | 190,000 |
| Signal System Upgrade- Bristol & Red Hill Ave. | - | 500,000 | - | - |
| Signal System Upgrade- Adams & Paularino | - | 500,000 | 250,000 | - |
| Signal System Upgrade- Harbor Phase II | - | - | - | 500,000 |
| Signal System Upgrade- Newport, Fair, & Wilson | - | - | - | - |
| West 19th St. Pedestrian Improvements | 264,000 | - | - | - |
| West Mesa Verde / Adams Ave Signal Modifications (SARX) | - | 25,000 | - | - |
| Subtotal Traffic Operations | \$ 1,145,200 | \$ 2,537,150 | \$ 525,000 | \$ 1,215,000 |
| Curbs and Sidewalks | | | | |
| Citywide Sidewalk Repair | \$ 100,000 | \$ 100,000 | \$ 290,000 | \$ 300,000 |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 16-17 | FY 17-18 | FY 18-19 | Total |
|--|---------------------|---------------------|---------------------|----------------------|
| 8) Fischer Ave (Airway Ave to Pullman St)(FY 12-13) | | | | |
| 9) Kalmus Dr (Airway Ave to Pullman St)(FY 12-13) | | | | |
| 10) Lear Ave (Red Hill to Ave Airway Ave)(FY 12-13) | | | | |
| 11) McCormick Ave (Pullman St to Airway Ave)(FY 12-13) | | | | |
| 12) Paularino Ave (Airway Ave to Newport Blvd N/B)(FY 12-13) | | | | |
| 13) Pullman Ave (Paularino Ave to Red Hill Ave & Kalmus Rd to Baker St)(FY 12- | | | | |
| 14) The Masters Cir (Newport Blvd to Cul-de-sac)(FY 12-13) | | | | |
| Citywide Unimproved Alley Program | 1,400,000 | 1,400,000 | 1,400,000 | 8,400,000 |
| Citywide Unimproved Alley- Fillmore/Garfield (No's 48, 49, & 50) | - | - | - | 830,000 |
| CDBG Alley Improvement- Gisler Ave. (No. 31) | - | - | - | 570,000 |
| Del Mar Ave. - N/B Newport Blvd. To Santa Ana Ave. | - | - | - | 622,160 |
| Fairview Rd. - Adams Ave. to N'ly City Limits | - | - | - | 1,400,000 |
| Fairview Rd. - Arlington Ave. to Wilson St. | - | - | - | 900,000 |
| Harbor Boulevard Improvements | 1,000,000 | - | - | 3,560,000 |
| Mesa Drive from Newport Blvd. to Santa Ana Ave. | - | - | - | 290,000 |
| Mesa Verde Dr. - Adams Ave. (E) to Harbor Blvd. | - | - | - | 741,787 |
| Orange Ave. - 22nd St. to Del Mar Ave. | - | - | - | 590,000 |
| Santa Ana Ave.- 22nd St. to 23rd St. | - | - | - | 150,000 |
| South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd | - | - | - | 232,927 |
| Victoria St. - Santa Ana River to SR- 55 | - | 2,222,965 | - | 2,222,965 |
| Wilson St - Placentia Ave. to Pomona Ave. | - | - | - | 156,100 |
| 19th St. - Park Ave. to Newport Blvd. | - | - | - | 410,000 |
| Subtotal Street Maintenance | \$ 9,977,423 | \$ 6,622,965 | \$ 4,400,000 | \$ 58,626,828 |
| Storm Drain Improvements | | | | |
| Pomona Ave/Industrial Wy Water Quality & Storm Drain Design | \$ 500,000 | \$ 500,000 | \$ 500,000 | \$ 3,500,000 |
| Brentwood Ave. Storm Drain System | - | - | - | 793,040 |
| Cherry Lake Storm Drain System Phase I, II & III | - | 2,721,600 | - | 2,721,600 |
| Cherry Lake Storm Drain System Phase IV & V | - | - | 2,009,360 | 2,009,360 |
| E. 17th St. Storm Drain System | 1,176,785 | - | - | 1,176,785 |
| W. 18th St. Storm Drain System | - | - | - | 653,490 |
| W. 19th St. Storm Drain System | - | - | - | 823,390 |
| Citywide Storm Drain Improvements | - | - | - | 500,000 |
| Subtotal Storm Drain Improvements | \$ 1,676,785 | \$ 3,221,600 | \$ 2,509,360 | \$ 12,177,665 |
| Traffic Operations | | | | |
| Adams Ave., Fairview Rd, Harbor Blvd. Signal Coord. (SARX) | \$ 25,000 | \$ 25,000 | \$ 25,000 | \$ 150,000 |
| Bear Street Signal Coordination/ Improvements | - | - | - | 261,250 |
| Citywide Traffic Signal Improvements (Hardware) | 250,000 | 250,000 | 250,000 | 1,000,000 |
| Citywide Safe Routes to School Project | - | - | - | 796,200 |
| Costa Mesa ITS Improvements (Communications, Central Sys. CCTV) | 250,000 | 250,000 | 250,000 | 1,500,000 |
| East 19th St. Safe Routes to School Project | - | - | - | 855,900 |
| Fairview Rd / Baker St Signal Modifications (SARX) | - | - | - | 25,000 |
| Traffic Signal Installation | - | 200,000 | - | 570,000 |
| Signal System Upgrade- Bristol & Red Hill Ave. | 500,000 | - | - | 1,000,000 |
| Signal System Upgrade- Adams & Paularino | - | - | - | 750,000 |
| Signal System Upgrade- Harbor Phase II | 250,000 | - | - | 750,000 |
| Signal System Upgrade- Newport, Fair, & Wilson | 250,000 | 500,000 | - | 750,000 |
| West 19th St. Pedestrian Improvements | - | - | - | 264,000 |
| West Mesa Verde / Adams Ave Signal Modifications (SARX) | - | - | - | 25,000 |
| Subtotal Traffic Operations | \$ 1,525,000 | \$ 1,225,000 | \$ 525,000 | \$ 8,697,350 |
| Curbs and Sidewalks | | | | |
| Citywide Sidewalk Repair | \$ 300,000 | \$ - | \$ - | \$ 1,090,000 |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|--------------------------------------|----------------------|----------------------|----------------------|----------------------|
| New Sidewalks / 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 | \$ 500,000 | \$ 500,000 | \$ 690,000 | \$ 700,000 |
| TOTAL TRANSPORTATION | \$ 17,423,436 | \$ 16,334,716 | \$ 16,973,787 | \$ 20,443,507 |

COMMUNITY HEALTH & ENVIRONMENT**Beautification****Parkway and Median Improvements**

| | | | | |
|---|-------------------|---------------------|---------------------|-------------------|
| Harbor Blvd. Beautification Project | \$ 610,000 | \$ - | \$ - | \$ - |
| Harbor Blvd. Median Improvements | - | 1,200,000 | - | - |
| Harbor Blvd. Bike Trail Improvements | 360,000 | - | - | - |
| Gisler Avenue Bike Trail Landscape | - | - | 165,000 | - |
| Neighborhood Entryways | - | - | - | 200,000 |
| Newport Blvd. Landscape - 19th St. to Bristol St. | - | - | 1,000,000 | - |
| Placentia Ave. Median Improvements | - | 1,500,000 | - | - |
| Street Median Improvement Projects | - | - | 250,000 | 250,000 |
| Subtotal Parkway & Median Improvements | \$ 970,000 | \$ 2,700,000 | \$ 1,415,000 | \$ 450,000 |

Park Development

| | | | | |
|---|------------|------------|------------|------------|
| Brentwood Park Improvements | \$ 588,500 | \$ 250,000 | \$ 500,000 | \$ 500,000 |
| Canyon Park - New Restroom | - | - | - | 650,000 |
| Costa Mesa HS Field Design & Construction | 300,000 | - | - | - |
| Davis School Field Design & Construction | - | - | - | - |
| Estancia HS & Parsons School Sports Lighting | - | 400,000 | 1,200,000 | - |
| Fairview Developmental Center Parking Lot Rehabilitation | 90,000 | - | - | - |
| Fairview Developmental Center Sports Complex | - | - | - | 500,000 |
| Fairview Park Amphitheater | - | - | - | 450,000 |
| Fairview Park Improvements | 250,000 | 1,840,000 | 1,840,000 | 1,840,000 |
| Fairview Park Riparian Habitat Phase III | - | - | 500,000 | 1,000,000 |
| Fairview Park - Placentia Ave Connector Trail | 500,000 | - | - | - |
| Fairview Park Downhill Trail Rehabilitation | - | - | 50,000 | 400,000 |
| Gisler Park - New Picnic Shelter | - | - | - | - |
| Harper Park - Expand Park | - | - | - | 1,250,000 |
| Historical Society- Installation of Wrought Iron Fence | 40,000 | - | - | - |
| Heller Park - 2 New Lighted Basketball Courts | - | - | - | - |
| Lindbergh Park - 1 New Half Court Basketball Court | - | - | - | - |
| Lindbergh Park - Expand Park | - | - | - | - |
| Lions Park Improvements | 60,000 | - | - | - |
| Marina View Park - 1 New Half Court Basketball Court | - | - | - | - |
| Moon Park - 1 New Half Court Basketball Court | - | - | - | - |
| Park Monument Signage | - | - | 50,000 | 50,000 |
| Park Security Lighting Replacement | - | - | 400,000 | 400,000 |
| Pinkley Park - 2 New Tennis Courts | - | - | - | - |
| Smallwood Park Playground and Picnic Shelter | - | 200,000 | 500,000 | - |
| Smallwood Park Security Lighting | - | - | 100,000 | - |
| Sports Field Master Plan (CMHS, EHS, TeWinkle, CA, Davis) | - | 2,000,000 | 2,000,000 | 2,000,000 |
| Tanager Park - 2 New Tennis Courts | - | - | - | - |
| TeWinkle & California Schools Field Design & Phase I Construction | - | - | - | 2,500,000 |
| TeWinkle Park - 2 New Half Court Basketball Courts | - | - | - | 150,000 |
| TeWinkle Park - 2 New Tennis Courts | - | - | - | - |
| TeWinkle Park - 2 Sand Volleyball Courts | - | - | - | - |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 16-17 | FY 17-18 | FY 18-19 | Total |
|--------------------------------------|-------------------|-------------------|-------------------|---------------------|
| New Sidewalks / 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 | \$ 700,000 | \$ 400,000 | \$ 400,000 | \$ 3,890,000 |

TOTAL TRANSPORTATION**\$ 17,867,158 \$ 16,892,715 \$ 13,463,860 \$ 119,399,179****COMMUNITY HEALTH & ENVIRONMENT****Beautification****Parkway and Median Improvements**

| | | | | |
|---|-------------------|-------------------|-------------------|---------------------|
| Harbor Blvd. Beautification Project | \$ - | \$ - | \$ - | \$ 610,000 |
| Harbor Blvd. Median Improvements | - | - | - | 1,200,000 |
| Harbor Blvd. Bike Trail Improvements | - | - | - | 360,000 |
| Gisler Avenue Bike Trail Landscape | - | - | - | 165,000 |
| Neighborhood Entryways | 150,000 | 150,000 | 150,000 | 650,000 |
| Newport Blvd. Landscape - 19th St. to Bristol St. | - | - | - | 1,000,000 |
| Placentia Ave. Median Improvements | - | - | - | 1,500,000 |
| Street Median Improvement Projects | 250,000 | 250,000 | - | 1,000,000 |
| Subtotal Parkway & Median Improvements | \$ 400,000 | \$ 400,000 | \$ 150,000 | \$ 6,485,000 |

