

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

Org Number & Name		10100 City Council											
Fund:	101											* Recurring budget item (Y or N)	
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation	
510300	Small Tools	50110	1,000				1,000					Y	Frames/recognition awards
520500	Meetings & Conferences	50110	2,500			2,500						Y	Supplies and meals for City Council meetings
505500	Professional Development	50110	1,100		1,100							Y	LAFCO increase cost
	FY 16/17 RBI Total		4,600	0	1,100	2,500	1,000	0	0	0			

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

11100 Administration												
Org Number & Name												
Fund: 101	* Recurring budget item (Y or N)											
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
505500	Misc professional development	50001	10,665						10,665		Y	Conferences, trainings - See Professional Development sheet, new staff in dept.
505527	Professional Development - Achievement Award	50001	2,750						2,750		Y	Monthly CEO Leadership Award
505600	Auto Allowance	50001	7,800		7,800						Y	Actual amount per employment agreements
510200	Multi-Media, Promos, Subscript.	50001	4,000						4,000		Y	Youth in Government Day program
535500	Grants, Loans, Subsidies	50001	50,000							50,000	Y	Additional \$50,000 for Costa Mesa United grant program
			75,215	0	7,800	0	0	0	17,415	50,000		
501400	Overtime	51050	10,000						10,000		Y	YTD overtime is \$7,183
505500	Misc professional development	51050	3,975						3,975		Y	Addition of Public Affairs Manager to Exec Professional Dev Reimbursement Program; MMASC, CAPIO
520400	Telephone/Radio/Communications	51050	1,200		1,200						Y	Decentralized cell phone and tablet usage billing
530200	Consulting	51050	10,000							10,000	Y	Additional consulting costs
535400	External Rent	51050	5,000	540	4,460						Y	Added costs to Central Services copier lease
			30,175	540	5,660	0	0	0	13,975	10,000		
505500	Professional Development	50250	(2,340)	(2,340)							Y	Moved C.E. to Dev. Services; new FT Comm Outreach Worker
510200	Multi-Media, Promos, Subscript.	50250	(2,500)	(2,500)							Y	Clean up funds no longer needed
520400	Telephone/Radio/Communications	50250	3,700	3,100						600	Y	Decentralized cell phone and tablet usage billing
545300	Assistance	50250	5,780			5,780					Y	Additional bus passes and taxi vouchers
590800	Other Equipment	50250	3,121							3,121	N	2 new Microsoft Surface Pro tablets
			7,761	(1,740)	0	5,780	0	0	0	3,721		
	FY 16/17 RBI Total		113,151	(1,200)	13,460	5,780	0	0	31,390	63,721		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

11200 City Clerk												
Org Number & Name												
Fund: 101	* Recurring budget item (Y or N)											
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
510100	Stationery and Office	50120	200						200		Y	Additional office supplies needed for Elections
530200	Consulting	50120	149,000		149,000						N	Election costs - extra candidates and initiatives
			149,200	0	149,000	0	0	0	200	0		
501400	Overtime	50410	4,000						4,000		Y	On track to spend \$14k this year
505500	Misc professional development	50410	4,570						1,380	3,190	Y	Conferences, training - See Professional Development sheet
520200	Legal Advertising/Filing Fees	50410	10,000		10,000						Y	Already spent 10k in first six months of FY 15-16
			18,570	0	10,000	0	0	0	5,380	3,190		
510100	Stationery and Office	50420	500						500		Y	Additional office supplies needed PRA requests
510200	Multi-Media, Promos, Subscrip	50420	4,000						4,000		Y	Increased activity due to initiatives on 2016 ballot
530200	Consulting	50420	214,000				174,000			40,000	Y	20k Building, 40k Planning, 100k other dept., 54k ECS Laserfiche RIO
			218,500	0	0	0	174,000	0	4,500	40,000		
Total			386,270	0	159,000	0	174,000	0	10,080	43,190		

\$156,000 approved

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

14100 Human Resources Management											
Fund:	101	* Recurring budget item (Y or N)									
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	* Explanation
501400	Overtime	50610	4,000						4,000		Estimate same OT that was budgeted for 15/16.
501500	Accrual Payoff - Excess Max.	50610	3,420						3,420	*	HR Manager
501600	Vacation/Comp. Time Cash Out	50610	6,780						6,780	*	HR Manager and HR OSII
501700	Holiday Allowance	50610	2,340						2,340	*	HR Manager, Principal HR Analyst, and HR OSII
505500	Professional Development	50610	12,960	150					12,810	*	680 Increase - PELRAC conf. out of area 2016. 1,150 Add - LCW Conference for two staff. 595 Remove - NPELRA Labor Relations Acad. 1,075 Decrease - CalPERS conf. local 2016. 500 Remove - NEOGOV conference. 150 Add meet/Greet supplies from Multi-Med. 5,650 Increase - Services Awards Luncheon. 7,500 Add - Service Awards.
510200	Multi-Media, Promos, Subscript.	50610	(150)	(150)						*	150 Remove Meet/Greet supplies and budget out of Professional Development account.
530100	Employment	50610	900						900	*	Increased number of livescans anticipated due to higher number of candidates processed and to account for Police/Fire candidates who fail the background process.
530600	Medical and Health Inspection	50610	6,750						6,750	*	750 Increase for additional non-sworn candidate medicals. 6,000 Increase per contract with OCCU-Med for exam review fees (additional \$500/mo.)
530700	Law Enforcement	50610	44,850		20,000			24,850		*	Increase number of background investigations anticipated due to higher number of candidates processed and to account for Fire candidates who fail the background process. Additionally, costs of backgrounds increased by: \$200 PD/IT and \$100 for non-PD positions Begin polygraphing Firefighter candidates as part of the background process. Increase number of credit checks due to higher number of applicable candidates processed.
535400	External Rent	50610	670						670	*	O'Neil off-site records/file storage updated to current cost.
FY 16/17 RBI Total			82,520	0	20,000	0	0	24,850	37,670	0	

