

**CITY OF COSTA MESA  
CALIFORNIA**



**ADOPTED  
OPERATING  
AND CAPITAL  
IMPROVEMENT  
BUDGET**



**FISCAL YEAR 2013-2014**

**CITY OF COSTA MESA, CALIFORNIA**  
**ADOPTED OPERATING AND**  
**CAPITAL IMPROVEMENT BUDGET**  
**FISCAL YEAR 2013-2014**

**CITY COUNCIL**

**James M. Righeimer**  
Mayor

**Stephen M. Mensinger**  
Mayor Pro Tem

**Sandra L. Genis**  
Council Member

**Wendy B. Leece**  
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



Stephen Mensinger  
Mayor Pro Tem



Wendy B. Leece  
Council Member



James M. Righeimer  
Mayor



Sandra L. Genis  
Council Member



Gary C. Monahan  
Council Member

*California Society of  
Municipal Finance Officers*

*Certificate of Award*

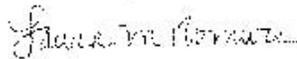
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GOVERNMENT FINANCE OFFICERS ASSOCIATION

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**City of Costa Mesa  
California**

For the Fiscal Year Beginning

**July 1, 2012**

*Christopher P. Moivell*      *Jeffrey R. Emery*

President

Executive Director



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## CITY CHIEF EXECUTIVE OFFICER'S BUDGET MESSAGE



July 1, 2013

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

I am pleased to submit the Fiscal Year 2013-2014 Operating and Capital Budget. The objectives used in developing the proposed FY 13-14 budget were to submit a balanced budget to the City Council; to do the best job possible of maintaining current excellent levels of service to the community; to implement City Council's priorities as feasible; and to be prudent in our revenue estimates and cautiously optimistic overall. The City's management team and staff have put together an operating and capital expenditure plan that addresses the City Council's priorities while fulfilling the service requirements of the people who live, work, and play in our community.

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

Unlike prior years, where the focus has been on reducing programs & services, the proposed budget maintains the current level of service from FY 12-13. Having already reduced operating expenditures to a minimum base level in prior years, management decided to keep the FY 13-14 budget at the current level while allowing for Departments to make requests for new items that they believed met the Community and City Council needs. The requested increases were evaluated and sometimes modified in order to keep the base budget growth at a responsible level. As a result, the operating budget for all funds grows less than 0.5%.

Throughout the last several months the City Council held many informative budget sessions. 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 are better equipped to develop strategies that 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.

During the fiscal year staff will work day-in and day-out to continually improve our financial situation and provide the best service possible to the community. Revenues and expenditures will be monitored. A formal mid-year budget report will be presented to the City Council in February 2014.

As a quick overview, here is the adopted budget for FY 13-14 for all funds:

<b><u>ADOPTED BUDGET - ALL FUNDS</u></b>				
<b><u>Appropriations/ All Funds</u></b>	<b><u>Adopted FY 13-14</u></b>	<b><u>Adopted FY 12-13</u></b>	<b><u>Increase (Decrease)</u></b>	
			<b><u>Amount</u></b>	<b><u>Percent</u></b>
Operating Budget	\$ 109,508,647	\$ 109,279,363	\$ 229,284	.21%
Transfers Out	3,985,000	2,590,000	1,395,000	53.86%
Capital Budget	18,054,059	20,706,936	(2,652,877)	(12.81%)
Total	<u>\$ 131,547,706</u>	<u>\$ 132,576,299</u>	<u>\$ (1,028,593)</u>	<u>(0.78%)</u>

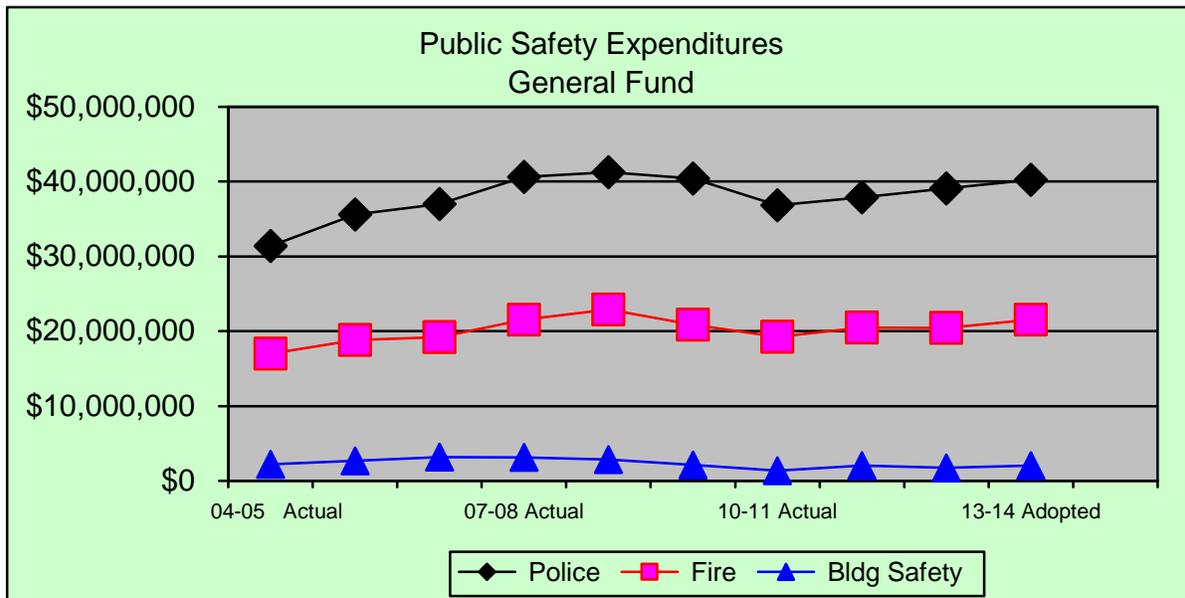
### **GENERAL FUND ADOPTED BUDGET**

The General Fund provides 94.2% of the total operating budget for all governmental funds. The total adopted budget is \$103.2 million, an increase of \$2.1 million or 2.1% from the adopted budget in FY 12-13. Table 1 is a summary of the total resources and requirements for FY 13-14:

**Table 1**

<b><u>ADOPTED BUDGET - GENERAL FUND</u></b>				
	<b><u>Adopted FY 13-14</u></b>	<b><u>Adopted FY 12-13</u></b>	<b><u>Increase (Decrease)</u></b>	
			<b><u>Amount</u></b>	<b><u>Percent</u></b>
Estimated Revenues	\$ 103,250,486	\$ 101,174,935	\$ 2,075,551	2.05%
Transfers In	-	-	-	-
Use of Fund Balance	(59,215)	(105,225)	46,010	43.73%
Total Resources	<u>\$ 103,191,271</u>	<u>\$ 101,069,710</u>	<u>\$ 2,121,561</u>	<u>2.10%</u>
Operating Budget	\$ 99,206,271	\$ 98,479,710	\$ 726,561	0.74%
Transfers Out	3,985,000	2,590,000	1,395,000	53.86%
Total Appropriations	<u>\$ 103,191,271</u>	<u>\$ 101,069,710</u>	<u>\$ 2,121,561</u>	<u>2.10%</u>

Public Safety remains a high priority for the City and is the largest component of the operating budget. The following graph illustrates public safety expenditures for ten (10) years.



### **FINANCIAL OUTLOOK**

As a result of the continued modest rebound in the economy, most revenue sources are projected to continue to increase. The City experienced increases in Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building Permit revenue last year and expects those to continue in FY 13-14. The City will evaluate revenues and continue to find ways to mitigate costs. Doing so will continue to stabilize the City's budget, provide necessary services to the community and work towards re-building reserves.

One of the ways the City has looked to mitigate costs, has been to continue to negotiate with its employee associations. Even though retirement rates did increase significantly for FY 13-14, all employees are contributing more towards retirement costs.

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. Based on the timing of the receipt of certain revenues, the City has periods of time when it uses more cash than it receives. That use of cash is replenished later in the fiscal year with the receipt of property tax revenue. The General Fund saw an operating surplus at the end of FY 11-12 which helped to increase the overall cash position. The City is preparing for this trend to continue in the coming fiscal year and in FY 13-14 has budgeted for a modest deposit to the reserves.

## **NEW PRIORITIES AND INITIATIVES**

The City will continue to set aside \$550,000 to proactively reduce the unfunded pension and retiree medical liabilities.

The City continued to move forward with creative and innovative ways to continue to improve service while reducing reoccurring costs. One of these is the Fire Department reorganization which will yield ongoing personnel and overtime savings as well as some one-time savings. A portion of these savings will be used to purchase six new ambulances as part of a new service delivery model.

The City also created a Neighborhood Improvement Task Force. This Task Force consists of dedicated staff from City departments in collaboration with outside agencies. They will work on the issues related to motels, sober living facilities, homeless individuals and focused neighborhood improvements.

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

During the last three fiscal years ending June 30, 2012, the General Fund - Fund Balance has increased by approximately \$8.0 million. The City continues to maintain \$13.625 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 entering its second year of a significant amount dedicated to infrastructure improvements in the capital improvement program. The adopted capital budget allocates \$18.1 million including: \$10.4 million for street improvements and maintenance; \$3.4 million for storm drain improvements; and \$3.1 million for park development 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 \$6.7 million or 37% of the total funding for capital projects comes from the Measure M Turnback Fund and another \$3.3 million or 18% comes from the Gas Tax Fund. Both the Measure M Turnback Fund and Gas Tax Fund are earmarked for streets and/or transportation-related expenditures. Other funding sources for capital improvements 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 (originally from the General Fund).

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

<u><b>CAPITAL IMPROVEMENT PROJECTS</b></u>	
<u><b>Program Category:</b></u>	<u><b>Adopted FY 13-14</b></u>
Street Improvements & Maintenance	\$ 10,386,500
Park Development & Maintenance	3,095,959
Storm Drain Improvements	3,371,600
Parkway & Median Improvements	300,000
Curbs & Sidewalks	400,000
Building Maintenance	500,000
<b>Total</b>	<u><u>\$ 18,054,059</u></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 purpose of an annual appropriation limit is to control an agency's ability to spend tax proceeds each year and 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 13-14:

Step 1 - Appropriations Limit for FY 12-13	\$ 179,779,540
Step 2 - Multiply the FY 12-13 Appropriations Limit by the cumulative growth factors for Orange County	1.0594
Appropriations Limit FY 13-14	<u>\$ 190,458,330</u>

The estimated proceeds from general tax revenues in FY 13-14 equal \$92.4 million, which is \$98.1 million or 51.5% below 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, 2012. This is the thirteenth 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 12-13 Adopted Budget.

Staff believes the FY 13-14 Adopted Operating & Capital Improvement Budget document will continue to conform to the award program requirements. The City will again apply to both GFOA and CSMFO for these awards.

## **SUMMARY**

Although current economic conditions are improving, and continue to do so, the adopted budget does not fully support the overall high level of service that the citizens of Costa Mesa had grown accustomed to in the past. Those levels are likely unsustainable. It does however represent a balanced financial plan, without the use of fund balance or reserves, and maintains a current level of service.

As the City has coped with the economic downturn, 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. For this reason, it is prudent to continue to keep reoccurring costs low while continuing to look at ways to reduce long-term liabilities with modest annual contributions. But even with an economic recovery, the City's long-term liabilities will continue to increase as they did for FY 13-14 and will require the City's continued management.

## **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 the contribution made by all department directors, division managers, and departmental budget liaisons. 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  
Chief Executive Officer  
City of Costa Mesa

**ADOPTED OPERATING & CAPITAL BUDGET OVERVIEW**

The Fiscal Year 2013-14 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 \$131.5 million, a decrease of \$1.03 million or -0.78% compared to the adopted budget for FY 12-13. Table 1 illustrates these changes.

**TABLE 1**

<b>ADOPTED BUDGET - ALL FUNDS</b>					
<b>Appropriations/ All Funds</b>	<b>Adopted FY 13-14</b>	<b>Adopted FY 12-13</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Operating Budget	\$109,508,647	\$109,279,363	\$ 229,284	.21%	83.25%
Transfers Out	3,985,000	2,590,000	1,395,000	53.86%	3.03%
Capital Budget	18,054,059	20,706,936	(2,652,877)	(1.28%)	13.72%
Total	<u>\$131,547,706</u>	<u>\$132,576,299</u>	<u>\$ (1,028,593)</u>	<u>(.78%)</u>	<u>100.00%</u>

**GENERAL FUND BUDGET OVERVIEW**

For all governmental funds, the General Fund comprises 94.2% of the *operating* budget and 80.89% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The adopted operating budget is \$103.2 million, an increase of \$2.1 million or 2.10% compared to the adopted budget in FY 12-13. Table 2 below illustrates the components and the changes of the adopted budget as compared to the prior year's budget.

**TABLE 2**

<b>GENERAL FUND OPERATING BUDGET</b>					
<b>Expenditure Category</b>	<b>Adopted FY 13-14</b>	<b>Adopted FY 12-13</b>	<b>Increase (Decrease)</b>		<b>% of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Salaries & Benefits	\$ 74,400,478	\$ 72,327,762	\$ 2,072,715	2.87%	72.10%
Maintenance & Operations	24,746,093	26,057,618	(1,311,525)	(5.03%)	23.98%
Fixed Assets	59,700	94,330	(34,630)	(36.71%)	.06%
Transfers Out	3,985,000	2,590,000	1,395,000	53.86%	3.86%
Total	<u>\$ 103,191,271</u>	<u>\$ 101,069,710</u>	<u>\$ 2,121,561</u>	<u>2.10%</u>	<u>100.00%</u>

**Salaries & Benefits:** Personnel costs increased by \$2.1 million or 2.87%. This increase is largely attributed to an increase in expected retirement and retiree medical costs. 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 \$18.8 million which is a \$2.2 million increase compared to FY 12-13. The employer contribution rate for non-safety increased from 18.334% to 24.914%, fire-sworn personnel increased from 38.428% to 45.618%, and police-sworn personnel increased from 31.286% to 33.542%. 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 \$24.7 million, a net decrease of \$1.3 million or 5.03% compared to the FY 12-13 adopted budget. The main reason for the decrease is a \$1.4 million reduction in principal payments due to a scheduled payoff of long-term debt.

Additional debt service payments totaling \$3,741,149 included in the M&O adopted budget include payments on the following (descriptions of the debt can be found on pages 261 and 262):

- ❑ \$ 219,526 Refunding Revenue Bonds.
- ❑ \$3,521,623 for Certificates of Participation (COPs).

**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 13-14:

- ❑ \$12,000 for a Plotter and Composer System for the Maintenance Services Division.
- ❑ \$12,500 for an Audio/Video Editing System in the Communications and Marketing Division.
- ❑ \$ 7,200 for radios for the Neighborhood Improvement Task Force.
- ❑ \$28,000 for a refrigerator, floor scrubber and various other equipment at the NCC.

**CITY OF COSTA MESA, CALIFORNIA**

The total adopted FY 13-14 General Fund estimated revenue is \$103.3 million, an increase of \$2.1 million or 2.05% compared to adopted estimated revenues for FY 12-13. Table 3 illustrates the General Fund revenue sources that fund City services.

**TABLE 3**

<b>GENERAL FUND ESTIMATED REVENUES</b>					
<b>Revenue Source</b>	<b>Adopted FY 13-14</b>	<b>Adopted FY 12-13</b>	<b>Increase (Decrease)</b>		<b>Percent of Total</b>
			<b>Amount</b>	<b>Percent</b>	
Taxes	\$ 83,345,000	\$ 77,520,000	\$ 5,825,000	7.51%	80.72%
Licenses & Permits	1,283,000	1,458,000	(175,000)	(1.20%)	1.24%
Fines & Forfeitures	1,425,000	1,675,000	(250,000)	(14.93%)	1.38%
Use of Money & Property	2,959,500	3,853,000	(893,500)	(23.19%)	2.87%
Other Governmental Agencies	10,087,160	12,207,085	(2,119,925)	(17.37%)	9.77%
Fees & Charges for Services	3,547,726	3,758,750	(211,024)	(5.61%)	3.44%
Other Revenues	603,100	703,100	(100,000)	(14.22%)	0.58%
<b>Total</b>	<b>\$ 103,250,486</b>	<b>\$ 101,174,935</b>	<b>\$ 2,075,551</b>	<b>2.05%</b>	<b>100.00%</b>

*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 (12-13) and expect those to continue in FY 13-14. 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'.

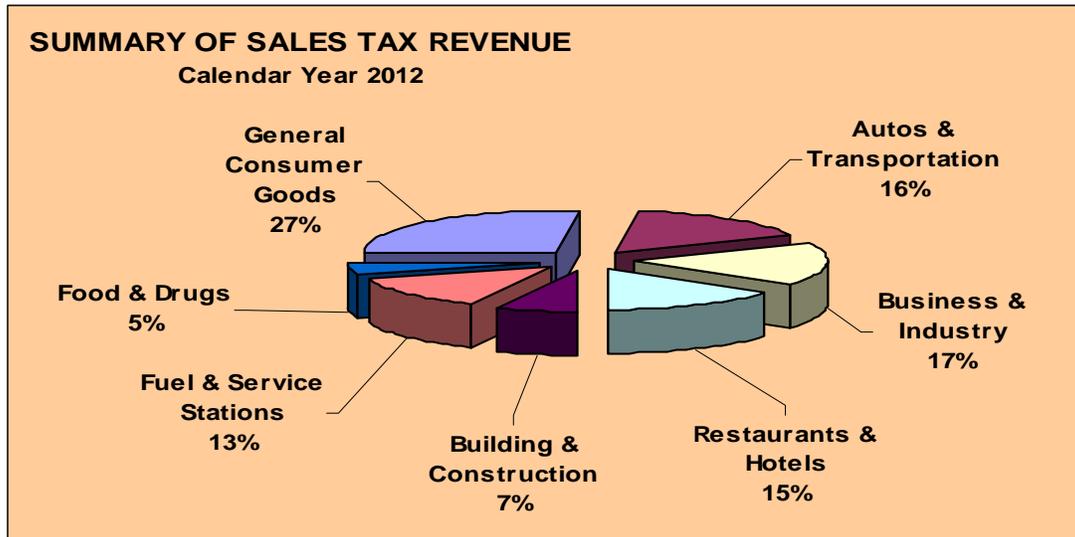
Sales & Use Tax represents Costa Mesa's single largest revenue source estimated at \$48.5 million or 46.97% of the total General Fund estimated revenues for FY 13-14. This amount includes the \$12.45 million backfill payment from the State in the form of property taxes (accounted for as Sales Tax In-Lieu), and represents an increase of \$1.45 million or 13.18% compared to the adopted estimated revenue in FY 12-13. 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 12 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 compared to both the FY 12-13 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 2012.

### GRAPH 1



Property Tax is the second largest source of revenue for the City. The FY 13-14 estimated revenue from property tax is \$22.2 million or 21.52% of the total General Fund revenues. This amount is \$690,000 more than the adopted FY 12-13 estimated revenue. This increase of approximately 3.2% in revenue is attributed to 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 13-14 estimated TOT revenue is \$7.2 million, which represents 6.97% of the total General Fund revenues. This amount reflects an increase of \$500,000 or 7.46% compared to the estimate in FY 12-13 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 13-14, estimated revenue for all Franchise Fees is \$3.6 million, which represents 3.46% of the total General Fund revenue. The estimated revenue reflects a net increase of \$25,000 or .70% over the FY 12-13 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**

<b><u>GOVERNMENTAL FUNDS ADOPTED BUDGET</u></b>					
<b><u>Fund Types</u></b>	<b><u>Adopted FY 13-14</u></b>	<b><u>Adopted FY 12-13</u></b>	<b><u>Increase/(Decrease)</u></b>		<b><u>Percent of Total</u></b>
			<b><u>Amount</u></b>	<b><u>Percent</u></b>	
General Fund *	\$ 103,191,271	\$ 101,069,710	\$ 2,121,561	2.10%	82.27%
Special Revenue Funds *	8,554,418	10,621,700	(2,067,282)	(19.46%)	6.82%
Capital Projects Funds *	13,677,200	14,052,360	(375,160)	(2.67%)	10.91%
Total Governmental Funds	<u>\$125,422,889</u>	<u>\$125,743,770</u>	<u>(\$ 320,811)</u>	<u>(.26%)</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**

<b><u>GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u></b>				
<b><u>Fund</u></b>	<b><u>Estimated Resources FY 13-14</u></b>	<b><u>Adopted Appropriations FY 13-14</u></b>	<b><u>Revenues Over (Under) Appropriations</u></b>	
General Fund	\$ 103,250,486	\$ 103,191,271	\$	59,215
Gas Tax Fund	3,514,500	3,760,750		(246,250)
Prop 172 Fund	953,600	1,240,820		(287,220)
Air Quality Management District (AQMD) Fund	145,900	89,851		56,049
HOME Fund	337,835	343,315		(5,480)
Community Development Block Grant Fund	1,056,094	1,371,384		(315,290)
Park Development Fees Fund	64,500	475,000		(410,500)
Drainage Fees Fund	212,000	500,000		(288,000)
Supplemental Law Enforcement Services Fund *	175,000	215,785		(40,785)
Traffic Impact Fees Fund	188,500	-		188,500
Narcotics Forfeiture Fund	421,500	557,513		(136,013)
Fire System Development Fund	7,300	-		7,300
Capital Improvement Fund	2,381,446	6,365,646		(3,984,200)
Measure M Construction Fund	46,000	800,000		(754,000)
Measure M Turnback Fund	24,000	-		24,000
Measure M Regional Fund	-	126,719		(126,719)
Measure M Fairshare Fund	2,298,500	6,384,835		(4,086,335)
Vehicle Parking Dist 1/2 Fund	957	-		957
Total Other Governmental Funds	<u>\$ 115,078,118</u>	<u>\$ 125,422,889</u>		<u>(\$ 10,344,771)</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 13-14, the adopted budget is \$2.1 million and the estimated revenue is \$3.2 million. The difference will be used to increase the accumulated fund balance to prepare for future replacement of vehicles. The funding necessary to replace vehicles is 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 \$4.0 million, a net decrease of \$56,052 or 1.36% compared to the FY 12-13 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 224-235. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. Thirty-one capital improvement projects totaling \$18.1 million were adopted for funding in FY 13-14, a decrease of \$2.7 million or 12.82% less than the adopted CIP in FY 12-13.

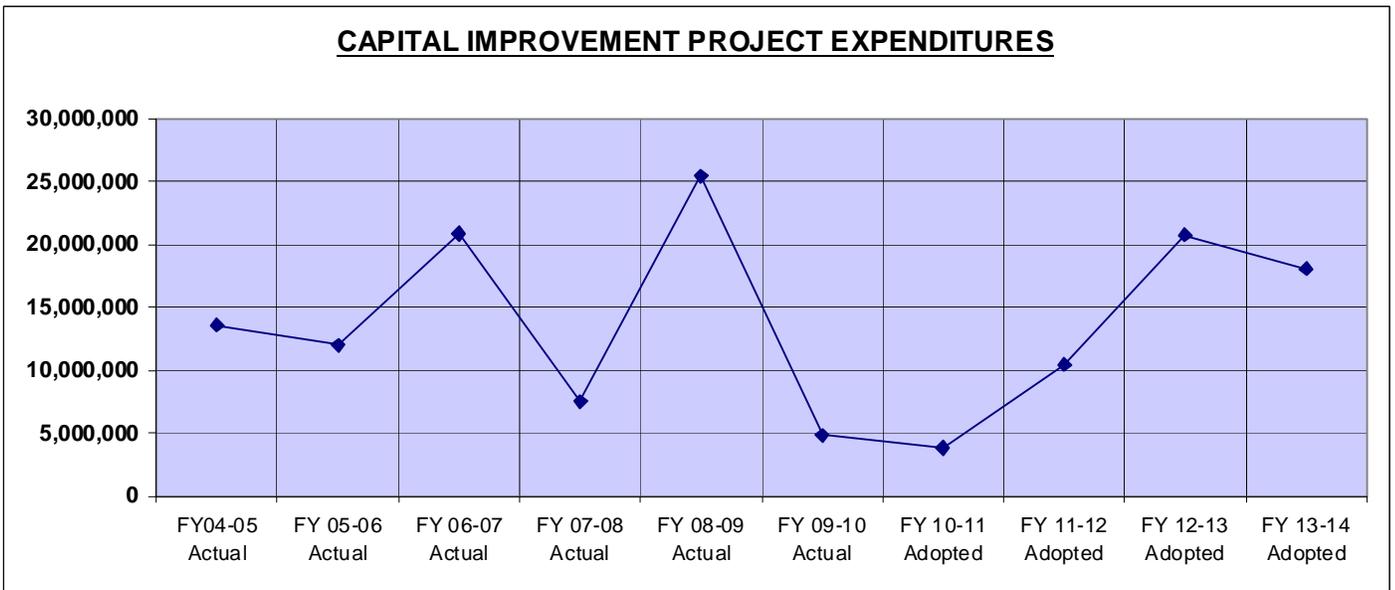
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included on pages 190-221.

**TABLE 6**

<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>	
<b><u>Program Category:</u></b>	<b><u>Adopted FY 12-13</u></b>
Street Improvements & Maintenance	\$ 10,386,500
Park Development & Maintenance	3,095,959
Storm Drain Improvements	3,371,600
Parkway & Median Improvements	300,000
Curbs & Sidewalks	400,000
Building Maintenance	500,000
<b>Total</b>	<b>\$ 18,054,059</b>

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 \$137 million or an average of \$13.7 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 13-14 adopted budget.

**TABLE 7**

<b><u>ESTIMATED FUND BALANCES TO BE USED</u></b>	
<b><u>Fund</u></b>	<b><u>Amount</u></b>
Gas Tax Fund	\$ 246,250
Prop 172 Fund	287,220
HOME Program Fund	5,480
Community Development Block Grant Fund	315,290
Park Development Fees Fund	410,500
Drainage Fees Fund	288,000
Supplemental Law Enforcement Services Fund*	40,785
Narcotics Forfeiture Fund	136,013
Capital Improvement Fund	3,984,200
Measure M Construction Fund	754,000
Measure M Regional Fund	126,719
Measure M Fairshare Fund	4,086,335
Self Insurance Fund	413,938
Total Use of Fund Balances	<u><u>\$ 11,094,730</u></u>



***LISTING OF PUBLIC OFFICIALS***

**FISCAL YEAR 2013-2014**

---

Thomas R. Hatch  
Chief Executive Officer

Richard L. Francis  
Assistant Chief Executive Officer

Gary Armstrong  
Economic  
and Development Services Director

Thomas Duarte  
City Attorney (Contract)

Frederick T. Seguin  
Interim Fire Chief

Thomas E. Gazsi  
Police Chief

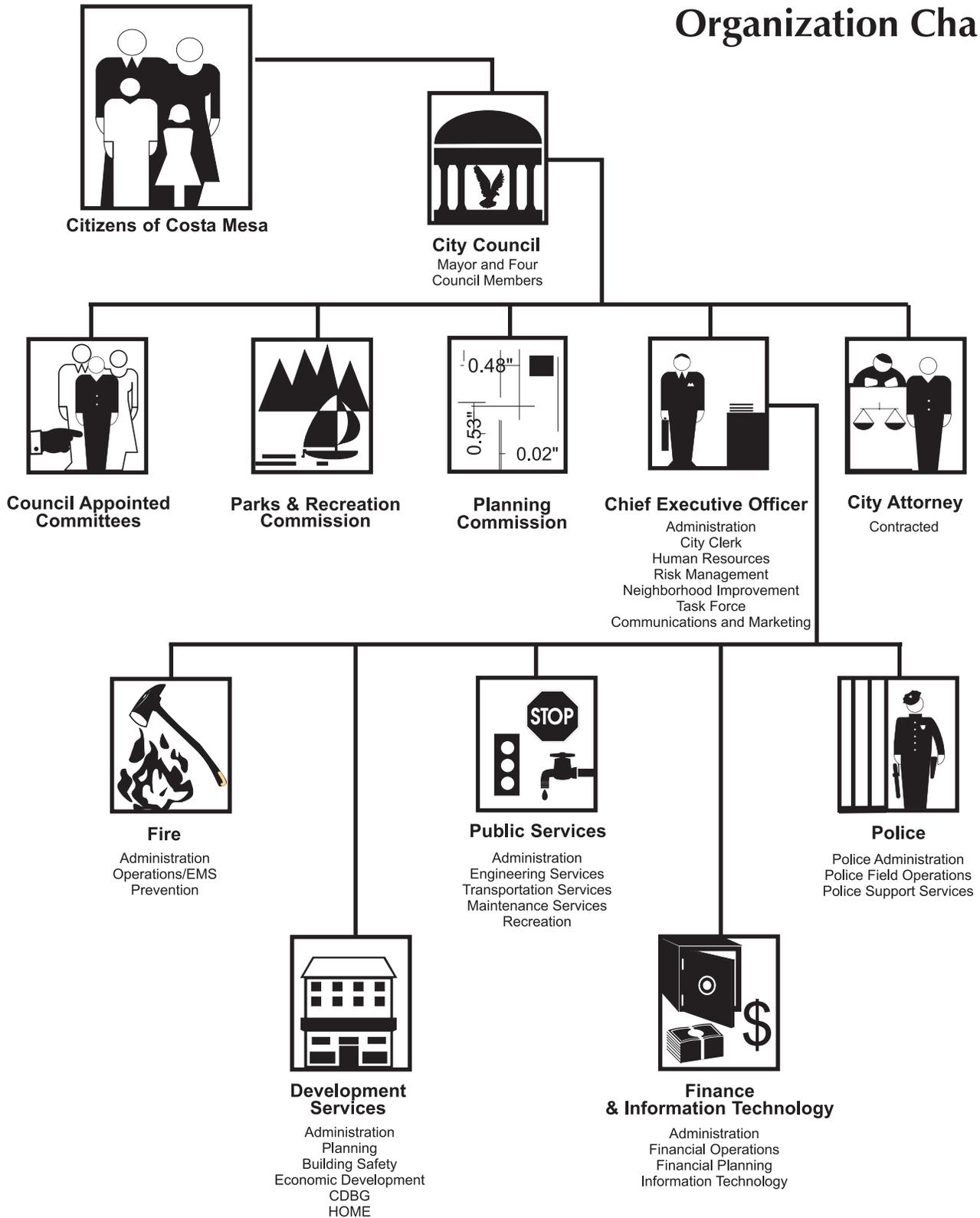
Ernesto Munoz  
Public Services Director

Bobby R. Young  
Director of Finance and Information Technology



# City of Costa Mesa, California

## Organization Chart



Visit our Web site at [www.costamesaca.gov](http://www.costamesaca.gov)

**RESOLUTION NO. 13-18**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2013-2014.**

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

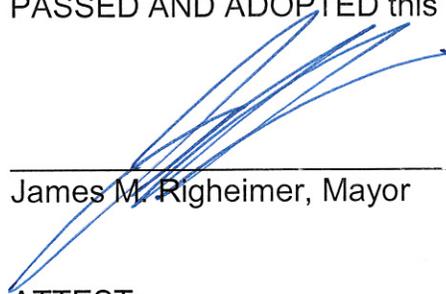
WHEREAS, the Proposed Budget for Fiscal Year 2013-2014 year has been prepared in compliance with Section 2-153 of the Costa Mesa Municipal Code.