Park Development

| | | | | |
|---|-----------|-----------|-----------|--------------|
| Brentwood Park Improvements | \$ - | \$ - | \$ - | \$ 1,838,500 |
| Canyon Park - New Restroom | - | - | - | 650,000 |
| Costa Mesa HS Field Design & Construction | 1,500,000 | - | 8,000,000 | 9,800,000 |
| Davis School Field Design & Construction | - | 2,500,000 | - | 2,500,000 |
| Estancia HS & Parsons School Sports Lighting | - | - | - | 1,600,000 |
| Fairview Developmental Center Parking Lot Rehabilitation | - | - | - | 90,000 |
| Fairview Developmental Center Sports Complex | 2,000,000 | 2,000,000 | 1,000,000 | 5,500,000 |
| Fairview Park Amphitheater | - | - | - | 450,000 |
| Fairview Park Improvements | 1,840,000 | 1,590,000 | - | 9,200,000 |
| Fairview Park Riparian Habitat Phase III | 1,000,000 | - | - | 2,500,000 |
| Fairview Park - Placentia Ave Connector Trail | - | - | - | 500,000 |
| Fairview Park Downhill Trail Rehabilitation | - | - | - | 450,000 |
| Gisler Park - New Picnic Shelter | 185,000 | - | - | 185,000 |
| Harper Park - Expand Park | - | - | - | 1,250,000 |
| Historical Society- Installation of Wrought Iron Fence | - | - | - | 40,000 |
| Heller Park - 2 New Lighted Basketball Courts | 275,000 | - | - | 275,000 |
| Lindbergh Park - 1 New Half Court Basketball Court | 75,000 | - | - | 75,000 |
| Lindbergh Park - Expand Park | 1,300,000 | - | - | 1,300,000 |
| Lions Park Improvements | - | - | - | 60,000 |
| Marina View Park - 1 New Half Court Basketball Court | - | 80,000 | - | 80,000 |
| Moon Park - 1 New Half Court Basketball Court | - | 80,000 | - | 80,000 |
| Park Monument Signage | 50,000 | - | - | 150,000 |
| Park Security Lighting Replacement | 400,000 | - | - | 1,200,000 |
| Pinkley Park - 2 New Tennis Courts | 150,000 | - | - | 150,000 |
| Smallwood Park Playground and Picnic Shelter | - | - | - | 700,000 |
| Smallwood Park Security Lighting | - | - | - | 100,000 |
| Sports Field Master Plan (CMHS, EHS, TeWinkle, CA, Davis) | 2,000,000 | 2,000,000 | - | 10,000,000 |
| Tanager Park - 2 New Tennis Courts | - | 150,000 | - | 150,000 |
| TeWinkle & California Schools Field Design & Phase I Construction | 2,700,000 | 2,800,000 | 1,500,000 | 9,500,000 |
| TeWinkle Park - 2 New Half Court Basketball Courts | - | - | - | 150,000 |
| TeWinkle Park - 2 New Tennis Courts | - | 150,000 | - | 150,000 |
| TeWinkle Park - 2 Sand Volleyball Courts | - | - | 150,000 | 150,000 |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|--|---------------------|---------------------|---------------------|----------------------|
| TeWinkle Park - Drainage Swale - North Boundary | - | - | - | 400,000 |
| TeWinkle Park - Landscape Buffer North Boundary | - | - | - | 300,000 |
| TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr. | - | - | - | 250,000 |
| TeWinkle Park - New Restroom - Lake Area | - | - | - | - |
| TeWinkle Park - New Tot Lot East of Junipero Dr. | - | - | - | - |
| TeWinkle Park - Presidio Square Restroom Demolition | - | - | - | - |
| Vista Park - Picnic Shelter | - | - | - | - |
| Wakeham Park - 2 New Tennis Courts | - | - | - | - |
| Youth Sports- Costa Mesa United | - | 100,000 | 100,000 | 100,000 |
| Subtotal Park Improvements | \$ 1,828,500 | \$ 4,790,000 | \$ 7,240,000 | \$ 12,740,000 |

Park Maintenance

| | | | | |
|---|-------------------|-------------------|-------------------|-------------------|
| Del Mesa Park - Replace Shelter | \$ 65,000 | \$ - | \$ - | \$ - |
| Del Mesa Park - Replace Walkway Lights | - | 45,000 | - | - |
| Gisler Park - Replace Concrete Service Walkway | - | - | 75,000 | - |
| Gisler Park - Add Shelter | - | 65,000 | - | - |
| Heller Park - New Shelter Near Tot Lot | - | - | - | 40,000 |
| Heller Park - Replace Security Lighting | - | - | 125,000 | - |
| Heller Park- Replace Existing Restroom w/Pre-Fabricated | - | - | 200,000 | - |
| Lions Park - Shelter Replace Roof & Repair Water Damage | - | 30,000 | - | - |
| Lions Park - Shelter Replace Walkway Lighting | - | 60,000 | - | - |
| Pinkley Park - Replace Existing Playground Equipment | - | 65,000 | - | - |
| Shiffer Park - Replace Walkway Lighting | - | - | 25,000 | - |
| Shiffer Park - Replace Playground Equipment (2 Areas) | - | - | - | - |
| TeWinkle Park Lake- Installation of Isolation Valves | 30,000 | - | - | - |
| TeWinkle Park- Installation of Walkway Lighting (East & West) | - | - | - | 135,000 |
| TeWinkle Park- Concrete Walkway Replacement | - | 106,000 | - | - |
| TeWinkle Park Lake- Rehabilitation of Lake Pump System | - | - | - | - |
| Vista Park- New Shelter (Master Plan) | - | - | - | 70,000 |
| Vista Park- Installation of Perimeter Trail Fence | - | - | 30,000 | - |
| Wakeham Park - Tot- Lot Renovation Project | - | 110,000 | - | - |
| Wakeham Park - Replace Playground Equipment & Surface | - | 30,000 | - | - |
| Wakeham Park- Remove & Reconstruct Telephone Perimeter | - | 50,000 | - | - |
| Wilson Park - Replace Existing Restroom w/Pre-Fabricated | - | - | 200,000 | - |
| Wilson Park - Replace Picnic Shelter | 60,000 | - | - | - |
| Concrete Walkway Replacement - Various Locations | 50,000 | 75,000 | 75,000 | 75,000 |
| Various Vacant Tree Sites- Installments of 300 Trees | - | 35,000 | 35,000 | 35,000 |
| Resurface Parking Lots - Various Parks | - | 25,000 | 25,000 | 25,000 |
| Subtotal Park Maintenance | \$ 205,000 | \$ 696,000 | \$ 790,000 | \$ 380,000 |

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

\$ 3,003,500 \$ 8,236,000 \$ 9,495,000 \$ 13,620,000

LEISURE & COMMUNITY SERVICES**Community Programs**

| | | | | |
|--|------------------|------------------|------------------|-------------|
| Construct Soccer Field | \$ - | \$ - | \$ - | \$ - |
| Recreation Use Concept Plans, Various Properties | 50,000 | 50,000 | 50,000 | - |
| Subtotal Community Programs | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ - |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 16-17 | FY 17-18 | FY 18-19 | Total |
|--|----------------------|----------------------|----------------------|----------------------|
| TeWinkle Park - Drainage Swale - North Boundary | - | - | - | 400,000 |
| TeWinkle Park - Landscape Buffer North Boundary | - | - | - | 300,000 |
| TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr. | - | - | - | 250,000 |
| 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 |
| Vista Park - Picnic Shelter | - | 165,000 | - | 165,000 |
| Wakeham Park - 2 New Tennis Courts | 150,000 | - | - | 150,000 |
| Youth Sports- Costa Mesa United | 100,000 | 100,000 | - | 500,000 |
| Subtotal Park Improvements | \$ 14,475,000 | \$ 12,265,000 | \$ 10,650,000 | \$ 63,988,500 |

Park Maintenance

| | | | | |
|---|-------------------|------------------|------------------|---------------------|
| Del Mesa Park - Replace Shelter | \$ - | \$ - | \$ - | \$ 65,000 |
| Del Mesa Park - Replace Walkway Lights | - | - | - | 45,000 |
| Gisler Park - Replace Concrete Service Walkway | - | - | - | 75,000 |
| Gisler Park - Add Shelter | - | - | - | 65,000 |
| Heller Park - New Shelter Near Tot Lot | - | - | - | 40,000 |
| Heller Park - Replace Security Lighting | - | - | - | 125,000 |
| Heller Park- Replace Existing Restroom w/Pre-Fabricated | - | - | - | 200,000 |
| Lions Park - Shelter Replace Roof & Repair Water Damage | - | - | - | 30,000 |
| Lions Park - Shelter Replace Walkway Lighting | - | - | - | 60,000 |
| Pinkley Park - Replace Existing Playground Equipment | - | - | - | 65,000 |
| Shiffer Park - Replace Walkway Lighting | - | - | - | 25,000 |
| Shiffer Park - Replace Playground Equipment (2 Areas) | 175,000 | - | - | 175,000 |
| TeWinkle Park Lake- Installation of Isolation Valves | - | - | - | 30,000 |
| TeWinkle Park- Installation of Walkway Lighting (East & West) | - | - | - | 135,000 |
| TeWinkle Park- Concrete Walkway Replacement | - | - | - | 106,000 |
| TeWinkle Park Lake- Rehabilitation of Lake Pump System | 55,000 | - | - | 55,000 |
| Vista Park- New Shelter (Master Plan) | - | - | - | 70,000 |
| Vista Park- Installation of Perimeter Trail Fence | - | - | - | 30,000 |
| Wakeham Park - Tot- Lot Renovation Project | - | - | - | 110,000 |
| Wakeham Park - Replace Playground Equipment & Surface | - | - | - | 30,000 |
| Wakeham Park- Remove & Reconstruct Telephone Perimeter | - | - | - | 50,000 |
| Wilson Park - Replace Existing Restroom w/Pre-Fabricated | - | - | - | 200,000 |
| Wilson Park - Replace Picnic Shelter | - | - | - | 60,000 |
| Concrete Walkway Replacement - Various Locations | - | - | - | 275,000 |
| Various Vacant Tree Sites- Installments of 300 Trees | 35,000 | 35,000 | 35,000 | 210,000 |
| Resurface Parking Lots - Various Parks | 25,000 | - | - | 100,000 |
| Subtotal Park Maintenance | \$ 290,000 | \$ 35,000 | \$ 35,000 | \$ 2,431,000 |

Sanitation**Water Quality**

| | | | | |
|--|------------------|------------------|------------------|-------------------|
| NPDES Best Management Practices Implementation | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 300,000 |
| Subtotal Water Quality | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ 300,000 |