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

Org Number & Name		14400 Risk Management / HR										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
Fund: 101 * Recurring budget item (Y or N)												
505300	Retirement	50650	\$ 72,546	\$ 11,355	\$ 61,191						Y	UNNUM 3 (Cigna LTD Plan) - was left off FY 15-16 budget.
506100	City Contribution - Retiree Medical	50650	\$ (10,650)	\$ (10,650)							Y	Estimated increase in PEMCHA minimum contributions and based on actual costs for 300-1 payments.
			\$ 61,896	\$ 705	\$ 61,191	\$ -	\$ -	\$ -	\$ -	\$ -		
501400	Overtime	50661	\$ 4,000						\$ 4,000		Y	OT needed for Committee meetings and special projects (not previously budgeted).
505500	Professional Development	50661	\$ (705)	\$ (705)							Y	Decrease due to local CalPERS conference for 2016.
510100	Stationery and Office	50661	\$ 330						\$ 330		Y	Supplies for ID machine (not previously budgeted)
510200	Multi-Media, Promos, Subscrpt.	50661	\$ 4,000	\$ 4,000							Y	Health Fair costs
530200	Consulting	50661	\$ 8,800						\$ 8,800		Y	Accord software and administration of ACA benefits. New in 2016.
530600	Medical and Health Inspection	50661	\$ (4,000)	\$ (4,000)							Y	Decrease in budgeted amount to allow for increase in funds for 510200.
			\$ 12,425	\$ (705)	\$ -	\$ -	\$ -	\$ -	\$ 13,130	\$ -		
FY 16/17 RBI Total			\$ 74,321	\$ -	\$ 61,191	\$ -	\$ -	\$ -	\$ 13,130	\$ -		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

Org Number & Name		13200 Finance/Financial Operation										
Fund:	101	* Recurring budget item (Y or N)										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
505500	Professional Development	50510	180	180							Y	CSMFO professional luncheon meetings for Accountant
505500	Professional Development	50510	(450)	(450)							N	CSMFO annual conference at Anaheim (3/2/16-3/4/16)
505500	Professional Development	50510	1,325	703				622			N	CSMFO annual conference at Sacramento (2/7/17-2/10/17)
505500	Professional Development	50510	20	20							Y	Increase in GFOA annual membership for Assistant Finance Director
505500	Professional Development	50510	200	200							N	CPE license renewal for Assistant Finance Director (due 2/2017)
505500	Professional Development	50510	(220)	(220)							N	American Payroll Institute membership for Payroll Coordinator
505500	Professional Development	50510	110	110							Y	Increase in Annual payroll tax seminar registration fees
505500	Professional Development	50510	30	30							Y	Mileage for annual payroll tax seminar for two staff
505500	Professional Development	50510	90	90							Y	Mileage for GASB update seminars for three staff
530500	Financial & Info Services	50510	200	200							Y	Annual bond trustee fees increase : 2003 COP and 2007 COP
530500	Financial & Info Services	50510	5,850	5,850							Y	CalPERS pension plan actuarial reports to comply with GASB 68 requirements
530500	Financial & Info Services	50510	1,870	1,870							Y	Increase in annual financial audit contract based on proposed quote
530500	Financial & Info Services	50510	(9,000)	(9,000)							N	Waste Hauler Audit Services Contract. Budgeted in program 50510 Financial Operation in prior years. Now moving to program 50540 Treasury.
530500	Financial & Info Services	50510	(16,000)	(16,000)							N	Decrease in OPEB and Police 1% Supplemental Plans actuarial reports due 6/30/2016
			(15,795)	(16,417)	0	0	0	622	0	0		
505500	Professional Development	50540	(400)	(400)							N	Registration for annual CSMFO conference at Anaheim (3/2/16-3/6/16)
505500	Professional Development	50540	350	350							N	Registration for annual CMTA conference at Southern CA (4/12-4/14/17)
530500	Financial & Info Services	50540	190	190							Y	Business license software annual user fee increase
530500	Financial & Info Services	50540	80	80							Y	Business license web new application annual user fee increase
530500	Financial & Info Services	50540	160	160							Y	Business license web renewal annual user fee increase
530500	Financial & Info Services	50540	(2,000)	(2,000)							Y	Transient Occupancy Tax annual audit per contract
530500	Financial & Info Services	50540	5,000		5,000						Y	Investment management services increase due to more assets being managed by advisors
530500	Financial & Info Services	50540	8,500	8,500							Y	Waste Hauler Audit Services Contract. Budgeted in program 50510 Financial Operation in prior years. Now moving to program 50540 Treasury.
530500	Financial & Info Services	50540	6,000			6,000					N	Additional Transient Occupancy Tax audits due to findings from FY 14/15
530500	Financial & Info Services	50540	10,000				10,000				Y	Golf Course audit per request
			27,880	6,880	5,000	6,000	10,000	0	0	0		
	FY 16/17 RBI Total		12,085	(9,537)	5,000	6,000	10,000	622	0	0		

CITY OF COSTA MESA, CALIFORNIA
REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