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, 2013 and ending June 30, 2014 is hereby adopted as set forth in the Proposed 2013-2014 Budget.

PASSED AND ADOPTED this 18<sup>th</sup> day of June, 2013.

  
\_\_\_\_\_  
James M. Righeimer, Mayor

ATTEST:

  
\_\_\_\_\_  
Brenda Green, City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Thomas Duarte, City Attorney

STATE OF CALIFORNIA )  
COUNTY OF ORANGE )       ss  
CITY OF COSTA MESA )

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 13-18 and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 18<sup>th</sup> day of June, 2013, by the following roll call vote, to wit:

AYES:           COUNCIL MEMBERS: Genis, Leece, Mensinger, Monahan, Righeimer

NOES:           COUNCIL MEMBERS: <sup>G</sup>None

ABSENT:        COUNCIL MEMBERS: None

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 18<sup>th</sup> day of June, 2013.

Brenda Green  
BRENDA GREEN, CITY CLERK



## **BUDGET GUIDE**

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

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

After the preliminary budget is submitted by the Chief Executive Officer to the City Council in May, a budget study session is held on the second Tuesday in June followed by 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.

**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 13-14.

**Special Revenue Funds:**

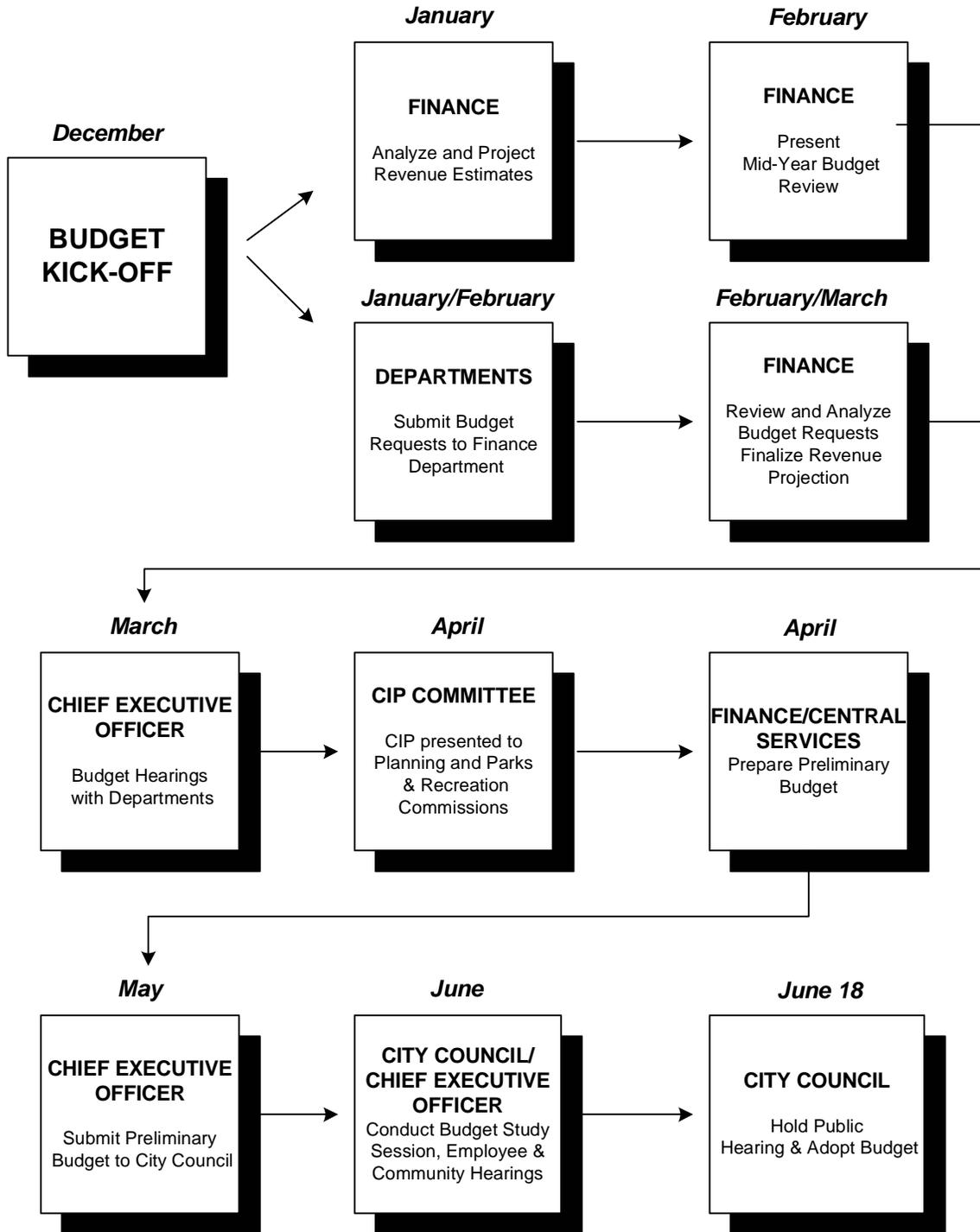
- Fire System Development Fees Fund
- Traffic Impact Fees Fund

**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 2013-2014**



**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

# ***SUMMARIES OF FINANCIAL DATA***

**FISCAL YEAR 2013-2014**

**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2014

<b>Fund Description</b>	<b>Projected Balances 07/01/13</b>	<b>Estimated Revenues FY 13-14</b>	<b>Adopted Operating Budget FY 13-14</b>
<b>General Fund*</b>	<b>\$ 8,666,269</b>	<b>\$ 103,250,486</b>	<b>\$ 99,206,271</b>
Gas Tax Fund	2,687,276	3,514,500	510,750
Proposition 172 Fund	611,293	953,600	1,240,820
Air Quality Management District Fund (AQMD)	298,318	145,900	15,000
HOME Program Fund	5,480	337,835	343,315
Community Development Block Grant Fund (CDBG)	320,000	1,056,094	654,422
Park Development Fees Fund	453,016	64,500	-
Drainage Fees Fund	521,651	212,000	-
Supplemental Law Enforcement Services Fund	16,227	175,000	215,785
Traffic Impact Fees Fund	2,499,676	188,500	-
Narcotics Forfeiture Fund	3,309,834	421,500	557,513
Fire System Development Fees Fund	744,859	7,300	-
<b>Subtotal Special Revenue Funds</b>	<b>\$ 11,467,630</b>	<b>\$ 7,076,729</b>	<b>\$ 3,537,605</b>
Capital Improvement Fund	\$ 69,200	\$ 2,381,446	\$ -
Measure "M" Construction Fund	1,017,377	46,000	-
Measure "M" Turnback Fund	5,000	24,000	-
Measure "M2" Regional Fund	126,719	-	126,719
Measure "M2" Fairshare Fund	4,086,335	2,298,500	513,235
Vehicle Parking District 1&2 Funds	9,395	957	-
<b>Subtotal Capital Projects Funds</b>	<b>\$ 5,314,026</b>	<b>\$ 4,750,903</b>	<b>\$ 639,954</b>
<b>Total Governmental Funds</b>	<b>\$ 25,447,925</b>	<b>\$ 115,078,118</b>	<b>\$ 103,383,830</b>
Equipment Replacement Fund	\$ 7,023,959	\$ 3,157,980	\$ 2,076,075
Self Insurance Fund	6,601,612	3,634,805	4,048,743
<b>Total Internal Service Funds</b>	<b>\$ 13,625,571</b>	<b>\$ 6,792,785</b>	<b>\$ 6,124,818</b>
<b>GRAND TOTAL</b>	<b>\$ 39,073,496</b>	<b>\$ 121,870,903</b>	<b>\$ 109,508,648</b>

\* Calculated projected balance 7/1/13 using: total unassigned fund balance from FY 11-12 CAFR, then added estimated surplus amount as presented at the February 12, 2013 budget review.

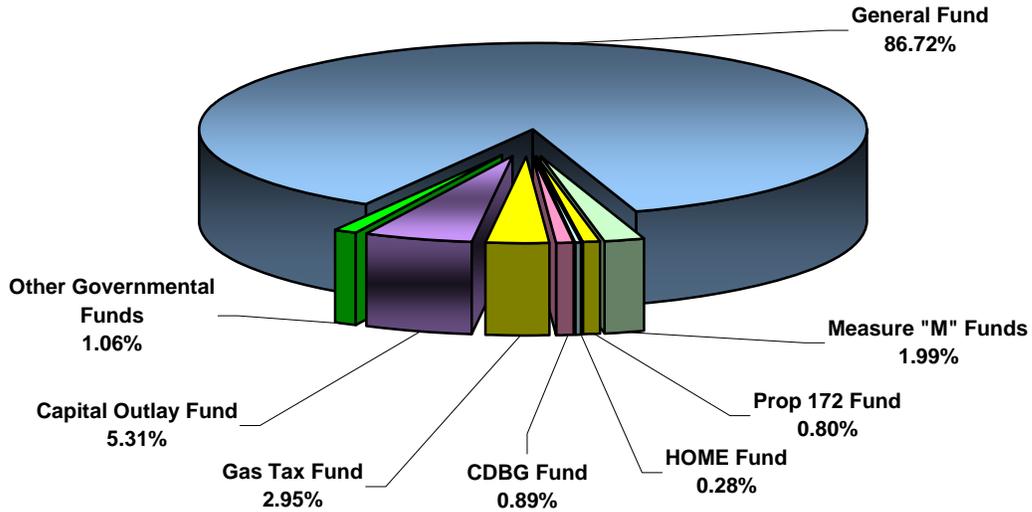
**CITY OF COSTA MESA, CALIFORNIA**

<b>Adopted Capital Budget FY 13-14</b>	<b>Total Adopted Budget FY 13-14</b>	<b>Estimated Revenues Over (Under) Adopted Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Balances 06/30/14</b>
<b>\$ -</b>	<b>\$ 99,206,271</b>	<b>\$ 4,044,215</b>	<b>\$ -</b>	<b>\$ 3,985,000</b>	<b>\$ 8,725,484</b>
3,250,000	3,760,750	(246,250)	-	-	2,441,026
-	1,240,820	(287,220)	-	-	324,073
74,851	89,851	56,049	-	-	354,367
-	343,315	(5,480)	-	-	-
716,962	1,371,384	(315,290)	-	-	4,710
475,000	475,000	(410,500)	-	-	42,516
500,000	500,000	(288,000)	-	-	233,651
-	215,785	(40,785)	50,000	-	25,442
-	-	188,500	-	-	2,688,176
-	557,513	(136,013)	-	-	3,173,821
-	-	7,300	-	-	752,159
<b>\$ 5,016,813</b>	<b>\$ 8,554,418</b>	<b>\$ (1,477,689)</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 10,039,941</b>
<b>\$ 6,365,646</b>	<b>\$ 6,365,646</b>	<b>\$ (3,984,200)</b>	<b>\$ 3,935,000</b>	<b>\$ -</b>	<b>\$ 20,000</b>
800,000	800,000	(754,000)	-	-	263,377
-	-	24,000	-	-	29,000
-	126,719	(126,719)	-	-	-
5,871,600	6,384,835	(4,086,335)	-	-	-
-	-	957	-	-	10,352
<b>\$ 13,037,246</b>	<b>\$ 13,677,200</b>	<b>\$ (8,926,297)</b>	<b>\$ 3,935,000</b>	<b>\$ -</b>	<b>\$ 322,729</b>
<b>\$ 18,054,059</b>	<b>\$ 121,437,889</b>	<b>\$ (6,359,771)</b>	<b>\$ 3,985,000</b>	<b>\$ 3,985,000</b>	<b>\$ 19,088,154</b>
<b>\$ -</b>	<b>\$ 2,076,075</b>	<b>\$ 1,081,905</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,105,864</b>
-	4,048,743	(413,938)	-	-	6,187,674
<b>\$ -</b>	<b>\$ 6,124,818</b>	<b>\$ 667,967</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,293,538</b>
<b>\$ 18,054,059</b>	<b>\$ 127,562,707</b>	<b>\$ (5,691,804)</b>	<b>\$ 3,985,000</b>	<b>\$ 3,985,000</b>	<b>\$ 33,381,692</b>

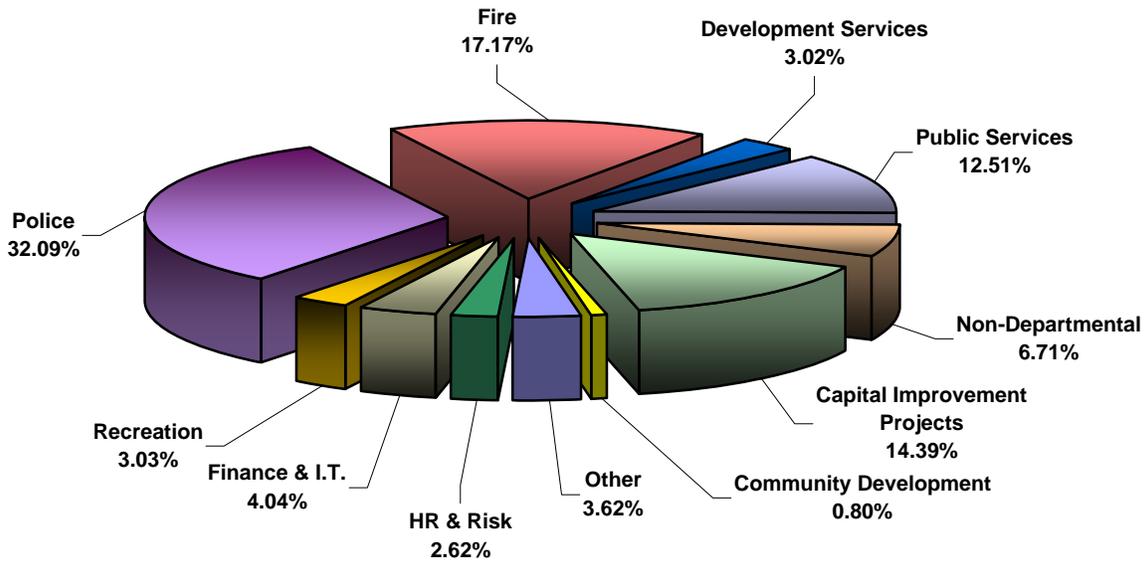
**TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS**

**FISCAL YEAR 2013-2014**

**TOTAL RESOURCES - \$119,063,118**  
 (Where Monies Come From)  
 (Including Transfers In, Does not include Funds 601 or 602)



**TOTAL APPROPRIATIONS - \$125,422,888**  
 (Where Monies Go)  
 (Including Transfers Out, Does not include Funds 601 or 602)



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

**FISCAL YEARS 2010-2011 THROUGH 2013-2014**

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 \$12.1 million increase in taxes is related to the change in the economic condition of Sales Tax, Property Tax and Transient Occupancy Tax revenues compared to FY 10-11 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.

<b>Revenues &amp; Other Sources</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
Taxes	72,154,678	75,558,635	78,380,892	84,295,903
Licenses & Permits	1,638,089	2,108,365	1,808,000	1,683,000
Fines & Forfeits	2,118,749	3,539,932	2,150,000	1,825,000
Intergovernmental	21,102,561	19,995,803	26,445,062	19,840,335
Charges for Services	6,760,005	10,096,049	10,486,619	10,198,511
Rental	2,801,057	2,290,977	2,844,500	2,809,500
Investment Income	2,290,740	1,764,118	1,386,300	605,554
Miscellaneous	1,274,518	1,350,282	713,100	613,100
Transfers In	2,583,444	290,864	2,640,000	3,985,000
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 112,723,841</b>	<b>\$ 116,995,025</b>	<b>\$ 126,854,473</b>	<b>\$ 125,855,903</b>
<b>Expenditures &amp; Other Uses</b>				
Protection of Persons & Property	55,195,497	55,394,453	58,166,242	59,148,913
Community Health & Environment	7,513,327	8,583,753	9,647,452	9,869,456
Transportation	6,139,809	6,376,033	7,055,109	7,228,078
Leisure & Community Services	2,956,623	2,996,153	3,468,597	3,795,327
General Government Support	22,042,915	24,057,828	25,380,629	25,506,087
Capital Improvement Projects	6,943,764	8,395,126	20,706,936	18,054,059
Debt Service:				
Principal Payments*	3,760,904	3,870,739	4,061,179	2,646,335
Interest Payments*	1,939,748	1,768,324	1,450,154	1,314,451
Transfers Out*	2,494,452	283,872	2,640,000	3,985,000
<b>Total Expenditures &amp; Other Uses</b>	<b>\$ 108,987,039</b>	<b>\$ 111,726,281</b>	<b>\$ 132,576,299</b>	<b>\$ 131,547,707</b>
<b>Estimated Ending Balances</b>	<b>\$ 3,736,802</b>	<b>\$ 5,268,744</b>	<b>\$ (5,721,826)</b>	<b>\$ (5,691,804)</b>

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

**SCHEDULE OF INTERFUND TRANSFERS**

FISCAL YEAR 2013-2014

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ -	\$ 3,985,000 <sup>1 2</sup>
Supplemental Law Enforcement Fund - 213	50,000 <sup>1</sup>	-
Capital Improvement Fund - 401	3,935,000 <sup>2</sup>	-
Total	<u>\$ 3,985,000</u>	<u>\$ 3,985,000</u>

<sup>1</sup> Funding of \$50,000 for support of salaries in the Supplemental Law Enforcement Fund.

<sup>2</sup> Funding of \$3,935,000 for support of projects in the Capital Improvement Fund.

# ***REVENUE SUMMARIES***

**FISCAL YEAR 2013-2014**

CITY OF COSTA MESA, CALIFORNIA

**REVENUE & OTHER FINANCING SOURCES**  
 FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b>Fund 101 - General Fund</b>					
Property Tax - Secured	\$ 18,989,472	\$ 19,117,808	\$ 20,000,000	\$ 20,000,000	\$ 20,600,000
Property Tax - Unsecured	793,106	779,644	800,000	800,000	850,000
Property Tax - Supplemental	199,957	101,030	100,000	160,000	200,000
Property Tax - Homeowners	170,547	166,412	170,000	170,000	170,000
Delinquent Tax - Penalties/Int	149,698	99,430	100,000	100,000	100,000
Property Transfer Tax	446,217	327,474	300,000	300,000	300,000
Sales & Use Tax	30,332,996	31,716,203	33,300,000	34,000,000	36,000,000
Sales Tax In-Lieu	9,840,719	10,518,104	11,000,000	11,000,000	12,450,000
Transient Occupancy Tax	5,344,968	6,524,510	6,500,000	6,700,000	7,200,000
Electric Franchise Fee	1,223,537	1,210,977	1,300,000	1,200,000	1,200,000
Cable TV Franchise Fee	1,100,430	1,154,628	1,100,000	1,100,000	1,100,000
PEG Cable Franchise Fee	59,261	75,159	200,000	100,000	100,000
Gas Franchise Fee	256,285	256,448	300,000	300,000	300,000
Solid Waste Hauler Franchise Fee	1,600,742	1,774,113	1,500,000	1,700,000	1,900,000
Business License	866,442	888,967	850,000	850,000	875,000
<b>Total Taxes</b>	<b>\$ 71,374,377</b>	<b>\$ 74,710,907</b>	<b>\$ 77,520,000</b>	<b>\$ 78,480,000</b>	<b>\$ 83,345,000</b>
Dog License	\$ 87,939	\$ 96,149	\$ 100,000	\$ 100,000	\$ 100,000
Fire Permits	119,011	97,362	100,000	100,000	100,000
Building Permits	676,247	931,682	850,000	850,000	700,000
Electrical Permits	107,624	133,005	100,000	100,000	100,000
Plumbing/Mechanical Permits	99,592	144,602	90,000	125,000	100,000
Street Permits	135,390	168,790	125,000	125,000	125,000
Special Business Permits	860	675	500	500	500
Home Occupation Permits	16,000	12,550	15,000	15,000	15,000
Operator's Permits	3,225	4,125	2,500	2,500	2,500
Other Permits	46,908	41,961	75,000	40,000	40,000
<b>Total Licenses &amp; Permits</b>	<b>\$ 1,292,796</b>	<b>\$ 1,630,901</b>	<b>\$ 1,458,000</b>	<b>\$ 1,458,000</b>	<b>\$ 1,283,000</b>
Municipal Code Violations	\$ 130,702	\$ 144,076	\$ 125,000	\$ 125,000	\$ 125,000
Vehicle Code Violations	705,879	614,517	700,000	600,000	500,000
Parking Citations	764,779	730,770	800,000	750,000	750,000
Shopping Cart Retrieval	1,404	-	-	-	-
Red Light Camera Violations	140,978	54,972	50,000	50,000	50,000
<b>Total Fines &amp; Forfeitures</b>	<b>\$ 1,743,742</b>	<b>\$ 1,544,335</b>	<b>\$ 1,675,000</b>	<b>\$ 1,525,000</b>	<b>\$ 1,425,000</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

FUND/ACCT DESCRIPTION	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 12-13 Revised	FY 13-14 Adopted
<b>Fund 101 - General Fund (continued)</b>					
Investment Earnings	\$ 250,932	\$ 300,113	\$ 150,000	\$ 150,000	\$ 75,000
GASB 31 Adjustment	246,944	(570,231)	-	-	-
Interest Earned - CMRA Note	857,206	821,806	783,500	783,500	-
Other Interest	243,833	-	75,000	75,000	75,000
Buildings/Grounds, Rental	206,288	196,912	200,000	200,000	200,000
Rental - Downtown Comm. Center	16,479	13,445	11,000	11,000	11,000
Rental - Balearic Center	20,961	14,651	20,000	10,000	10,000
Rental - Neighborhood Comm. Ctr.	156,722	173,637	160,000	160,000	160,000
Rental - Fields	129,195	116,295	125,000	100,000	100,000
Rental - Tennis	34,352	40,900	28,500	28,500	28,500
Rental - Golf Course Operations	2,132,499	2,197,259	2,200,000	2,200,000	2,200,000
Rental - Bus Shelter Ads	104,561	108,110	100,000	100,000	100,000
<b>Total Use of Money &amp; Property</b>	<b>\$ 4,399,972</b>	<b>\$ 3,412,897</b>	<b>\$ 3,853,000</b>	<b>\$ 3,818,000</b>	<b>\$ 2,959,500</b>
Motor Vehicle In-Lieu Tax	\$ 532,734	\$ 57,971	\$ -	\$ 60,000	\$ 50,000
Vehicle License Fee Swap - Property Tax	8,579,266	8,536,307	9,000,000	8,900,000	9,000,000
Other Federal Grants	265,094	524,868	558,810	558,810	558,810
POST Reimbursements	34,822	53,943	40,000	40,000	40,000
Beverage Container Program	-	60,622	30,850	30,850	30,850
SB 90 - State Mandated Costs	74,799	50,454	50,000	50,000	50,000
Other State Grants	32,927	20,000	-	-	-
OCTA - SAAV	45,839	51,549	40,000	40,000	20,000
Other County Grants	83,053	72,790	80,000	80,000	80,000
Reimbursement - ABLE	418,986	131,753	2,400,000	2,500,000	-
Reimb. from CMRA	-	-	-	-	250,000
Reimb. - Oth Governmental Agencies	15,000	7,426	7,425	7,425	7,500
<b>Total Other Govt. Agencies</b>	<b>\$ 10,082,520</b>	<b>\$ 9,567,683</b>	<b>\$ 12,207,085</b>	<b>\$ 12,267,085</b>	<b>\$ 10,087,160</b>
Zoning/Variance/CUP Fees	\$ 116,850	\$ 112,575	\$ 85,000	\$ 100,000	\$ 90,000
Subdivision Map Fees	11,830	20,130	9,000	15,000	10,000
Environmental Impact Fees	-	13,986	2,000	2,000	2,000
Plan Checking Fee	265,001	272,458	315,000	275,000	250,000
Vacation/Abandonment of ROW	150	300	500	500	500
Source Reduction/Recycling	\$ 6,100	\$ 14,030	\$ 8,700	\$ 11,000	\$ 10,000
Special Policing Fees	492,307	491,305	400,000	475,000	400,000
Vehicle Storage/Impound Fees	262,940	248,860	325,000	250,000	250,000
Repo Vehicle Release Fee	2,565	2,390	2,000	2,000	2,000