TOTAL COMMUNITY HEALTH & ENVIRONMENT

\$ 15,215,000 \$ 12,750,000 \$ 10,885,000 \$ 73,204,500

LEISURE & COMMUNITY SERVICES**Community Programs**

| | | | | |
|--|-------------|---------------------|-------------|---------------------|
| Construct Soccer Field | \$ - | \$ 1,000,000 | \$ - | \$ 1,000,000 |
| Recreation Use Concept Plans, Various Properties | - | - | - | 150,000 |
| Subtotal Community Programs | \$ - | \$ 1,000,000 | \$ - | \$ 1,150,000 |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|--|------------------|------------------|------------------|-----------------|
| TOTAL LEISURE & COMMUNITY SERVICES | \$ 50,000 | \$ 50,000 | \$ 50,000 | \$ - |
| GENERAL GOVERNMENT SUPPORT | | | | |
| Facilities Maintenance | | | | |
| Balearic Center - ADA Upgrades (Exterior Restrooms) | \$ - | \$ - | \$ - | \$ 150,000 |
| Balearic Center - Electrical Service Distribution | 45,000 | - | - | - |
| Balearic Center - Exterior Doors | - | - | - | - |
| Balearic Center - Exterior Windows | - | - | - | 40,000 |
| Balearic Center - Fire Protection Sprinklers | - | - | - | - |
| Balearic Center - HVAC Unit - Heating Furnace | - | - | 60,000 | - |
| City Hall - HVAC Cooling & Generating System | - | - | 550,000 | - |
| City Hall - Paint Exterior | - | - | - | - |
| City Hall - Replace Roof on Exterior Walkway Canopy | - | - | - | - |
| City Hall - Wall Finishes / Carpet Finishes (1 floor per year) | - | 125,000 | 130,000 | 135,000 |
| City Hall - Remodel Front Lobby | - | 120,000 | - | - |
| City Hall - Curtain Walls Double Pane Glass (1 floor per year) | - | - | 125,000 | 130,000 |
| City Hall - Water Distribution System | - | - | - | 85,000 |
| Civic Center - Paint Exterior of canopy | - | - | - | - |
| Communications - City EOC & Property Evidence Building | - | 450,000 | 1,000,000 | 1,000,000 |
| Communications - Floor Finishes & Carpet | - | - | - | - |
| Communications- Rehabilitate Parking Lot | - | 30,000 | - | - |
| Communications - Exterior Paint & Abatement | - | - | - | 30,000 |
| Corp Yard - Automate Front Gate/Security System | - | - | 45,000 | - |
| Corp Yard Fleet - Emergency Generator | - | - | 90,000 | - |
| 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 | - | - | - | - |
| Corp Yard Fleet - Connect Clarifier to sewer (NPDES) | 35,000 | - | - | - |
| Corp Yard - Paint Exterior | - | - | - | - |
| Corp Yard - Replace Failed Concrete NPDES | - | - | 125,000 | - |
| Corp Yard Fleet - CNG Fastfill | - | 150,000 | - | - |
| Corp Yard Fleet - Communications & Security | - | - | - | - |
| Corp Yard Fleet - Domestic Water Distribution | - | - | - | 33,000 |
| Corp Yard Fleet - Electrical Svc./Distribution | - | - | - | - |
| Corp Yard Fleet - Lighting & Branch Wiring | - | - | - | 95,000 |
| Corp Yard Warehouse - Exterior Doors (2 out of 8 doors per year) | - | - | 30,000 | 30,000 |
| Costa Mesa Tennis Center - Floor Finishes | - | - | - | 30,000 |
| Costa Mesa Tennis Center - Master Plan Improvements | - | - | - | - |
| 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 | - |
| Costa Mesa Tennis Center - Roof | - | - | - | - |
| Donald Dungan Library Improvements | 100,000 | - | - | - |
| Downtown Recreation Center - Repair Pool Deck | - | - | 50,000 | - |
| Downtown Recreation Center - Wall Finishes (Phase 1) | - | - | - | 35,000 |
| Downtown Recreation Center - Wall Finishes (Phase 2) | - | - | - | 30,000 |
| Fire Station #1 - Replace HVAC & Underground Duct | - | - | - | - |
| Fire Station #2 - Communications and Security | - | - | - | - |
| Fire Station #2 - Electrical Service Distribution | - | - | - | - |
| Fire Station #2 - Exterior Doors and Windows | - | - | - | 45,000 |
| Fire Station #2 - Lighting and Branch Wiring | - | - | - | - |
| 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 | - | - |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 16-17 | FY 17-18 | FY 18-19 | Total |
|---|-----------------|---------------------|-----------------|---------------------|
| TOTAL LEISURE & COMMUNITY SERVICES | \$ - | \$ 1,000,000 | \$ - | \$ 1,150,000 |

GENERAL GOVERNMENT SUPPORT**Facilities Maintenance**

| | | | | |
|--|-----------|---------|---------|------------|
| Balearic Center - ADA Upgrades (Exterior Restrooms) | \$ - | \$ - | \$ - | \$ 150,000 |
| Balearic Center - Electrical Service Distribution | - | - | - | 45,000 |
| Balearic Center - Exterior Doors | 10,000 | - | - | 10,000 |
| Balearic Center - Exterior Windows | - | - | - | 40,000 |
| Balearic Center - Fire Protection Sprinklers | 120,000 | - | - | 120,000 |
| Balearic Center - HVAC Unit - Heating Furnace | - | - | - | 60,000 |
| City Hall - HVAC Cooling & Generating System | - | - | - | 550,000 |
| City Hall - Paint Exterior | 120,000 | - | - | 120,000 |
| City Hall - Replace Roof on Exterior Walkway Canopy | - | 95,000 | - | 95,000 |
| City Hall - Wall Finishes / Carpet Finishes (1 floor per year) | 140,000 | - | - | 530,000 |
| City Hall - Remodel Front Lobby | - | - | - | 120,000 |
| City Hall - Curtain Walls Double Pane Glass (1 floor per year) | 135,000 | 140,000 | 145,000 | 675,000 |
| City Hall - Water Distribution System | - | - | - | 85,000 |
| Civic Center - Paint Exterior of canopy | - | - | 45,000 | 45,000 |
| Communications - City EOC & Property Evidence Building | 1,000,000 | - | - | 3,450,000 |
| Communications - Floor Finishes & Carpet | 50,000 | - | - | 50,000 |
| Communications- Rehabilitate Parking Lot | - | - | - | 30,000 |
| Communications - Exterior Paint & Abatement | - | - | - | 30,000 |
| Corp Yard - Automate Front Gate/Security System | - | - | - | 45,000 |
| Corp Yard Fleet - Emergency Generator | - | - | - | 90,000 |
| 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 | - | - | 185,000 |
| Corp Yard Fleet - Connect Clarifier to sewer (NPDES) | - | - | - | 35,000 |
| Corp Yard - Paint Exterior | - | - | 80,000 | 80,000 |
| Corp Yard - Replace Failed Concrete NPDES | - | - | - | 125,000 |
| Corp Yard Fleet - CNG Fastfill | - | - | - | 150,000 |
| Corp Yard Fleet - Communications & Security | - | 180,000 | - | 180,000 |
| Corp Yard Fleet - Domestic Water Distribution | - | - | - | 33,000 |
| Corp Yard Fleet - Electrical Svc./Distribution | 43,000 | - | - | 43,000 |
| Corp Yard Fleet - Lighting & Branch Wiring | - | - | - | 95,000 |
| Corp Yard Warehouse - Exterior Doors (2 out of 8 doors per year) | 30,000 | - | - | 90,000 |
| Costa Mesa Tennis Center - Floor Finishes | - | - | - | 30,000 |
| Costa Mesa Tennis Center - Master Plan Improvements | 30,000 | - | - | 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 |
| Costa Mesa Tennis Center - Roof | - | - | 45,000 | 45,000 |
| Donald Dungan Library Improvements | - | - | - | 100,000 |
| Downtown Recreation Center - Repair Pool Deck | - | - | - | 50,000 |
| Downtown Recreation Center - Wall Finishes (Phase 1) | - | - | - | 35,000 |
| Downtown Recreation Center - Wall Finishes (Phase 2) | 20,000 | - | - | 50,000 |
| Fire Station #1 - Replace HVAC & Underground Duct | - | - | 50,000 | 50,000 |
| Fire Station #2 - Communications and Security | 30,000 | - | - | 30,000 |
| Fire Station #2 - Electrical Service Distribution | - | 35,000 | - | 35,000 |
| Fire Station #2 - Exterior Doors and Windows | - | - | - | 45,000 |
| Fire Station #2 - Lighting and Branch Wiring | 75,000 | - | - | 75,000 |
| 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 |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 |
|--|----------------------|----------------------|----------------------|----------------------|
| Fire Station #4 - Domestic Water Distribution | - | - | - | 32,000 |
| Fire Station #4 - Electrical Service/ Distribution | - | - | - | - |
| Fire Station #4 - Exterior Doors | - | - | - | - |
| Fire Station #4 - Plumbing Fixtures | - | - | - | - |
| Fire Station #4 - Repair Concrete Damage at Fire Tower | - | - | - | 85,000 |
| Fire Station #4 - Replace/Relocate Stationary Generator | - | 50,000 | - | - |
| Fire Station #5 - Rehabilitate Rear Parking Lot | - | 30,000 | - | - |
| Fire Station #5 - Exterior Doors | - | - | - | - |
| Fire Station #5 - Exterior Windows | - | - | - | - |
| Fire Station #6 - Remove UST/Install Above-Ground Tank | - | - | - | - |
| Gisler Park -Replace Concrete Service Walkway | - | 35,000 | - | - |
| Heller Park - New Shelter Near Tot-Lot | - | 50,000 | - | - |
| Lions Park - Davis Bleacher Bldg - Paint and Repair Interior | - | 31,000 | - | - |
| Lions Park Shelter - Replace Walkway Lighting | - | 60,000 | - | - |
| Mesa Verde Library - Interior Paint & Carpet | 50,000 | - | - | - |
| Mesa Verde Library - Plumbing Fixtures | - | - | 29,000 | - |
| Neighborhood Comm Ctr - Replace Carpet | - | - | 60,000 | - |
| Neighborhood Comm Ctr - Wall Finishes | - | - | - | 30,000 |
| Neighborhood Comm Ctr - Replace 2 HVAC Units | - | - | - | - |
| New Corporation Yard - Wall Finishes | - | - | - | - |
| Pinkley Park - Add Age Appropriate Playground Equip/Swing | - | - | 50,000 | - |
| Police Station - Remove Heliport UST | - | 50,000 | - | - |
| Police Station - Replace Backup Generator/Remove UST & Install Above Ground Tank | - | 600,000 | - | - |
| Police Station - Exterior Windows | - | - | - | 80,000 |
| Police Substation - Interior Floor Finishes | - | - | - | - |
| Police Substation - Interior Wall Finishes | - | - | - | - |
| Police Substation - Plumbing Fixtures | - | - | - | - |
| Vacant Tree Sites | - | 76,500 | 76,500 | 76,500 |
| Various Parks - Resurface Parking Lots | - | 25,000 | 25,000 | 25,000 |
| Wakeham Park - Replace Playground Equipment | - | - | 50,000 | - |
| Wilson Park - Replace Existing Shelter and Concrete | - | 50,000 | - | - |
| TOTAL GENERAL GOVERNMENT SUPPORT | \$ 230,000 | \$ 1,977,500 | \$ 2,905,500 | \$ 2,621,500 |
| GRAND TOTAL | \$ 20,706,936 | \$ 26,598,216 | \$ 29,424,287 | \$ 36,685,007 |