Org Number & Name		14300 Parks and Community Services										
Fund:	101	* Recurring budget item (Y or N)										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
Senior Center												
505500	Professional Development	40231	-\$255	-\$255							Y	Decrease in workshop attendance
530800	Recreation	40231	\$30,000	\$30,000							Y	Increase due to new/additional programs
525600	Office Furniture	40231	-\$20,750	-\$20,750							Y	Decrease due to purchase of furniture FY15-16
535800	Central Services	40231	\$30,000				\$30,000				Y	Increase due to increased membership
510300	Small Tools and Equipment	40231	-\$30,000	-\$30,000							Y	Funding reallocated to Recreation 530800
520500	Meetings and Conferences	40231	\$750						\$750		Y	Increase due to additional COW meetings
			\$9,745	-\$21,005	\$0	\$0	\$30,000	\$0	\$750	\$0		
Day Camp												
510400	Uniforms and Clothing	40232	\$500						\$500		Y	Increase Tshirts for increased # of campers
510500	Safety and Health	40232	\$500						\$500		Y	Increase cost of food for increased # of campers
530800	Recreation	40232	\$14,000	\$14,000							Y	Increase cost of excursions for more campers
			\$15,000	\$14,000	\$0	\$0	\$0	\$0	\$1,000	\$0		
Playgrounds												
505500	Professional Development	40233	\$600	\$600							Y	Increase training- increased staff (from 40236)
501300	Regular Salaries -Part-Time	40233	\$20,709	\$20,709							Y	12% increase in participation from FY14-15
510200	Multi-Media, Promos, Subscript	40233	\$1,700	\$1,000					\$700		Y	Rea Elem ROCKS site added
510400	Uniforms and Clothing	40233	\$2,000	\$2,000							Y	Rea Elem ROCKS site added
510500	Safety and Health	40233	\$500	\$500							Y	Rea Elem ROCKS site added
530800	Recreation	40233	\$2,500						\$2,500		Y	Increase participants from 50 to 75; 4 excursions
			\$28,009	\$24,809	\$0	\$0	\$0	\$0	\$3,200	\$0		
Teen Programs												
505500	Professional Development	40236	-\$600	-\$600							Y	Funds allocated to 40233 for new Rea site
510500	Safety and Health	40236	\$1,500	\$1,500							Y	Increase Teens from 3 to 6 events; food, first aid
530800	Recreation	40236	\$1,500						\$1,500		Y	Increase Teens from 3 to 6 events; guest spkrs
510100	Stationery and Office	40236	-\$500	-\$500							Y	Funds allocated to 40233 for new Rea site
510200	Multi-Media, Promos, Subscript	40236	-\$1,000	-\$1,000							Y	Funds allocated to 40233 for new Rea site
510300	Small Tools and Equipment	40236	-\$10,000	-\$10,000							Y	Funds allocated to 40233 for new Rea site
510400	Uniforms and Clothing	40236	-\$3,000	-\$3,000							Y	Funds allocated to 40233 for new Rea site
510500	Safety and Health	40236	-\$500	-\$500							Y	Funds allocated to 40233 for new Rea site
			-\$12,600	-\$14,100	\$0	\$0	\$0	\$0	\$1,500	\$0		
Early Childhood Program												
530800	Recreation	40241	\$1,200	\$1,003					\$197		Y	Add 1 excursion, 1 guest speaker
510400	Uniforms and Clothing	40241	\$1,200						\$1,200		Y	Tshirts for 80 Camp Mini Explorers
535400	External Rent	40241	\$200						\$200		Y	Bus rental for additional excursion
			\$2,600	\$1,003	\$0	\$0	\$0	\$0	\$1,597	\$0		

CITY OF COSTA MESA, CALIFORNIA
REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

14300 Parks and Community Services												
Fund:	101	* Recurring budget item (Y or N)										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	* Explanation	
Adult Instructional												
530800	Recreation	40242	\$21,000	\$21,000							Y	Reallocation from Youth Instructional 40243
			\$21,000	\$21,000	\$0	\$0	\$0	\$0	\$0	\$0		
Youth Instructional												
530800	Recreation	40243	-\$25,000	-\$25,000							Y	Reallocation to Adult Instructional 40242
			-\$25,000	-\$25,000	\$0	\$0	\$0	\$0	\$0	\$0		
Special Events												
501300	Regular Salaries- Part-Time	40244	\$4,038	\$4,038							Y	280 PT hours @\$14.42/hour for Spec. Events
510300	Small Tools and Equipment	40244	\$800						\$800		Y	\$200 per quarter - Booth/Tools/Tents
530800	Recreation	40244	\$1,200						\$1,200		Y	Supplies, décor, signage, give-aways
			\$6,038	\$4,038	\$0	\$0	\$0	\$0	\$2,000	\$0		
Bark Park												
510300	Small Tools and Equipment	40248	\$2,000	\$2,000							Y	Misc. tools, blowers, gas/oil costs
510400	Uniforms and Clothing	40248	\$250						\$250		Y	\$4.50/week @ 52 wks (plus \$16 set-up fees)
530800	Recreation	40248	\$1,200						\$1,200		Y	Special events, signage, partnerships
			\$3,450	\$2,000	\$0	\$0	\$0	\$0	\$1,450	\$0		
Community Gardens												
510300	Small Tools and Equipment	40249	\$600						\$600		Y	Misc. tools, bins, garden accessories, kiosks
530800	Recreation	40249	\$400						\$400		Y	Educational class, clean-up event, signage
535400	External Rent	40249	\$1,900	\$1,900							Y	Port-a-potties; Re-Allocated from 50001
			\$2,900	\$1,900	\$0	\$0	\$0	\$0	\$1,000	\$0		
Administration												
505500	Professional Development	50001	\$3,425			\$3,425					Y	CPRS Agency Memb, CPRP cert, CPRS conf
535400	External Rent	50001	-\$1,900	-\$1,900							Y	Funds allocated to Gardens 40249 port-a-potties
501300	Regular Salaries- Part-Time	50001	\$4,534						\$4,534		Y	Intern: \$12.61/hr, 30 hrs/week, 12 weeks
520400	Telephone/Radio/Communicati	50001	\$400		\$400						Y	Cell phone for new ROCKS site at Rea Elem.
530800	Recreation	50001	\$6,000						\$6,000		Y	Bus service for Smart Camp at Costa Mesa HS
525700	Office Equipment	50001	\$2,500	\$2,500							Y	Lease for Replacement Copier
510200	Multi-Media, Promos, Subscrpt	50001	\$30,000						\$30,000		N	Purchase of registration software
510200	Multi-Media, Promos, Subscrpt	50001	\$20,000						\$20,000		Y	Support service for registration software
			\$64,959	\$600	\$400	\$3,425	\$0	\$0	\$60,534	\$0		
Cultural Arts Committee												
530800	Recreation	50190	\$10,000						\$10,000		Y	2 City art events; public art, murals, outreach
530200	Consulting	50190	\$35,000						\$35,000		N	Arts Master Plan consulting
			\$45,000	\$0	\$0	\$0	\$0	\$0	\$45,000	\$0		
FY 16/17 RBI Total			\$156,446	-\$27,000	\$27,400	\$4,665	\$30,000	\$3,000	\$118,381	\$0		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