**REVENUE & OTHER FINANCING SOURCES**  
**FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014**

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b><u>Fund 101 - General Fund (continued)</u></b>					
DUI/Emergency Response	(8,249)	34,830	50,000	50,000	50,000
Jail Booking Fees - City	76,772	133,259	150,000	150,000	150,000
Police False Alarms	237,179	193,371	150,000	150,000	150,000
Fingerprinting	38,128	39,658	40,000	40,000	40,000
Animal Pound Fees	25	-	100	100	100
Fire Inspections	5,190	3,310	5,000	5,000	5,000
Hazmat Disclosure Fee	86,001	98,212	100,000	100,000	100,000
EMS - First Responder Fee	195,543	253,104	200,000	200,000	200,000
Paramedic Fee - Advanced	195,490	299,981	150,000	150,000	150,000
Medical Supply Reimbursement	97,302	100,678	100,000	100,000	100,000
Fire False Alarms	20,939	12,150	30,000	20,000	20,000
Accident Cost Recovery	76,519	42,573	60,000	40,000	40,000
Dispatch/Phone Svc. in 911 Center	9,188	7,350	7,400	7,400	7,400
Park Permits	42,375	38,330	35,000	35,000	35,000
Park Improvements	5,614	2,863	2,500	2,500	2,500
Youth Sports - Basketball & Football	605	-	-	-	-
Recreation - Aquatics	82,375	71,544	85,000	85,000	85,000
Recreation - Day Camp	147,141	144,903	170,000	170,000	170,000
Playgrounds	9,618	173,075	117,500	117,500	144,176
Special Events	32,693	19,360	25,000	25,000	25,000
Recreation - Early Childhood	128,523	131,506	120,000	120,000	120,000
Instructional Classes	552,582	497,857	600,000	600,000	600,000
Recreation - Basketball	40,624	34,865	45,000	45,000	45,000
Adult Open Gym	6,414	3,800	2,000	2,000	2,000
Recreation - Softball	134,315	120,128	130,000	130,000	130,000
Teen Camp	25,438	20,657	29,000	29,000	29,000
Other Adult Sports	-	-	26,300	26,300	26,300
Photocopies	3,286	2,432	2,500	2,500	2,500
Police Reports	21,899	24,271	33,000	33,000	33,000
Police Clearance Letters	3,780	4,205	3,000	3,000	3,000
Sale - Maps & Publications	13,640	7,030	12,500	7,500	12,500
Sale - Miscellaneous Supplies	1,147	726	750	750	750
Central Services Reimb	73,512	87,750	100,000	75,000	25,000
Charges for Other Services	8,927	15,194	15,000	15,000	15,000
Special Assessments	20,378	28,252	15,000	15,000	15,000
<b>Total Fees &amp; Charges</b>	<b>\$ 3,542,656</b>	<b>\$ 3,823,258</b>	<b>\$ 3,758,750</b>	<b>\$ 3,682,050</b>	<b>\$ 3,547,726</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b><u>Fund 101 - General Fund (continued)</u></b>					
Contributions	\$ 2,750	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Sponsorship Naming Rights	34,585	34,585	33,000	33,000	33,000
Reimb. - Const. Permit Insp. Fees	18,280	47,360	20,000	35,000	20,000
Reimb. - Overtime Construction	-	6,316	2,600	2,600	2,600
Damage to City Property	(15,765)	27,304	30,000	30,000	30,000
Civil Subpoena Costs	10,970	12,597	10,000	10,000	10,000
Other Reimbursements	223,905	286,627	300,000	300,000	100,000
Sale - Other Equipment	2,149	620	5,000	5,000	5,000
Other	528,774	557,538	300,000	300,000	400,000
<b>Total Other Revenues</b>	<b>\$ 805,648</b>	<b>\$ 972,947</b>	<b>\$ 703,100</b>	<b>\$ 718,100</b>	<b>\$ 603,100</b>
<b>Total Revenues</b>	<b>\$ 93,241,711</b>	<b>\$ 95,662,928</b>	<b>\$ 101,174,935</b>	<b>\$ 101,948,235</b>	<b>\$ 103,250,486</b>
Operating Transfers In	\$ 2,011,580	\$ 7,060	\$ -	\$ -	\$ -
<b>Total Other Financing Sources</b>	<b>\$ 2,011,580</b>	<b>\$ 7,060</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Fund 101</b>	<b>\$ 95,253,291</b>	<b>\$ 95,669,988</b>	<b>\$ 101,174,935</b>	<b>\$ 101,948,235</b>	<b>\$ 103,250,486</b>
<b><u>Fund 201 - Gas Tax</u></b>					
Investment Earnings	\$ 192,948	\$ 182,538	\$ 75,000	\$ 75,000	\$ 125,000
Gas Tax - 2103	1,006,668	1,561,144	1,272,000	1,272,000	1,650,000
Gas Tax - 2105	581,319	538,714	566,000	566,000	547,000
Gas Tax - 2106	366,285	371,672	384,000	384,000	367,500
Gas Tax - 2107.1	775,030	795,513	813,000	813,000	815,000
Gas Tax - 2107.5	4,844	10,000	10,000	10,000	10,000
Other Governmental Agencies	-	7,000	-	-	-
<b>Total Revenues</b>	<b>\$ 2,927,094</b>	<b>\$ 3,466,581</b>	<b>\$ 3,120,000</b>	<b>\$ 3,120,000</b>	<b>\$ 3,514,500</b>
Operating Transfers In	-	250,000	-	-	-
<b>Total Other Financing Sources</b>	<b>\$ -</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Fund 201</b>	<b>\$ 2,927,094</b>	<b>\$ 3,716,581</b>	<b>\$ 3,120,000</b>	<b>\$ 3,120,000</b>	<b>\$ 3,514,500</b>
<b><u>Fund 202 - Prop 172</u></b>					
Investment Earnings	\$ 4,179	\$ 4,909	\$ 1,000	\$ 1,000	\$ 3,600
Sales Tax - Public Safety	779,510	843,542	860,000	860,000	950,000
<b>Total Fund 202</b>	<b>\$ 783,689</b>	<b>\$ 848,451</b>	<b>\$ 861,000</b>	<b>\$ 861,000</b>	<b>\$ 953,600</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b><u>Fund 203 - Air Quality</u></b>					
Investment Earnings	\$ 11,405	\$ 8,350	\$ 4,000	\$ 4,000	\$ 5,900
AB 2766 - AQMD	128,967	138,167	140,000	140,000	140,000
Other Reimbursements	33,740	12,178	-	-	
<b>Total Fund 203</b>	<b>\$ 174,112</b>	<b>\$ 158,695</b>	<b>\$ 144,000</b>	<b>\$ 144,000</b>	<b>\$ 145,900</b>
<b><u>Fund 205 - HOME</u></b>					
Investment Earnings	\$ -	\$ 450	\$ -	\$ -	\$ -
Lien/Loan Repayment	\$ 40,164	123,988	-	-	-
HOME Invest/Partnership Grant	326,481	599,391	665,085	665,085	337,835
<b>Total Fund 205</b>	<b>\$ 366,645</b>	<b>\$ 723,829</b>	<b>\$ 665,085</b>	<b>\$ 665,085</b>	<b>\$ 337,835</b>
<b><u>Fund 207 - CDBG</u></b>					
Investment Earnings	\$ 5,004	\$ 67	\$ -	\$ -	\$ -
Lien/Loan Repayment	10,000	10,555	-	-	-
Community Dev. Block Grant	1,641,542	1,364,808	1,230,892	1,230,892	1,056,094
Other Reimbursements	-	19,978	-	-	-
<b>Total Revenues</b>	<b>\$ 1,656,546</b>	<b>\$ 1,395,408</b>	<b>\$ 1,230,892</b>	<b>\$ 1,230,892</b>	<b>\$ 1,056,094</b>
Operating Transfers In	88,991	-	-	-	-
<b>Total Other Financing Sources</b>	<b>\$ 88,991</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Fund 207</b>	<b>\$ 1,745,537</b>	<b>\$ 1,395,408</b>	<b>\$ 1,230,892</b>	<b>\$ 1,230,892</b>	<b>\$ 1,056,094</b>
<b><u>Fund 208 - Park Development</u></b>					
Investment Earnings	\$ 31,715	\$ 21,498	\$ 15,000	\$ 15,000	\$ 14,500
Park Development Fees	69,145	27,894	-	-	50,000
<b>Total Fund 208</b>	<b>\$ 100,860</b>	<b>\$ 49,392</b>	<b>\$ 15,000</b>	<b>\$ 15,000</b>	<b>\$ 64,500</b>
<b><u>Fund 209 - Drainage Fees</u></b>					
Investment Earnings	\$ 13,594	\$ 15,732	\$ 7,500	\$ 7,500	\$ 12,000
Drainage Assessment Fees	222,721	352,222	200,000	200,000	200,000
<b>Total Fund 209</b>	<b>\$ 236,315</b>	<b>\$ 367,954</b>	<b>\$ 207,500</b>	<b>\$ 207,500</b>	<b>\$ 212,000</b>
<b><u>Fund 213 - SLESF</u></b>					
Investment Earnings	\$ 40	\$ -	\$ -	\$ -	\$ -
Citizens' Option for Public Safety (COPS)	114,921	182,481	125,000	125,000	175,000
<b>Total Revenues</b>	<b>\$ 114,961</b>	<b>\$ 182,481</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ 175,000</b>
Operating Transfers In	100,000	33,226	50,000	50,000	50,000
<b>Total Other Financing Sources</b>	<b>\$ 100,000</b>	<b>\$ 33,226</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Total Fund 213</b>	<b>\$ 214,961</b>	<b>\$ 215,707</b>	<b>\$ 175,000</b>	<b>\$ 175,000</b>	<b>\$ 225,000</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b><u>Fund 214 - Traffic Impact Fees</u></b>					
Investment Earnings	\$ 63,899	\$ 55,896	\$ 30,000	\$ 30,000	\$ 38,500
Traffic Impact Fees	122,572	98,097	150,000	150,000	150,000
<b>Total Fund 214</b>	<b>\$ 186,471</b>	<b>\$ 153,993</b>	<b>\$ 180,000</b>	<b>\$ 180,000</b>	<b>\$ 188,500</b>
<b><u>Fund 216 - Rental Rehab</u></b>					
Other Reimbursements	\$ 40,000	\$ 578	\$ -	\$ -	\$ -
<b>Total Fund 216</b>	<b>\$ 40,000</b>	<b>\$ 578</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Fund 217 - Narcotic Seizure</u></b>					
Asset Forfeiture - US Treasury	\$ 57,601	\$ -	\$ -	\$ -	
Asset Forfeiture - DOJ	196,051	1,968,924	400,000	400,000	400,000
Asset Forfeiture - County/Other	107,421	1,803	75,000	75,000	-
Investment Earnings	2,120	21,575	7,250	7,250	21,500
Other Reimbursements	13,934	24,871	-	-	-
<b>Total Fund 217</b>	<b>\$ 377,127</b>	<b>\$ 2,017,173</b>	<b>\$ 482,250</b>	<b>\$ 482,250</b>	<b>\$ 421,500</b>
<b><u>Fund 218 - Fire System Dev.</u></b>					
Investment Earnings	\$ 13,023	\$ 10,834	\$ 7,500	\$ 7,500	\$ 7,300
Fire Protection System Dev. Fees	264,210	-	-	-	-
<b>Total Fund 218</b>	<b>\$ 277,233</b>	<b>\$ 10,834</b>	<b>\$ 7,500</b>	<b>\$ 7,500</b>	<b>\$ 7,300</b>
<b><u>Fund 219 - LLEBG</u></b>					
Investment Earnings	\$ 96	\$ 506	\$ -	\$ -	\$ -
Local Law Enforcement Block Grant	119,472	1,565	-	-	-
<b>Total Fund 219</b>	<b>\$ 119,568</b>	<b>\$ 2,071</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Fund 220 - Office of Traffic Safety</u></b>					
Other Federal Grants	\$ 2,196	\$ -	\$ -	\$ -	\$ -
OTS Grant	329,434	199,357	-	-	-
Other State Grants	16,574	-	-	-	-
Other Governmental Agencies	1,098	-	-	-	-
<b>Total Revenues</b>	<b>\$ 349,302</b>	<b>\$ 199,357</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating Transfers In	975	-	-	-	-
<b>Total Other Financing Sources</b>	<b>\$ 975</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Fund 220</b>	<b>\$ 350,277</b>	<b>\$ 199,357</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Fund 221 - Homelessness Prevention</u></b>					
Other Federal Grants	\$ 282,176	\$ 173,200	\$ -	\$ -	\$ -
<b>Total Fund 221</b>	<b>\$ 282,176</b>	<b>\$ 173,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b><u>Fund 401 - Capital Outlay</u></b>					
Lien/Loan Repayment	\$ 26,000	\$ -	\$ -	\$ -	\$ -
Investment Earnings	24,687	10,609	3,000	3,000	6,700
Other Federal Grants	1,850,146	1,440,632	2,350,700	2,350,700	1,538,787
Other State Grants	496,940	266,445	1,836,250	1,836,250	-
Other County Grants	-	-	-	-	835,959
Contributions	100,000	120,000	-	-	-
Other Reimbursements	-	35,000	-	-	-
Other	6,715	6,180	-	-	-
<b>Total Revenues</b>	<b>\$ 2,504,488</b>	<b>\$ 1,878,866</b>	<b>\$ 4,189,950</b>	<b>\$ 4,189,950</b>	<b>\$ 2,381,446</b>
Operating Transfers In	-	-	2,590,000	2,590,000	3,935,000
<b>Total Other Financing Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,590,000</b>	<b>\$ 2,590,000</b>	<b>\$ 3,935,000</b>
<b>Total Fund 401</b>	<b>\$ 2,504,488</b>	<b>\$ 1,878,866</b>	<b>\$ 6,779,950</b>	<b>\$ 6,779,950</b>	<b>\$ 6,316,446</b>
<b><u>Fund 403 - Measure M Regional</u></b>					
Investment Earnings	\$ 54,919	\$ 73,292	\$ -	\$ -	\$ 46,000
Measure "M" Regional Grant	2,190,787	186,134	-	-	-
Other County Grants	-	85,000	-	-	-
Other	1,948	37,865	-	-	-
<b>Total Fund 403</b>	<b>\$ 2,247,654</b>	<b>\$ 382,291</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,000</b>
<b><u>Fund 414 - Measure M Turnback</u></b>					
Investment Earnings	\$ 58,520	\$ 37,235	\$ 5,000	\$ 5,000	\$ 24,000
Other Interest	-	(1,414)	-	-	-
State & Local Partnership Grant	265,964	-	-	-	-
Measure "M" Turnback	1,429,396	-	-	-	-
<b>Total Revenues</b>	<b>\$ 1,753,880</b>	<b>\$ 35,821</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 24,000</b>
Operating Transfers In	<b>381,898</b>	-	-	-	-
<b>Total Other Financing Sources</b>	<b>\$ 381,898</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Fund 414</b>	<b>\$ 2,135,778</b>	<b>\$ 35,821</b>	<b>\$ 5,000</b>	<b>\$ 5,000</b>	<b>\$ 24,000</b>
<b><u>Fund 415 - Measure M2 Competitive</u></b>					
Investment Earnings	\$ -	\$ -	\$ 2,500	\$ 2,500	\$ -
Measure "M2" Regional Grant	-	441,628	2,725,050	2,725,050	-
<b>Total Fund 415</b>	<b>\$ -</b>	<b>\$ 441,628</b>	<b>\$ 2,727,550</b>	<b>\$ 2,727,550</b>	<b>\$ -</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b><u>Fund 416 - Measure M2 Fairshare</u></b>					
Investment Earnings	\$ -	\$ 12,013	\$ 15,000	\$ 15,000	\$ 18,500
Measure "M2" Fairshare	-	2,015,225	2,120,000	2,120,000	2,280,000
<b>Total Fund 416</b>	<b>\$ -</b>	<b>\$ 2,027,238</b>	<b>\$ 2,135,000</b>	<b>\$ 2,135,000</b>	<b>\$ 2,298,500</b>
<b><u>Fund 409 - Veh Prkg Dist. 1</u></b>					
Property Tax - Secured	\$ 405	\$ 1,564	\$ 435	\$ 435	\$ 450
Property Tax - Unsecured	16	16	25	25	20
Property Tax - Supplemental	4	2	5	5	3
Property Tax - Homeowners	4	3	3	3	3
Delinquent Tax - Penalties/Int	3	2	3	3	3
Investment Earnings	36	37	25	25	27
ERAF Reimbursement AB1662	-	-	-	-	-
<b>Total Fund 409</b>	<b>\$ 468</b>	<b>\$ 1,624</b>	<b>\$ 496</b>	<b>\$ 496</b>	<b>\$ 506</b>
<b><u>Fund 410 - Veh Prkg Dist. 2</u></b>					
Property Tax - Secured	\$ 336	\$ 2,577	\$ 385	\$ 385	\$ 400
Property Tax - Unsecured	14	13	25	25	15
Property Tax - Supplemental	4	2	5	5	3
Property Tax - Homeowners	3	3	3	3	3
Delinquent Tax - Penalties/Int	2	2	3	3	3
Investment Earnings	33	34	25	25	27
<b>Total Fund 410</b>	<b>\$ 392</b>	<b>\$ 2,631</b>	<b>\$ 446</b>	<b>\$ 446</b>	<b>\$ 451</b>
<b><u>Fund 601 - Equipment Replacement</u></b>					
Investment Earnings	\$ 107,541	\$ 91,497	\$ 95,000	\$ 95,000	\$ 67,000
Rental of Automotive Equip	-	3,137,837	2,812,369	2,812,369	3,080,980
Damage to City Property	8,876	10,604	-	-	-
Sale of Automotive Equipment	16,358	18,303	10,000	10,000	10,000
Other	24,038	18,467	-	-	-
<b>Total Fund 601</b>	<b>\$ 156,813</b>	<b>\$ 3,276,708</b>	<b>\$ 2,917,369</b>	<b>\$ 2,917,369</b>	<b>\$ 3,157,980</b>

**REVENUE & OTHER FINANCING SOURCES**  
 FROM FISCAL YEAR 2010-2011 THROUGH FISCAL YEAR 2013-2014

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 12-13 Revised</b>	<b>FY 13-14 Adopted</b>
<b><u>Fund 602 - Self Insurance</u></b>					
Investment Earnings	\$ 108,066	\$ 96,544	\$ 110,000	\$ 110,000	\$ 65,000
General Liability Premiums	1,169,540	1,112,381	1,534,900	1,534,900	1,387,971
Workers' Comp. Premiums	2,001,356	1,940,484	2,339,900	2,339,900	2,134,800
Unemployment Premiums	46,453	41,018	40,700	40,700	47,034
Other Reimbursements	327,463	54,580	-	-	-
<b>Total Fund 602</b>	<b>\$ 3,652,878</b>	<b>\$ 3,245,007</b>	<b>\$ 4,025,500</b>	<b>\$ 4,025,500</b>	<b>\$ 3,634,805</b>
<b>TOTAL REVENUES</b>	<b>\$ 111,550,383</b>	<b>\$ 116,704,739</b>	<b>\$ 124,214,473</b>	<b>\$ 124,987,773</b>	<b>\$ 121,870,903</b>
<b>TOTAL OTHER SOURCES</b>	<b>\$ 2,583,444</b>	<b>\$ 290,286</b>	<b>\$ 2,640,000</b>	<b>\$ 2,640,000</b>	<b>\$ 3,985,000</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 114,133,827</b>	<b>\$ 116,995,025</b>	<b>\$ 126,854,473</b>	<b>\$ 127,627,773</b>	<b>\$ 125,855,903</b>

## SALES & USE TAX

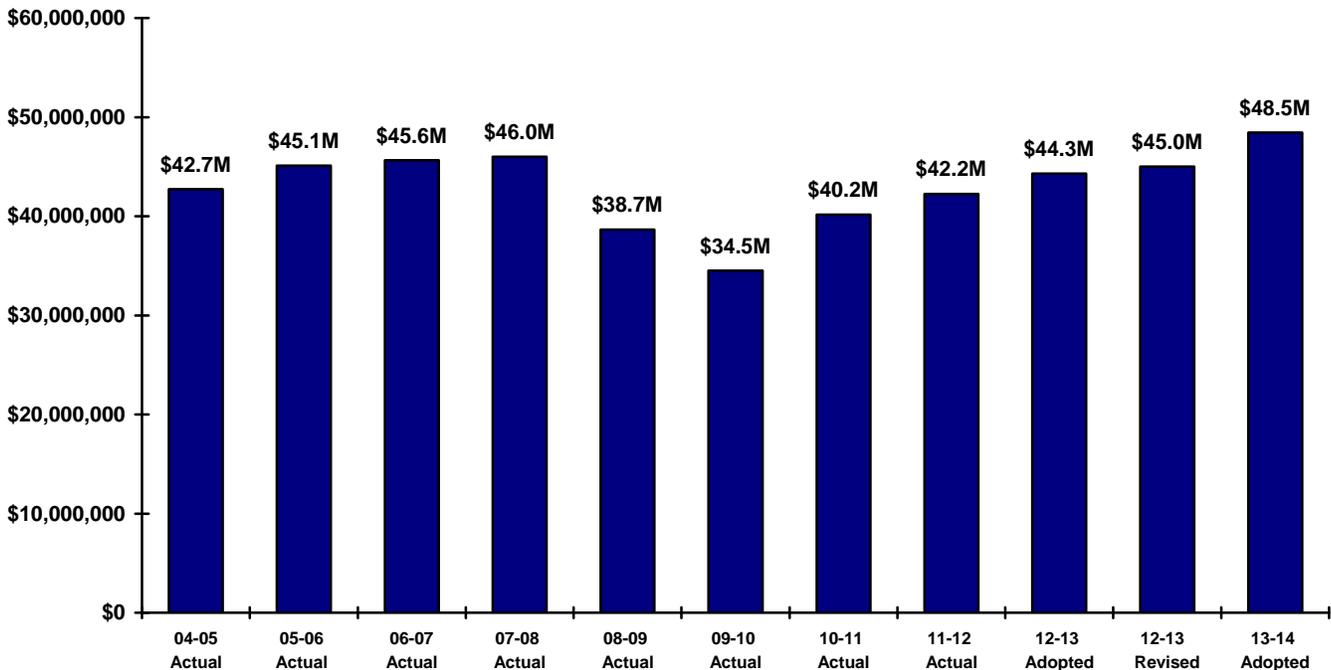
Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for Orange County is 8.00% and is broken down as follows:

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

Sales & Use Tax represents Costa Mesa's single largest revenue source and is estimated at \$48.5 million or 47.05% of the total General Fund revenues estimated for FY 13-14. This amount represents an increase of \$3.5 million or 7.66% from the revised adopted estimate in FY 12-13. This change in revenue is directly attributed to a continued increase in sales activity. The City has been experiencing increases in Sales Tax revenues since 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 \$48.5 million estimate is \$12.5 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.

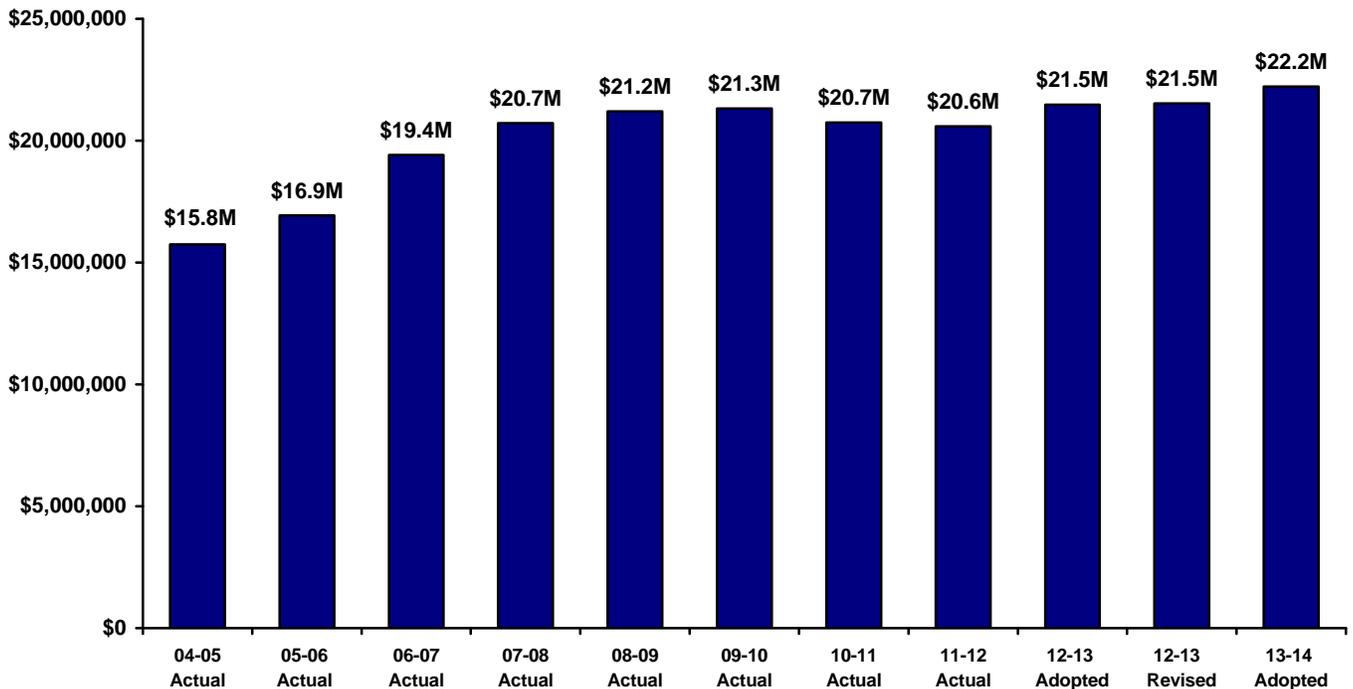


## PROPERTY TAX

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. During the economic recession in FY 10-11 and FY 11-12, market values declined causing a reduction in the property tax revenues. However recently, 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. For FY 13-14, the CPI adjustment factor is a positive 2.0%, the maximum allow under Prop 13.

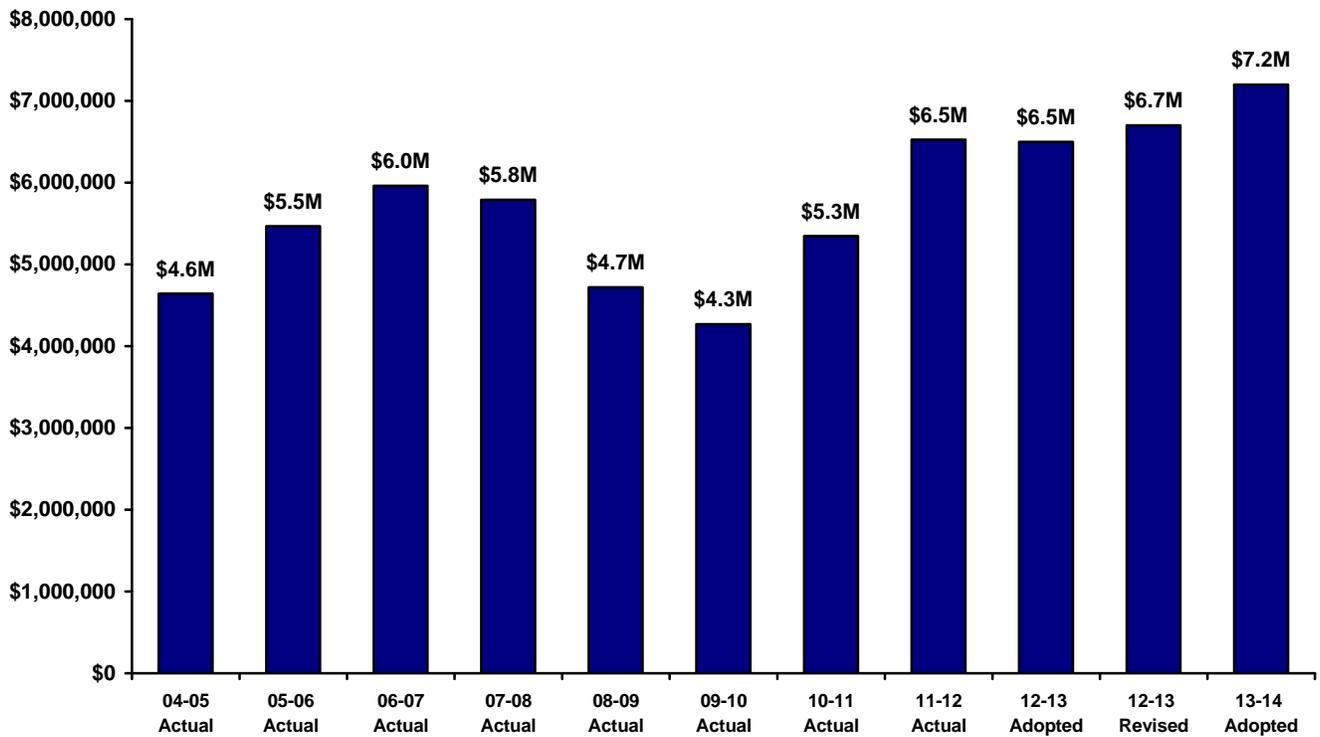
For FY 13-14, estimated revenue from Property Taxes is \$22.2 million, which represents 21.58% of the total General Fund revenue. This estimate is an increase of \$690,000 or 3.20% over the revised adopted revenue in FY 12-13. The City is expecting an increase in revenue due to: property values increasing over the prior year, and with the dissolution of the Costa Mesa Redevelopment Agency. Included in the estimates are Secured Property Tax at \$20.6 million, Unsecured Taxes at \$850,000, Supplemental Taxes at \$200,000; 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 13-14, estimated revenue from TOT is \$7.2 million, which represents 6.99% of the total General Fund revenue. The projected amount reflects an increase of \$500,000 or 7.46% from the revised adopted revenue in FY 12-13. Since the 2010, the City has seen a continued increase in TOT revenue when compared to the prior year.



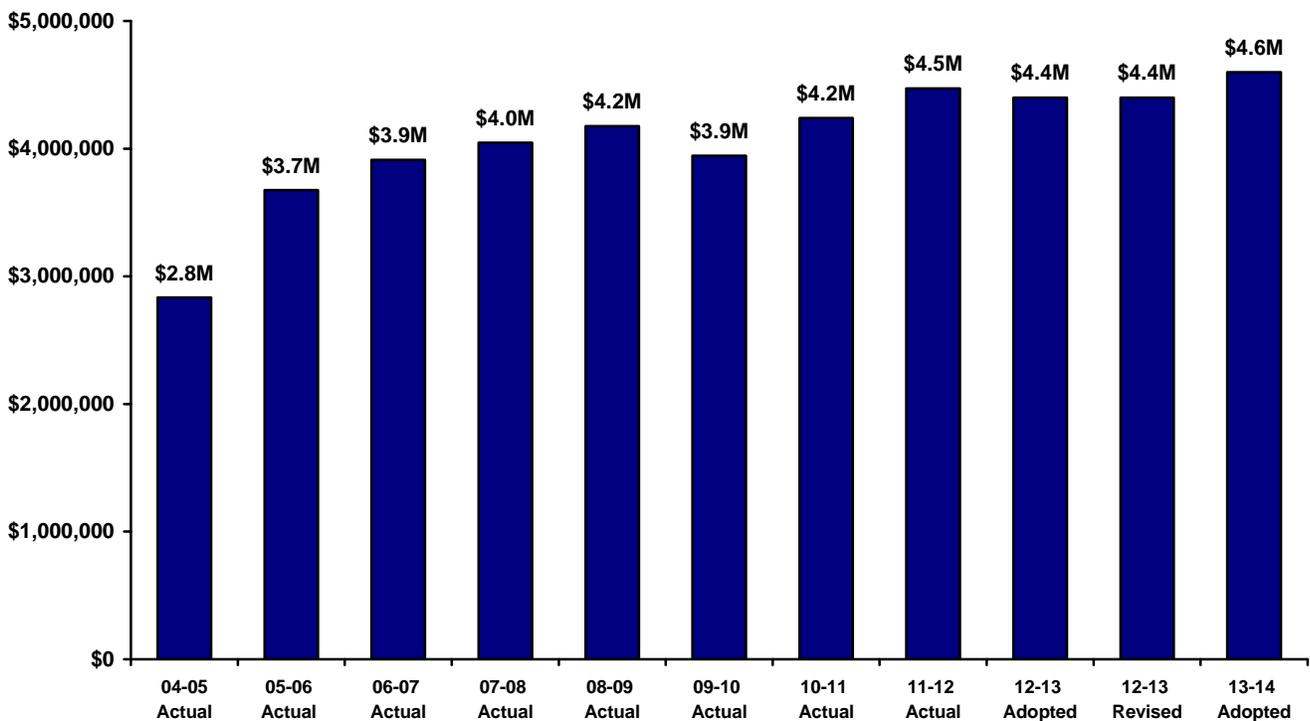
## FRANCHISE FEES

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 25 waste haulers. Currently, eleven franchise holders fall into Class "A" – those pay a \$10,000 minimum franchise fee; while fourteen franchisees fall into Class "B" – those pay a \$1,500 minimum franchise fee. The current franchise rate is 16% of gross receipts payable quarterly to the City.

For FY 13-14, preliminary estimated revenue from all Franchise Fees is \$4.6 million, which represents 4.47% of total General Fund revenues. The projected amounts reflect a decrease of \$200,000 or 4.55% from the adopted revenue in FY 12-13.

The City also receives approximately \$100,000 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.

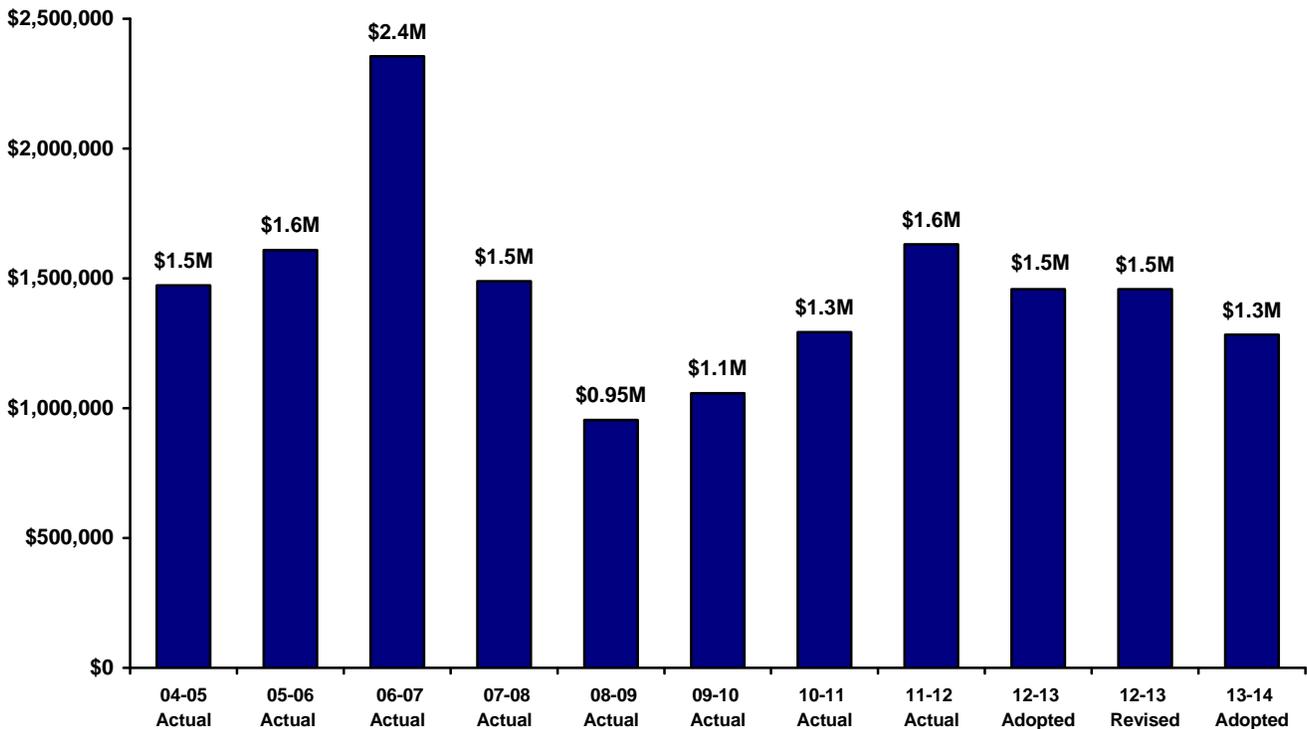


**LICENSES & PERMITS**

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 13-14, estimated revenue from Licenses & Permits is \$1.3 million, which represents 1.25% of total General Fund revenues. This estimate reflects a decrease of \$175,000 or -12.00% from the revised adopted revenue in FY 12-13. The largest component for this revenue source comes from building permits projected at \$700,000. The City estimates a slightly decreased activity from building permits. However, if larger developments occur than building, electrical and plumbing permit revenue could increase above estimates.