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2012-2013 through FISCAL YEAR 2018-2019

MAJOR SERVICE CATEGORY

| PROGRAM / Project Description | FY 16-17 | FY 17-18 | FY 18-19 | Total |
|--|----------------------|----------------------|----------------------|-----------------------|
| Fire Station #4 - Domestic Water Distribution | - | - | - | 32,000 |
| Fire Station #4 - Electrical Service/ Distribution | - | 75,000 | - | 75,000 |
| Fire Station #4 - Exterior Doors | - | - | 35,000 | 35,000 |
| Fire Station #4 - Plumbing Fixtures | 30,000 | - | - | 30,000 |
| Fire Station #4 - Repair Concrete Damage at Fire Tower | - | - | - | 85,000 |
| Fire Station #4 - Replace/Relocate Stationary Generator | - | - | - | 50,000 |
| Fire Station #5 - Rehabilitate Rear Parking Lot | - | - | - | 30,000 |
| Fire Station #5 - Exterior Doors | - | 25,000 | - | 25,000 |
| Fire Station #5 - Exterior Windows | - | - | 35,000 | 35,000 |
| Fire Station #6 - Remove UST/Install Above-Ground Tank | 180,000 | - | - | 180,000 |
| Gisler Park -Replace Concrete Service Walkway | - | - | - | 35,000 |
| Heller Park - New Shelter Near Tot-Lot | - | - | - | 50,000 |
| Lions Park - Davis Bleacher Bldg - Paint and Repair Interior | - | - | - | 31,000 |
| Lions Park Shelter - Replace Walkway Lighting | - | - | - | 60,000 |
| Mesa Verde Library - Interior Paint & Carpet | - | - | - | 50,000 |
| Mesa Verde Library - Plumbing Fixtures | - | - | - | 29,000 |
| Neighborhood Comm Ctr - Replace Carpet | - | - | - | 60,000 |
| Neighborhood Comm Ctr - Wall Finishes | - | - | - | 30,000 |
| Neighborhood Comm Ctr - Replace 2 HVAC Units | 75,000 | - | - | 75,000 |
| New Corporation Yard - Wall Finishes | - | 22,000 | - | 22,000 |
| Pinkley Park - Add Age Appropriate Playground Equip/Swing | - | - | - | 50,000 |
| Police Station - Remove Heliport UST | - | - | - | 50,000 |
| Police Station - Replace Backup Generator/Remove UST & Install Above Ground Tank | - | - | - | 600,000 |
| Police Station - Exterior Windows | - | - | - | 80,000 |
| Police Substation - Interior Floor Finishes | 80,000 | - | - | 80,000 |
| Police Substation - Interior Wall Finishes | - | 40,000 | - | 40,000 |
| Police Substation - Plumbing Fixtures | - | - | 45,000 | 45,000 |
| Vacant Tree Sites | 76,500 | 76,500 | 76,500 | 459,000 |
| Various Parks - Resurface Parking Lots | 25,000 | - | - | 100,000 |
| Wakeham Park - Replace Playground Equipment | - | - | - | 50,000 |
| Wilson Park - Replace Existing Shelter and Concrete | - | - | - | 50,000 |
| TOTAL GENERAL GOVERNMENT SUPPORT | \$ 2,454,500 | \$ 688,500 | \$ 556,500 | \$ 11,434,000 |
| GRAND TOTAL | \$ 35,536,658 | \$ 31,331,215 | \$ 24,905,360 | \$ 205,187,679 |





FIVE YEAR FINANCIAL FORECAST



CITY COUNCIL STUDY SESSION REPORT

MEETING DATE: JANUARY 31, 2012

ITEM NUMBER:

SUBJECT: FIVE YEAR FINANCIAL FORECAST AND CAPITAL REINVESTMENT STRATEGY

DATE: JANUARY 27, 2012

FROM: FINANCE DEPARTMENT /FINANCIAL PLANNING DIVISION

PRESENTATION BY: BOBBY YOUNG, FINANCE & I.T. DIRECTOR

**FOR FURTHER INFORMATION CONTACT: BOBBY YOUNG, FINANCE & I.T. DIRECTOR
(714) 754-5243**

RECOMMENDED ACTION

It is recommended the City Council discuss the City's Five Year Financial Forecast and Capital Reinvestment Strategy and provide comments/suggestions about future priorities.

BACKGROUND

During the recent decline in the economy, the City's financial position changed. Over the last few years, the City's revenues have declined forcing the City to take necessary actions to reduce expenditures. As part of reducing expenditures, among other things, it was determined to delay: purchasing or replacing equipment, repairs and maintenance to facilities, and funding reserves. Unfortunately, while reducing staffing costs, the City also used fund balance or reserves in the amount of approximately \$33 million.

Recently, City Council has expressed a desire to determine, financially, what the next five years (FY 12-13 thru FY 16-17) look like for the City's General Fund. The City has not had a comprehensive five year financial forecast to provide such information, therefore staff has developed one. Staff created this five year financial forecast using most of the City's own tools for developing the annual budget, both revenues and expenditures.

At this time, this forecast is based on assumptions and is intended to be a tool to help: 1.) project what future year's budget might be; 2.) demonstrate how decisions in the current year may impact the financial future of the City; and 3.) allow City Council to discuss and determine future priorities based upon available resources. City Council has expressed a desire to contribute more General Fund monies to capital improvements and therefore the 5-year forecast may allow for even more clarification of priorities under the capital improvements topic (Streets, Alleys, Sidewalks, etc).

ANALYSIS

For revenues, staff compiled about 10 years of historical data at the individual account level. This historical information is very important when determining future forecasting. Having such data helps determine if a revenue account is relatively flat (Business License Tax), increasing at consistent rate (some fee and charges), or fluctuating with current market

conditions from year to year (Sales Tax and Property Tax). Using this data, staff was able to then summarize into two line items – Total Revenue and Total Other Financing Sources (Transfers In). These two items can be seen in historical CAFR's and therefore allows for easy year to year comparison/verification.

For expenditures, staff also compiled about 10 years of historical data at the department/division individual account level. Using this detail, staff was able to summarize the information into the major categories of Salaries and Benefits (S&B), Maintenance & Operations (M&O), Fixed Assets and Transfers Out, as well as have year over year data at the individual account level. Establishing a database at this level allows for maximum analysis and the ability to forecast certain line item data at the department/division level, similar to the annual budget.

Since salaries and benefits are a large part of the overall expenditure forecast, staff created the necessary database to forecast these future costs at the position level. Currently, staff uses a similar database for the annual budget, which includes current salary information, applicable step/merit increases, other compensation rates/amounts, PERS rates (for a given year), medical/flex bucket amounts and Medicare contributions. While having this data for one year, staff extrapolated the same database for each of the five years to forecast. Having such a database, has allowed staff to more accurately forecast salary and benefit costs, especially with variables like PERS rates and salary increases.

This salary and benefit information feeds into the department/division line item database to be combined with any M&O account analysis. Maintenance and operations account analysis is very similar to that of revenues. Having historical data helps when determining if individual accounts remain flat (office supplies and debt service), increase at a consistent rate (utility costs – water, gas, electric), or fluctuate with current conditions or needs (building modifications and fixed asset purchases). Staff reviewed current funding levels for each department/division line item and forecasted each according to the type of account.

Assumptions:

As with any forecast, making assumptions about future conditions is very important. For the City, assumptions need to be made for both revenues and expenditures.

Revenues: At this time, staff determined there were 4 main revenue sources that would require an assumption be made, Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building/Electrical/Plumbing Permits. In the future, it may be necessary to incorporate additional accounts in the forecast to provide more detailed analysis. With most of the assumptions, trying to eliminate year to year fluctuations while forecasting, staff determined it was prudent to assume an average rate.

Sales Tax – the current sales tax assumption is an increase of 3% per year. Staff recognizes that current market conditions are more favorable than previous years and that those conditions may level off and then continue. Using a 3% average could allow for a 6% increase in one year and a 0% increase the following. The average for those two would be 3%.

Property Tax – the current property tax assumption is an increase of 3% per year. A portion of the property tax base has been restricted by Prop 13, which establishes a maximum annual assessment increase to 2% (CPI Adjustment Factor). Therefore, even though market values are leveling, these properties may still increase annually by the CPI adjustment factor until they are assessed at the market value.

Another aspect of property taxes is, with the continued decline of property values, the County Assessor reduced the assessed value of many properties. In the future, when the market value increases, these properties can be assessed in excess of the CPI adjustment factor (2% maximum) until they return to the Prop 13 assessed maximum value. Should this occur, property tax revenue will increase in excess of normal inflationary factors.

Transient Occupancy Tax (TOT) – the current TOT assumption is an increase of 2% in 2012-13, 2.5% in 2013-14, and 3% the remaining years. The rate increase from 2010-11 is fully implemented and staff is including a slight increase as the economy begins to stabilize. Also the business sector may begin to increase from where it currently is and Costa Mesa will benefit by being in Central Orange County and its proximity to the airport.

Building/Electrical/Plumbing Permits – the current permit assumption is an increase of 2.5% in 2012-13, 3.0% in 2013-14, and 2% the remaining years. It is anticipated by many economists that the building industry will be increasing in the next couple of years for both housing and business development. While Costa Mesa is fairly built out for new development, the City is starting to see more redevelopment of current properties. Staff reducing this increase in future years is a conservative reduction.

For all other revenue line items staff used historical trends to help determine changes (increases or no change) from year to year.

Expenditures: At this time, staff determined there were 2 main expenditure attributes that would require assumptions: salary increases and PERS rates. Since greater than 70% of the City's budget is salary and benefits, staff felt it important to focus on those aspects at this time. Staff recognizes both attributes could change as part of the negotiation/contract process, so both are viewed more conservatively as to not influence that process.

For both assumptions there are 3 categories – Miscellaneous, Police and Fire. Miscellaneous should be considered all non-sworn full time personnel. Police and Fire are the sworn personnel in each of those departments.

Salary Increases – City staff have not received salary increases since the 2008-09 fiscal year.

The current salary increase assumption for the Miscellaneous personnel is 0% until 2014-15, then 2% the remaining two years. The current employment contract is effective until 2013. Given current employment market conditions and the length of the current employment contract, staff is not forecasting a salary adjustment for three years. Staff has included a 2% salary increase in the final two years of the forecast as it may be more probable some adjustment would take place in the future.

The current salary increase assumption for sworn Police personnel is 0% until 2014-15, then 2% the remaining 2 years. This is based on the current employment contract that states if the City's top 3 revenues have increased to previous all time highs (FY 07-08) then a minimum 2% increase would be required. At this time, the current forecast does not meet this requirement; therefore staff is not including a salary increase until 2015-16.