14600- INFORMATION TECHNOLOGY DEPARTMENT												
Org Number & Name												
Fund: 101	* Recurring budget item (Y or N)											
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
501400	Overtime	50001	1,002	1,002							Y	20 hours
501700	Holiday Allowance	50001	245	245							Y	Previously budgeted under 50710
501700	Holiday Allowance	50001	115	115							Y	Previously budgeted under 50720
501700	Holiday Allowance	50001	174	174							Y	
505500	Professional Development	50001	4,071	4,071							Y	Details are on the Professional Development Details
505600	Auto Allowance	50001	5,614	5,614							Y	Previously budgeted under 50710
510100	Stationery & Office Supplies	50001	2,917	2,917							Y	Previously budgeted under 50710
510505	Safety & Health (Water)	50001	1,095	1,095							N	
520500	Meetings and Conferences	50001	1,500	1,500							Y	For teambuilding exercises
530200	Consulting	50001	10,000				10,000				Y	For Big Data Transparency consulting
535800	Central Services	50001	500	500							N	Previously budgeted under 50710 and 50720
590600	Office Furniture	50001	1,023	1,023							N	To replace two old and run-down chairs
			28,257	18,256	0	0	10,000	0	0	0		
501400	Overtime	50710	7,421			7,421					Y	1180 hours shared by four personnel; additional hours are to fill after-hours' responses for the 24 hour on-call shifts. They would also cover any projects that require downtime for the systems, as well as maintenance (for Exchange server, server patching, VMWare patching) and installation of networking equipment that cannot be performed during business hours.
501700	Holiday Allowance	50710	(245)	(245)							Y	Moved to 50001
501700	Holiday Allowance	50710	677	677							Y	
505500	Professional Development	50710	2,922	2,922							Y	Details are on the Professional Development Details
505600	Auto Allowance	50710	(5,614)	(5,614)							Y	Moved to 50001
510100	Stationery & Office Supplies	50710	(5,000)	(5,000)							Y	We're now using 50001 for this account.
510300	Small Tools & Equipment	50710	920	920							Y	
520400	Telephone/Radio Communicati	50710	1,230		1,230						Y	
520500	Meetings & Conferences	50710	(5,359)	(5,359)							Y	Now budgeted under 505500
525700	Office Equipment	50710	36,922		36,922						Y	Other departments have bought subscriptions and asked that the renewals be handled by I.T.; Abtech's initial maintenance was good for 3 years, now time to renew; other vendors' maintenance renewal have the renewal normal rate of increase.
530200	Consulting	50710	(2,885)	(2,885)							Y	
535400	External Rent	50710	(5,508)	(5,508)							Y	Now budgeted under 525700
535800	Central Services	50710	(100)	(100)							Y	Moved to 50001
590800	Other Equipment	50710	18,000						18,000		Y	Need to replace 50 monitors and 10 printers
			43,381	(20,192)	38,152	7,421	0	0	18,000	0		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

14600- INFORMATION TECHNOLOGY DEPARTMENT												
Fund:	* Recurring budget item (Y or N)											
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
501400	Overtime	50720	24,289			24,289					Y	1050 hours shared by five personnel. There are many projects lined up for the next fiscal year, and most of them will be on tight timelines and will require the programming staff to work overtime to complete them on time. Among these projects are (1) creation/enhancement of new City GIS parcel View application; (2) creation of public-facing GIS applications, including Parcel Viewer for the public, PD CAD Calls map and Fire CAD Calls map to show 911 Fire and PD calls information on our City website; (3) creation of Crystal Reports solutions for City departments to easily retrieve statistics and see numbers and trends on graphic charts; (4) creation/enhancement of the City's Intranet apps, such as Homeless Tracking System, IT Inventory, and IT helpdesk; (5) creation/enhancement of Resident Parking Permit Tracking System for City Transportation; (6) PeopleSoft after-hour support for Payroll; (7) after-hour systems and applications maintenance and upgrades.
501600	Vacation Cashed Out	50720	682	682							Y	180 vacation hours to be cashed out by two personnel
501700	Holiday Allowance	50720	(115)	(115)							Y	Moved to 50001
505500	Professional Development	50720	12,966	8,168				4,798			Y	Details are on the Professional Development Details
510200	Multi-Media	50720	404	404							Y	
520500	Meetings and Conferences	50720	(8,168)	(8,168)							Y	Now budgeted under 505500
520600	Mileage Reimbursement	50720	160	160							Y	To cover attendance to various meetings, etc
525700	Office Equipment	50720	7,377		7,377						Y	Normal vendors' rates of increase
530200	Consulting	50720	(115,905)	(115,905)							Y	
535400	Central Services	50720	(400)	(400)							Y	Moved to 50001
590600	Office Furniture	50720	3,000	3,000							N	To replace old and rundown chairs; to purchase new chairs for newly hired personnel.
			(75,710)	(112,174)	7,377	24,289	0	4,798	0	0		
	FY 16/17 RBI Total		(4,073)	(114,110)	45,529	31,710	10,000	4,798	18,000	0		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