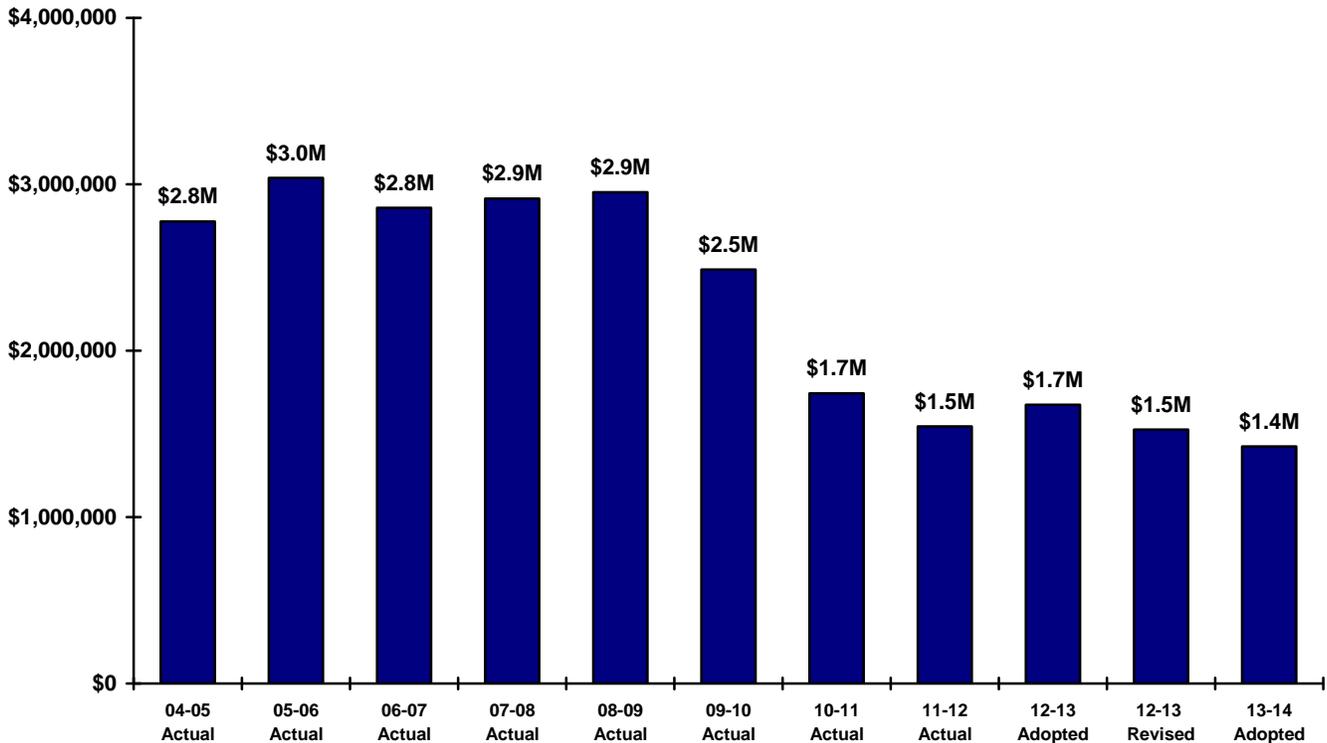


**FINES & FORFEITURES**

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 13-14, estimated revenue from Fines & Forfeitures is \$1.4 million, which represents 1.38% of the total General Fund revenue. The preliminary estimated amount reflects a decrease of \$100,000 or -6.56% from the revised adopted revenue in FY 12-13. The decrease is primarily attributed to the less projected revenue from Vehicle Code Violations. There has 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.



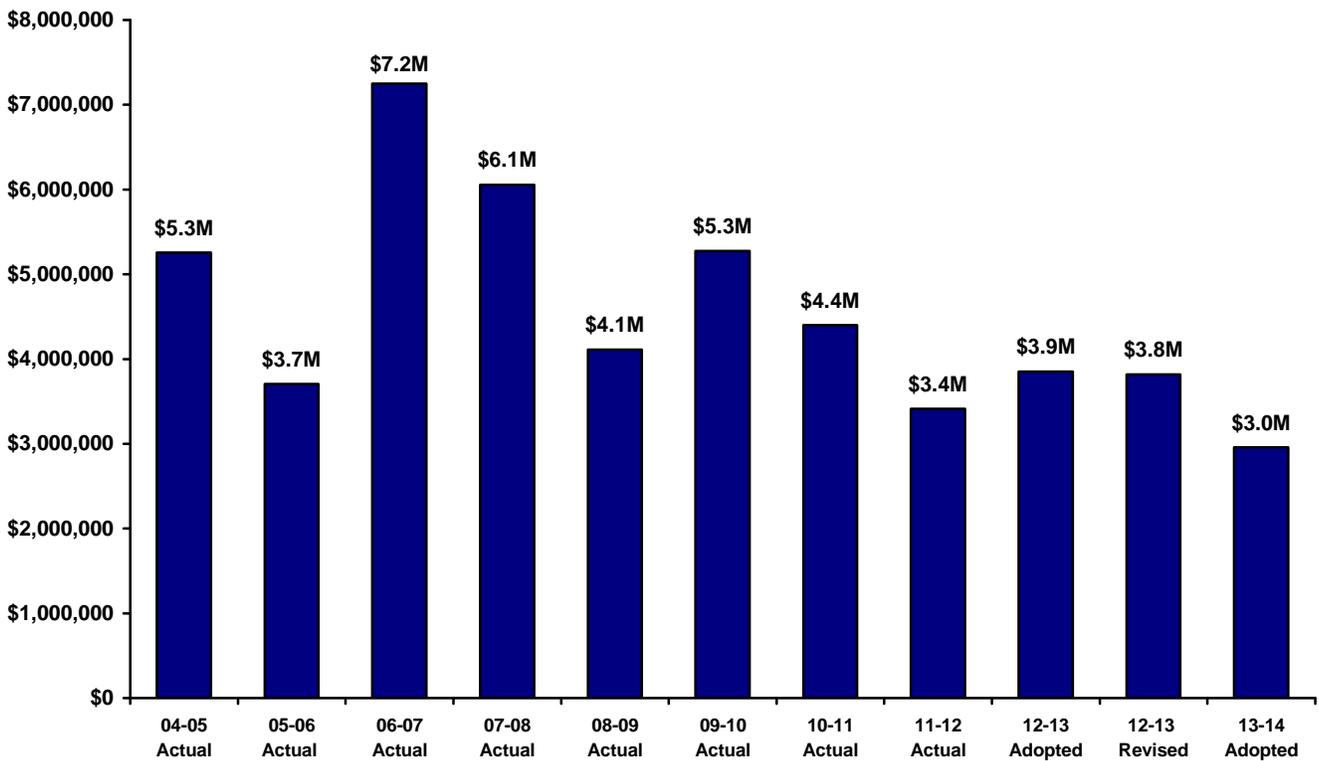
**USE OF MONEY & PROPERTY**

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 13-14, preliminary estimated revenue from Use of Money & Property is \$3.0 million or 2.87% of the total General Fund revenue. The estimated revenue reflects a decrease of \$858,500 or -22.49% from the revised adopted amount in FY 12-13. 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.



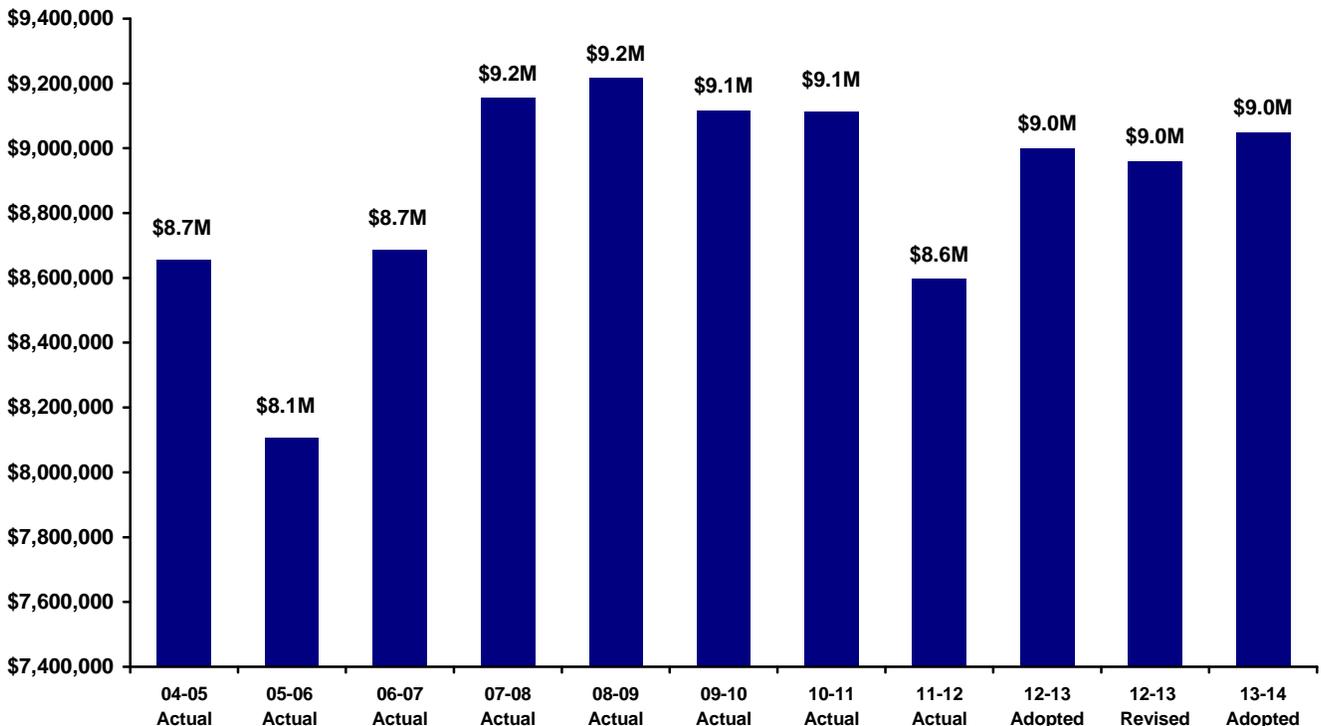
## MOTOR VEHICLE LICENSE FEES

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 13-14, preliminary estimated revenue from VLF is \$9.0 million, which represents 8.79% of the total General Fund revenue. This estimate reflects an increase of \$90,000 or 1.00% from the revised adopted revenue in FY 12-13. The increase is due to the estimate from the VLF Swap which includes an increase of \$100,000 because of the increases in assessed property values.



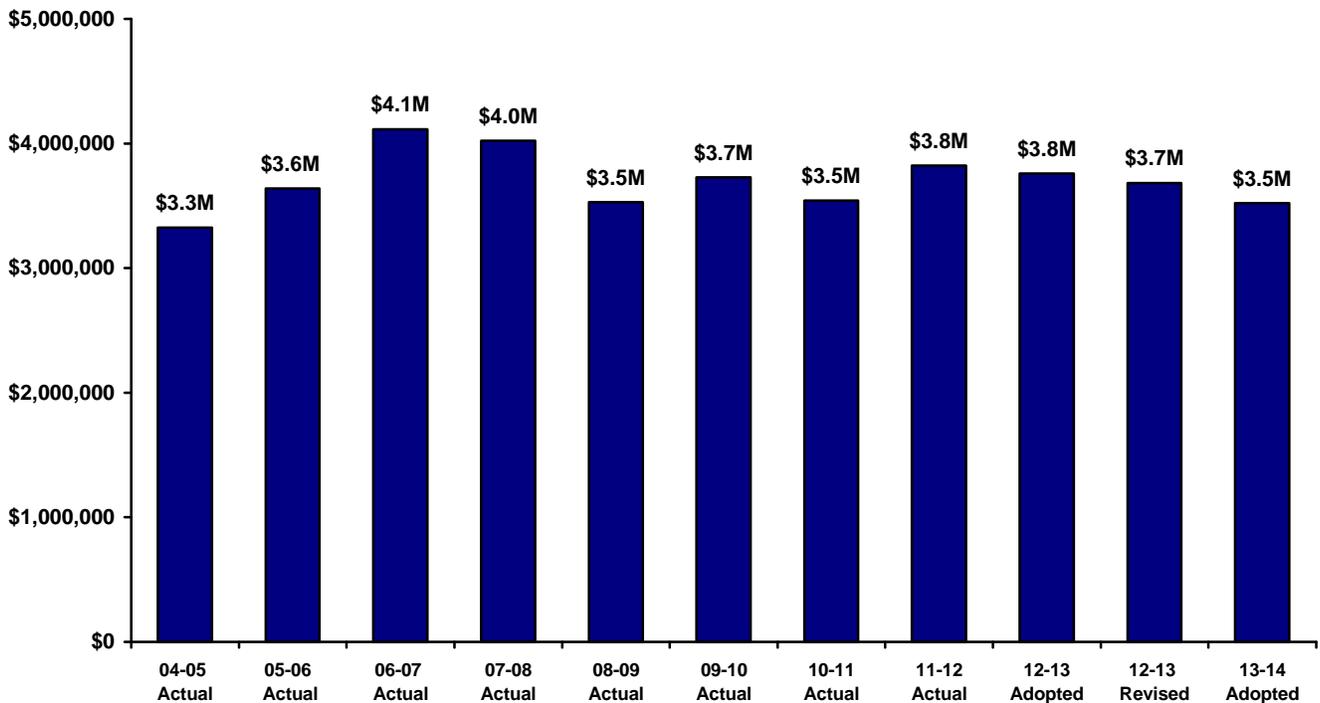
## **FEES & CHARGES FOR SERVICES**

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 13-14, estimated revenue from Fees & Charges for Services is \$3.5 million, which represents 3.42% of the total General Fund revenue. The FY 13-14 preliminary estimated revenue amount reflects a decrease of \$161,000 or -4.37% over the revised revenue in FY 12-13. The most notable decreases are in the Special Policing Fees and Plan Checking Fees.





***APPROPRIATIONS SUMMARIES***  
***ALL FUNDS***

**FISCAL YEAR 2013-2014**



## **BUDGET COMPARISON BY FUND/BY DEPARTMENT**

<b>Fund/Department</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b><u>General Fund (101)</u></b>				
City Council	\$ 190,685	\$ 222,285	\$ 313,010	\$ 315,799
Chief Executive Officer's Office	1,445,606	2,188,547	5,873,780	6,710,840
City Attorney's Office	853,861	955,916	803,000	803,000
Finance & IT	2,067,667	2,255,918	4,706,284	5,062,411
Administrative Services	12,543,389	12,801,899	-	-
Police	33,609,649	32,691,370	39,085,419	38,292,488
Fire	19,258,130	19,727,686	20,425,313	21,473,083
Development Services	2,674,959	2,807,265	3,393,256	3,789,761
Public Services	12,659,146	13,514,229	18,187,957	18,323,391
Non-Departmental	5,939,692	5,406,580	8,281,691	8,420,497
<b>Subtotal Fund 101</b>	<b>\$ 91,242,785</b>	<b>\$ 92,571,695</b>	<b>\$ 101,069,710</b>	<b>\$ 103,191,271</b>
<b><u>Gas Tax Fund (201)</u></b>				
Capital Improvement Projects	\$ 1,128,646	\$ 2,304,112	\$ 3,860,000	\$ 3,250,000
Public Services	-	186,991	502,844	510,750
<b>Subtotal Fund 201</b>	<b>\$ 1,128,646</b>	<b>\$ 2,491,103</b>	<b>\$ 4,362,844</b>	<b>\$ 3,760,750</b>
<b><u>Prop 172 Fund (202)</u></b>				
Police	\$ 700,377	\$ 965,897	\$ 824,723	\$ 1,182,606
Fire	3,090	-	57,634	58,214
<b>Subtotal Fund 202</b>	<b>\$ 703,467</b>	<b>\$ 965,897</b>	<b>\$ 882,357</b>	<b>\$ 1,240,820</b>
<b><u>AQMD Fund (203)</u></b>				
Capital Improvement Projects	\$ 174,442	\$ 151,044	\$ 352,200	\$ 74,851
Public Services	5,057	3,816	15,000	15,000
<b>Subtotal Fund 203</b>	<b>\$ 179,499</b>	<b>\$ 154,860</b>	<b>\$ 367,200</b>	<b>\$ 89,851</b>
<b><u>HOME Fund (205)</u></b>				
Chief Executive Officer's Office	\$ 423,809	\$ 544,252	\$ -	\$ -
Development Services	-	-	461,320	343,315
<b>Subtotal Fund 205</b>	<b>\$ 423,809</b>	<b>\$ 544,252</b>	<b>\$ 461,320</b>	<b>\$ 343,315</b>
<b><u>CDBG Fund (207)</u></b>				
Chief Executive Officer's Office	\$ 580,152	\$ 631,191	\$ -	\$ -
Development Services	351,990	242,395	774,664	654,422
Public Services	16,963	1,237	-	-
Capital Improvement Projects	824,521	483,349	570,000	716,962
<b>Subtotal Fund 207</b>	<b>\$ 1,773,627</b>	<b>\$ 1,358,172</b>	<b>\$ 1,344,664</b>	<b>\$ 1,371,384</b>
<b><u>Park Dev Fees Fund (208)</u></b>				
Capital Improvement Projects	\$ 99,782	\$ 50,155	\$ 624,250	\$ 475,000
Non-Departmental	243,832	228,832	-	-
<b>Subtotal Fund 208</b>	<b>\$ 343,614</b>	<b>\$ 278,987</b>	<b>\$ 624,250</b>	<b>\$ 475,000</b>

## **BUDGET COMPARISON BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>
<b><u>Drainage Fees Fund (209)</u></b>				
Capital Improvement Projects	\$ 44,300	\$ 47,423	\$ 500,000	\$ 500,000
<b>Subtotal Fund 209</b>	<b>\$ 44,300</b>	<b>\$ 47,423</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
<b><u>SLESF Fund (213)</u></b>				
Police	\$ 212,888	\$ 220,802	\$ 212,615	\$ 215,785
<b>Subtotal Fund 213</b>	<b>\$ 212,888</b>	<b>\$ 220,802</b>	<b>\$ 212,615</b>	<b>\$ 215,785</b>
<b><u>Traffic Impact Fees Fund (214)</u></b>				
Capital Improvement Projects	\$ -	\$ 42,312	\$ 1,353,150	\$ -
<b>Subtotal Fund 214</b>	<b>\$ -</b>	<b>\$ 42,312</b>	<b>\$ 1,353,150</b>	<b>\$ -</b>
<b><u>Narcotics Forfeiture Fund (217)</u></b>				
Police	\$ 352,943	\$ 699,408	\$ 513,300	\$ 557,513
Non-Departmental	-	-	50,000	-
<b>Subtotal Fund 217</b>	<b>\$ 352,943</b>	<b>\$ 699,408</b>	<b>\$ 563,300</b>	<b>\$ 557,513</b>
<b><u>Capital Outlay Fund (401)</u></b>				
Capital Improvement Projects	\$ 3,271,211	\$ 2,077,232	\$ 7,321,950	\$ 6,365,646
Public Services	8,037	2,124	-	-
Non-Departmental	-	250,000	-	-
<b>Subtotal Fund 401</b>	<b>\$ 3,279,248</b>	<b>\$ 2,329,356</b>	<b>\$ 7,321,950</b>	<b>\$ 6,365,646</b>
<b><u>Measure M Fund (403)</u></b>				
Capital Improvement Projects	\$ 1,017,051	\$ 153,596	\$ 3,000,000	\$ 800,000
Public Services	21,407	51,265	413,027	-
Non-Departmental	-	-	-	-
<b>Subtotal 403 Fund</b>	<b>\$ 1,038,458</b>	<b>\$ 204,861</b>	<b>\$ 3,413,027</b>	<b>\$ 800,000</b>
<b><u>Vehicle Prk Dist 1 Fund (409)</u></b>				
Non-Departmental	\$ 36	\$ 36	\$ -	\$ -
<b>Subtotal Fund 409</b>	<b>\$ 36</b>	<b>\$ 36</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Vehicle Prk Dist 2 Fund (410)</u></b>				
Non-Departmental	\$ 34	\$ 33	\$ -	\$ -
<b>Subtotal Fund 410</b>	<b>\$ 34</b>	<b>\$ 33</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Police Depart Exp Fund (412)</u></b>				
Non-Departmental	\$ 1,583,005	\$ -	\$ -	\$ -
<b>Subtotal Fund 412</b>	<b>\$ 1,583,005</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Golf Course Improvement Fund (413)</u></b>				
Non-Departmental	\$ 190,000	\$ -	\$ -	\$ -
<b>Subtotal Fund 413</b>	<b>\$ 190,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Measure M Turnback Fund (414)</u></b>				
Capital Improvement Projects	\$ 382,968	\$ 1,279,392	\$ -	\$ -
Public Services	47,603	351,824	-	-
<b>Subtotal Fund 414</b>	<b>\$ 430,571</b>	<b>\$ 1,631,216</b>	<b>\$ -</b>	<b>\$ -</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>
<b><u>Measure M 2 (415)</u></b>				
Capital Improvement Projects	\$ 843	\$ 1,806,511	\$ 2,625,386	\$ -
Public Services	-	12,322	99,664	126,719
<b>Subtotal Fund 415</b>	<b>\$ 843</b>	<b>\$ 1,818,833</b>	<b>\$ 2,725,050</b>	<b>\$ 126,719</b>
<b><u>Measure M 2 Fair Share (416)</u></b>				
Capital Improvement Projects	\$ -	\$ -	\$ 500,000	\$ 5,871,600
Public Services	-	-	92,333	513,235
<b>Subtotal Fund 416</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 592,333</b>	<b>\$ 6,384,835</b>
<b><u>Vehicle Repl Fund (601)</u></b>				
Public Services	\$ 2,595,855	\$ 2,443,718	\$ 2,458,092	\$ 1,856,437
Non-Departmental	122,429	37,454	219,642	219,638
<b>Subtotal Fund 601</b>	<b>\$ 2,718,284</b>	<b>\$ 2,481,172</b>	<b>\$ 2,677,734</b>	<b>\$ 2,076,075</b>
<b><u>Self-Insurance Fund (602)</u></b>				
Chief Executive Officer's Office	\$ -	\$ -	\$ 4,104,795	\$ 4,048,743
Administrative Services	3,224,806	3,885,862	-	-
Non-Departmental	116,076	-	-	-
<b>Subtotal Fund 602</b>	<b>\$ 3,340,882</b>	<b>\$ 3,885,862</b>	<b>\$ 4,104,795</b>	<b>\$ 4,048,743</b>
<b>Grand Total</b>	<b>\$108,986,939</b>	<b>\$111,726,281</b>	<b>\$132,576,299</b>	<b>\$131,547,706</b>

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

**FY2013-2014 Adopted Budget**

<b>Fund</b>	<b>City Council</b>	<b>CEO Office</b>	<b>City Attorney</b>	<b>Finance &amp; I.T.</b>	<b>Police</b>
General Fund - 101	\$ 315,799	\$ 6,710,841	\$ 803,000	\$5,062,412	\$ 38,292,487
Gas Tax Fund - 201	-	-	-	-	-
Prop 172 Fund - 202	-	-	-	-	1,182,606
AQMD Fund - 203	-	-	-	-	-
HOME Fund - 205	-	-	-	-	-
CDBG Fund - 207	-	-	-	-	-
Park Devel Fees Fund - 208	-	-	-	-	-
Drainage Fund - 209	-	-	-	-	-
SLESF Fund - 213	-	-	-	-	215,785
Traffic Impact Fees Fund - 214	-	-	-	-	-
Narcotics & Seizure Fund - 217	-	-	-	-	557,513
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	-	4,048,743	-	-	-
<b>Total</b>	<b>\$ 315,799</b>	<b>\$ 10,759,584</b>	<b>\$ 803,000</b>	<b>\$5,062,412</b>	<b>\$ 40,248,391</b>

\* Housed under the Public Services Department

**CITY OF COSTA MESA, CALIFORNIA**

<b>Fire</b>	<b>Development Services</b>	<b>Public Services</b>	<b>Recreation*</b>	<b>Non-Departmental</b>	<b>CIP</b>	<b>Total</b>
\$ 21,473,083	\$ 3,789,761	\$ 14,521,414	\$ 3,801,977	\$ 8,420,497	\$ -	\$ 103,191,271
-	-	510,750	-	-	3,250,000	3,760,750
58,214	-	-	-	-	-	1,240,820
-	-	15,000	-	-	74,851	89,851
-	343,315	-	-	-	-	343,315
-	654,422	-	-	-	716,962	1,371,384
-	-	-	-	-	475,000	475,000
-	-	-	-	-	500,000	500,000
-	-	-	-	-	-	215,785
-	-	-	-	-	-	-
-	-	-	-	-	-	557,513
-	-	-	-	-	-	-
-	-	-	-	-	6,365,646	6,365,646
-	-	-	-	-	800,000	800,000
-	-	-	-	-	-	-
-	-	126,719	-	-	-	126,719
-	-	513,235	-	-	5,871,600	6,384,835
-	-	2,076,075	-	-	-	2,076,075
-	-	-	-	-	-	4,048,743
<b>\$ 21,531,297</b>	<b>\$ 4,787,498</b>	<b>\$ 17,763,193</b>	<b>\$ 3,801,977</b>	<b>\$ 8,420,497</b>	<b>\$ 18,054,059</b>	<b>\$ 131,547,706</b>

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

<b>Description</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
Regular Salaries - Sworn	\$ 22,585,383	\$ 21,198,356	\$ 22,548,870	\$ 22,186,611
Regular Salaries - Non-Sworn	18,004,224	16,495,049	16,544,354	16,604,284
Regular Salaries - Part-Time	1,714,994	2,544,691	2,485,326	3,242,581
Overtime	5,149,944	5,680,297	4,540,499	4,633,803
Accrual Payoff - Excess Max.	265,958	254,603	229,293	224,844
Vacation/Comp. Time Cash Out	356,215	218,022	135,069	134,069
Holiday Allowance	610,030	490,842	457,884	448,884
Separation Pay-Off	843,057	312,144	2,490	-
Other Compensation	2,420,620	2,419,957	2,690,704	2,576,718
Cafeteria Plan	3,958,001	3,727,678	4,145,486	4,166,976
Medicare	673,593	659,131	694,956	715,855
Retirement	14,122,469	14,270,580	16,658,485	18,810,972
Longevity	2,052	2,268	2,304	2,268
Professional Development	195,300	232,051	334,471	377,190
Auto Allowance	21,823	22,951	10,800	10,800
Unemployment	411,458	183,056	290,700	297,034
Workers' Compensation	3,764,132	3,291,930	4,378,053	3,990,600
Employer Contr.Retirees' Med.	1,800,412	1,760,388	1,921,600	1,829,312
<b>Salaries &amp; Benefits</b>	<b>\$ 76,899,665</b>	<b>\$ 73,763,995</b>	<b>\$ 78,071,345</b>	<b>\$ 80,252,801</b>
Stationery and Office	\$ 113,743	\$ 135,962	\$ 154,132	\$ 165,004
Multi-Media, Promos, Subscript.	151,350	162,041	268,456	293,856
Small Tools and Equipment	208,899	381,337	445,299	507,162
Uniforms and Clothing	249,634	257,510	306,110	318,560
Safety and Health	299,277	341,599	365,020	369,220
Maintenance and Construction	772,905	807,058	679,930	688,430
Agriculture	55,198	84,992	139,000	139,000
Fuel	622,182	713,472	700,200	700,200
Electricity - Buildings & Fac.	545,233	498,174	556,300	507,300
Electricity - Power	214,996	224,872	215,000	220,000
Electricity - Street Lights	1,039,671	1,018,412	1,100,000	1,100,000
Gas	47,950	39,010	47,300	40,000
Water - Domestic	55,660	101,522	92,400	98,800
Water - Parks and Parkways	495,336	533,091	590,000	565,000
Waste Disposal	153,669	149,974	204,458	170,000
Janitorial and Housekeeping	296,362	343,325	345,900	364,084
Postage	81,849	90,606	98,240	97,095
Legal Advertising/Filing Fees	230,874	216,898	269,600	272,100
Advertising and Public Info.	6,590	18,804	13,875	7,950
Telephone/Radio/Communications	216,864	194,583	298,100	235,600
Meetings and Conferences	493	-	-	-
Mileage Reimbursement	2,011	2,006	4,295	3,745
Board Member Fees	27,990	28,030	27,000	30,000
Buildings and Structures	104,350	351,179	595,475	89,725
Landscaping and Sprinklers	875,858	1,084,714	1,366,600	1,422,200
Underground Lines	70,865	17,380	5,000	5,000
Automotive Equipment	175,908	140,147	125,000	125,000
<b>Subtotal Maint. &amp; Operations</b>	<b>\$ 7,115,716</b>	<b>\$ 7,936,698</b>	<b>\$ 9,012,690</b>	<b>\$ 8,535,031</b>

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

Description	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
Office Furniture	\$ 250	\$ 195	\$ 2,350	\$ 2,350
Office Equipment	661,232	811,778	919,416	983,791
Other Equipment	741,960	817,688	921,656	958,167
Streets, Alleys and Sidewalks	64,152	204,917	276,500	276,500
Employment	68,443	258,139	25,500	41,000
Consulting	1,471,154	2,161,974	2,347,085	2,487,875
Legal	363,086	324,271	415,500	258,800
Engineering and Architectural	199,882	357,154	602,120	607,120
Financial & Information Svcs.	88,255	158,700	175,400	271,300
Medical and Health Inspection	131,176	143,423	187,147	192,147
Law Enforcement	842,049	493,262	530,272	538,050
Recreation	468,132	440,588	511,820	511,820
Principal Payments	3,760,904	3,870,739	4,061,179	2,646,335
Interest Payments	1,939,748	1,768,324	1,450,154	1,314,451
External Rent	527,972	613,862	673,532	647,362
Grants, Loans and Subsidies	762,598	840,941	679,591	642,813
Depreciation	757,294	664,795	-	-
Central Services	70,722	85,289	109,750	107,254
Internal Rent - Maint. Charges	-	1,417,959	1,792,590	1,864,882
Internal Rent - Repl.Cost	-	1,719,878	1,000,000	1,551,851
General Liability	1,891,198	3,329,380	2,598,978	2,549,114
Special Liability	14,298	10,583	12,000	-
Buildings & Personal Property	274,257	284,080	355,049	450,000
Faithful Performance Bonds	-	12,868	7,800	7,800
Taxes and Assessments	152,291	127,488	83,975	97,235
Contingency	-	(155,155)	1,000,000	1,000,000
Other Costs	4,002	4,080	100,000	100,000
Acquisition Costs	-	-	500,000	500,000
Operating Transfers Out	2,494,452	283,872	2,640,000	3,985,000
<b>Maintenance &amp; Operations</b>	<b>\$ 24,865,221</b>	<b>\$ 28,987,769</b>	<b>\$ 32,992,054</b>	<b>\$ 33,128,048</b>
Automotive Equipment	\$ -	\$ -	\$ 643,000	\$ -
Office Furniture	8,826	-	-	-
Office Equipment	-	-	12,150	-
Other Equipment	269,463	579,391	150,814	112,798
<b>Fixed Assets</b>	<b>\$ 278,289</b>	<b>\$ 579,391</b>	<b>\$ 805,964</b>	<b>\$ 112,798</b>
<b>Total Operating</b>	<b>\$102,043,175</b>	<b>\$103,331,155</b>	<b>\$111,869,363</b>	<b>\$113,493,647</b>
<b>Capital Improvements</b>	<b>\$ 6,943,764</b>	<b>\$ 8,395,126</b>	<b>\$ 20,706,936</b>	<b>\$ 18,054,059</b>
<b>Total Appropriations</b>	<b>\$108,986,939</b>	<b>\$111,726,281</b>	<b>\$132,576,299</b>	<b>\$131,547,706</b>