The current salary increase assumption for sworn Fire personnel is 0% in 2012-13 the 2% the remaining 4 years. This is based on the current employment contract that states the requirement by the City not to adjust salaries until September 2013. Therefore starting in FY 2013-14 staff has forecasted a 2% increase and assumed the same each year after.

PERS Rate Increases – Staff based the forecast using the most recent PERS rates received from PERS in December 2011. They are displayed as the total PERS rate (including both the Employee and Employer rates).

For calculating the forecasted cost, staff has separated the two as it normally does for the annual budget, and only taken into account the City's net cost (excluding the amounts paid by employees).

The forecasted rates for Miscellaneous are as follows:

| FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 |
|----------|----------|----------|----------|----------|
| 29.803% | 30.126% | 30.440% | 30.740% | 31.026% |

The forecasted rates above were received directly from PERS and include both the employee (8%) and employer portions. These rates do not take into account the amounts currently contributed by employees. Per the current agreement with CMCEA, the current 4% contribution by employees will expire in March 2013. The forecast assumes this contribution will not continue.

The forecasted rates for Police are as follows:

| FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 |
|----------|----------|----------|----------|----------|
| 45.286% | 45.484% | 45.675% | 45.852% | 46.015% |

The forecasted rates above were received directly from PERS and include both the employee (9%) and employer portions. These rates do not take into account the amounts currently contributed by employees. Per the current agreement with CMPOA/CPMA, the current 5% contribution by employees will expire in March 2014. The forecast assumes this contribution will not continue.

The forecasted rates for Fire are as follows:

| FY 12-13 | FY 13-14 | FY 14-15 | FY 15-16 | FY 16-17 |
|----------|----------|----------|----------|----------|
| 48.428% | 48.9% | 49.3% | 49.7% | 50.1% |

The forecasted rates above were received directly from PERS and include both the employee (9%) and employer portions. These rates do not take into account the amounts currently contributed by employees. Per the current agreement with CMFA, the current contribution by employees is 1%. The current contract will expire in June 2014. However per the agreement with CMFMA, the current contribution is 6%, which expires in March 2015. The forecast assumes this contribution will not continue when contracts expire.

For all other expenditure items, staff also used historical costs to help determine changes (increases or no change) from year to year. Certain items that are based on current rates (utilities and insurance), staff included annual increase amounts and will continue to determine if included amounts are reasonable. For other more controllable line items (office supplies, furniture, equipment), staff forecasted flat using current proposed budgeted amounts.

Preliminary Forecast Results:

Given these assumptions, staff was able to forecast the fiscal years 2012-13 thru 2016-17 (five fiscal years) and determine if the City would have a positive or negative change in fund balance (difference between revenues and expenditures) from year to year. It appears that if the City is able to control expenditures while the revenues increase, each forecasted year shows a positive change (excess) in fund balance or more revenues than expenditures (as shown on Attachment 1). Staff then began drafting a list of current and future year initiatives (as shown on Attachment 2) to use as an example of how or where excess fund balance can be prioritized.

Priorities include the replenishment of fund balance for both the General Fund and the Equipment Replacement Fund. Also, based on City Council's desire to begin reinvestment in Capital Infrastructure with General Fund monies, staff created line items (#3 - #9, #12) including: Building Modification/Park Maintenance, Park Improvements, Streets, Alleys, Sidewalks, IT (Information Technology/Computer) Upgrades and Website Design. Items #10 – 11 and #13 – 20 are other initiatives staff wanted to include to track and determine City Council's desire to fund them in the future. The last item #21 is for Budget Contingencies and at this point is a balancing amount to account for all available funds. A description of the items has been included as Attachment 3 to help provide City Council and the public with some general information of each.

Staff has included funding amounts on Attachment 2 as an example and should be viewed as a starting point for City Council to establish funding priorities for future initiatives. Staff also recognizes more information may be necessary to properly set funding levels and will do so when provided that direction.

ALTERNATIVES CONSIDERED

Staff has not considered any alternatives at this time.

FISCAL REVIEW

There is no fiscal impact to the Five Year Financial Forecast.

LEGAL REVIEW

There is no legal review necessary at this time.

CONCLUSION

Recently, City Council has expressed a desire to determine, financially, what the next five years (FY 12-13 thru FY 16-17) look like for the City's General Fund. The City has not had a comprehensive five year financial forecast to provide such information, therefore staff has developed one. Staff created this five year financial forecast using most of the City's own tools for developing the annual budget, both revenues and expenditures.

At this time, this forecast is based on preliminary assumptions and is intended to be a tool to help 1.) project what future year's budget might be, 2.) demonstrate how decisions in the current year may impact the financial future of the City, and 3.) allow City Council to discuss and determine future priorities based upon available resources. City Council has expressed a desire to contribute more General Fund monies to capital improvements and therefore the 5-year forecast may allow for even more clarification of priorities under the capital improvements topic (Streets, Alleys, Sidewalks, etc).

BOBBY YOUNG
Finance & I.T. Director

DAN BAKER
Management Analyst

Attachment(s): 1 – Total Revenues, Expenditures and Net Fund Balance
2 – Current and Future Year Initiatives
3 – Current and Future Year Initiatives Descriptions
4 – Current Assumptions

City of Costa Mesa - 5 Year Forecast - Total Revenues, Expenditures and Net Fund Balance

| | FY 2010-11 Final | FY 2011-12 Adopted | FY 2012-13 Projected | FY 2013-14 Projected | FY 2014-15 Projected | FY 2015-16 Projected | FY 2016-17 Projected |
|-----------------------------------|---------------------|-----------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| Total Revenues | 93,267,884 | 94,727,204 | 97,361,116 | 99,482,881 | 102,172,297 | 104,771,152 | 107,400,669 |
| Total Other Financing Sources | 2,011,580 | - | - | - | - | - | - |
| Total Revenue | 95,279,464 | 94,727,204 | 97,361,116 | 99,482,881 | 102,172,297 | 104,771,152 | 107,400,669 |
| Expenditures | | | | | | | |
| Salaries & Benefits | 86,229,982 | 68,886,062 | 71,215,147 | 74,581,922 | 74,836,658 | 77,078,535 | 77,215,416 |
| Maintenance & Operations | - | 25,488,275 | 22,282,290 | 20,770,748 | 20,950,345 | 21,020,217 | 21,205,593 |
| Fixed Assets | - | 175,845 | 150,000 | 150,000 | 150,000 | 150,000 | 150,000 |
| Transfers Out | 5,294,017 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Expenditures | 91,523,999 | 94,650,182 | 93,747,437 | 95,602,670 | 96,037,003 | 98,348,752 | 98,671,009 |
| Net change in fund balance | 3,755,465 | 77,022 | 3,613,679 | 3,880,211 | 6,135,294 | 6,422,400 | 8,729,660 |

City of Costa Mesa - 5 Year Forecast - Current and Future Year Initiatives

| | <u>FY 2011-12</u> | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> | <u>FY 2016-17</u> |
|-----------------------------------|-------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| | <u>Adopted</u> | <u>Projected</u> | <u>Projected</u> | <u>Projected</u> | <u>Projected</u> | <u>Projected</u> |
| Net change in fund balance | \$ 77,022 | \$ 3,613,679 | \$ 3,880,211 | \$ 6,135,294 | \$ 6,422,400 | \$ 8,729,660 |

| | | | | | | | Cumulative Total |
|--|--|---------------|-------------------|---------------------|---------------------|---------------------|---------------------|
| Current & Future Year Initiatives (Examples): | | | | | | | |
| 1 | Replenishment of GF Fund Balance | 77,022 | 50,000 | 50,000 | 50,000 | 50,000 | 327,022 |
| 2 | Replenishment of Equip Replace Fund B: | - | 1,000,000 | 1,000,000 | 1,000,000 | 1,000,000 | 5,000,000 |
| 3 | Building Modifications/Park Maintenance | - | 500,000 | 600,000 | 700,000 | 800,000 | 3,500,000 |
| 4 | Park Improvements | - | - | - | - | - | - |
| 5 | Streets | - | - | 1,000,000 | 1,500,000 | 2,500,000 | 5,000,000 |
| 6 | Alleys | - | 200,000 | 200,000 | 500,000 | 500,000 | 1,900,000 |
| 7 | Sidewalks | - | - | 250,000 | 250,000 | 400,000 | 900,000 |
| 8 | IT Upgrades | - | 300,000 | 300,000 | 300,000 | 300,000 | 1,500,000 |
| 9 | Website Improvements | - | 25,000 | 25,000 | 25,000 | 25,000 | 125,000 |
| 10 | Cal PERS Unfunded Liability * | - | - | - | - | - | - |
| 11 | Medical Reimbursement Unfunded Liability | - | - | - | - | - | - |
| 12 | Youth Sports - CM United | - | 100,000 | 100,000 | 100,000 | 100,000 | 500,000 |
| 13 | Library Upgrades | - | - | - | - | - | - |
| 14 | Sports Fields Master Plan | - | 500,000 | 500,000 | 500,000 | 500,000 | 2,500,000 |
| 15 | Fairview Park Master Plan | - | - | - | - | - | - |
| 16 | Problem Properties | - | - | 250,000 | 500,000 | 500,000 | 1,750,000 |
| 17 | Capital Program for Trees | - | - | - | - | - | - |
| 18 | Countywide 800 MHz System | - | - | - | - | - | - |
| 19 | Replacement of Fire Station #1 | - | - | - | - | - | - |
| 20 | Harbor Blvd Improvements | - | - | - | - | 1,000,000 | 1,000,000 |
| 21 | Drainage Master Plan/Improvements | - | - | - | - | - | - |
| 22 | Budget Contingency | - | 938,679 | 855,211 | 1,210,294 | 897,400 | 4,856,244 |
| Subtotal Initiatives | | <u>77,022</u> | <u>3,613,679</u> | <u>3,880,211</u> | <u>6,135,294</u> | <u>6,422,400</u> | <u>28,858,266</u> |
| Total | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Potential savings from continued employee contributions | | | <u>\$ 522,344</u> | <u>\$ 1,475,268</u> | <u>\$ 1,477,489</u> | <u>\$ 2,330,400</u> | <u>\$ 2,332,463</u> |

City of Costa Mesa 5 Year Current and Future Initiatives Descriptions

| <u>Current & Future Initiatives</u> | | <u>Cumulative Total</u> |
|--|--|--------------------------------|
| 1. | <p><u>Replenishment of General Fund - Fund Balance:</u> This amount represents the commitment to replenish General Fund reserves which have been used during the recent economic downturn.</p> | <u>\$327,022</u> |
| 2. | <p><u>Replenishment of Equipment Replacement Fund – Fund Balance:</u> This amount represents the commitment to increase the amount set aside for replacement of the City’s vehicles and equipment.</p> | <u>\$5,000,000</u> |
| 3. | <p><u>Building Modifications:</u> Many of the City’s facilities are in need of funding for necessary repairs and improvements. Over the next five years the City is planning to commit \$3.5 million in General Fund dollars to facilitate these necessary improvements to its’ facilities to ensure a safe working environment for both employees and Costa Mesa residents and visitors.</p> | <u>\$3,500,000</u> |
| 4. | <p><u>Park Improvements:</u> Many of the City’s parks are in need of funding for necessary repairs and improvements. However, at this time it is undetermined as to the amount of funding needed for revitalization and improvement of the City’s existing parks.</p> | <u>Undetermined</u> |
| 5. | <p><u>Streets:</u> Street maintenance, repair, and replacement are some of the most important components in keeping Costa Mesa a healthy and safe community. Safety is not only important for its’ visitors but also for its’ residents and businesses that call Costa Mesa home. As such, over the next 5 years the City is planning to invest \$5.0 million in General Fund dollars to keep Costa Mesa streets healthy. These General Fund dollars will be in addition to the roughly \$20 million dollars in grant funding that the City will utilize over the next five years to ensure the maintenance and repair of Costa Mesa’s roads and arterials.</p> | <u>\$5,000,000</u> |