Org Number & Name		15300 - Field Operations										
Fund:	101											* Recurring budget item (Y or N)
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
510300	Small Tools and Equipment	10111	(2,400)	(2,400)							Y	Reallocate to 10136-510500 (Drug Testing Supplies 2,400)
510300	Small Tools and Equipment	10111	(2,500)	(2,500)							Y	Reallocate to 10136-525800 (DAR Maint/Repair)
510300	Small Tools and Equipment	10111	2,000	2,000							Y	Reallocate from 10111-530700 to include costs associated with renovated Westside Substation.
530700	Law Enforcement	10111	(2,000)	(2,000)							Y	Reallocate to 10136-530700 (DAR Maint Contract)
505500	Professional Dev. & Training	10111	125	125							Y	Reallocate from 50001-505500 (Professional Dev. & Training \$125; for Field Ops Div Captain)
505500	Professional Dev. & Training	10111	375					375			Y	Membership fee for 3 (\$125/pp) Lieutenants for California Peace Officer Association
530700	Law Enforcement	10111	(2,000)	(2,000)							N	Reallocate to 10111-510300 (Small Tools & Equip.) to include costs associated with renovated Westside Substation.
510400	Uniforms & Clothing	10111	20,000						20,000		Y	Increase to account for hiring increases. FY14-15 actual was \$99,933 (budgeted \$70,000); was first FY with aggressive, consistent hiring. FY15-16 projected to be similar spending.
501600	Vacation/Comp Cash Out	10111	25,000						25,000		Y	Increase to account for increased cash out over last two FY (approx. \$50,000) due to MOU cash out option (budgeted \$25,000)
501700	Holiday Allowance	10111	170,000						170,000		Y	Increase to account for increased holiday cash out over the last two FY (\$170K & \$230K, respectfully) due to MOU cash out option (budgeted \$30K)
			208,600	(6,775)	0	0	0	375	215,000	0		
501500	Accrual Payoff - Excess Max	10139	(2,500)	(2,500)							N	No payoff per current CMCEA MOU
			(2,500)	(2,500)	0	0	0	0	0	0		
530700	Law Enforcement	10143	51,000				51,000				N	Increase to include (10) new ILJAO e-citation devices/software/accessories/support
			51,000	0	0	0	51,000	0	0	0		
	FY 16/17 RBI Total		257,100	(9,275)	0	0	51,000	375	215,000	0		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

15400 - Support Services												
Org Number & Name												
Fund:	101	* Recurring budget item (Y or N)										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	Explanation	
501500	Accrual Payoff - Excess Max	50001	\$ (2,000)	\$ (2,000)							N	Historical
501600	Vacation/Comp Time Cash	50001	\$ 1,000						\$ 1,000		Y	Projection based on CMPMA MOU & historical
501700	Holiday Allowance	50001	\$ 1,152						\$ 1,152		Y	Projection based on CMPMA MOU
505500	Professional Development	50001	1,407					1,407			Y	CA Police Chiefs' Assn. membership; Tuition Reimbursement added
520100	Postage	50001	(500)	(500)							N	Reallocate to account 590800
510400	Uniforms & Clothing	50001	500						500		Y	Uniform replacement & CMPMA MOU Clothing Reimbursement
530700	Law Enforcement	50001	41,000	36,000						5,000	Y	Reallocated from 10132-530700 \$36,000 for AFIS; AFIS increase of \$2,000; increase in ILJAOC services \$3,000
590800	Other Equipment	50001	500	500							Y	Reallocated from account 520100
			43,059	34,000	0	0	0	1,407	7,652	0		
501600	Vacation/Comp Time Cash	10120	9,500						9,500		Y	Projected based on MOUs & historical
501700	Holiday Allowance	10120	13,300						13,300		Y	Projected based on proposed CMPMA MOU, historical, & increased staff
505500	Professional Development	10120	4,465					4,465			Y	CA Homicide Investigators' Conf. 2,850; CA Sexual Assault Inv. Assn. Conf. 1,515; Increased association membership fee \$100
520600	Mileage Reimbursement	10120	(100)	(100)							N	Reallocate to account 525700
525700	Office Equipment	10120	100	100							Y	Reallocated from account 520600
			27,265	0	0	0	0	4,465	22,800	0		
501600	Vacation/Comp Time	10127	13,000						13,000		Y	Projected based on MOUs & historical; currently not funding
501700	Holiday Allowance	10127	15,000						15,000		Y	Projected based on CMPMA MOU & historical; currently not funding
535400	External Rent	10127	85,000		85,000						Y	Reallocate from fund 217
501400	Overtime	10127	50,000		50,000						Y	Reallocate from fund 217
530700	Law Enforcement	10127	25,000		25,000						Y	Reallocate from fund 217
510300	Small Tools and Equipment	10127	25,000		25,000						Y	Reallocate from fund 217
			213,000	0	185,000	0	0	0	28,000	0		
501500	Accrual Payoff - Excess Max	10131	(8,200)	(8,200)							N	No payoff per current CMCEA MOU
505500	Professional Development	10131	4,240					4,240			Y	SunGard Public Safety Training Conference
510300	Small Tools & Equip	10131	(3,200)	(3,200)							N	Reallocate to account 530700 \$1400; Reallocate to account 590800 \$1800
510500	Safety & Health	10131	(100)	(100)							N	Reallocate to account 590800
510600	Maint & Construction	10131	(500)	(500)							N	Reallocate to account 590800
525600	Office Furniture Repair	10131	(250)	(250)							N	Reallocate to account 590800
530700	Law Enforcement	10131	1,400	1,400							Y	Reallocated from 510300 for increase in Teletype and Records Destruction Svcs.
590800	Other Equipment	10131	2,650	2,650							Y	Reallocated from accounts 510300, 510500, 510600, 525600 - UPSs, Fax, Scanner, Misc.
			(3,960)	(8,200)	0	0	0	4,240	0	0		
501500	Accrual Payoff - Excess Max	10132	(200)	(200)							N	No payoff per current CMCEA MOU
501600	Vacation/Comp Time	10132	(2,500)	(2,500)							N	Historical
530700	Law Enforcement	10132	(36,000)	(36,000)							N	Reallocate to 15400-50001-530700
			(38,700)	(38,700)	0	0	0	0	0	0		
501600	Vacation/Comp Time Cash	10135	15,000						15,000		Y	Projected based on proposed CMPMA MOU
501700	Holiday Allowance	10135	4,800						4,800		Y	Projected based on CMPMA MOU election & historical
505500	Professional Development	10135	2,180					2,180			Y	CA Gang Conference
530700	Law Enforcement	10135	2,240	2,240							Y	Reallocated from 535400
535400	External Rent	10135	(2,240)	(2,240)							N	Reallocate to 530700
			21,980	0	0	0	0	2,180	19,800	0		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