**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.

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b>Police Protection</b>				
Police Administration - 50001	\$ 2,992,964	\$ 2,812,551	\$ 3,332,669	\$ 3,036,746
Field Area Policing - 10111	16,727,821	17,272,625	16,743,641	16,342,277
Helicopter Patrol - 10112	1,287,463	412,533	300,000	300,000
Traffic Enforcement - 10113	3,145,762	3,269,300	3,372,047	3,332,628
Contract & Special Event Policing - 10114	615,702	661,931	721,599	654,725
Crime Investigation - 10120	3,387,554	3,517,975	3,487,255	3,703,314
Special Investigation Unit - 10127	-	-	1,684,358	2,011,706
Records / Information Systems - 10131	1,962,546	1,880,652	2,091,417	2,191,750
Crime Scene Inv./Photographic Svcs - 10132	400,515	435,030	567,375	591,817
Training - 10133	686,633	625,929	564,010	594,876
Community Services - 10134	12,980	359	-	-
Youth Crime Intervention - 10135	1,571,958	1,620,117	1,651,650	1,532,876
Property and Evidence - 10136	286,944	301,786	337,300	378,909
Jail - 10137	1,362,275	1,319,706	1,275,156	1,280,187
Equipment Maintenance - 10138	20,113	31,267	45,894	21,846
Animal Control - 10139	404,002	349,793	349,389	364,004
RAID - 10143	10,725	65,955	42,620	64,455
<b>Total Police Protection</b>	<b>\$ 34,875,957</b>	<b>\$ 34,577,510</b>	<b>\$ 36,566,382</b>	<b>\$ 36,402,116</b>
<b>Fire Protection</b>				
Fire Administration - 50001	\$ 1,347,890	\$ 1,214,771	\$ 1,523,738	\$ 1,395,211
Response and Control - 10210	16,170,338	17,131,450	17,652,212	18,645,307
Fire Prevention - 10220	441,326	379,405	445,722	583,362
Emergency Medical Aid - 10230	1,301,666	1,002,060	861,275	907,416
<b>Total Fire Protection</b>	<b>\$ 19,261,220</b>	<b>\$ 19,727,686</b>	<b>\$ 20,482,947</b>	<b>\$ 21,531,297</b>
<b>Other Public Safety Services</b>				
Building Safety - 20410	\$ 1,058,320	\$ 1,089,257	\$ 1,116,912	\$ 1,215,500
<b>Total Other Public Safety Services</b>	<b>\$ 1,058,320</b>	<b>\$ 1,089,257</b>	<b>\$ 1,116,912</b>	<b>\$ 1,215,500</b>
<b>Total Protection of Persons and Property</b>	<b>\$ 55,195,497</b>	<b>\$ 55,394,453</b>	<b>\$ 58,166,242</b>	<b>\$ 59,148,913</b>

**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.

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b>Beautification</b>				
Parkway and Median Maintenance - 20111	\$ 785,471	\$ 895,828	\$ 1,068,204	\$ 1,110,825
Street Cleaning - 20120	348,619	491,562	566,507	563,268
Graffiti Abatement - 20130	198,087	239,022	231,577	246,464
Park Maintenance - 40111	2,446,506	3,072,798	3,444,619	3,584,789
Park Development - 40112	289,750	299,566	306,519	342,838
<b>Total Beautification</b>	<b>\$ 4,068,434</b>	<b>\$ 4,998,777</b>	<b>\$ 5,617,426</b>	<b>\$ 5,848,184</b>
<b>Sanitation</b>				
Recycling - 20230	\$ 33,703	\$ 35,134	\$ 39,000	\$ 39,500
Water Quality - 20510	438,601	413,996	478,698	409,775
<b>Total Sanitation</b>	<b>\$ 472,303</b>	<b>\$ 449,130</b>	<b>\$ 517,698</b>	<b>\$ 449,275</b>
<b>Planning</b>				
Development Services Admin. - 50001	\$ 502,251	\$ 474,896	\$ 639,304	\$ 659,486
Advance Planning - 20310	1,200	-	-	-
Current Planning - 20320	803,995	807,957	919,971	1,356,920
Code Enforcement - 20350	637,385	653,635	642,468	533,255
Planning Commission - 20360	23,798	23,915	24,600	24,600
Economic Development - 20370	-	-	50,000	-
<b>Total Planning</b>	<b>\$ 1,968,628</b>	<b>\$ 1,960,403</b>	<b>\$ 2,276,343</b>	<b>\$ 2,574,261</b>
<b>Housing and Community Development</b>				
Code Enforcement - 20350	\$ 13,474	\$ 23,139	\$ 320,734	\$ 305,704
Public Service Programs - 20421	218,699	243,741	157,502	137,500
Single Family Housing Rehabilitation - 20422	213,002	247,546	100,000	253,313
Neighborhood Improvement Program - 20425	166,940	253,277	170,990	-
Neighbors for Neighbors - 20426	90,550	74,151	82,926	-
CDBG Administration - 20427	255,048	288,599	210,003	211,218
CDBG Tool Rental Program - 20430	625	1,561	3,500	-
HOME Program -20440	43,867	43,429	136,132	39,289
HOME Projects -20445	-	-	54,198	50,713
<b>Total Housing &amp; Community Dev</b>	<b>\$ 1,003,961</b>	<b>\$ 1,175,443</b>	<b>\$ 1,235,984</b>	<b>\$ 997,736</b>
<b>Total Community Health &amp; Environment</b>	<b>\$ 7,513,327</b>	<b>\$ 8,583,753</b>	<b>\$ 9,647,452</b>	<b>\$ 9,869,456</b>

**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.

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b>Administration</b>				
Development - 30310	\$ 92,093	\$ 103,949	\$ 100,947	\$ 155,661
Real Estate - 30320	97,208	106,537	111,484	32,149
Public Services Admin. - 50001	1,122,268	1,099,442	1,524,014	1,430,176
Construction Management - 50002	654,555	268,225	728,006	818,047
<b>Total Administration</b>	<b>\$ 1,966,124</b>	<b>\$ 1,578,152</b>	<b>\$ 2,464,451</b>	<b>\$ 2,436,034</b>
<b>Traveled Ways</b>				
Street Maintenance - 30111	\$ 840,136	\$ 1,005,958	\$ 841,620	\$ 879,456
Street Improvements - 30112	419,674	812,150	461,137	552,604
Storm Drain Maintenance - 30121	157,374	174,846	96,982	116,315
Storm Drain Improvements - 30122	207,165	105,924	197,867	224,819
<b>Total Traveled Ways</b>	<b>\$ 1,624,350</b>	<b>\$ 2,098,878</b>	<b>\$ 1,597,606</b>	<b>\$ 1,773,193</b>
<b>Traffic Safety</b>				
Traffic Planning - 30210	\$ 307,997	\$ 334,616	\$ 405,945	\$ 410,506
Traffic Operations - 30241	1,988,638	1,953,843	2,078,841	2,062,337
Signs and Markings - 30243	252,700	410,544	508,265	546,008
<b>Total Traffic Safety</b>	<b>\$ 2,549,335</b>	<b>\$ 2,699,002</b>	<b>\$ 2,993,052</b>	<b>\$ 3,018,851</b>
<b>Total Transportation</b>	<b>\$ 6,139,809</b>	<b>\$ 6,376,033</b>	<b>\$ 7,055,109</b>	<b>\$ 7,228,078</b>

**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.

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b>Community Facilities</b>				
Downtown Recreation Center - 40121	\$ 208,589	\$ 146,759	\$ 186,964	\$ 187,380
Balearic Community Center - 40122	56,845	65,894	189,606	158,161
Neighborhood Community Center - 40123	281,009	287,406	281,691	284,372
<b>Total Community Facilities</b>	<b>\$ 546,442</b>	<b>\$ 500,058</b>	<b>\$ 658,261</b>	<b>\$ 629,913</b>
<b>Community Programs</b>				
Recreation Administration - 50001	\$ 396,009	\$ 407,134	\$ 566,188	\$ 607,177
Aquatics - 40212	201,794	134,419	130,276	139,553
Tennis - 40213	23,929	26,611	25,525	25,525
Adult Sports Basketball and Volleyball - 40214	56,344	41,263	43,924	45,230
Adult Sports Softball - 40215	85,191	66,326	75,012	76,319
Adult Sports Misc/Field Ambassadors - 40216	319,594	347,752	355,792	372,565
Youth Sports Basketball/Cheerleading - 40218	9,126	-	-	35,050
Youth Sports Football/Cheer/Soccer- 40219	10,127	494	-	-
Senior Citizens - 40231	315,281	330,648	348,395	348,230
Day Camp - 40232	162,345	151,598	170,953	186,623
Playgrounds - 40233	223,371	329,215	340,204	540,693
Teen Programs - 40236	87,059	95,419	105,332	136,845
Concert Programs - 40237	9,983	13,274	5,900	5,900
Early Childhood - 40241	104,813	133,349	133,577	139,136
Adult Instructional Classes - 40242	87,238	104,354	113,886	113,615
Youth Instructional Classes - 40243	317,860	314,241	395,374	392,743
Special Recreation Events - 40244	-	-	-	211
Mobile Recreation - 40245	115	-	-	-
<b>Total Community Programs</b>	<b>\$ 2,410,180</b>	<b>\$ 2,496,095</b>	<b>\$ 2,810,337</b>	<b>\$ 3,165,414</b>
<b>Total Leisure and Community Services</b>	<b>\$ 2,956,623</b>	<b>\$ 2,996,153</b>	<b>\$ 3,468,597</b>	<b>\$ 3,795,327</b>

**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.

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b>Representation</b>				
City Council - 50110	\$ 235,409	\$ 286,034	\$ 313,010	\$ 315,799
Elections - 50120	82,891	7,554	122,230	5,300
Parks & Recreation Comm. - 50125	4,168	4,276	3,650	6,650
Cultural Arts Committee - 50190	1,396	498	-	-
Historic Resources Committee - 50191	882	46	-	-
<b>Total Representation</b>	<b>\$ 324,746</b>	<b>\$ 298,408</b>	<b>\$ 438,890</b>	<b>\$ 327,749</b>
<b>Policy Formulation &amp; Implementation</b>				
Chief Executive Officer - 50001	\$ -	\$ -	\$ -	\$ 1,154,236
Chief Executive Officer - 50210	1,023,105	1,267,310	1,273,360	-
Nondepartmental - 50240	8,195,104	5,922,935	8,551,333	8,640,135
Neighborhood Impr Task Force - 50250	-	-	-	677,232
Public Communications - 51030	269,088	380,224	521,486	-
Communications and Marketing - 51050	-	-	-	1,174,355
<b>Total Policy Formulation &amp; Implement</b>	<b>\$ 9,487,298</b>	<b>\$ 7,570,468</b>	<b>\$ 10,346,179</b>	<b>\$ 11,645,959</b>
<b>Legal Services</b>				
General Legal Services - 50320	\$ 853,861	\$ 955,916	\$ 803,000	\$ 803,000
<b>Total Legal Services</b>	<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>
<b>City Clerk</b>				
City Council Meetings - 50410	\$ 235,691	\$ 384,496	\$ 288,663	\$ 280,155
Public Records - 50420	59,195	86,080	81,998	131,816
<b>Total City Clerk</b>	<b>\$ 294,886</b>	<b>\$ 470,576</b>	<b>\$ 370,661</b>	<b>\$ 411,972</b>
<b>Financial Services</b>				
Finance Administration - 50001	\$ 211,560	\$ 388,418	\$ 483,855	\$ 511,534
Accounting - 50510	718,799	783,488	822,404	836,609
Budget and Research - 50520	251,619	175,187	288,005	321,121
Purchasing - 50530	324,592	378,596	265,418	295,757
Treasury - 50540	561,096	532,864	566,013	710,962
<b>Total Financial Services</b>	<b>\$ 2,067,667</b>	<b>\$ 2,258,552</b>	<b>\$ 2,425,695</b>	<b>\$ 2,675,983</b>

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

ALL FUNDS (Excludes CIP)

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>
<b>Personnel Services</b>				
Administrative Services Admin. - 50001	\$ 615,595	\$ 563,822	\$ -	\$ -
Human Resources Administration - 50610	566,507	724,711	819,391	989,580
Employee Benefit Administration - 50630	446,669	254,209	250,000	250,000
Post Employment Benefits - 50650	1,795,260	1,833,968	1,944,956	1,852,668
Insurance Administration - 50661	369,837	360,179	430,318	445,497
General Liability - 50662	861,078	2,181,419	1,529,927	1,663,943
Workers' Compensation- 50663	2,144,594	1,672,728	2,324,868	2,134,800
<b>Total Personnel Services</b>	<b>\$ 6,799,541</b>	<b>\$ 7,591,037</b>	<b>\$ 7,299,460</b>	<b>\$ 7,336,488</b>
<b>Computer Services</b>				
Computer Operations - 50710	\$ 1,331,645	\$ 1,599,337	\$ 1,607,784	\$ 1,685,488
Computer Systems Development - 50720	729,242	743,461	672,805	700,940
<b>Total Computer Services</b>	<b>\$ 2,060,887</b>	<b>\$ 2,342,798</b>	<b>\$ 2,280,590</b>	<b>\$ 2,386,428</b>
<b>Central Services</b>				
Printing and Graphics - 50810	\$ 315,337	\$ 317,679	\$ 255,246	\$ -
Photocopying - 50820	96,466	94,453	98,201	-
Mailing and Delivery - 50840	32,760	35,528	37,930	-
<b>Total Central Services</b>	<b>\$ 444,563</b>	<b>\$ 447,660</b>	<b>\$ 391,378</b>	<b>\$ -</b>
<b>Maintenance Services</b>				
Maintenance Services Admin. - 50001	\$ 282,232	\$ 288,677	\$ 293,733	\$ 295,874
Facility Maintenance - 50910	1,798,811	2,007,353	2,354,611	1,865,708
Fleet Services - 50920	2,592,479	2,444,923	2,458,092	1,856,437
<b>Total Maintenance Services</b>	<b>\$ 4,673,522</b>	<b>\$ 4,740,953</b>	<b>\$ 5,106,436</b>	<b>\$ 4,018,019</b>
<b>Telecommunications</b>				
Operations - 51010	\$ 2,673,628	\$ 2,444,054	\$ 3,365,963	\$ 3,142,508
Technical Support and Maintenance - 51020	480,068	821,483	463,519	461,584
Emergency Services - 51040	77,352	38,857	240,193	242,184
<b>Total Telecommunications</b>	<b>\$ 3,231,048</b>	<b>\$ 3,304,393</b>	<b>\$ 4,069,674</b>	<b>\$ 3,846,275</b>
<b>Total General Government Support</b>	<b>\$ 30,238,019</b>	<b>\$ 29,980,763</b>	<b>\$ 33,531,962</b>	<b>\$ 33,451,873</b>



## FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>City Council</u></b>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	-	-	1.00	1.00
<b>Total City Council</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>
<b><u>Chief Executive Officer's Office</u></b>				
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	-
Administrative Services Director	1.00	1.00	-	-
Assistant Recreation Supervisor	-	-	-	1.00
Central Services Supervisor	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	-	-	3.00
Deputy City Clerk	-	-	-	1.00
Executive Secretary	2.00	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	1.00	1.00
Human Resources Administrator	2.00	2.00	-	-
Human Resources Analyst	3.00	3.00	2.00	2.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	1.00	1.00	1.00	1.00
Management Analyst	4.00	4.00	1.00	1.00
Office Specialist II	1.00	1.00	-	-
Offset Press Operator II	1.00	1.00	1.00	-
Principal Human Resources Analyst	1.00	1.00	2.00	2.00
Public Affairs Manager	-	-	2.00	2.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
<b>Total City Manager's Office</b>	<b>27.00</b>	<b>27.00</b>	<b>21.00</b>	<b>24.00</b>
<b><u>Finance &amp; I.T. Department</u></b>				
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	3.00	3.00	3.00	3.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Administrative Secretary	-	-	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Budget & Research Officer	1.00	1.00	-	-
Budget Analyst	-	-	1.00	1.00
Budget Specialist	1.00	1.00	1.00	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
Information Technology Manager	1.00	1.00	-	-
Network Administrator	3.00	3.00	3.00	3.00
Payroll Coordinator	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00

**FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT**

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Finance &amp; I.T. Department (continued)</u></b>				
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	-
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	1.00
<b>Total Finance &amp; I.T. Department</b>	<b>26.00</b>	<b>26.00</b>	<b>26.00</b>	<b>26.00</b>
<b><u>Police Department</u></b>				
Police Chief	1.00	1.00	1.00	1.00
Administrative Secretary	2.00	2.00	1.00	1.00
Animal Control Officer	3.00	3.00	2.00	2.00
Civilian Investigator	1.00	1.00	1.00	1.00
Communications Installer	1.00	1.00	1.00	1.00
Communications Officer	15.00	15.00	15.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Community Services Specialist	6.00	11.00	11.00	11.00
Corporal	1.00	1.00	1.00	-
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	-	-	1.00	1.00
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	2.00	3.00	3.00	3.00
Custody Officer	11.00	11.00	7.00	7.00
Electronics Technician	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Logistical Support Manager	-	1.00	1.00	1.00
Office Specialist II	2.00	2.00	2.00	2.00
Police Administrative Svcs Commander	1.00	1.00	-	-
Police Captain	2.00	2.00	2.00	2.00
Police Helicopter Pilot	3.00	-	-	-
Police Helicopter Sergeant	1.00	1.00	-	-
Police Lieutenant	8.00	8.00	7.00	6.00
Police Officer	100.00	96.00	87.00	90.00
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	22.00	22.00	23.00	23.00
Police Training Assistant	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Senior Police Officer	11.00	13.00	13.00	10.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Senior Communications Officer	2.00	2.00	2.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Special Events Coordinator	-	1.00	1.00	-
Telecommunications Manager	1.00	1.00	-	-
Volunteer Coordinator	-	1.00	-	-
<b>Total Police Department</b>	<b>230.00</b>	<b>234.00</b>	<b>216.00</b>	<b>213.00</b>

## FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Fire Department</u></b>				
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	-	-	-
Deputy Fire Chief/Operations	1.00	1.00	1.00	1.00
Emergency Medical Services Coordinator	1.00	1.00	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Battalion Chief	1.00	-	-	-
Fire Captain	21.00	21.00	21.00	21.00
Fire Engineer	24.00	24.00	24.00	24.00
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	39.00	39.00	39.00	39.00
Management Analyst	1.00	1.00	1.00	1.00
<b>Total Fire Department</b>	<b>97.00</b>	<b>95.00</b>	<b>94.00</b>	<b>94.00</b>
<b><u>Development Services Department</u></b>				
Economic & Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Development Services Director	-	-	1.00	1.00
Assistant Planner	1.00	1.00	-	-
Associate Planner	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00
Building Technician	1.00	1.00	1.00	1.00
Chief of Code Enforcement	-	-	1.00	1.00
Chief of Inspection	1.00	1.00	-	1.00
Chief Plans Examiner	1.00	-	-	-
Code Enforcement Officer	4.00	4.00	6.00	5.00
Combination Inspector	1.00	1.00	-	-
Executive Secretary	1.00	1.00	2.00	2.00
Management Analyst	1.00	1.00	3.00	3.00
Neighborhood Improvement Manager	1.00	1.00	-	-
Office Coordinator	1.00	1.00	-	-
Office Specialist II	4.00	4.00	1.00	1.00
Plan Check Engineer	1.00	1.00	1.00	1.00
Plan Checker	1.00	-	-	-
Principal Planner	2.00	2.00	1.00	2.00
Senior Electrical Inspector	1.00	1.00	1.00	-
Senior Planner	2.00	2.00	2.00	2.00
Senior Plumbing/Mechanical Inspector	1.00	-	-	-
<b>Total Development Services Department</b>	<b>29.00</b>	<b>26.00</b>	<b>24.00</b>	<b>24.00</b>
<b><u>Public Services Department</u></b>				
Public Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	5.00	5.00	4.00	4.00
Assistant Engineer	4.00	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	2.00	2.00	2.00	2.00
City Engineer	1.00	1.00	1.00	1.00

## FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Public Services Department (continued)</u></b>				
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	1.00	1.00	1.00	1.00
Engineering Technician II	4.00	4.00	4.00	3.00
Engineering Technician III	2.00	2.00	2.00	4.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	3.00	3.00	2.00	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	2.00	2.00	2.00	2.00
Lead Maintenance Worker	6.00	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	11.00	12.00	10.00	10.00
Management Analyst	2.00	2.00	2.00	2.00
Office Specialist II	1.00	1.00	1.00	1.00
Recreation Coordinator	2.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00
Recreation Specialist	1.00	-	-	-
Recreation Supervisor	1.00	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	14.00	15.00	13.00	13.00
Transportation Services Manager	1.00	1.00	1.00	1.00
<b>Total Public Services Department</b>	<b>84.00</b>	<b>84.00</b>	<b>78.00</b>	<b>79.00</b>
<b>Total Full-time Employees</b>	<b>498.00</b>	<b>497.00</b>	<b>465.00</b>	<b>466.00</b>
<b><u>Part-time Employees FTE's (Full-time Equivalents)</u></b>				
City Council	-	-	-	-
CEO's Office	0.50	0.75	1.00	6.25
Finance & Information Technology Department	0.75	0.75	1.21	1.21
Administrative Services Department**	43.05	40.47	-	-
Police Department	9.88	12.68	19.60	24.18
Fire Department	1.44	1.44	1.44	1.75
Development Services Department	1.50	1.00	3.59	3.00
Public Services Department	2.50	3.25	36.99	45.43
Redevelopment	0.50	0.50	-	-
<b>Total Part-time FTE's</b>	<b>60.12</b>	<b>60.84</b>	<b>63.83</b>	<b>81.82</b>

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

**SUMMARY OF ADOPTED FIXED ASSETS**  
FISCAL YEAR 2013-2014

<u>DEPARTMENT/Division</u>	<u>Qty</u>	<u>Description</u>	<u>Amount</u>
<b>CEO</b>			
Neighborhood Improvement Task Force	1	Motorola Radios	\$ 7,200
Communications and Marketing	1	Audio/Video Edit System	12,500
<b>Total CEO</b>			<b>\$ 19,700</b>
<b>Police</b>			
Support Services	1	Digital Imaging System	\$ 16,000
<b>Total Police</b>			<b>\$ 16,000</b>
<b>Fire</b>			
Operations/EMS	1	Hurst Tool Replacement	\$ 37,098
<b>Total Fire</b>			<b>\$ 37,098</b>
<b>Public Services</b>			
Maintenance Services	1	Plotter and Composer System	\$ 12,000
	1	Commercial Grade Refrigerator at NCC	9,500
	1	Floor scrubber/cleaning machine	5,700
	1	Carpet cleaning extractor	6,300
	1	Drain Cleaner	6,500
<b>Total Public Services</b>			<b>\$ 40,000</b>
<b>Total Adopted Fixed Asset Requests</b>			<b>\$ 112,798</b>