City of Costa Mesa 5 Year Current and Future Initiatives Descriptions

| <u>Current & Future Initiatives</u> | | <u>Cumulative Total</u> |
|--|--|--------------------------------|
| 6. | <p><u>Alleys:</u> Over the next 5 years the City is planning to invest \$1.9 million in additional General Fund dollars towards the rehabilitation of the City's unfinished alleys. These General Fund dollars will be in addition to the existing grant funding the City annually utilizes (CDBG, Measure M, Gas Tax, etc.) to complete the improvements. The improvements include the removal of all existing asphalt and replacing with new concrete. Proper drainage will also be ensured. Currently, the estimated cost to repair all of Costa Mesa's roughly 100 unimproved alleys is approximately \$17 million.</p> | <u>\$1,900,000</u> |
| 7. | <p><u>Sidewalks:</u> Over the next 5 years the City is planning to invest an additional \$900,000 of General Fund dollars to continue its' priority sidewalk repair program and continue to invest in the remaining neighborhoods that are currently without sidewalks. These additional General Fund dollars will be in addition to the existing grant funding the City annually utilizes (CDBG, Measure M, Gas Tax, etc.) to complete sidewalk and parkway improvements.</p> | <u>\$900,000</u> |
| 8. | <p><u>IT Upgrades:</u> The City's computer and information infrastructure is aging and is in need of necessary upgrades and improvements. Some of these improvements include the replacement of all public safety Mobile Computers, the purchase and licensing fees for all computer upgrades to windows 7, as well as the purchase of an HP 9000 server and other miscellaneous servers for City Hall and Police department networks. Over the next 5 years the City is planning to invest \$1.5 million General Fund Dollars to ensure the completion of these necessary upgrades and improvements.</p> | <u>\$1,500,000</u> |
| 9. | <p><u>Website Improvements:</u> Over the next 5 years the City is planning to invest in the enhancement of the overall way it communicates with its' residents. The primary focus will be in the creation and maintenance of a vibrant, useful, and highly interactive website where citizens can access all the information they need and want regarding the daily operation of not only City Hall but all current happenings within the City.</p> | <u>\$125,000</u> |

City of Costa Mesa 5 Year Current and Future Initiatives Descriptions

| <u>Current & Future Initiatives</u> | | <u>Cumulative Total</u> |
|--|--|--------------------------------|
| 10. | <p><u>Cal PERS Unfunded Liability:</u> Cal PERS is reporting that the City has an unfunded liability of \$224 million dollars. While this item may need future funding, the appropriate amount has yet to be determined. However, it is anticipated that future contributions from employees will be applied towards funding of unfunded liabilities.</p> | <u>Undetermined</u> |
| 11. | <p><u>Medical Unfunded Liability:</u> Currently the City has an unfunded liability of \$35 million dollars regarding the cost to cover all retiree medical costs that started employment with the City of Costa Mesa prior to 2003. In 2003 the City of Costa Mesa ended this plan but still has an annual liability for all retirees. While this item may need future funding, the appropriate amount has yet to be determined.</p> | <u>Undetermined</u> |
| 12. | <p><u>Youth Sports – CM United:</u> The City of Costa Mesa is committed to the health and welfare of all the outstanding young men and women that are proud to call Costa Mesa home. As such, the City is planning to pledge \$100,000 a year for the next five years to Costa Mesa United. Together, this partnership will bring in the necessary funding to make the City of Costa Mesa an attractive place for young families to settle and raise their children by providing outstanding venues and opportunities for the youth of Costa Mesa.</p> | <u>\$500,000</u> |
| 13. | <p><u>Library Upgrades:</u> Many, if not all, of the City’s library facilities are in need of funding for necessary repairs and upgrades. The City is committed to provide additional funding to facilitate not only needed repairs but necessary upgrades. However, the appropriate amount of future funding has yet to be determined.</p> | <u>Undetermined</u> |

City of Costa Mesa 5 Year Current and Future Initiatives Descriptions

| <u>Current & Future Initiatives</u> | | <u>Cumulative Total</u> |
|--|--|--------------------------------|
| 14. | <p><u>Sports Fields Master Plan:</u> The City is committed to completing a Sports Field Master Plan. This plan will advise City stack holders as to the best and most effective use of open space for the future of Costa Mesa youth sports. While the creation of a Master Plan is a priority, the appropriate amount of future funding has yet to be determined to complete the plan.</p> | <u>\$2,500,000</u> |
| 15. | <p><u>Fairview Park Master Plan:</u> The City is committed to substantially completing the Fairview Park Master Plan. This plan advises City stack holders as to the best and most effective use of the Fairview park space and its future use for all residents of both Costa Mesa and Orange County that utilize the area. While the completion of Master Plan activities is a top priority, the appropriate amount of future funding has yet to be determined to complete the plan.</p> | <u>Undetermined</u> |
| 16. | <p><u>Problem Properties:</u> Throughout both the commercial and residential sectors of Costa Mesa, properties, from time to time, fall prey to a number of different scenarios that leave them both unattractive and unsafe to the community. As such, the City will look to set aside funding to purchase such properties and either rehabilitate or transform such properties into the best use for the citizens of Costa Mesa. While the forecast includes \$1.75 million, the appropriate amount has yet to be determined.</p> | <u>\$1,750,000</u> |
| 17. | <p><u>Capital Program for Trees:</u> The City is committed to establishing a greener canopy. As such, the City will continue to beautify Costa Mesa by designating specific areas of need and planting additional trees. While this plan is a priority, an appropriate amount of future funding has yet to be determined.</p> | <u>Undetermined</u> |

City of Costa Mesa 5 Year Current and Future Initiatives Descriptions

| <u>Current & Future Initiatives</u> | | <u>Cumulative Total</u> |
|--|---|--------------------------------|
| 18. | <p><u>800 MHz Countywide Communications Systems:</u> The current 800 MHz Countywide Coordinated Communications Systems (CCCS) is expected to serve the County radio infrastructure through 2015. All Orange County municipalities, the County of Orange, the Orange County Fire Authority and other participating agencies jointly govern and finance the CCCS. With the endorsement of the Orange County City Manager's Association, Orange County Chiefs of Police and Sheriff's Association, Orange County Fire Chief's Association, 800 MHz User Group and 800 MHz Governance Committee the Orange County Sheriff's Communications Division was given approval to research/evaluate and propose an approach to upgrade the CCCS into the Next Generation platform. A four phase approach to ensure system functionality was reviewed at the November 2010 Orange County City Manager's Association (OCCMA) meeting. While this item may need future funding, the appropriate amount has yet to be determined.</p> | <u>Undetermined</u> |
| 19. | <p><u>Replacement of Fire Stations:</u> At least one of the City's fire stations is in need of funding for major structural upgrades and possible demolition and reconstruction. While The City is fully committed to providing additional funding for the potential reconstruction, the appropriate amount of future funding has yet to be determined for completion.</p> | <u>Undetermined</u> |
| 20. | <p><u>Harbor Blvd Improvements:</u> Known as the gateway into Costa Mesa, over the years many improvements have been made to Harbor blvd. to ensure a more inviting approach for both residents and visitors that visit Costa Mesa. Additional efforts will need to be taken in the coming years to complete Harbors transformation. The City is fully committed to complete these upgrades; however, at this time it is undetermined as to the amount of funding necessary to complete such improvements.</p> | <u>\$1,000,000</u> |
| 21. | <u>Drainage Master Plan/Improvements</u> | <u>Undetermined</u> |
| 22. | <p><u>Budget Contingency:</u> This amount represents an annual general budget contingency for unexpected increases in expenditures and/or decreases in revenues.</p> | <u>\$4,856,244</u> |

City of Costa Mesa - 5 Year Forecast - Current Assumptions

| | <u>FY 2012-13</u> | <u>FY 2013-14</u> | <u>FY 2014-15</u> | <u>FY 2015-16</u> | <u>FY 2016-17</u> |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|
| | <u>Projected</u> | <u>Projected</u> | <u>Projected</u> | <u>Projected</u> | <u>Projected</u> |

Revenue Assumptions - Increase/(Decrease)

| | | | | | |
|--------------------------------------|-------|-------|-------|-------|-------|
| Sales Taxes | 3.00% | 3.00% | 3.00% | 3.00% | 3.00% |
| Property Taxes | 3.00% | 3.00% | 3.00% | 3.00% | 3.00% |
| Transient Occupancy Taxes (TOT) | 2.50% | 3.00% | 3.00% | 3.00% | 3.00% |
| Building/Electrical/Plumbing Permits | 3.00% | 2.00% | 2.00% | 2.00% | 2.00% |

Expenditure Assumptions

Salary Increases - Increase/(Decrease)

| | | | | | |
|---------------|---|-------|-------|-------|-------|
| Miscellaneous | - | - | - | 2.00% | 2.00% |
| Police | - | - | - | 2.00% | 2.00% |
| Fire | - | 2.00% | 2.00% | 2.00% | 2.00% |

PERS Rates - Total

| | | | | | |
|---------------|--------|--------|--------|--------|--------|
| Miscellaneous | 21.28% | 25.61% | 25.87% | 26.17% | 26.46% |
| Police | 40.29% | 40.48% | 40.68% | 45.85% | 46.02% |
| Fire | 47.43% | 47.90% | 48.30% | 48.70% | 49.10% |

Savings if current employee contributions continue

| | | | | | |
|--|-------------------|---------------------|---------------------|---------------------|---------------------|
| | \$ 522,344 | \$ 1,475,268 | \$ 1,477,489 | \$ 2,330,400 | \$ 2,332,463 |
|--|-------------------|---------------------|---------------------|---------------------|---------------------|



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 Samuelli Theatre opened with great success. 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 2012-2013

General

| | |
|-------------------------------|-----------------|
| Date of Incorporation | June 29, 1953 |
| Form of Government | Council-Manager |
| Classification | General Law |
| Area (in square miles) | 16.8 |
| Population | 109,960 |
| Acres Zoned for Industry | 1,146 |
| Acres of Open Space | 1,957 |
| Post Offices | 2 |
| Number of Full-Time Employees | 465 |

Fire Protection

| | |
|-------------------------------|---------|
| Number of Fire Stations | 6 |
| Number of Sworn Fire Fighters | 89 |
| Fire Insurance Rating | Class 2 |