16300 Fire- Prevention & Community Risk Reduction												
* Recurring budget item (Y or N)												
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
505500	Professional Development	10220	1,000						1,000		Y	Training conference at the California Fire Prevention Institute. Additional costs to include Fire Prevention Code Enforcement Officer.
505520	Prof Dev; Membership Dues	10220	75						75		Y	Southern California Fire Prevention Officer Member dues; Fire Prevention Code Enforcement Officer.
505511	Prof Dev; Meeting Costs	10220	225						225			Southern California Fire Prevention Officers Quarterly Meetings; Fire Prevention Code Enforcement Officer.
530400	Engineering & Architectural	10220	75,000		75,000						Y	Increase in budgeted amount \$75,000 to \$150,000 for plan check review and inspections due to the significant increase in development projects along with several projects of highly complex structural design. City Council approved this contract increase on 6/16/15. No budget increase was appropriated in the current fiscal year.
FY 16/17 RBI Total			76,300	0	75,000	0	0	0	1,300	0		

REQUESTED BUDGET INCREASES AND DECREASES

Preliminary FY 16-17 Budget

Org Number & Name		18100 50001 Administration										
Fund:	101	* Recurring budget item (Y or N)										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
535800	Central Services	50001	3,000						3,000		Y	Increased production
520100	Postage	50001	3,800						3,800		Y	Increased mailings
510100	Stationary & Office Supplies	50001	10,000						10,000		Y	Increased staff
520400	Telephone/Communications	50001	20,000		20,000						Y	Pay for cell phone invoices (budget moved from PD)
530300	Legal	50001	50,000						50,000		Y	Environmental legal review (Best, Best & Krieger)
FY 16/17 RBI Total			86,800	-	20,000	-	-	-	66,800	-		

REQUESTED BUDGET INCREASES AND DECREASES

Preliminary FY 16-17 Budget

CITY OF COSTA MESA, CALIFORNIA												
REQUESTED BUDGET INCREASES AND DECREASES												
Preliminary FY 16-17 Budget												
Org Number & Name		18400 50255 Community Improvement										
Fund:	101	* Recurring budget item (Y or N)										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
530200	Consultant	50255	250,000						250,000		Y	Planning consultant for Group Home Prog. (1 Senior Planner)
505500	Professional Development	50255	1,500						1,500		Y	Annual MMASC conference/membership for Management Analyst
	FY 16/17 RBI Total		251,500	-	-	-	-	-	251,500	-		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

19100												
Org Number & Name	19100											
Fund:	101											
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	* *	Explanation
515701	Recycling	20230	114,000	114,000							Y	Moving the funding for annual cost of waste disposal for City Facilities from Maintenance Services budget to Pub. Svcs. Admin. Recycling budget (Program 20230).
			114,000	114,000	-	-	-	-	-	-		
590800	Computer Software	50001	500						500		Y	Annual AutoCAD renewal
520402	Cellular Phone Usage	50001	20,000		20,000						Y	Annual Mobile Telephone account for Pub. Svcs. Dept. (Formerly budgeted by Communications)
			20,500	0	20,000	0	0	0	500	0		
	FY 16/17 RBI Total		134,500	114,000	20,000	0	0	0	500	0		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

Org Number & Name		19200 Engineering										
Fund:	101	* Recurring budget item (Y or N)										
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
501600	Vacation/Comp. Time Cash Out	20115	3,970						3,970		N	1 Acting City Engineer @ 75%
501700	Holiday Allowance	20115	794						794		N	1 Acting City Engineer @ 75%
510100	Stationary & Office	20115	100						100		Y	Newly created program for Fairview Park
520100	Postage	20115	100						100		Y	Newly created program for Fairview Park
520200	Legal/Advertising/Filing Fees	20115	2,000							2,000		Newly created program for Fairview Park
520500	Meetings and Conferences	20115	500							500	Y	Newly created program for Fairview Park
530200	Consulting	20115	20,000				10,000			10,000	Y	Newly created program for Fairview Park
530300	Legal	20115	5,000						5,000		Y	Newly created program for Fairview Park
535800	Central Services	20115	300						300		Y	Newly created program for Fairview Park
			32,764	0	0	0	10,000	0	10,264	12,500		
510600	Vacation/Comp Time Cash Out	50002	1,323						1,323		N	1 Acting City Engineer @ 25%
510700	Holiday Allowance	50002	1,052						1,052		N	1 Acting City Engineer @ 25%; 1 Assoc. Engr. @ 100%
			2,375	0	0	0	0	0	2,375	0		
	FY 16/17 RBI Total		35,139	0	0	0	10,000	0	12,639	12,500		