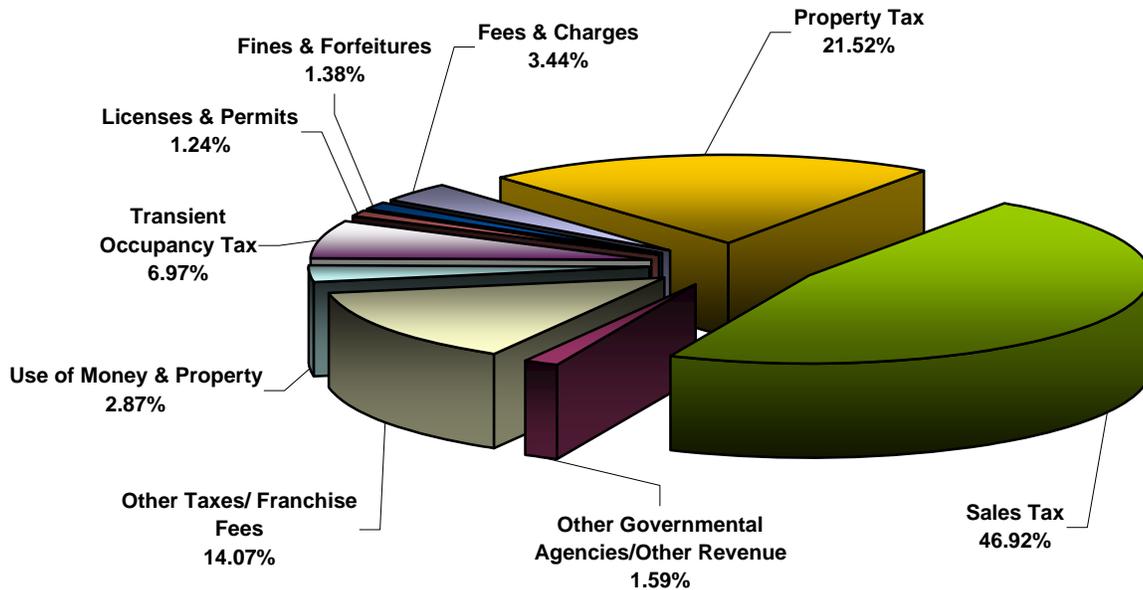
***APPROPRIATIONS SUMMARIES***

***GENERAL FUND***

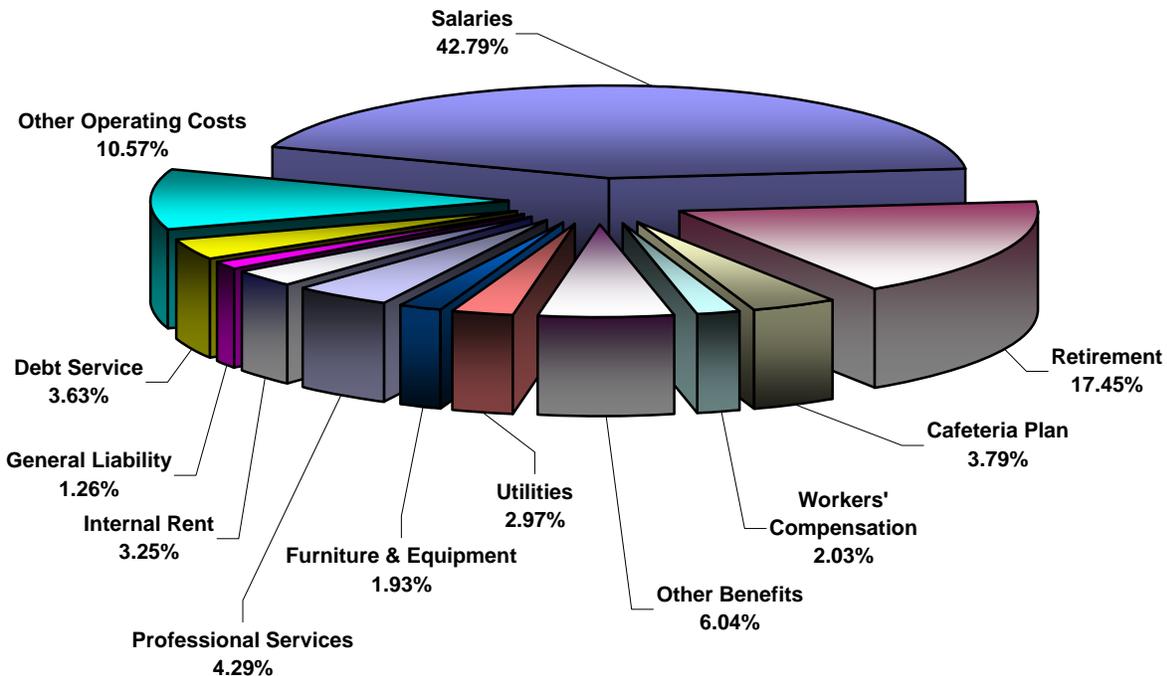
**FISCAL YEAR 2013-2014**

CITY OF COSTA MESA, CALIFORNIA  
**GENERAL FUND RESOURCES & APPROPRIATIONS**  
 FISCAL YEAR 2013-2014

**GENERAL FUND RESOURCES - TOTAL \$103,250,486**  
 (Including Transfers In)

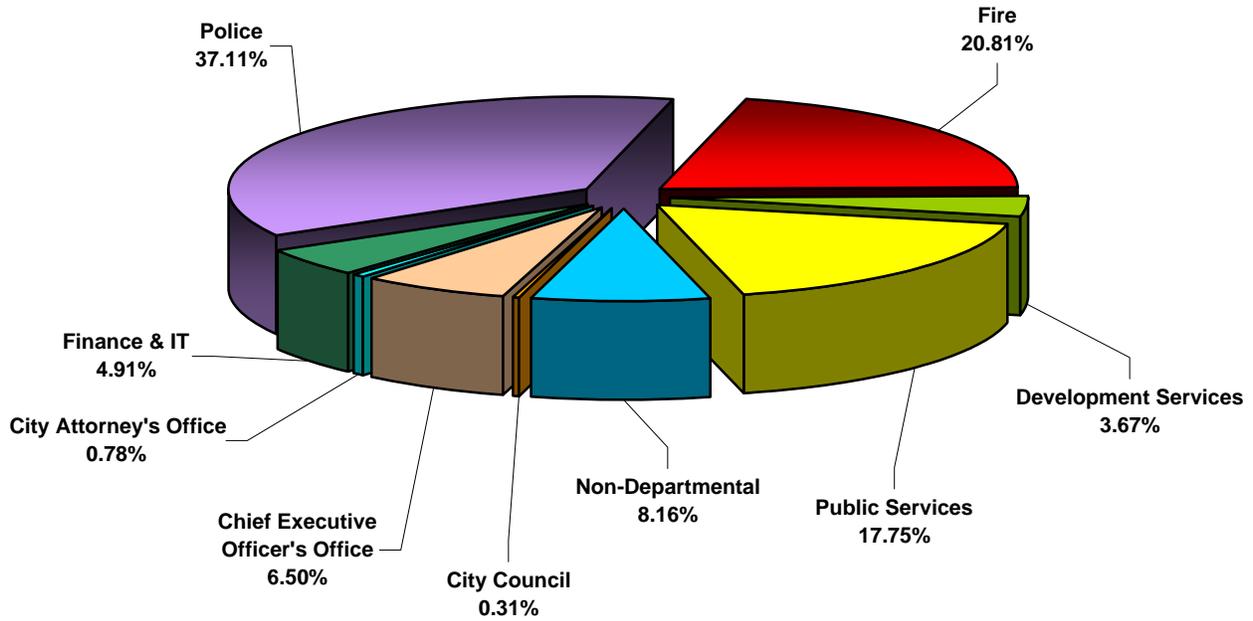


**GENERAL FUND APPROPRIATIONS - TOTAL \$103,191,271**

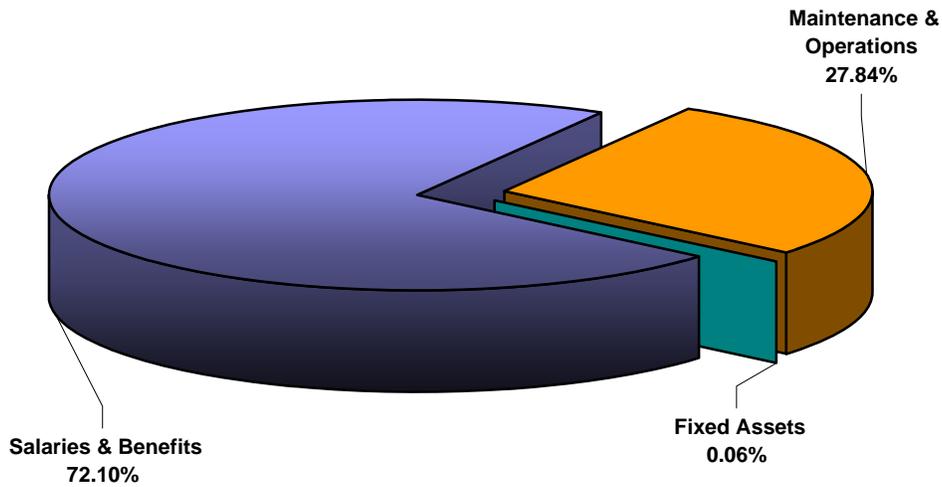


CITY OF COSTA MESA, CALIFORNIA  
**GENERAL FUND APPROPRIATIONS**  
 FISCAL YEAR 2013-2014

**GENERAL FUND APPROPRIATIONS by DEPARTMENT**  
 Total \$103,191,271



**GENERAL FUND APPROPRIATIONS by CATEGORY**  
 Total \$103,191,271



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

Description	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted
Regular Salaries - Sworn	\$ 22,093,218	\$ 20,570,721	\$ 21,980,958	\$ 21,411,843
Regular Salaries - Non-Sworn	16,905,250	15,155,845	14,959,628	15,122,802
Regular Salaries - Part-Time	1,670,376	2,457,496	2,462,550	3,242,581
Overtime	4,913,582	5,160,905	4,296,799	4,380,636
Accrual Payoff - Excess Max.	258,121	245,627	224,493	220,044
Vacation/Comp. Time Cash Out	344,665	215,516	135,069	134,069
Holiday Allowance	600,149	490,541	457,884	448,884
Separation Pay-Off	821,265	308,379	2,490	-
Other Compensation	2,359,982	2,345,784	2,620,807	2,485,385
Cafeteria Plan	3,794,473	3,572,908	3,902,568	3,915,470
Medicare	653,080	635,978	660,976	680,242
Retirement	13,713,443	13,796,781	16,037,090	18,006,842
Longevity	2,052	2,268	2,304	2,268
Professional Development	185,230	225,346	328,306	373,827
Auto Allowance	21,704	22,951	10,800	10,800
Unemployment	45,280	40,235	39,440	45,919
Workers' Compensation	1,956,816	1,915,209	2,284,000	2,089,555
Employer Contr.Retirees' Med.	1,797,310	1,760,388	1,921,600	1,829,312
<b>Salaries &amp; Benefits</b>	<b>\$ 72,135,995</b>	<b>\$ 68,922,877</b>	<b>\$ 72,327,762</b>	<b>\$ 74,400,478</b>
Stationery and Office	\$ 108,004	\$ 131,682	\$ 146,136	\$ 158,936
Multi-Media, Promos, Subscript.	151,316	161,812	263,656	290,806
Small Tools and Equipment	188,398	311,054	306,171	354,796
Uniforms and Clothing	246,160	255,772	301,160	314,610
Safety and Health	296,321	341,599	365,020	369,220
Maintenance and Construction	458,997	549,292	405,800	416,800
Agriculture	55,198	84,992	139,000	139,000
Fuel	-	228	200	200
Electricity - Buildings & Fac.	545,233	498,174	556,300	507,300
Electricity - Power	214,996	224,872	215,000	220,000
Electricity - Street Lights	1,039,671	1,018,412	1,100,000	1,100,000
Gas	47,950	39,010	47,300	40,000
Water - Domestic	55,660	101,522	92,400	98,800
Water - Parks and Parkways	495,336	533,091	590,000	565,000
Waste Disposal	153,384	145,223	203,458	169,000
Janitorial and Housekeeping	295,928	342,489	344,900	363,084
Postage	79,132	88,491	92,445	93,245
Legal Advertising/Filing Fees	224,725	213,082	252,100	255,100
Advertising and Public Info.	4,957	15,855	5,750	5,750
Telephone/Radio/Communications	214,619	192,383	295,900	234,850
Meetings and Conferences	493	-	-	-
Mileage Reimbursement	1,714	1,407	2,545	2,745
Board Member Fees	27,990	28,030	27,000	30,000
Buildings and Structures	79,240	275,219	581,475	75,725
Landscaping and Sprinklers	875,858	1,084,714	1,366,600	1,422,200
Underground Lines	70,865	17,380	5,000	5,000
Automotive Equipment	550	-	-	-
Office Furniture	250	195	1,600	1,600
Office Equipment	659,794	811,645	918,467	983,091
Other Equipment	732,509	802,076	911,656	948,167

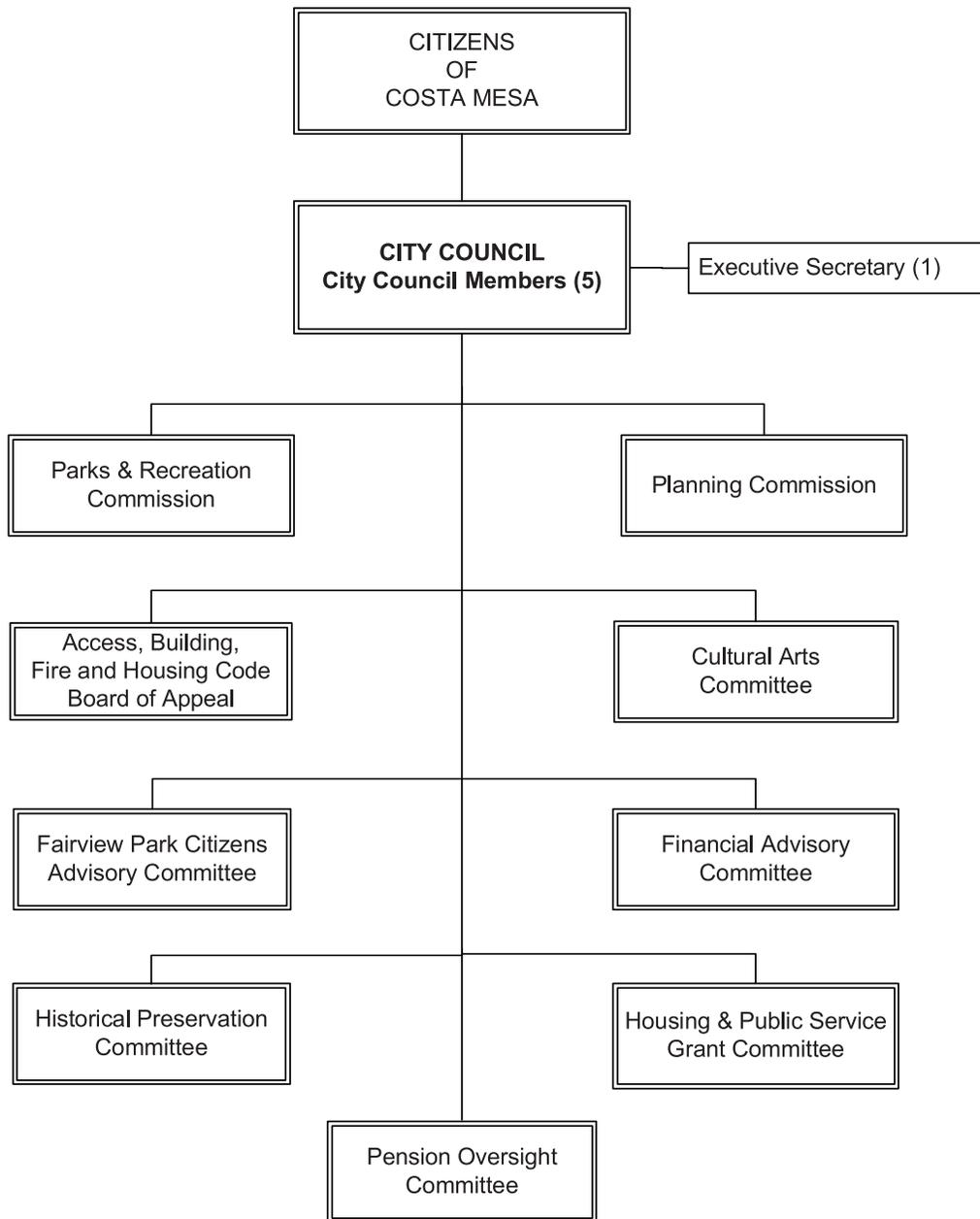
\*Maintenance & Operations (continued next page)

CITY OF COSTA MESA, CALIFORNIA

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

<b>Description</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
Streets, Alleys and Sidewalks	64,152	204,917	276,500	276,500
Employment	54,377	235,149	16,000	41,000
Consulting	1,150,994	1,824,301	1,909,370	2,108,875
Legal	352,967	315,256	358,000	233,000
Engineering and Architectural	176,605	339,022	553,120	558,120
Financial & Information Svcs.	88,255	158,700	175,400	271,300
Medical and Health Inspection	131,176	143,423	187,147	192,147
Law Enforcement	815,049	395,464	505,272	513,050
Recreation	468,132	440,588	511,820	511,820
Principal Payments	3,760,904	3,870,739	3,872,050	2,450,000
Interest Payments	1,695,916	1,502,038	1,419,641	1,291,148
External Rent	439,327	437,027	537,532	512,362
Grants, Loans and Subsidies	240,000	240,000	240,000	240,000
Central Services	68,908	82,779	102,900	102,900
Internal Rent - Maint. Charges	-	1,407,283	1,742,052	1,824,362
Internal Rent - Repl.Cost	-	1,693,248	983,600	1,525,393
General Liability	1,153,258	1,095,678	1,506,200	1,303,856
Buildings & Personal Property	274,257	284,080	-	-
Faithful Performance Bonds	-	12,868	-	-
Taxes and Assessments	83,255	79,429	23,975	25,235
Contingency	-	-	1,000,000	1,000,000
Other Costs	3,366	3,933	100,000	100,000
Acquisition Costs	-	-	500,000	500,000
Operating Transfers Out	482,873	33,804	2,590,000	3,985,000
<b>Maintenance &amp; Operations</b>	<b>\$ 18,829,017</b>	<b>\$ 23,069,427</b>	<b>\$ 28,647,618</b>	<b>\$ 28,731,093</b>
Office Furniture	\$ 8,826	\$ -	\$ -	\$ -
Office Equipment	-	-	12,150	-
Other Equipment	268,947	579,391	82,180	59,700
<b>Fixed Assets</b>	<b>\$ 277,773</b>	<b>\$ 579,391</b>	<b>\$ 94,330</b>	<b>\$ 59,700</b>
<b>Total Operating</b>	<b>\$ 91,242,785</b>	<b>\$ 92,571,695</b>	<b>\$101,069,710</b>	<b>\$103,191,271</b>
<b>Total Appropriations</b>	<b>\$ 91,242,785</b>	<b>\$ 92,571,695</b>	<b>\$101,069,710</b>	<b>\$103,191,271</b>





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. 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 13-14 adopted budget for the City Council is \$315,799, an increase of \$2,789 or 0.89% as compared to the adopted budget for FY 12-13. The increase is primarily attributed to retirement costs.

### ***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.

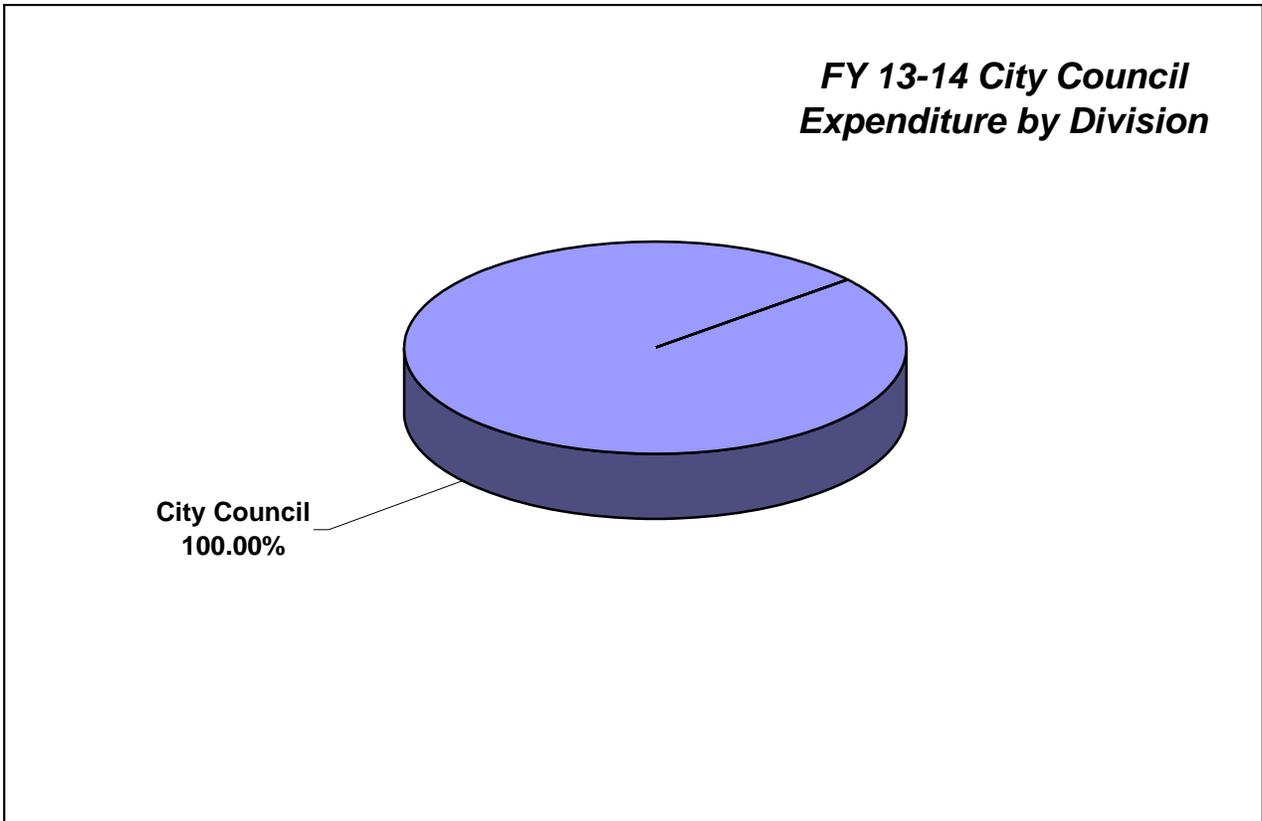


**CITY COUNCIL  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>City Council - 10100</u></b>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	-	-	1.00	1.00
<i>Subtotal City Council - 50110</i>	5.00	5.00	6.00	6.00
<b>Total Department Full-time Positions</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL DEPARTMENT</b>	<b>5.00</b>	<b>5.00</b>	<b>6.00</b>	<b>6.00</b>

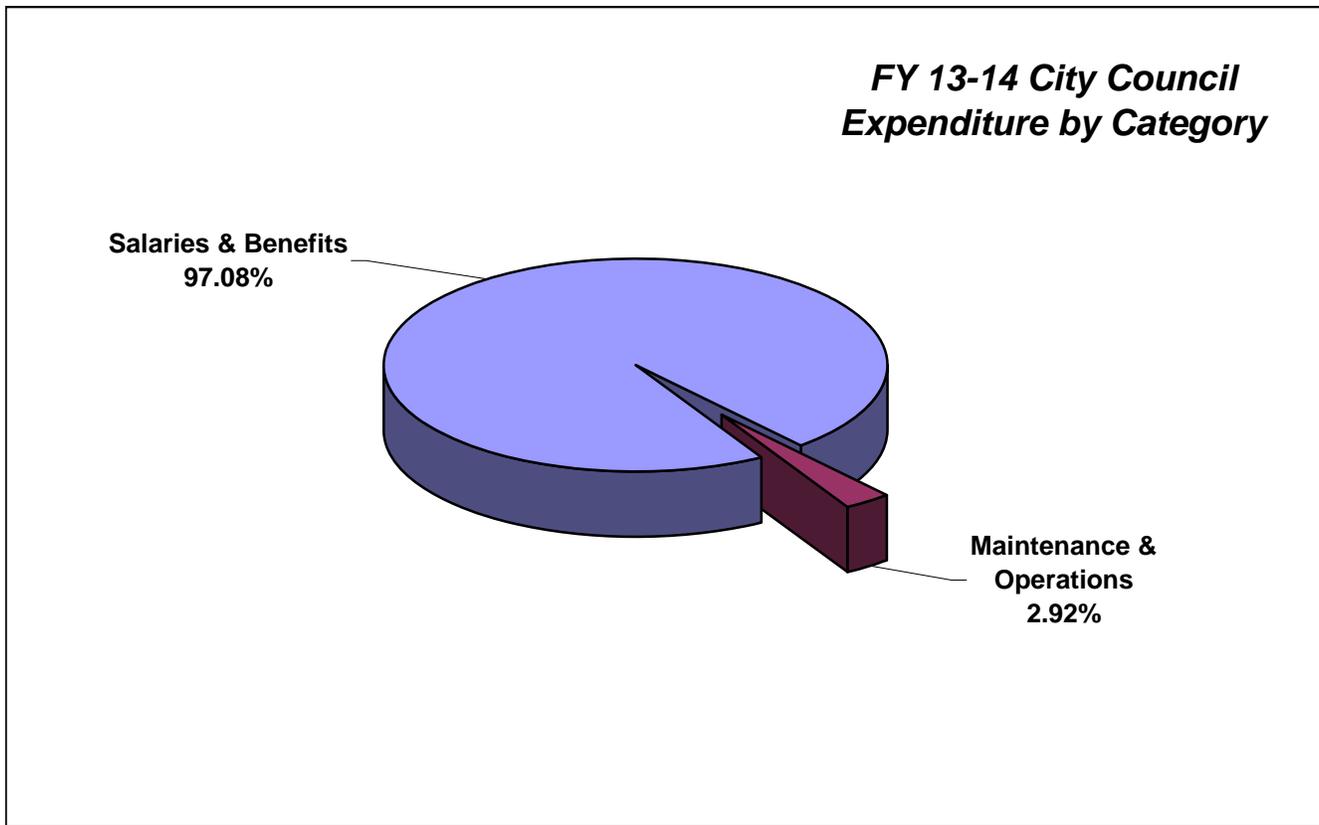
**CITY COUNCIL  
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Division:</u></b>					
City Council - 10100	\$ 190,685	\$ 222,285	\$ 313,010	\$ 315,799	0.89%
<b>Total Expenditures</b>	<b>\$ 190,685</b>	<b>\$ 222,285</b>	<b>\$ 313,010</b>	<b>\$ 315,799</b>	<b>0.89%</b>



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

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 185,751	\$ 189,809	\$ 303,585	\$ 306,574	0.98%
Maintenance & Operations	4,934	32,477	9,425	9,225	-2.12%
Fixed Assets	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 190,685</b>	<b>\$ 222,285</b>	<b>\$ 313,010</b>	<b>\$ 315,799</b>	<b>0.89%</b>



	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent of Total</u>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 190,685	\$ 222,285	\$ 313,010	\$ 315,799	100.00%
<b>Total Funding Sources</b>	<b>\$ 190,685</b>	<b>\$ 222,285</b>	<b>\$ 313,010</b>	<b>\$ 315,799</b>	<b>100.00%</b>

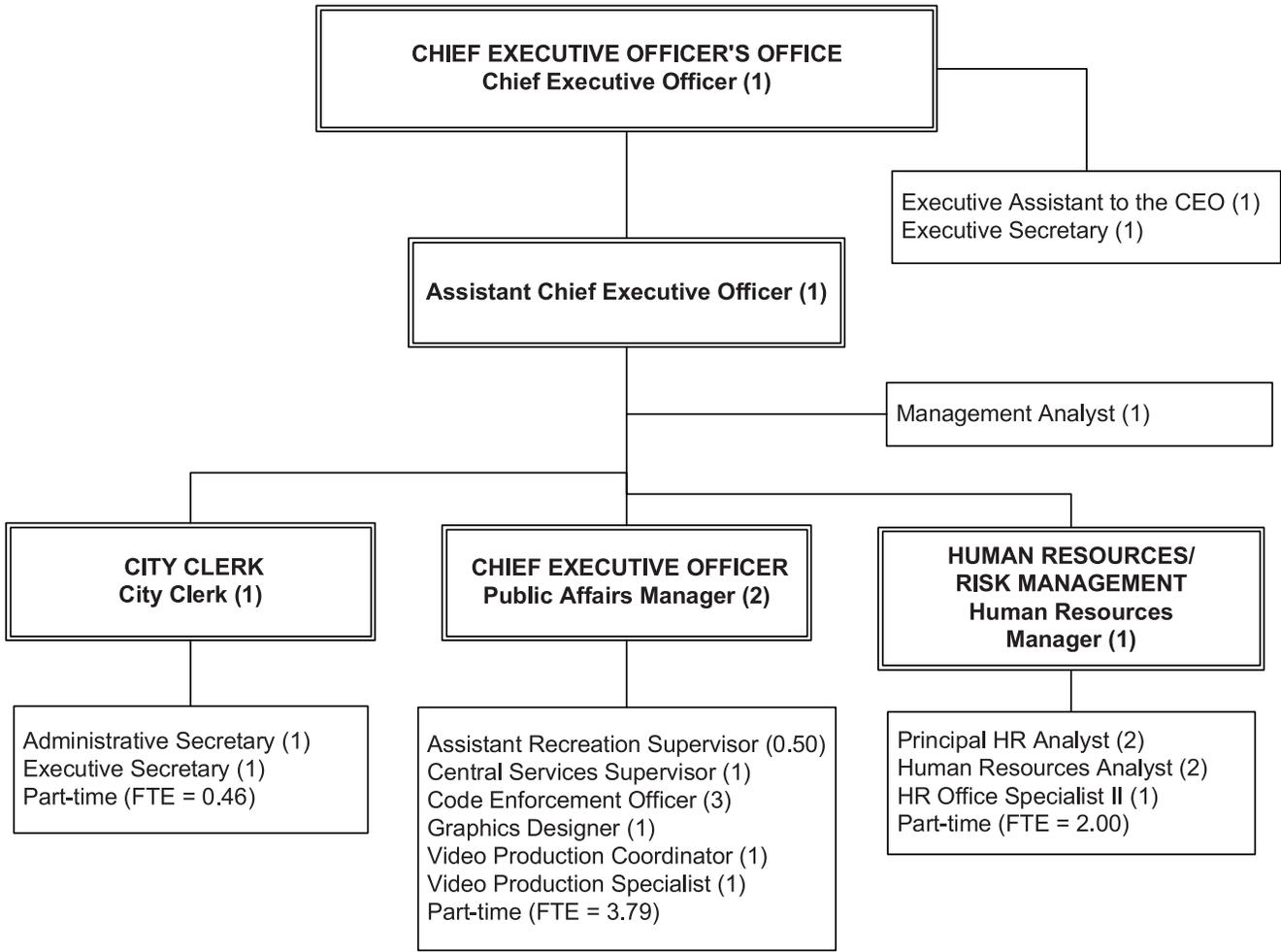
CITY OF COSTA MESA, CALIFORNIA

**CITY COUNCIL  
EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account #</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Non Sworn	501200	\$ 55,472	\$ 54,265	\$ 119,646	\$ 122,076	2%
Cafeteria Plan	505100	79,946	77,413	105,288	98,340	-7%
Medicare	505200	1,682	1,552	1,735	1,770	2%
Retirement	505300	6,906	9,552	24,882	32,354	30%
Professional Development	505500	41,744	47,027	52,034	52,034	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 185,751</b>	<b>\$ 189,809</b>	<b>\$ 303,585</b>	<b>\$ 306,574</b>	<b>1%</b>
Stationery and Office	510100	\$ 282	\$ 67	\$ 1,250	\$ 1,250	0%
Multi-Media, Promotions and Subs	510200	285	1,979	1,875	1,875	0%
Small Tools and Equipment	510300	-	3,714	2,000	2,000	0%
Uniform & Clothing	510400	494	-	500	500	0%
Postage	520100	312	12,163	600	600	0%
Advertising and Public Info.	520300	-	7,962	-	-	0%
Telephone/Radio/Communications	520400	376	-	700	500	-29%
Board Member Fees	520800	990	630	-	-	0%
Office Equipment	525700	-	-	500	500	0%
External Rent	535400	560	719	500	500	0%
Central Services	535800	1,635	5,243	1,500	1,500	0%
Other Costs	540900	1	-	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 4,934</b>	<b>\$ 32,477</b>	<b>\$ 9,425</b>	<b>\$ 9,225</b>	<b>-2%</b>
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 190,685</b>	<b>\$ 222,285</b>	<b>\$ 313,010</b>	<b>\$ 315,799</b>	<b>1%</b>

**CITY COUNCIL  
EXPENDITURE SUMMARY BY PROGRAM**

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b>CITY COUNCIL - 10100</b>					
<b>City Council - 50110</b>					
Salaries & Benefits	\$ 185,751	\$ 189,809	\$ 303,585	\$ 306,574	1%
Maintenance & Operations	4,934	32,477	9,425	9,225	-2%
Fixed Assets	-	-	-	-	0%
<b>Subtotal City Council</b>	<b>\$ 190,685</b>	<b>\$ 222,285</b>	<b>\$ 313,010</b>	<b>\$ 315,799</b>	<b>1%</b>
<b>Total Expenditures</b>	<b>\$ 190,685</b>	<b>\$ 222,285</b>	<b>\$ 313,010</b>	<b>\$ 315,799</b>	<b>1%</b>



## **CHIEF EXECUTIVE OFFICER'S OFFICE**

The Chief Executive Officer's Office is a General Government Support function. The Department is comprised of four divisions, split into different programs and has 23.5 full-time staff members composed of six management, fifteen professional, and three clerical positions. Part-time staffing consists of 6.25 full-time equivalents. The four divisions are as follows:

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

### **ADMINISTRATION - 11100**

#### **Chief Executive Officer Administration - 50001**

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

#### **City Council - 50110**

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

#### **Neighborhood Improvement Task Force - 50250**

The Neighborhood Improvement Task Force Division is a newly created division within the CEO's Department. The Division consists of three full time Code Enforcement Officers and one part time Director who are responsible for the implementation and monitoring of three programs. The first program consists of the improvement and maintenance of streets, alleys and private properties, for 163 multi-family dwellings located near the intersection of West Baker and Mendoza. The second program consists of the inspection and monitoring of approximately 200 sober living facilities. The third program consists of inspection and monitoring of hotels/motels that are an excessive drain on city resources. This newly created team consists of staff liaisons from all departments as well as key stakeholders within the community and mental health workers from the County of Orange. The team meets bi-monthly to discuss strategies to remediate homeless and a number of other key issues.

#### **Communications and Marketing - 51050**

Provides planning and implementation of a comprehensive internal and external communications program; provides programming, coordination, and oversight of the city's Municipal Access Channel (CMTV 24); provides audio/video production services; fosters community relations and public affairs through special events and outreach; offers mail, graphic design, and printing services; promotes city and community branding through marketing and advertising opportunities.

### **CITY CLERK - 11200**

#### **Elections - 50120**

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.

## ***CHIEF EXECUTIVE OFFICER'S OFFICE***

### **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.

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

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

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

## ***RISK MANAGEMENT - 14400***

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

Administers group health and welfare benefits and retirement plans for active employees and retirees. Evaluates and makes recommendations on ways to improve benefits, such as utilizing wellness programs, flexible spending accounts and long-term disability insurance; oversees required/optional industrial medical examinations; and the Employee Assistance Program (EAP). 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. Monitors and ensures compliance with Federal, State and City leave programs such as the Family Medical Leave Act (FMLA) and California Family Rights Act (CFRA).

### **Post-Employment Benefits - 50650**

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 as appropriate; Includes loss control program that identifies areas of concerns and acts to mitigate future incidents. Serves as staff/advisors to the City's Safety Coordinating Committee consisting of joint labor-management representatives. Provides staff support to the City's Insurance Committee.

## **CHIEF EXECUTIVE OFFICER'S OFFICE**

### **Workers' Compensation - 50663**

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

### **BUDGET NARRATIVE**

The FY 13-14 adopted budget for the C.E.O.'s Office is \$10.7 million, an increase of \$781,008 or 7.82%, compared to the adopted budget for FY 12-13. Increases in salary and benefit costs of \$473,258, are partially due to addition of the Community Improvement Division with three code enforcement officers and part time personnel.

Increases in maintenance and operations accounts primarily consist of costs for general liability and buildings and personal property. Both of these costs are in the Risk Management Division and are funded by the Self Insurance Fund. Additionally, increases in the consulting line item are due to funding for the City negotiator.

### **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 250 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 1<sup>st</sup> Battalion, 5<sup>th</sup> 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).

**CHIEF EXECUTIVE OFFICER'S OFFICE**

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

- 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 validated and innovative staffing solutions to departments when filling several position vacancies including permanent positions, which had been frozen or placed on hold.
- Increased efforts to recruit and employ volunteers and part-time employees to meet the increasing needs of City departments due to attrition.
- Increased the qualified applicant pool by utilizing NEOGOV (automated on-line application and applicant tracking program) and targeted job/volunteer advertisements for specialty and technical positions.
- Assisted the City's Chief Negotiator with the Costa Mesa Firefighters Association (CMFA) Amendment regarding wages, hours, terms and conditions of employment.
- Facilitated employment law and employee relations training including supervisory, performance management, and mandated harassment training for managers and supervisors through the Orange County Human Resources Consortium.
- Provided managers and supervisors with essential and proactive employee relations counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- 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.
- Facilitated the processing of retirement contract amendments as required by negotiated agreements with the various employee associations.
- Transitioned to a new Workers Compensation Third Party Administrator to effectively and proactively manage costs.
- Implemented Nurse Triage services within Workers Compensation claims process to increase efficiency of medical treatment and reduce cost.
- Performed Workers Compensation training for all supervisors.
- Increased communication and involvement through monthly meetings with Department Directors regarding Workers Compensation claims.
- Completed open enrollment for over 400 full time employees.
- Introduced and implemented a new Group Accident Insurance benefit for employees.
- Conducted 21 retirement benefits orientations.
- Proactively managed the City's DOT Drug and Alcohol Testing Policy and Program.
- Attended monthly evening neighborhood association meetings in order to update residents on new programs and development community partnerships.
- Completed detailed inspections of 163 multi-family dwellings located in the "community improvement area".
- Established and developed a partnership with problem hotels and motels owners and managers in order to establish a working relationship to maintain future compliance.
- Partnered with Public Services Dept. to focus city resources into the infrastructure in the Community Improvement Area.
- Performed 240 detailed inspections of sober living homes and State licensed facilities.
- The Code Enforcement Officers completed PC832, CLETS, Civil Citation training and other related training by other City departments. The Code Enforcement staff also completed basic, intermediate and advanced Code Enforcement training as Santiago Canyon College.