Police Protection

| | |
|---------------------------------|-----|
| Number of Sworn Police Officers | 134 |
|---------------------------------|-----|

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 | 14 |
| Junior High Schools | 2 |
| High Schools | 3 |
| 2-year Community College | 1 |
| 4-year College | 1 |
| Public Libraries | 2 |

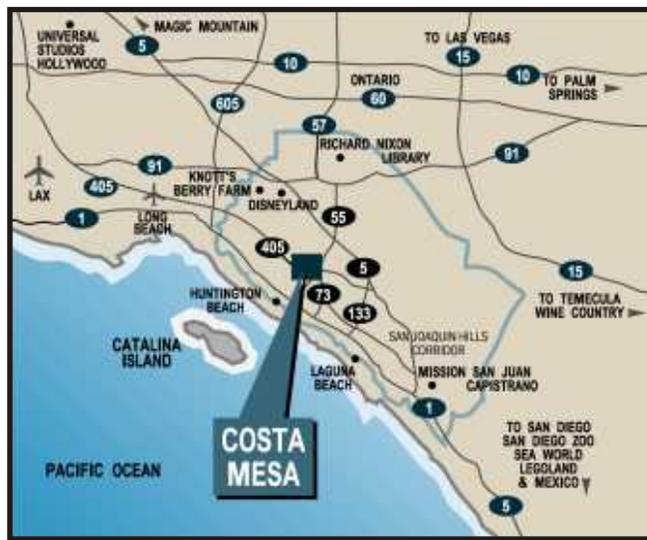
Costa Mesa



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 69°, low 41°
July high 81°, low 60°

Average rainfall: 14.5 inches, humidity- 71%

City Hall

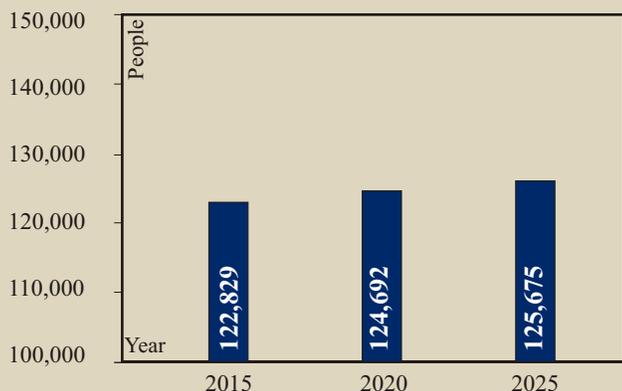
Incorporated in June, 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, the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

Population Characteristics

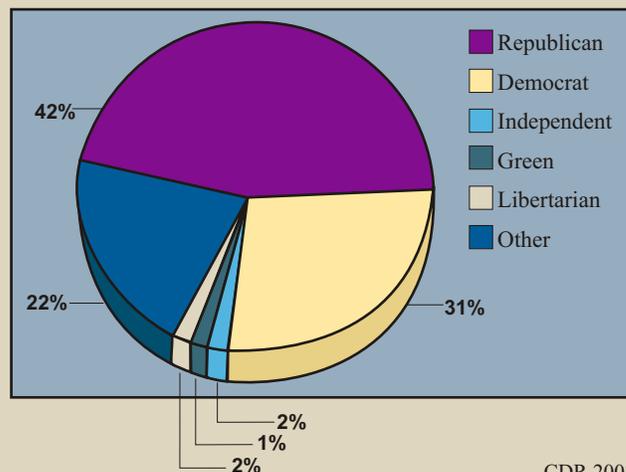
| | |
|-------------------------|---------|
| Population: | 109,960 |
| Median Age: | 33 |
| Average Household Size: | 2.69 |
| Average Family Size: | 3.30 |

Source: 2010 U. S. Census

POPULATION PROJECTIONS



VOTER REGISTRATION



CDR 2008

Growth and Trends

| | 1980 | 1999 | 2010 | 2015 | 2020 |
|--|----------------|----------------|----------------|-----------|-----------|
| Population Orange County¹ | 1,932,709 | 2,788,767 | 3,010,232 | 3,451,757 | 3,533,935 |
| Population Costa Mesa | 82,562 | 106,103 | 109,960 | 122,829 | 124,692 |
| Costa Mesa Retail Sales Tax Revenue² | \$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)

Home Sales Price in Costa Mesa⁴ on the market (2012)

Costa Mesa - 92626

| | |
|--------------|--------------|
| Homes Listed | 40 |
| Highest | \$ 1,075,000 |
| Lowest | \$ 251,750 |
| Median | \$ 550,953 |

| | |
|---------------|------------|
| Condos Listed | 9 |
| Highest | \$ 554,900 |
| Lowest | \$ 219,900 |
| Median | \$ 331,711 |

Costa Mesa - 92627

| | |
|--------------|--------------|
| Homes Listed | 48 |
| Highest | \$ 1,400,000 |
| Lowest | \$ 290,000 |
| Median | \$ 591,233 |

| | |
|---------------|------------|
| Condos Listed | 20 |
| Highest | \$ 689,000 |
| Lowest | \$ 124,900 |
| Median | \$ 356,648 |

4. Torelli Realty

2010 Housing Units Distribution⁵

| | Units | % |
|---------------------------------|--------|--------|
| Single Detached: | 16,005 | 38.2% |
| Single Attached: | 4,296 | 10.2% |
| 2 to 4 units/ structure: | 6,107 | 14.6% |
| 5+ units/ structure: | 14,320 | 34.1% |
| Mobile homes: | 1,141 | 2.7% |
| Other | 72 | .2% |
| Total housing units: | 41,941 | 100.0% |
| Occupied units: | 39,946 | 94.8% |
| Vacant units: | 2,174 | 5.2% |
| Persons per unit: | 2.69 | |

5. US Census

Orange County Fair Market Rental Rates⁶

| | |
|------------------------|----------|
| Studio apartments | \$ 1,226 |
| One-bedroom apartments | \$ 1,384 |
| Two-bedroom apartments | \$ 1,652 |

6. Department of Housing and Urban Development (2010)

2010 Households⁷

| | Units | % |
|-----------------|--------|--------|
| Owner occupied | 15,799 | 39.55% |
| Renter occupied | 24,147 | 60.45% |

7. Center for Demographic Research (2010)

Property Valuation

In 2010-2011, the total assessed property valuation for the City was \$14.03 billion. The total valuation for the City may be broken down into the following categories⁸.

| | |
|----------------------|----------------|
| Single family | \$ 6.0 billion |
| Multi-family | \$ 2.1 billion |
| Commercial | \$ 4.1 billion |
| Industrial | \$ 1.2 billion |
| Other | \$ 0.6 billion |

8. 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 97,192 jobs in Year 2010, increasing to a total of 99,743 jobs in Year 2020³. 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.



2010 Income

Median Household Income \$64,864

Income Distribution

Income and benefits
(In 2010 inflation-adjusted dollars)

| Income Range | Number | Percentage |
|------------------------|--------|------------|
| Less than \$ 10,000 | 1,688 | 4.2% |
| \$10,000 to \$14,999 | 1,407 | 3.5% |
| \$15,000 to \$24,999 | 3,318 | 8.3% |
| \$25,000 to \$34,999 | 2,939 | 7.3% |
| \$35,000 to \$49,999 | 5,466 | 13.6% |
| \$50,000 to \$74,999 | 8,113 | 20.2% |
| \$75,000 to \$99,999 | 5,714 | 14.2% |
| \$100,000 to \$149,999 | 6,352 | 15.8% |
| \$150,000 to \$199,999 | 2,639 | 6.6% |
| \$200,000 or more | 2,468 | 6.2% |

1. U.S. Census Bureau (2010)

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 | |

Labor Market²

| | |
|-----------------------------------|----------------|
| Agriculture | less than 1.0% |
| Mining | less than 1.0% |
| Transportation & Public Utilities | 3.0% |
| Construction | 4.0% |
| Self-employed | 6.0% |
| Finance, Insurance & Real Estate | 8.0% |
| Government | 9.0% |
| Manufacturing | 12.0% |
| Trade | 27.0% |
| Services | 28.0% |

2. Center for Demographic Research (2010)

Major Employers

| Name of Company | Estimated Employees |
|----------------------------------|---------------------|
| Auto Club of Southern California | 2,300 |
| Experian Information Solutions | 3,700 |
| Associated Students of Orange | 2,500 |
| Coast Community College District | 3,044 |
| White Cap Construction Supply | 2,200 |

3. Center for Demographic Research (2010)

| | Number | Percent of Total |
|-------------------|--------|------------------|
| Employed | 59,885 | 92.74% |
| Unemployed | 4,687 | 7.26% |
| Total Labor Force | 64,572 | 100% |

4. US Census Bureau (2010)

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.



Sakioka Farms Lot 1⁵ (40 acres) – east of Sakioka Dr., north of Anton Blvd., and south of Sunflower Ave.

Sakioka Farms Lot 2⁵ (33 acres) – north of I-405, west of Main Street and SR-55, east of Experian Solutions, and south of Sunflower Ave.

1901 Newport Plaza (8 acres) – 1901 Newport Blvd.

5. Major Undeveloped Areas

Major Medical Facilities

Fairview Developmental Center (714) 957-5000
2501 Harbor Blvd

Hoag Health Center (714) 668-2550
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 2011-2012 is \$114,916,050. The General Fund portion of the budget is \$94,650,182. The approved budget is effective from July 1, 2011 through June 30, 2012.

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) 684-8123

Natural Gas: Southern California Gas Company (800) 427-2200

Telephone: AT&T (866) 505-1765

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

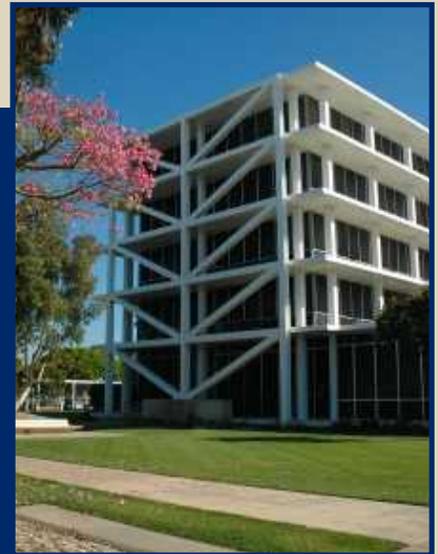
Newport Mesa Unified School District (714) 424-5000

Orange County Fair & Exposition Center (714) 751-3247

Orange County Dept. of Education (714) 966-4000



*This brochure was prepared by the City of Costa Mesa Planning Division
Visit our Website at www.ci.costa-mesa.ca.us*



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) 754-5223

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) 754-5607

Business Licenses (714) 754-5234

Public Services (714) 754-5343

Engineering (714) 754-5323
Transportation (714) 754-5335

Administrative Services

Recreation (714) 754-5300

Redevelopment & Housing (714) 754-5635

FINANCIAL POLICIES

RESERVES:

General Fund

The General Fund Operating Reserve is currently set at \$14.125 million and may be utilized pursuant to the limited circumstances provided for in Costa Mesa Municipal Code Section 2-206. For FY 12-13, the \$14.125 million is equivalent to 14.27% of the General Fund budget or 12.86% of the total operating budget for all funds.