REQUESTED BUDGET INCREASES AND DECREASES

FY 16-17 Budget

Org Number & Name		19300 Transportation										
Fund:	101											* Recurring budget item (Y or N)
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
530200	Consulting	30210	55,000				55,000				Y	Need consultant help to assist with work load. These include reviewing plans/specifications, preparing grant application forms, processing federal forms for funding and other projects as needed.
			55,000	0	0	0	55,000	0	0	0		
530200	Consulting	30241	4,395		4,395						Y	3 percent increase in cost for crossing guards. The current contract expires August 31, 2016. New RFP will be issued for services.
			4,395	0	4,395	0	0	0	0	0		
530200	Consulting	30225	25,000				25,000				Y	Need consultant help to assist with work load. These include providing support to Bikeway & Walkability Committee request for studies and information, and grant writing support.
530200	Consulting	30225	60,000					60,000				Bike Safety Education
			85,000	0	0	0	25,000	60,000	0	0		
FY 16/17 RBI Total			144,395	0	4,395	0	80,000	60,000	0	0		

CITY OF COSTA MESA, CALIFORNIA
REQUESTED BUDGET INCREASES AND DECREASES
 FY 16-17 Budget

Org Number & Name		19500 Maintenance Services										
Fund:	101											* Recurring budget item (Y or N)
Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
Parkway and Median Maintenance												
505500	Professional Development	20111	\$ (500)	\$ (500)							Y	Reduction in Professional Development from previous year.
510600	Maintenance & Construction	20111	(500)	(500)							Y	Reduction in purchase of materials related to installation and maintenance of new trees planted by City staff.
510700	Agriculture	20111	(19,000)	(19,000)							Y	Reduction in purchase of materials related to installation and maintenance of new trees planted by City staff.
515200	Electricity - Power	20111	3,000							3,000	Y	Increase in electricity to run irrigation controllers in newly installed medians.
515600	Water - Parks and Parkways	20111	12,250							12,250	Y	Increase in water used in the newly installed medians.
525200	Landscaping and Sprinklers	20111	50,000		50,000						Y	Additional tree trimming approved by City Council.
525200	Landscaping and Sprinklers	20111	13,860		13,860						Y	State of CA mandated prevailing wage increase for tree workers 3.3%.
525200	Landscaping and Sprinklers	20111	25,000							25,000	Y	New program to provide young tree care service City-wide.
525200	Landscaping and Sprinklers	20111	4,947		4,947						Y	CPI 2% Increase for Landscape Maintenance contract.
			89,057	(20,000)	68,807	0	0	0	0	40,250		
Fairview Park												
510600	Maintenance & Construction	20115	4,000	4,000							Y	Increase due to new program dedicated to Fairview Park. Purchase of materials and restroom supplies. Amount transferred from Program #40111.
510700	Agriculture	20115	5,000	5,000							Y	Increase due to new program dedicated to Fairview Park. Purchase of decomposed granite, plants and other materials. Amount transferred from Program #40111.
515500	Water - Domestic	20115	3,500	3,500							Y	Increase due to new program dedicated to Fairview Park. Amount transferred from Program #40111.
515600	Water - Parks & Parkways	20115	60,000	60,000							Y	Increase due to new program dedicated to Fairview Park. Amount transferred from Program #40111.
515800	Janitorial and Housekeeping	20115	9,400	9,400							Y	Increase due to new program dedicated to Fairview Park. Amount transferred from Program #40111.
525100	Buildings and Structures	20115	25,000							25,000	Y	Increase due to new program dedicated to Fairview Park. Miscellaneous repairs.
525200	Landscaping & Sprinklers	20115	83,000	41,559		41,441					Y	Increase due to new program dedicated to Fairview Park. Wetlands maintenance contractor. Amount (\$33,000) transferred from Program #40111. Appropriation of \$50,000 for Cattail removal by contractor. Total increased requested \$83,000
535400	External Rent	20115	5,000	5,000							Y	Increase due to new program dedicated to Fairview Park. Temporary fence rental. Amount transferred from Program #40111.
			194,900	128,459	0	41,441	0	0	0	25,000		
Graffiti Abatement												

Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
501400	Overtime	20130	500	500							Y	Increase for additional coverage of Graffiti Abatement on City holidays.
525800	Other Equipment	20130	300	300							Y	Increase to cover repairs to graffiti equipment.
			800	800	0	0	0	0	0	0		
Street Maintenance												
505500	Professional Development	30111	1,050	1,050							N	Increase due to current and new staff that require training in the field of street maintenance and roadway traffic control.
510300	Small Tools and Equipment	30111	3,500	3,500							N	Increase to purchase power and hand tools to stock new vehicles and increased staff in the section.
535400	External Rent	30111	8,000	8,000							Y	Increase for rental of specialized tools and heavy equipment. Previously, rental equipment was paid out of Account 510600. This meets the pricing agreement quantity to reconcile with the Purchasing Division's request.
			12,550	12,550	0	0	0	0	0	0		
Storm Drain Maintenance												
510300	Small Tools and Equipment	30121	1,000	1,000							Y	Increase due to reinstatement of the Catch Basin Maintenance Program.
510600	Maintenance & Construction	30121	2,500	2,500							Y	Increase due to reinstatement of the Catch Basin Maintenance Program.
515700	Waste Disposal	30121	3,000		3,000						Y	Increase as result of contracting out Street Sweeping services. Previously, debris was taken to the County landfill along with the street sweeper debris.
525900	Streets, Alleys and Sidewalks	30121	5,000		5,000						Y	Increase due to contract services for minor maintenance and repairs on drainage structures.
			11,500	3,500	8,000	0	0	0	0	0		
Signs and Markings												
505500	Professional Development	30243	780	780							N	Increase due to current and new staff that require training in the field of roadway signs and markings.
510300	Small Tools & Equipment	30243	2,000	2,000							Y	Increase due to reinstatement of staffing levels and new vehicles.
510400	Uniforms & Clothing	30243	2,000	2,000							Y	Increase due to reinstatement of staffing levels.
510600	Maintenance & Construction	30243	10,500	10,500							Y	\$10,500: Traffic paint. Increase due to filling vacant positions resulting in increased quantity of painted curb, roadway markings, and roadline striping.
510600	Maintenance & Construction	30243	500	500							Y	\$500: Pavement markers and bituminous adhesive.
510600	Maintenance & Construction	30243	6,000	6,000							Y	\$6,000: Sign manufacturing materials. Increase due to filling of vacant positions resulting in increased quantity of signs manufactured, replaced and maintained.
			21,780	21,780	0	0	0	0	0	0		
Park Maintenance												
505500	Professional Development	40111	(1,500)	(1,500)							Y	Reduction in Professional Development from previous year.
510600	Maintenance & Construction	40111	(4,000)	(4,000)							N	Decrease due to amount transferred to Fairview Park Program #20115 for materials listed below.
510700	Agriculture	40111	(5,000)	(5,000)							Y	Decrease due to amount transferred to Fairview Park Program #20115 for materials listed below.
515200	Electricity - Power	40111	3,000		3,000						Y	\$3,000: Increase associated with rate increase.
515200	Electricity- Power	40111	6,000		6,000						Y	\$6,000: Increase cost for Tewinkle Park walkway lighting project.
515200	Electricity - Power	40111	2,000		2,000						Y	\$2,000: Increase cost for Heller Park walkway lighting project.
515500	Water - Domestic	40111	20,000		20,000						Y	\$20,000: Increase in costs associated with rate increases and increased water usage.

Acct	Account Name	Prgm #	Amount + or -	Transfer	Required	1	2	3	4+	Withdrawn	*	Explanation
515600	Water - Parks & Parkways	40111	15,000		15,000						Y	\$15,000: Increase of water usage and water costs at the Fairview Development Center.
515600	Water- Parks & Parkways	40111	(60,000)	(60,000)							Y	(\$60,000): Decrease from amount transferred to Fairview Park Program #20115.
515600	Water- Parks & Parkways	40111	(3,500)	(3,500)							Y	(\$3,500): Decrease from amount transferred to Fairview Park Program #20115.
515800	Janitorial and Housekeeping	40111	(9,400)	(9,400)							Y	(\$9,400): Decrease from amount transferred to Fairview Park Program #20115.
525200	Landscaping and Sprinklers	40111	9,187		9,187						Y	\$9,187: CPI 2% increase for Complete Landscape Care, Inc. contract.
525200	Landscaping and Sprinklers	40111	5,000							5,000	Y	\$5,000: Increased turf renovations at Tewinkle Bark Park.
525200	Landscaping and Sprinklers	40111	(33,000)	(33,000)							Y	(\$33,000): Decrease from amount transferred to Fairview Park Program Program #20115.
535400	External Rent	40111	(5,000)	(5,000)							Y	Decrease from amount transferred to Fairview Park Program #20115 for fence rentals.
			(61,213)	(121,400)	55,187	0	0	0	0	5,000		
Building Maintenance												
505500	Professional Development	50910	(545)	(545)							Y	Reduction in Professional Development from previous year.
510200	Multi-Media, Promos, Subscrip.	50910	(6,000)	(6,000)							Y	Reduction due to one-time service to digitize Facilities blueprints.
510300	Small Tools and Equipment	50910	(11,780)	(11,780)							Y	Decrease due to purchase of tools in FY 15-16 that supplemented the deficiency in the tool inventory.
510400	Uniforms and Clothing	50910	1,000	1,000							Y	Increase in contract for purchase of uniforms and jackets.
510600	Maintenance & Construction	50910	10,000	10,000							Y	\$10,000: Increase in electrical supplies.
510600	Maintenance & Construction	50910	40,000							40,000	Y	\$40,000: Increase to retrofit lighting to LED energy efficient lighting.
510600	Maintenance & Construction	50910	5,000	5,000							Y	\$5,000: Increase in general supplies.
510600	Maintenance & Construction	50910	5,000	5,000							Y	\$5,000: Increase in janitorial supplies.
515100	Electricity - Buildings & Facilities	50910	5,000							5,000	Y	Increased based SCE prediction of slight increase in rates.
515700	Waste Disposal	50910	(111,100)	(111,100)							Y	(\$111,100): Decrease due to moving the Waste Disposal contract to Public Services Administration account: 515700-101-19100-50001.
515700	Waste Disposal	50910	20,000							20,000	Y	\$20,000: Increase in disposal of hazardous waste (batteries, lights, electrical ballasts, paints, etc.)
515800	Janitorial and Housekeeping	50910	(87,708)	(87,708)							Y	(\$87,708): To correct FY 15-16 budget.
515800	Janitorial and Housekeeping	50910	5,000	5,000							Y	\$5,000: Increase to add pressure washing of City Hall and New Corp Yard building.
525800	Other Equipment	50910	2,841	2,841							Y	Increase in Siemens HVAC contract.
525800	Other Equipment	50910	3,195	3,195							Y	Increase in FM Thomas HVAC contract.
525800	Other Equipment	50910	5,000	5,000							Y	Increased costs for overhead door and vehicle gate repairs.
590800	Other Equipment	50910	2,600	2,600							Y	Increase for purchase of one (1) computer for new blue print system and one (1) computer for remotely accessing HVAC controls system.
			(112,497)	(177,497)	0	0	0	0	0	65,000		
			156,877	(151,808)	131,994	41,441	0	0	0	135,250		