## **CHIEF EXECUTIVE OFFICER'S OFFICE**

### **GOALS**

- Ensure the highest level of service to the Costa Mesa community through the development of programs and processes, as set by City Council, and through coordination and direction of activities and departments of the City.
- 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.
- Provide the highest quality services and programs to the community; provide professional, timely and cost effective services to City staff; strengthen community image and facilitate community problem-solving through a commitment to teamwork and customer service.
- Develop property maintenance and life-safety standards for hotel/motel owners and management to insure compliance.
- Ensure that properties are repaired and maintained at the highest standards.
- Incorporate "calls for service data" in order to recognize specific issues and challenges for each property location.
- Continue to identify sober living facilities through police reports, NITF meetings and field observations
- Continue training on pertinent local and State laws, codes and ordinances.

### **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.
- Achieve a 25% compliance rate for improving properties in the assessment area.
- Create and implement a conceptual crime free program for multi-family housing units and hotels/motels with a focus on target areas.
- Establish a liaison relationship with the Police Dept. and the community to enhance communications with respect to safety and other related city issues.
- Create and develop web pages on the City website site to include pertinent technical information and clarify Code Enforcement's role with respect to the NITF.
- Completion by a Code Enforcement Officer of a certification course for Crime Free Multi-housing.
- Establish 80% of eligibility lists within ten (10) weeks of the administrative authorization to fill.
- Maintain the 12-13 adopted turnover rate of 5% or less for non-retirements.

**CHIEF EXECUTIVE OFFICER'S OFFICE**

**OBJECTIVES (Continued)**

- Provide managers and supervisors with ongoing and proactive employee relations training, counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Facilitate organizational efficiency through employee development by assessing and revising the employee performance evaluation process, and creating comprehensive training and development programs to meet the City's organizational needs.
- Facilitate ongoing legal and labor relations training, including harassment training for managers and supervisors through the Orange County Human Resources Consortium.
- Meet the needs of City departments for volunteer assistance by providing on-going coordination of a citywide volunteer program.
- Report all new work related injuries to the third party administrator administratively within one week of knowledge to mitigate work time.
- Provide managers, supervisors and key contacts in departments with ongoing assistance and training for a more comprehensive understanding of the workers' compensation system/process.
- Provide information and assistance to supervisors and employees on benefits-related issues, including coordination during leaves of absence.
- Process liability claims quickly and efficiently to mitigate losses to the City.
- 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.

<b>Performance Measures/Workload Indicators:</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY 13-14 <u>Adopted</u></b>
<b><u>Performance Measures:</u></b>			
Percentage of complaint responses provided within 10 business days:	70%	70%	70%
Completed City Council minutes by the following Council meeting:	95%	80%	100%
Public record requests to the City Clerk responded to within prescribed time:	90%	95%	100%
Employee turnover rate (non retirements):	13%	5%	5%
Percentage of eligibility lists established within ten (10) weeks of administrative authorization to fill:	42%	80%	80%
Percentage of promotional eligibility lists established within Five (5) 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:	91%	85%	N/A
Percentage of insurance certificate verification requests reviewed within five business days:	90%	90%	90%
Percentage of claims filed that are closed without litigation:	83%	75%	80%
Percentage of benefit change requests processed within five business days:	95%	90%	90%
Percentage of Code Enforcement complaint responses provided within 10 days:	*	100%	100%

\* No figures

**CHIEF EXECUTIVE OFFICER'S OFFICE**

<b>Performance Measures/Workload Indicators:</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY 13-14 <u>Adopted</u></b>
<b><u>Performance Measures (Continued):</u></b>			
Percentage of Hotels/Motel violations mitigated within 60 days of the inspection:	*	90%	90%
Percentage of multi-family dwellings in Neighborhood Improvement area brought into compliance with the Costa Municipal Code and the parameters of the program:	*	*	30%
Percentage of sober living facilities brought into compliance with State and local standards:	*	5%	80%
<b><u>Workload Indicators:</u></b>			
Number of correspondence letters prepared on legislation:	20	15	10
Number of complaints requiring formal written response (including email letters):	93	100	110
Number of weekly informal complaints/inquiries received/processed:	450	600	650
Press releases & information pieces processed including CEO ebrief:	70	500	750
Number of Council requests and projects processed:	550	1,000	1,200
Number of proclamations, certificates, speeches, tours, response/ Congratulatory letters prepared and other Council-related support activities:	200	300	500
Number of formal and informal records requests & phone calls processed:	4,500	4,750	5,000
Number of Costa Mesa Minute and Costa Mesa Works Episodes Produced:	*	150	200
Number of recruitments processed:	25	30	35
Number of qualified job applicants placed onto an eligibility list:	298	600	625
Number of volunteers participating in City programs:	72	85	85
Number of job applicants processed:	2,206	4,000	5,000
Number of outgoing mail metered in-house:	160,000	175,000	180,000
Number of copies produced by Central Service:	2,000,000	2,100,000	2,100,000
Number of enforcement letters sent to Neighborhood Improvement Area:	*	0	489
Number of inspections of sober living facilities:	*	240	2,400
Number of inspections of hotels/motels:	*	36	36
Number of meetings with Home Owner Associations and property stakeholders:	*	22	22
Number of inspections of properties in Neighborhood Improvement Area:	*	163	326

\* No figures



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

	<b>FY 10-11 Adopted</b>	<b>FY 11-12 Adopted</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b>Chief Executive Officer - 11100</b>				
Chief Executive Officer/CEO	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	0.88	1.00	1.00	1.00
Executive Secretary	0.50	0.50	1.00	1.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Management Analyst	0.23	0.50	1.00	1.00
<i>Subtotal CEO Administration - 50001</i>	<b>3.61</b>	<b>4.00</b>	<b>5.00</b>	<b>5.00</b>
Executive Secretary	0.50	0.50	-	-
<i>Subtotal City Council - 50110</i>	<b>0.50</b>	<b>0.50</b>	<b>-</b>	<b>-</b>
Code Enforcement Officer	-	-	-	3.00
<i>Subtotal Neighborhood Impr Task Force - 50250</i>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3.00</b>
Assistant Recreation Supervisor	-	-	-	0.50 *
Central Services Supervisor	1.00	1.00	1.00	1.00
Graphics Designer	2.00	2.00	1.00	1.00
Offset Press Operator II	1.00	1.00	1.00	-
Public Affairs Manager	-	-	2.00	2.00
Telecommunications Manager	0.10	-	-	-
Administrative Secretary	0.10	-	-	-
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Communications and Marketing - 51050</i>	<b>6.20</b>	<b>6.00</b>	<b>7.00</b>	<b>6.50</b>
<b>Total Chief Executive Officer Full-time Positions</b>	<b>10.31</b>	<b>10.50</b>	<b>12.00</b>	<b>14.50</b>
<b>Total Chief Executive Officer Part-time (in FTE's)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3.79</b>
<b>City Clerk - 11200</b>				
City Clerk	0.10	-	0.10	-
Administrative Secretary	0.10	-	-	-
<i>Subtotal Elections - 50120</i>	<b>0.20</b>	<b>-</b>	<b>0.10</b>	<b>-</b>
City Clerk	0.70	0.80	0.70	0.70
Deputy City Clerk	-	-	-	0.80
Administrative Secretary	0.70	0.80	0.80	-
Executive Secretary	-	-	0.80	0.50
<i>Subtotal City Council Meetings - 50410</i>	<b>1.40</b>	<b>1.60</b>	<b>2.30</b>	<b>2.00</b>
City Clerk	0.20	0.20	0.20	0.30
Deputy City Clerk	-	-	-	0.20
Administrative Secretary	0.20	0.20	0.20	-
Executive Secretary	-	-	0.20	0.50
<i>Subtotal Public Records - 50420</i>	<b>0.40</b>	<b>0.40</b>	<b>0.60</b>	<b>1.00</b>
<b>Total City Clerk Full-time Positions</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>
<b>Total City Clerk Part-time Positions (in FTE's)</b>	<b>0.50</b>	<b>0.75</b>	<b>0.50</b>	<b>0.46</b>



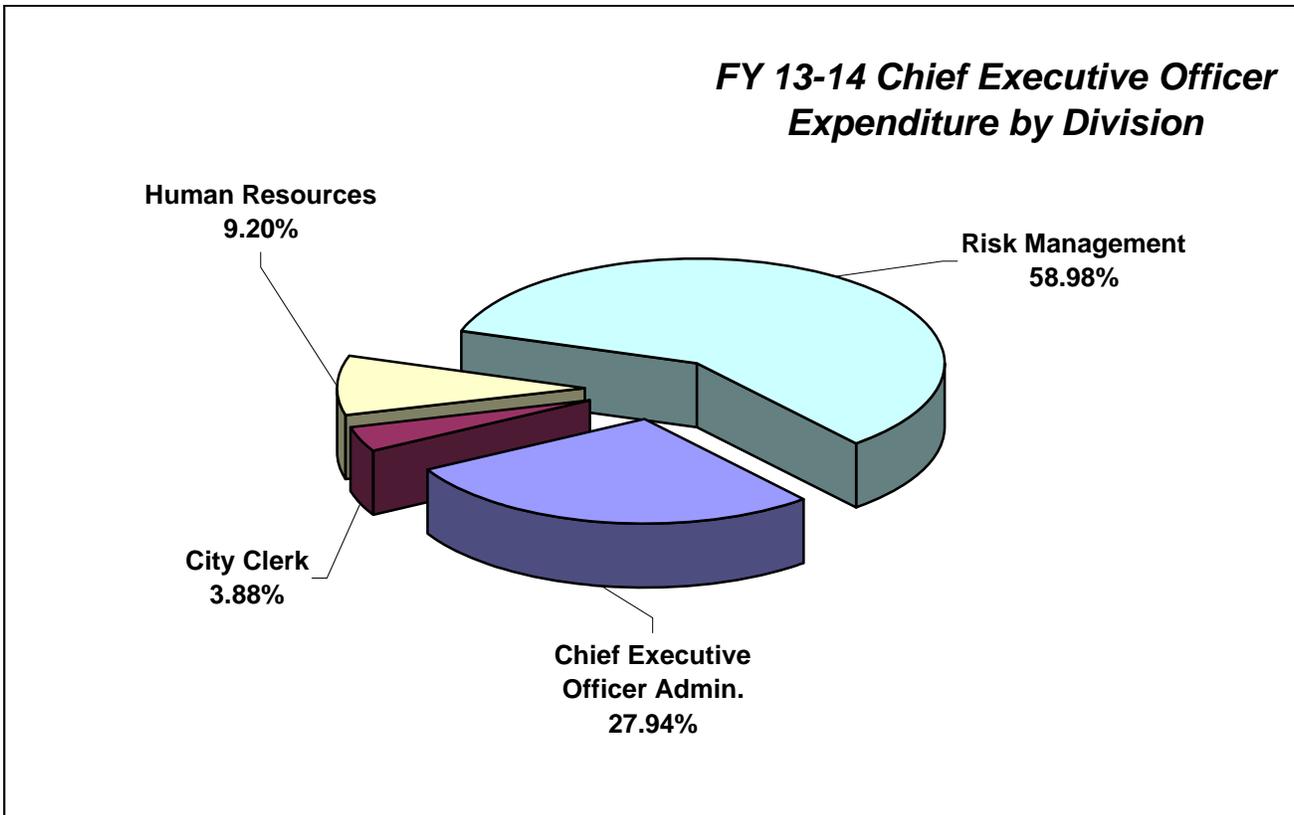
**CHIEF EXECUTIVE OFFICER'S OFFICE  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Administrative Services Administration - 14050</u></b>				
Administrative Services Director	1.00	1.00	-	-
<i>Subtotal Administration - 50001</i>	1.00	1.00	-	-
<b>Total Admin Svcs Admin Full-time Positions</b>	<b>1.00</b>	<b>1.00</b>	-	-
<b><u>Human Resources - 14100</u></b>				
Human Resources Manager	0.60	0.60	0.60	0.60
Human Resources Administrator	1.00	1.00	-	-
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	1.00	1.00	0.70	0.70
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Human Resources Admin - 50610</i>	4.60	4.60	3.30	3.30
<b>Total Human Resources Full-Time Positions</b>	<b>4.60</b>	<b>4.60</b>	<b>3.30</b>	<b>3.30</b>
<b>Total HR Part-time Positions (in FTE's)</b>	-	-	-	<b>1.50</b>
<b><u>Risk Management - 14400</u></b>				
Human Resources Manager	0.10	0.10	-	-
Human Resources Administrator	0.15	0.15	-	-
Human Resources Analyst	0.25	0.65	-	-
<i>Subtotal Employee Benefit Admin - 50630</i>	0.50	0.90	-	-
Human Resources Manager	0.05	0.05	0.40	0.40
Human Resources Administrator	0.35	0.35	-	-
Human Resources Analyst	0.25	0.25	1.00	1.00
Human Resources Office Specialist II	-	-	0.30	0.30
Principal Human Resources Analyst	-	-	1.00	1.00
<i>Subtotal Risk Management Admin - 50661</i>	0.65	0.65	2.70	2.70
Human Resources Manager	0.15	0.15	-	-
Human Resources Administrator	0.10	0.10	-	-
Human Resources Analyst	0.75	0.35	-	-
<i>Subtotal Liability - 50662</i>	1.00	0.60	-	-
Human Resources Manager	0.10	0.10	-	-
Human Resources Administrator	0.40	0.40	-	-
Human Resources Analyst	0.75	0.75	-	-
<i>Subtotal Workers' Compensation - 50663</i>	1.25	1.25	-	-
<b>Total Risk Management Full-time Positions</b>	<b>3.40</b>	<b>3.40</b>	<b>2.70</b>	<b>2.70</b>
<b>Total Risk Mgmt Part-time Positions (in FTE's)</b>	-	-	<b>0.50</b>	<b>0.50</b>
<b>Total Department Full-time Positions</b>	<b>21.31</b>	<b>21.50</b>	<b>21.00</b>	<b>23.50</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>0.50</b>	<b>0.75</b>	<b>1.00</b>	<b>6.25</b>
<b>TOTAL DEPARTMENT</b>	<b>21.81</b>	<b>22.25</b>	<b>22.00</b>	<b>29.75</b>

\*Position also budgeted in Police Program #10114

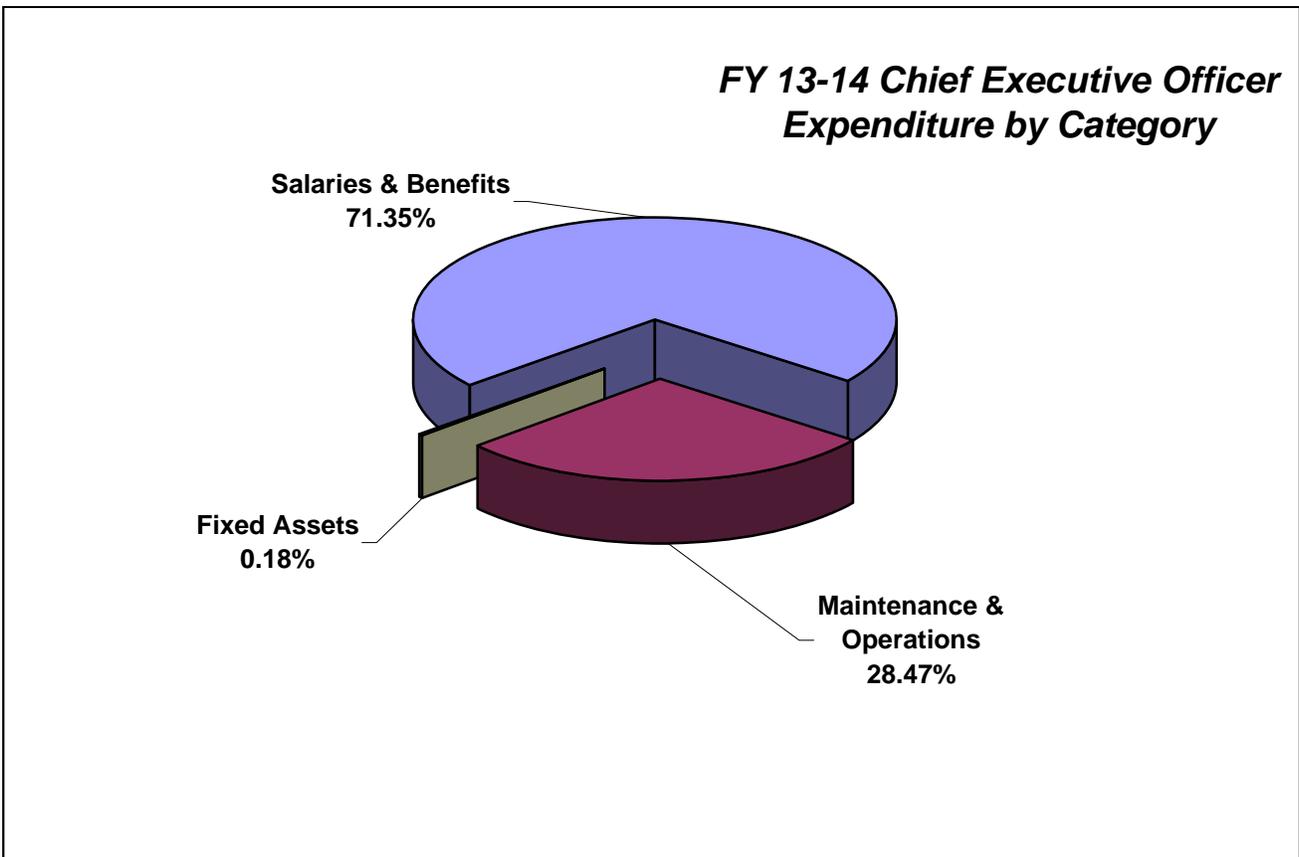
**CHIEF EXECUTIVE OFFICER'S OFFICE  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
CEO Admin. - 11100	\$ 1,781,479	\$ 2,158,943	\$ 2,186,224	\$ 3,005,824	37.49%
City Clerk - 11200	377,777	478,130	492,891	417,272	-15.34%
Admin Svs. Admin. - 14050	615,595	563,822	-	-	0.00%
Human Resources - 14100	566,507	724,711	819,391	989,580	20.77%
Risk Management -14400	5,617,439	6,302,504	6,480,069	6,346,908	-2.05%
<b>Total Expenditures</b>	<b>\$ 8,958,797</b>	<b>\$10,228,110</b>	<b>\$ 9,978,575</b>	<b>\$ 10,759,583</b>	<b>7.83%</b>



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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 6,971,387	\$ 6,526,110	\$ 7,203,754	\$ 7,677,012	6.57%
Maintenance & Operations	1,987,410	3,686,971	2,727,571	3,062,871	12.29%
Fixed Assets	-	15,029	47,250	19,700	-58.31%
<b>Total Expenditures</b>	<b>\$ 8,958,797</b>	<b>\$ 10,228,110</b>	<b>\$ 9,978,575</b>	<b>\$ 10,759,583</b>	<b>7.83%</b>



	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 5,733,991	\$ 6,342,248	\$ 5,873,780	\$ 6,710,840	62.37%
Self-Insurance Fund - 602	3,224,806	3,885,862	4,104,795	4,048,743	37.64%
<b>Total Funding Sources</b>	<b>\$ 8,958,797</b>	<b>\$ 10,228,110</b>	<b>\$ 9,978,575</b>	<b>\$ 10,759,583</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

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

<b>Account Description</b>	<b>Account Number</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Non Sworn	501200	\$ 1,863,588	\$ 1,996,868	\$ 2,069,373	\$ 2,248,035	9%
Regular Salaries - Part time	501300	118,340	116,743	36,368	357,837	884%
Overtime	501400	19,984	55,735	23,500	22,000	-6%
Accrual Payoff - Excess Maximum	501500	12,149	11,190	3,400	3,400	0%
Vacation/Comp. Time Cash Out	501600	18,950	23,027	11,200	11,200	0%
Holiday Allowance	501700	11,669	-	-	-	0%
Separation Pay-Off	501800	121,210	-	-	-	0%
Other Compensation	501900	5,803	6,388	7,593	6,322	-17%
Cafeteria Plan	505100	217,602	243,082	249,984	273,198	9%
Medicare	505200	27,563	32,243	30,984	38,196	23%
Retirement	505300	428,482	516,867	524,444	712,491	36%
Professional Development	505500	8,024	19,948	27,655	42,191	53%
Auto Allowance	505600	16,035	9,136	10,800	10,800	0%
Unemployment	505800	371,380	147,577	251,900	252,186	0%
Workers' Compensation	505900	2,005,673	1,586,918	2,084,953	1,919,844	-8%
Employer Contr.Retirees' Med.	506100	1,724,936	1,760,388	1,871,600	1,779,312	-5%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 6,971,387</b>	<b>\$ 6,526,110</b>	<b>\$ 7,203,754</b>	<b>\$ 7,677,012</b>	<b>7%</b>
Stationery and Office	510100	\$ 8,626	\$ 12,397	\$ 13,450	\$ 15,950	19%
Multi-Media, Promotions and Subs	510200	50,820	64,072	98,600	98,100	-1%
Small Tools and Equipment	510300	2,298	18,140	19,000	25,200	33%
Uniform & Clothing	510400	36	208	800	2,800	250%
Safety and Health	510500	-	-	250	250	0%
Maintenance & Construction	510600	446	90	500	500	0%
Waste Disposal	515700	2,054	2,001	2,000	2,000	0%
Janitorial and Housekeeping	515800	304	387	400	400	0%
Postage	520100	13,875	15,502	10,025	11,025	10%
Legal Advertising/Filing Fees	520200	16,914	7,901	7,500	10,000	33%
Advertising and Public Info.	520300	3,218	7,396	5,300	5,300	0%
Telephone/Radio/Communications	520400	181	1,236	300	1,250	317%
Mileage Reimbursement	520600	-	708	925	1,125	22%
Buildings and Structures	525100	-	11,180	-	-	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	26	30	800	800	0%
Other Equipment	525800	8,511	5,313	14,500	14,500	0%
Employment	530100	9,272	26,898	16,000	16,000	0%
Consulting	530200	457,373	605,835	649,885	758,970	17%
Legal	530300	44,568	116,819	58,000	58,000	0%
Medical and Health Inspection	530600	34,437	42,468	75,840	75,840	0%
Law Enforcement	530700	8,556	42,642	48,550	48,550	0%
External Rent	535400	42,238	36,958	44,320	44,320	0%
Central Services	535800	11,937	14,576	14,150	14,150	0%
Internal Rent - Maint. Charges	536100	-	1,531	4,849	4,154	-14%
Internal Rent - Repl.Cost	536200	-	5,767	4,100	7,687	87%
General Liability	540100	928,082	2,457,829	1,202,178	1,327,700	10%
Special Liability	540200	14,298	10,583	12,000	-	-100%
Buildings & Personal Property	540500	274,257	284,080	355,049	450,000	27%
Faithful Performance Bonds	540600	-	12,868	7,800	7,800	0%
Taxes & Assessments	540700	55,028	36,672	60,000	60,000	0%
Contingency	540800	-	(155,155)	-	-	0%
Other Costs	540900	55	41	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 1,987,410</b>	<b>\$ 3,686,971</b>	<b>\$ 2,727,571</b>	<b>\$ 3,062,871</b>	<b>12%</b>
Other Equipment	590800	\$ -	\$ 15,029	\$ 47,250	\$ 19,700	-58%
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ 15,029</b>	<b>\$ 47,250</b>	<b>\$ 19,700</b>	<b>-58%</b>
<b>Total Expenditures</b>		<b>\$ 8,958,797</b>	<b>\$ 10,228,110</b>	<b>\$ 9,978,575</b>	<b>\$ 10,759,583</b>	<b>8%</b>

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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><i>ADMINISTRATION - 11100</i></b>					
<b><u>C.E.O. Administration - 50001</u></b>					
Salaries & Benefits	\$ 798,205	\$ 1,003,561	\$ 1,083,460	\$ 957,046	-12%
Maintenance & Operations	224,900	263,748	189,900	197,190	4%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal City Manager</i></b>	<b>\$ 1,023,105</b>	<b>\$ 1,267,310</b>	<b>\$ 1,273,360</b>	<b>\$ 1,154,236</b>	<b>-9%</b>
<b><u>City Council - 50110</u></b>					
Salaries & Benefits	\$ 44,724	\$ 63,749	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal City Council</i></b>	<b>\$ 44,724</b>	<b>\$ 63,749</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>Neighborhood Improvement Task Force - 50250</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 494,332	0%
Maintenance & Operations	-	-	-	175,700	0%
Fixed Assets	-	-	-	7,200	0%
<b><i>Subtotal Neighborhood Task Force</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 677,232</b>	<b>0%</b>
<b><u>Communications and Marketing - 51050</u></b>					
Salaries & Benefits	\$ 615,882	\$ 702,182	\$ 709,590	\$ 929,072	31%
Maintenance & Operations	97,768	110,674	156,024	232,783	49%
Fixed Assets	-	15,029	47,250	12,500	-74%
<b><i>Subtotal Comm and Marketing</i></b>	<b>\$ 713,650</b>	<b>\$ 827,885</b>	<b>\$ 912,864</b>	<b>\$ 1,174,355</b>	<b>29%</b>
<b><i>CITY CLERK - 11200</i></b>					
<b><u>Elections - 50120</u></b>					
Salaries & Benefits	\$ 24,661	\$ -	\$ 16,930	\$ -	-100%
Maintenance & Operations	58,231	7,554	105,300	5,300	-95%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Elections</i></b>	<b>\$ 82,891</b>	<b>\$ 7,554</b>	<b>\$ 122,230</b>	<b>\$ 5,300</b>	<b>-96%</b>
<b><u>City Council Meetings - 50410</u></b>					
Salaries & Benefits	\$ 213,236	\$ 362,877	\$ 275,963	\$ 262,505	-5%
Maintenance & Operations	22,455	21,619	12,700	17,650	39%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal City Council Meetings</i></b>	<b>\$ 235,691</b>	<b>\$ 384,496</b>	<b>\$ 288,663</b>	<b>\$ 280,155</b>	<b>-3%</b>

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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Public Records - 50420</u></b>					
Salaries & Benefits	\$ 49,520	\$ 73,706	\$ 69,858	\$ 119,676	71%
Maintenance & Operations	9,674	12,375	12,140	12,140	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Public Records</b>	<b>\$ 59,195</b>	<b>\$ 86,080</b>	<b>\$ 81,998</b>	<b>\$ 131,816</b>	<b>61%</b>
<b><u>ADMIN SVCS ADMIN - 14050</u></b>					
<b><u>Administrative Svcs Admin - 50001</u></b>					
Salaries & Benefits	\$ 445,495	\$ 246,102	\$ -	\$ -	0%
Maintenance & Operations	170,100	317,720	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Admin Svcs Admin</b>	<b>\$ 615,595</b>	<b>\$ 563,822</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>HUMAN RESOURCES - 14100</u></b>					
<b><u>Human Resources Administration - 50610</u></b>					
Salaries & Benefits	\$ 470,893	\$ 461,964	\$ 437,621	\$ 563,510	29%
Maintenance & Operations	95,614	262,747	381,770	426,070	12%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Human Resources Admin</b>	<b>\$ 566,507</b>	<b>\$ 724,711</b>	<b>\$ 819,391</b>	<b>\$ 989,580</b>	<b>21%</b>
<b><u>RISK MANAGEMENT - 14400</u></b>					
<b><u>Employee Benefit Admin - 50630</u></b>					
Salaries & Benefits	\$ 419,250	\$ 227,709	\$ 250,000	\$ 250,000	0%
Maintenance & Operations	27,420	26,500	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Employee Benefit Admin</b>	<b>\$ 446,669</b>	<b>\$ 254,209</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>0%</b>
<b><u>Post-Employment Benefits - 50650</u></b>					
Salaries & Benefits	\$ 1,794,635	\$ 1,832,843	\$ 1,944,056	\$ 1,851,768	-5%
Maintenance & Operations	625	1,125	900	900	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Post Employment Benefits</b>	<b>\$ 1,795,260</b>	<b>\$ 1,833,968</b>	<b>\$ 1,944,956</b>	<b>\$ 1,852,668</b>	<b>-5%</b>
<b><u>Risk Mgmt Admin - 50661</u></b>					
Salaries & Benefits	\$ 82,347	\$ 32,245	\$ 378,123	\$ 393,302	4%
Maintenance & Operations	287,490	327,935	52,195	52,195	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Risk Mgmt Admin</b>	<b>\$ 369,837</b>	<b>\$ 360,179</b>	<b>\$ 430,318</b>	<b>\$ 445,497</b>	<b>4%</b>

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

	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Actual</u>	<u>FY 12-13</u> <u>Adopted</u>	<u>FY 13-14</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<b><u>Liability - 50662</u></b>					
Salaries & Benefits	\$ 95,032	\$ 56,939	\$ -	\$ -	0%
Maintenance & Operations	766,046	2,124,480	1,529,927	1,663,943	9%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Liability</i></b>	<b>\$ 861,078</b>	<b>\$ 2,181,419</b>	<b>\$ 1,529,927</b>	<b>\$ 1,663,943</b>	<b>9%</b>
<b><u>Workers' Comp - 50663</u></b>					
Salaries & Benefits	\$ 1,917,506	\$ 1,462,234	\$ 2,038,153	\$ 1,855,800	-9%
Maintenance & Operations	227,088	210,494	286,715	279,000	-3%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Workers' Comp</i></b>	<b>\$ 2,144,594</b>	<b>\$ 1,672,728</b>	<b>\$ 2,324,868</b>	<b>\$ 2,134,800</b>	<b>-8%</b>
<b>Total Expenditures</b>	<b>\$ 8,958,797</b>	<b>\$ 10,228,110</b>	<b>\$ 9,978,575</b>	<b>\$ 10,759,583</b>	<b>8%</b>



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 13-14 adopted budget for the City Attorney's Office is \$803,000, which is consistent with the FY 12-13 adopted budget. This amount consists of \$650,000 for consulting as the City's Attorney, and \$150,000 for legal costs, related civil and criminal litigation.