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.

OPERATING BUDGET:

The City will maintain a long-range fiscal perspective through the use of an annual operating budget and a seven-year Capital Improvement Program. The City will develop a long-term revenue and expenditure forecast.

General Fund

The City will maintain a balanced operating budget. To achieve a balanced budget, current revenues should be sufficient to cover current expenditures. Appropriations of available fund balance will only be permitted for "one time" or non-recurring expenditures.

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.

FINANCIAL POLICIES

REVENUES:

Recurring revenue growth (inflation) will be used to pay for recurring expenditures. Recurring expenditure increases should not be approved which exceed recurring revenue growth. Any new or expanded programs will be required to identify new funding sources and/or offsetting reductions in expenditures. In addition:

- The City shall use a conservative approach in projecting revenues.
- One-time revenues may be used for one-time expenditures.
- The City shall update its user fees and charges periodically to recover costs of providing that service for which a fee is charged.

ACCOUNTING:

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

INVESTMENTS:

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

DEBT:

- The City shall issue debt primarily to finance capital improvement projects or for the purchase of large fixed assets.
- The term of the debt should not exceed the life of the asset being financed.
- The City shall issue debt using the most cost-effective method available at time of debt issuance.
- The debt shall not cause the City to exceed its legal debt limit.

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.

REDEVELOPMENT AGENCY: A legislatively established subdivision of government established to revitalize blighted and economically depressed areas of a community and to promote economic growth. Tax Allocation Bonds are issued to pay the cost of land and building acquisition and their redevelopment and are repaid by the incremental increase in property tax revenues produced by the increase assessed value of the area after redevelopment. Redevelopment Agencies may also sell Housing Mortgage Revenue Bonds to finance housing units within the area, 20% of which must be for low-cost housing.

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

CEQA: California Environmental Quality Act

ACRONYMS

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 Resuscitation

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: Department of Justice

DLT: Digital Linear Tape

DRC: Downtown Recreation Center

DUI: Driving under the Influence

EAP: Employee Assistance Program

EDD: Employment Development Department

ACRONYMS

- 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 Particulate 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
- IPEMA**: International Playground Equipment Association
- IT**: Information Technology

ACRONYMS

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

OCFCD: Orange County Flood Control District

OCFEC: Orange County Fair & Exposition Center

ACRONYMS

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

RDA: Redevelopment Agency

RMS: Records Management System

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

SEC: Security and Exchange Commission

SED: Special Enforcement Detail

SEMS: Standardized Emergency Management Systems

ACRONYMS

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 Enforcement 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

VLF: Vehicle License Fee

WMD: Weapons of Mass Destruction

WROC: Westside Revitalization Oversight Committee

ASSESSED VALUATION

Last 10 Fiscal Years

| <u>Fiscal Year</u> | <u>Assessed Value</u> | <u>Increase (Decrease)</u> | <u>Percent Increase (Decrease)</u> |
|--------------------|-----------------------|--------------------------------|--|
| 2001-02 | \$ 8,937,943,913 | \$ 573,550,614 | 6.86% |
| 2002-03 | \$ 9,492,361,297 | \$ 554,417,384 | 6.20% |
| 2003-04 | \$ 10,057,183,726 | \$ 564,822,429 | 5.95% |
| 2004-05 | \$ 10,689,157,305 | \$ 631,973,579 | 6.28% |
| 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% |

Source: HDL Coren & Cone

COMPUTATION OF LEGAL DEBT MARGIN
Fiscal Year Ended June 30, 2011

| | | |
|---|---------------------|------------------------------|
| ASSESSED VALUE | | <u>\$ 14,116,462,882</u> |
| DEBT LIMIT: 3.75 Percent of Assessed Value | | \$ 529,367,358 |
| Amount of Debt applicable to Debt Limit: | | |
| Total Bonded Debt | <u>\$ 4,140,000</u> | |
| LESS: Assets in Debt Service Fund (Net) | <u>704,300</u> | |
| TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT | | <u>\$ 3,435,700</u> |
| LEGAL DEBT MARGIN | | <u><u>\$ 525,931,658</u></u> |

**RATIO OF NET GENERAL BONDED DEBT TO ASSESSED VALUE
AND NET BONDED DEBT PER CAPITA
Last Ten Fiscal Years**

| <u>Fiscal Year</u> | <u>Population ⁽¹⁾</u> | <u>Assessed Value ⁽²⁾</u> | <u>Gross Bonded Debt</u> | |
|--------------------|--|--------------------------------------|---|---|
| 2001-02 | 110,720 | 8,937,943,913 | 8,380,000 | |
| 2002-03 | 111,512 | 9,492,361,297 | 7,820,000 | |
| 2003-04 | 113,011 | 10,057,183,726 | 7,470,000 | |
| 2004-05 | 113,011 | 10,689,157,305 | 7,020,000 | |
| 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 | |
| <u>Fiscal Year</u> | <u>Less Debt Service Fund ⁽³⁾</u> | <u>Net Bonded Debt</u> | <u>Ratio of Net Bonded Debt to Assessed Value</u> | <u>Net Bonded Debt Per Capita</u> |
| 2001-02 | 759,793 | 7,620,207 | 0.00085 | 68.82 |
| 2002-03 | 762,440 | 7,057,560 | 0.00074 | 63.29 |
| 2003-04 | 704,877 | 6,765,123 | 0.00067 | 59.86 |
| 2004-05 | 707,466 | 6,312,534 | 0.00059 | 55.86 |
| 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 |

(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

| <u>Fiscal Year</u> | <u>Principal</u> | <u>Interest</u> | <u>Total General Obligation Bonded Debt Services</u> | <u>Total General Governmental Expenditures</u> | <u>Ratio Debt Service to General Govmtl. Expenditures</u> |
|--------------------|------------------|-----------------|--|--|---|
| 2000-01 | 210,000 | 47,530 | 257,530 | 78,230,729 | 0.33% |
| 2001-02 | 230,000 | 39,136 | 269,136 | 88,633,599 | 0.30% |
| 2002-03 | 240,000 | 26,958 | 266,958 | 99,166,422 | 0.27% |
| 2003-04 | 250,000 | 12,603 | 262,603 | 103,905,736 | 0.25% |
| 2004-05 | - | - | - | 104,188,148 | 0.00% |
| 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% |

* Includes General, Special Revenue, and Debt Service Funds.

DESCRIPTION OF THE CITY'S CURRENT DEBT OBLIGATIONS

1998 Refunding Revenue Bonds – The bonds were issued by the Costa Mesa Public Financing Authority on May 1, 1998 in connection with the lease and leaseback of the Los Lagos and Mesa Linda Golf Courses, currently owned by the City. The Authority leases back the Project to the City. The bonds mature serially from October 1, 1998 through October 1, 2012 in annual principal payments ranging from \$580,000 to \$1,250,000 and bear interest rates ranging from 4.00% to 5.00%. The debt service payments are funded by the General Fund.

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.

2005 TeWinkle Park Athletic Field Complex – The City entered into a seven-year sublease/option agreement with Municipal Finance Corporation on December 6, 2005 to finance the TeWinkle Park Athletic Field Complex capital improvement project. The amount financed is \$3.2 million payable semi-annually for seven years, with an interest rate of 3.95%. The annual debt service is \$262,062 paid by the General Fund. The lease will mature on December 29, 2012.

Impact on the General Fund operating budget: The total estimated debt service payments for FY 12-13 is \$5.5 million, which is equivalent to 5.44% of the General Fund operating budget. At this time, these payments are accommodated within the City's existing financial resources.

CITY OF COSTA MESA, CALIFORNIA
SCHEDULE OF DEBT SERVICE
REQUIREMENTS TO MATURITY

The annual requirements to amortize bonds payable by the City as of June 30, 2012, 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 1998 Refunding Revenue | Financing Authority 2003 Refunding Certificates of Participation | Financing Authority 2006 Refunding Revenue | Financing Authority 2007 Certificates of Participation | Totals |
|---------------------------------|--|---|--|--|----------------------|
| 2013 | 1,281,250 | 1,255,863 | 221,011 | 2,271,504 | 5,029,628 |
| 2014 | - | 1,251,719 | 219,526 | 2,269,904 | 3,741,149 |
| 2015 | - | 1,248,275 | 217,666 | 2,266,304 | 3,732,245 |
| 2016 | - | 1,252,713 | 220,301 | 2,265,604 | 3,738,618 |
| 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 | \$ 1,281,250 | \$ 8,743,645 | \$ 2,182,032 | \$ 33,733,568 | \$ 45,940,495 |
| Less interest payments | (31,250) | (1,223,645) | (462,032) | (8,593,568) | (10,310,495) |
| Outstanding principal | <u>\$ 1,250,000</u> | <u>\$ 7,520,000</u> | <u>\$ 1,720,000</u> | <u>\$ 25,140,000</u> | <u>\$ 35,630,000</u> |

Thank you to the following staff members for their contribution in preparing the
Fiscal Year 2012-2013 Adopted Budget:

Budget Staff:

Sheri Sanders

Departmental Budget Liaisons:

| | |
|-----------------|-----------------------------------|
| Bryan Glass | Police |
| Barbara Marcosa | Fire |
| Alma Penalosa | Housing and Community Development |
| Dan Baker | City Council/CEO's Office |
| Alma Reyes | Public Services |
| Donna Theriault | Public Services/Recreation |
| Hilda Veturis | Development Services |

Additional Assistance From:

| | |
|-----------------------|--------------------------------------|
| John Aguilar | Public Services/Maintenance Services |
| Victoria Barner | Finance/Information Technology |
| Dane Bora | CEO's Office/Public Communications |
| Willa Bouwens-Killeen | Development Services |
| Thanh Bui | Finance/Information Technology |
| Sylvia Chalmers | CEO's Office |
| Christine Cordon | City Clerk's Office |
| Anna Dolewski | Finance/Payroll |
| Fariba Fazeli | Public Services |
| Claire Flynn | Development Services |
| Deborah Freeland | Public Services/Maintenance Services |
| Les Gogerty | Police |
| Bruce Hartley | Public Services/Maintenance Services |
| Allen Huggins | Police |
| Dan Joyce | CEO's Office/Public Communications |
| Kasama Lee | CEO's Office/Human Resources |
| Bill Lobdell | CEO's Office/Public Communications |
| Brad Long | CEO's Office/Public Communications |
| Doug Lovell | Public Services/Maintenance Services |
| Lisa McPherson | Public Services/Recreation |
| Lance Nakamoto | CEO's Office/Human Resources |
| Colleen O'Donoghue | Finance/Information Technology |
| Jim Ortiz | Public Services/Maintenance Services |
| Sharon Rodelius | CEO's Office |
| Raja Sethuraman | Public Services |
| Kelly Shelton | CEO's Office |
| Jennifer Sommers | CEO's Office/Risk Management |
| Marian Stueve | Public Services/Maintenance Services |
| Kathy Ulrich | Finance/Information Technology |
| Bill Verderber | Finance/Information Technology |

Central Services (Printing & Graphics):

Leigh Chalkley and his staff:
Gina Clark and Sam Nguyen