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

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Division:</u></b>					
City Attorney - 12100	\$ 853,861	\$ 955,916	\$ 803,000	\$ 803,000	0.00%
<b>Total Expenditures</b>	<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0.00%</b>

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

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	853,861	955,916	803,000	803,000	0.00%
Fixed Assets	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0.00%</b>

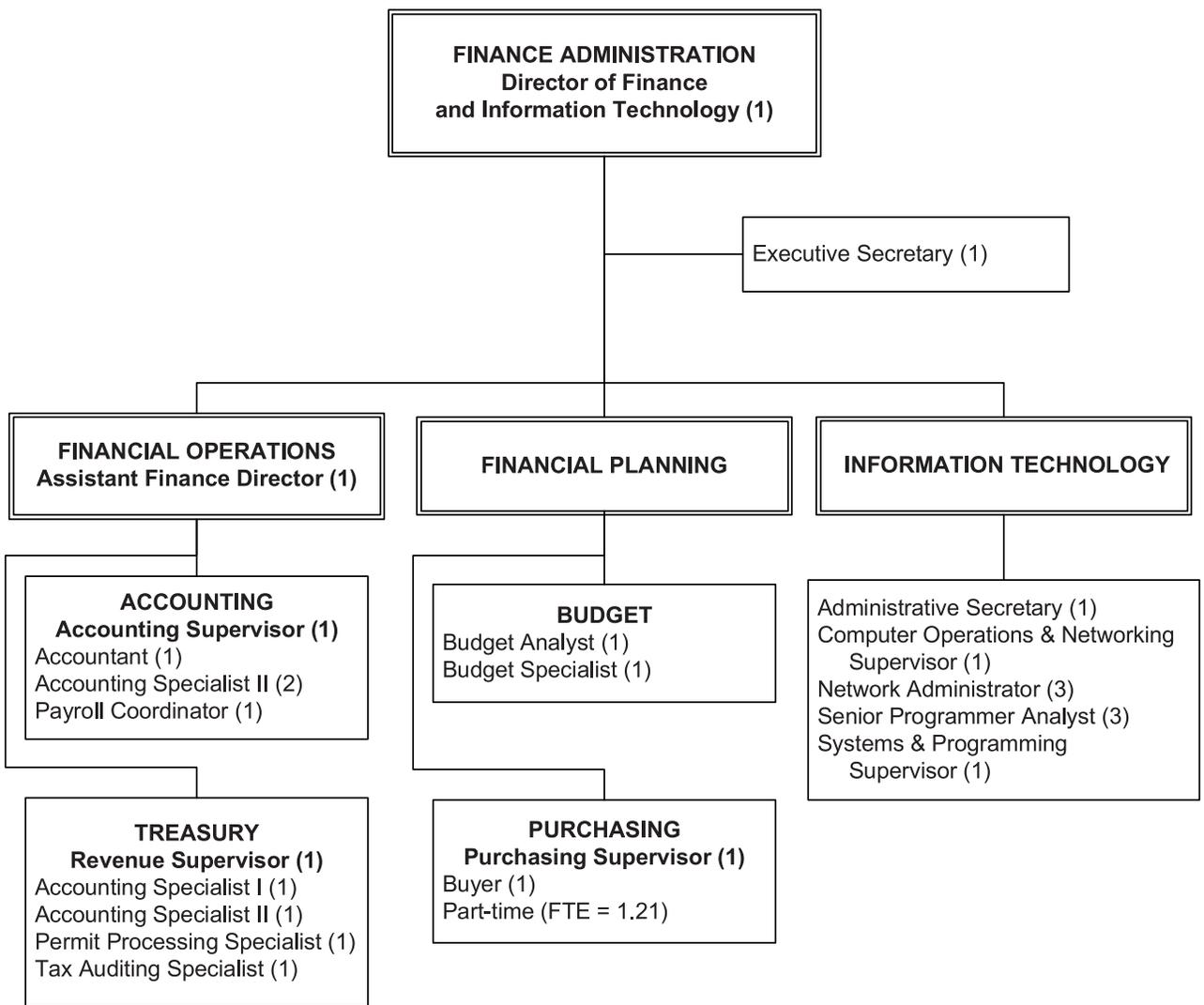
	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent of Total</u>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 853,861	\$ 955,916	\$ 803,000	\$ 803,000	100.00%
Self-Insurance Fund - 602	-	-	-	-	0.00%
<b>Total Funding Sources</b>	<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>100.00%</b>

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

<b>Account Description</b>	<b>Account #</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Chg</b>
<b>Subtotal Salaries &amp; Benefits</b>		\$ -	\$ -	\$ -	\$ -	0%
Multi-Media, Promotions and Subs	510200	\$ 3,555	\$ 83	\$ 3,000	\$ 3,000	0%
Meetings & Conferences	520500	493	-	-	-	0%
Consulting	530200	541,414	757,397	500,000	650,000	30%
Legal	530300	308,399	198,437	300,000	150,000	-50%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0%</b>
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0%</b>

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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b>CITY ATTORNEY'S OFFICE - 12100</b>					
<b>Legal Services - 50320</b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	853,861	955,916	803,000	803,000	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Legal Services</b>	<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>\$ 853,861</b>	<b>\$ 955,916</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0%</b>



## **FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT**

The Finance Department is a General Government Support function, including Operations, Planning and Information Technology. The Department has 26 full-time staff members composed of two management, five supervisory, and twenty professional/clerical positions, plus 1.21 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 cashing 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 13-14 adopted budget for the Finance Department is \$5,062,411, an increase of \$356,127 or 7.57% compared to the adopted budget for FY 12-13. The salaries and benefit accounts increased \$238,143 due to an increase in part time budget and retirement costs.

The increase in operations and maintenance accounts of \$165,064 is mostly due to maintenance contracts for information technology (\$63,742) and funding for additional TOT audits and new Dog Licensing software (96,700).

### **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 new business license system.
- Implemented 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.
- 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.

**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT**

<b>PERFORMANCE MEASURES/WORKLOAD INDICATORS</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY13-14 <u>Adopted</u></b>
<b><u>Performance Measures:</u></b>			
Number of Audit Adjustments (Auditor Recommended)	1	1	1
Years Received GFOA CAFR Award	34	35	36
Years Received GFOA Distinguished Budget Award	13	14	15
Accuracy Forecasting Expenditures – General Fund	100%	100%	100%
Accuracy Forecasting Revenues – General Fund	100%	100%	100%
Average days to process purchase order (informal bids)	5	5	7
Percentage of Purchasing survey results at excellent or good (On a scale of excellent, good, average, needs improvement)	95%	95%	N/A*
Percentage of items posted/sold via online auction	75%	75%	75%
Inventory turnover ratio per fiscal year	3.75	3.50	4.00
<b><u>Workload indicators:</u></b>			
City Budgeted Funds Monitored (Millions)	\$114.0	\$132.6	\$157.4
Number of budget adjustments processed	19	30	35
Accounts Payable Checks Issued	11,593	11,000	10,500
Number of payroll checks issued	14,879	18,000	15,000
Number of purchase orders issued	635	700	650
Number of contracts issued	155	120	140
Number of Transient Occupancy Tax (TOT) audits	6	6	4
Number of business licenses processed	11,812	11,900	12,500
Number of accounts receivable invoices processed	3,126	3,000	2,900
Dollar value of online auction sales	\$60,000	\$35,000	\$3,000**

\*Purchasing Survey no longer conducted.

\*\*Decrease due to significant reduction in items available to auction.



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

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Finance Administration - 13100</u></b>				
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
<b>Total Finance Administration Full-time Positions</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>
<b><u>Financial Operations - 13200</u></b>				
Assistant Finance Director	0.65	0.65	0.65	0.65
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist II	2.00	2.00	2.00	2.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Payroll Coordinator	1.00	1.00	1.00	1.00
<i>Subtotal Accounting - 50510</i>	5.65	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
Permit Processing Specialist	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Treasury - 50540</i>	5.35	5.35	5.35	5.35
<b>Total Financial Operations Full-time Positions</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>
<b><u>Financial Planning - 13300</u></b>				
Budget & Research Officer	0.75	0.75	-	-
Budget Analyst	-	-	1.00	1.00
Budget Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Budget &amp; Research - 50520</i>	1.75	1.75	2.00	2.00
Budget & Research Officer	0.25	0.25	-	-
Buyer	-	-	-	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	1.00	-
<i>Subtotal Purchasing - 50530</i>	2.25	2.25	2.00	2.00
<b>Total Financial Planning Full-time Positions</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b>Total Fin Planning Part-time Positions (in FTE's)</b>	<b>0.75</b>	<b>0.75</b>	<b>1.21</b>	<b>1.21</b>

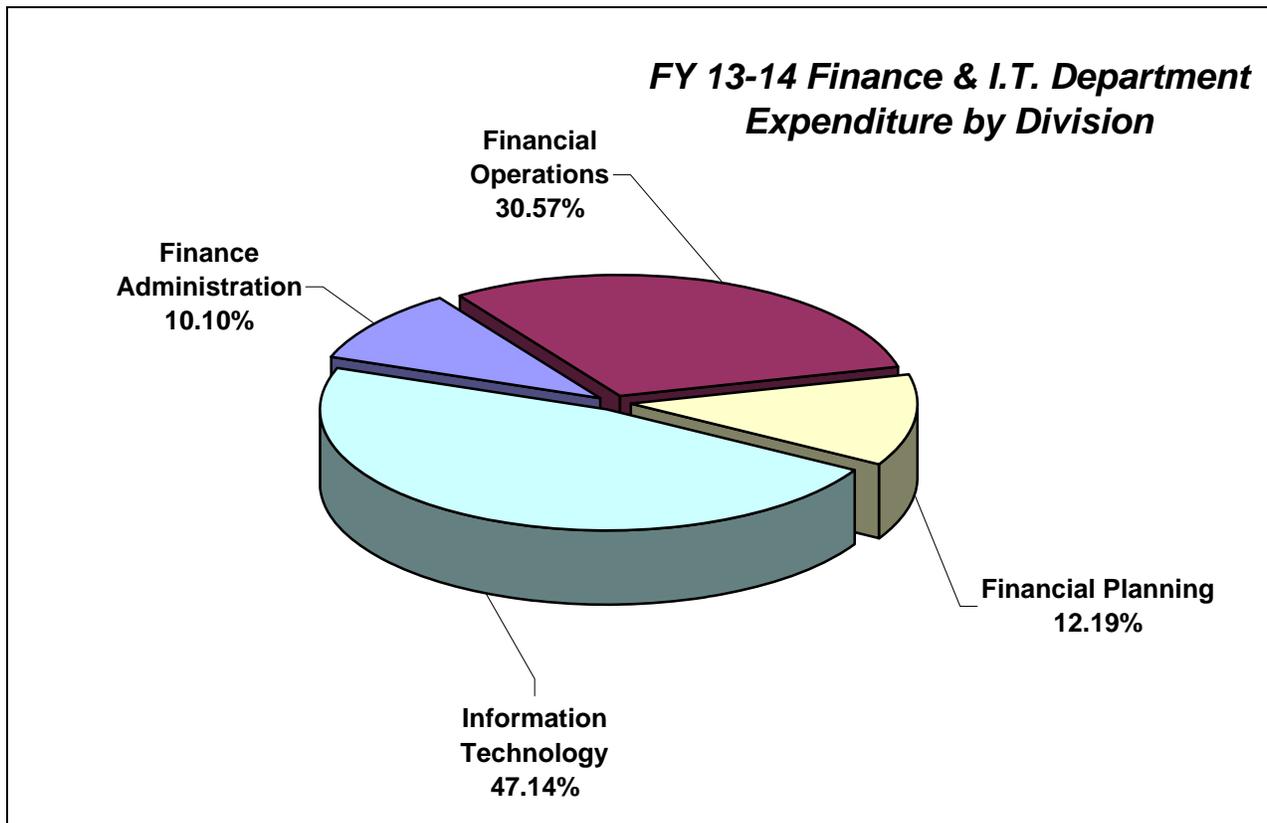


**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	<b>FY 10-11 Adopted</b>	<b>FY 11-12 Adopted</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b><u>Information Technology - 14600</u></b>				
Information Technology Manager	0.50	0.50	-	-
Administrative Secretary	0.50	0.50	0.50	0.50
Computer Operations & Networking Supervisor	1.00	1.00	1.00	1.00
Network Administrator	3.00	3.00	3.00	3.00
<i>Subtotal Computer Operations - 50710</i>	<b>5.00</b>	<b>5.00</b>	<b>4.50</b>	<b>4.50</b>
Information Technology Manager	0.50	0.50	-	-
Administrative Secretary	0.50	0.50	0.50	0.50
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>	<b>5.00</b>	<b>5.00</b>	<b>4.50</b>	<b>4.50</b>
<b>Total Information Technology Full-time Positions</b>	<b>10.00</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>
<b>Total Department Full-time Positions</b>	<b>27.00</b>	<b>27.00</b>	<b>26.00</b>	<b>26.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>0.75</b>	<b>0.75</b>	<b>1.21</b>	<b>1.21</b>
<b>TOTAL DEPARTMENT</b>	<b>27.75</b>	<b>27.75</b>	<b>27.21</b>	<b>27.21</b>

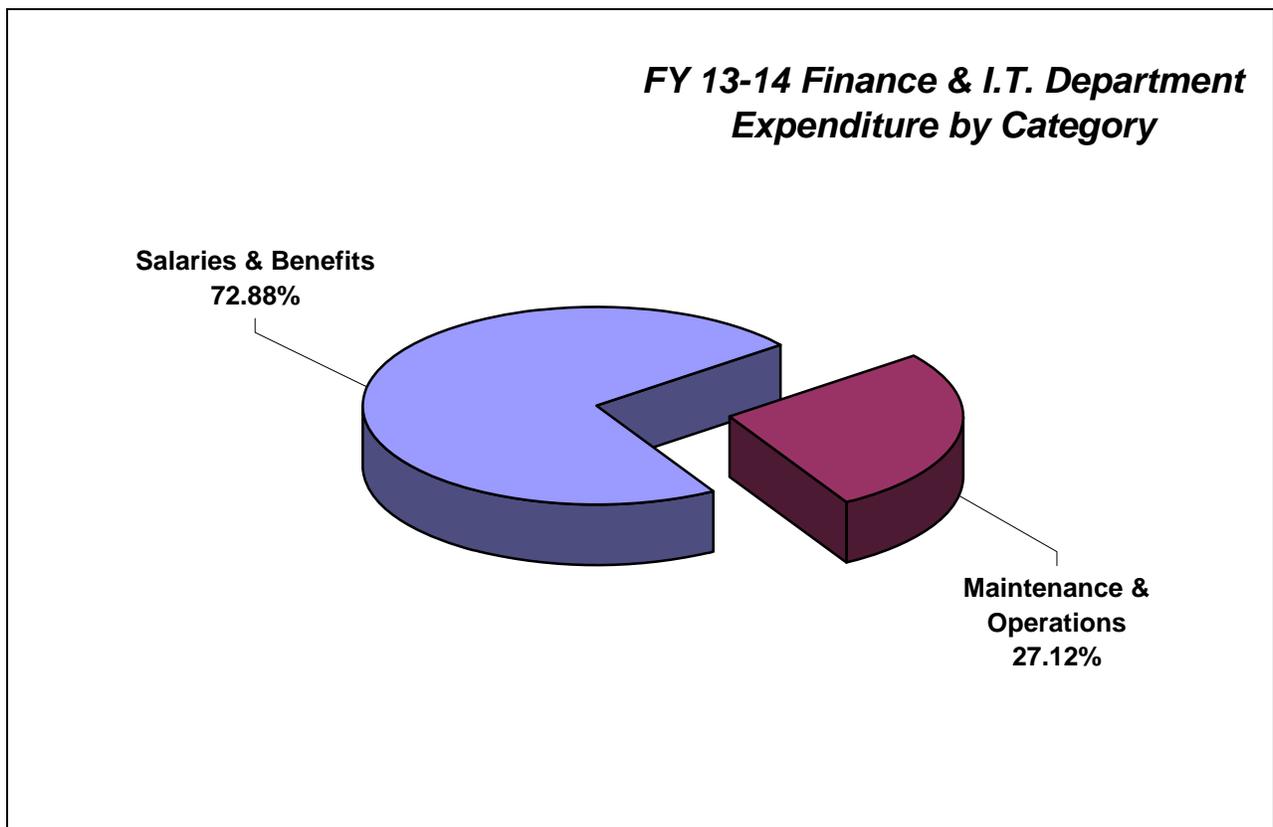
**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
Finance Admin. - 13100	\$ 211,560	\$ 388,418	\$ 483,855	\$ 511,534	5.72%
Financial Operations - 13200	1,279,895	1,316,351	1,388,417	1,547,572	11.46%
Financial Planning - 13300	576,212	553,783	553,423	616,878	11.47%
Information Technology - 14600	2,060,887	2,342,798	2,280,590	2,386,428	4.64%
<b>Total Expenditures</b>	<b>\$ 4,128,554</b>	<b>\$ 4,601,351</b>	<b>\$ 4,706,284</b>	<b>\$ 5,062,411</b>	<b>7.57%</b>



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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 3,265,795	\$ 3,217,031	\$ 3,451,196	\$ 3,689,338	6.90%
Maintenance & Operations	838,641	1,325,072	1,208,009	1,373,073	13.66%
Fixed Assets	24,118	59,248	47,080	-	-100.00%
<b>Total Expenditures</b>	<b>\$ 4,128,554</b>	<b>\$ 4,601,351</b>	<b>\$ 4,706,284</b>	<b>\$ 5,062,411</b>	<b>7.57%</b>



	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 4,128,554	\$ 4,601,351	\$ 4,706,284	\$ 5,062,411	100.00%
<b>Total Funding Sources</b>	<b>\$ 4,128,554</b>	<b>\$ 4,601,351</b>	<b>\$ 4,706,284</b>	<b>\$ 5,062,411</b>	<b>100.00%</b>

## FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

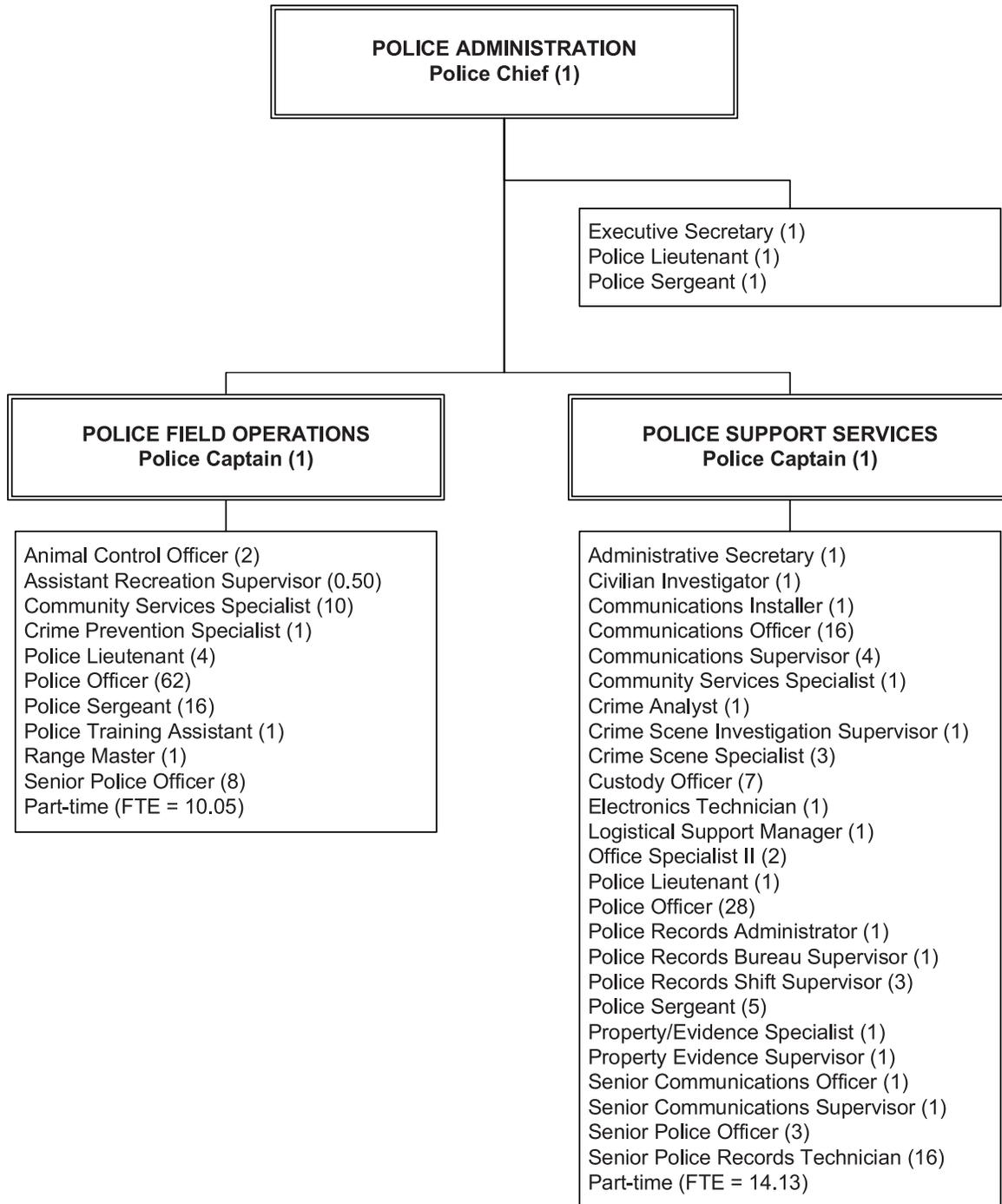
Account Description	Account Number	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Chg
Regular Salaries - Non Sworn	501200	\$ 2,320,869	\$ 2,231,273	\$ 2,309,844	\$ 2,364,889	2%
Regular Salaries - Part time	501300	54,750	96,748	94,890	94,890	0%
Overtime	501400	37,411	42,665	92,956	121,893	31%
Accrual Payoff - Excess Maximum	501500	10,107	15,916	-	-	0%
Vacation/Comp. Time Cash Out	501600	15,146	21,651	6,919	6,919	0%
Holiday Allowance	501700	10,142	-	-	-	0%
Separation Pay-Off	501800	25,750	5,024	-	-	0%
Other Compensation	501900	11,349	11,871	10,844	17,087	58%
Cafeteria Plan	505100	269,691	255,134	265,602	265,320	0%
Medicare	505200	32,909	32,837	34,578	35,886	4%
Retirement	505300	422,385	459,578	514,818	665,818	29%
Professional Development	505500	2,448	4,292	24,645	28,880	17%
Auto Allowance	505600	1,541	5,724	-	-	0%
Unemployment	505800	1,721	1,329	2,500	2,364	-5%
Workers' Compensation	505900	45,031	32,988	93,600	85,392	-9%
Employer Contr.Retirees' Med.	506100	4,544	-	-	-	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 3,265,795</b>	<b>\$ 3,217,031</b>	<b>\$ 3,451,196</b>	<b>\$ 3,689,338</b>	<b>7%</b>
Stationery and Office	510100	\$ 7,483	\$ 13,320	\$ 15,336	\$ 16,036	5%
Multi-Media, Promotions and Subs	510200	897	4,113	2,035	2,285	12%
Small Tools and Equipment	510300	16,933	34,943	46,923	51,468	10%
Uniform & Clothing	510400	142	112	250	250	0%
Safety and Health	510500	383	-	-	-	0%
Maintenance & Construction	510600	-	31,535	-	-	0%
Waste Disposal	515700	-	-	200	-	-100%
Postage	520100	23,756	23,904	23,200	23,200	0%
Legal Advertising/Filing Fees	520200	461	1,226	500	1,000	100%
Telephone/Radio/Communications	520400	2,877	4,565	3,000	4,000	33%
Mileage Reimbursement	520600	-	29	-	-	0%
Office Equipment	525700	637,849	787,444	869,392	933,134	7%
Employment	530100	37,740	173,911	-	-	0%
Consulting	530200	150	55,626	-	-	0%
Financial & Information Svcs	530500	87,370	157,915	174,600	271,300	55%
External Rent	535400	4,904	6,461	8,697	8,382	-4%
Central Services	535800	10,350	10,411	10,100	10,100	0%
Internal Rent - Maint. Charges	536100	-	1,566	4,476	3,610	-19%
Internal Rent - Repl.Cost	536200	-	6,549	3,200	6,669	108%
General Liability	540100	7,017	11,124	46,100	41,639	-10%
Other Costs	540900	330	319	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 838,641</b>	<b>\$ 1,325,072</b>	<b>\$ 1,208,009</b>	<b>\$ 1,373,073</b>	<b>14%</b>
Office Furniture	590600	\$ 8,826	\$ -	\$ -	\$ -	0%
Office Equipment	590700	-	-	12,150	-	-100%
Other Equipment	590800	15,292	59,248	34,930	-	-100%
<b>Subtotal Fixed Assets</b>		<b>\$ 24,118</b>	<b>\$ 59,248</b>	<b>\$ 47,080</b>	<b>\$ -</b>	<b>-100%</b>
<b>Total Expenditures</b>		<b>\$ 4,128,554</b>	<b>\$ 4,601,351</b>	<b>\$ 4,706,284</b>	<b>\$ 5,062,411</b>	<b>8%</b>

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

	<u>FY 10-11</u> Actual	<u>FY 11-12</u> Actual	<u>FY 12-13</u> Adopted	<u>FY 13-14</u> Adopted	<u>Percent</u> <u>Change</u>
<b>FINANCE ADMINISTRATION - 13100</b>					
<b><u>Finance Admin - 50001</u></b>					
Salaries & Benefits	\$ 155,711	\$ 332,997	\$ 392,305	\$ 424,645	8%
Maintenance & Operations	47,024	55,421	91,550	86,889	-5%
Fixed Assets	8,826	-	-	-	0%
<b>Subtotal Finance Administration</b>	<b>\$ 211,560</b>	<b>\$ 388,418</b>	<b>\$ 483,855</b>	<b>\$ 511,534</b>	<b>6%</b>
<b>FINANCIAL OPERATIONS - 13200</b>					
<b><u>Acctg. &amp; Financial Rprt. - 50510</u></b>					
Salaries & Benefits	\$ 650,613	\$ 642,125	\$ 664,704	\$ 692,659	4%
Maintenance & Operations	68,186	141,363	157,700	143,950	-9%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Acct. &amp; Financial Rprt.</b>	<b>\$ 718,799</b>	<b>\$ 783,488</b>	<b>\$ 822,404</b>	<b>\$ 836,609</b>	<b>2%</b>
<b><u>Treasury - 50540</u></b>					
Salaries & Benefits	\$ 547,126	\$ 519,332	\$ 551,213	\$ 585,862	6%
Maintenance & Operations	13,970	13,532	14,800	125,100	745%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Treasury</b>	<b>\$ 561,096</b>	<b>\$ 532,864</b>	<b>\$ 566,013</b>	<b>\$ 710,962</b>	<b>26%</b>
<b>FINANCIAL PLANNING - 13300</b>					
<b><u>Budget &amp; Research - 50520</u></b>					
Salaries & Benefits	\$ 239,619	\$ 162,918	\$ 275,955	\$ 307,871	12%
Maintenance & Operations	12,000	12,269	12,050	13,250	10%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Budget &amp; Research</b>	<b>\$ 251,619</b>	<b>\$ 175,187</b>	<b>\$ 288,005</b>	<b>\$ 321,121</b>	<b>11%</b>
<b><u>Purchasing - 50530</u></b>					
Salaries & Benefits	\$ 285,830	\$ 142,934	\$ 255,742	\$ 283,478	11%
Maintenance & Operations	38,763	235,661	9,676	12,279	27%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Purchasing</b>	<b>\$ 324,592</b>	<b>\$ 378,596</b>	<b>\$ 265,418</b>	<b>\$ 295,757</b>	<b>11%</b>

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

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><i>INFORMATION TECHNOLOGY - 14600</i></b>					
<b><u>Computer Operations - 50710</u></b>					
Salaries & Benefits	\$ 657,654	\$ 673,264	\$ 638,471	\$ 693,883	9%
Maintenance & Operations	658,699	866,825	922,233	991,605	8%
Fixed Assets	15,292	59,248	47,080	-	-100%
<b><i>Subtotal Computer Operations</i></b>	<b><u>\$1,331,645</u></b>	<b><u>\$1,599,337</u></b>	<b><u>\$1,607,784</u></b>	<b><u>\$1,685,488</u></b>	<b><u>5%</u></b>
<b><u>Computer Systems Development - 50720</u></b>					
Salaries & Benefits	\$ 729,242	\$ 743,461	\$ 672,805	\$ 700,940	4%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Computer Systems Dev</i></b>	<b><u>\$ 729,242</u></b>	<b><u>\$ 743,461</u></b>	<b><u>\$ 672,805</u></b>	<b><u>\$ 700,940</u></b>	<b><u>4%</u></b>
<b>Total Expenditures</b>	<b><u>\$4,128,554</u></b>	<b><u>\$4,601,351</u></b>	<b><u>\$4,706,284</u></b>	<b><u>\$5,062,411</u></b>	<b><u>8%</u></b>



POLICE DEPARTMENT

## ***POLICE DEPARTMENT***

The Police Department is tasked with protecting life and property while preserving the peace. The department has 213.5 full-time positions, of which 132 are sworn and 81.5 are professional staff. Full-time staffing is composed of 11 management positions, 35 supervisory, and 167.5 line-level positions. Part-time staffing consists of 24.18 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.

### ***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.

#### **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.

#### **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.

#### **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.

#### **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 13-14 adopted budget for the Police Department totals \$40,248,392 which reflects a decrease of \$387,665 or -0.95% compared to the FY 12-13 adopted budget. While salaries and benefit accounts decreased by \$358,905 and maintenance & operation (M&O) decreased by \$28,760 the fixed asset accounts remained at the same level. The decrease in salary and benefits is largely attributed to a decrease in full time salary accounts (\$699,837) and the department's share of workers compensation (\$136,988), which was offset by the increase in retirement costs for all personnel (\$393,502).

The M&O budget reflects a slight decrease of \$28,760 compared to the prior year while fixed asset requests remained the same. The budget also includes funding of police helicopter support from the City of Huntington Beach – consistent with prior year.

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

<b>Performance Measures/Workload Indicators:</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY 13-14 <u>Adopted</u></b>
• 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**

<b>Performance Measures/Workload Indicators (Continued):</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY 13-14 <u>Adopted</u></b>
• 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 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Police Administration - 15100</u></b>				
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	4.00	4.00	4.00	4.00
<b>Total Police Administration Full-time Positions</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>
<b><u>Police Field Operations - 15300</u></b>				
Police Captain	1.00	1.00	1.00	1.00
Community Services Specialist	3.00	7.00	10.00	10.00
Corporal	1.00	1.00	1.00	-
Crime Prevention Specialist	-	-	1.00	1.00
Police Lieutenant	4.00	4.00	4.00	4.00
Police Officer	70.00	64.00	50.00	49.00
Police Sergeant	14.00	14.00	14.00	13.00
Senior Police Officer	4.00	8.00	9.00	8.00
Volunteer Coordinator	-	1.00	-	-
<i>Subtotal Field Area Policing - 10111</i>	97.00	100.00	90.00	86.00
Community Services Specialist	3.00	4.00	-	-
Office Specialist II	1.00	-	-	-
Police Lieutenant	1.00	1.00	-	-
Police Officer	12.00	12.00	12.00	12.00
Police Sergeant	2.00	1.00	2.00	2.00
<i>Subtotal Traffic Enforcement - 10113</i>	19.00	18.00	14.00	14.00
Assistant Recreation Supervisor*	-	1.00	1.00	0.50
Police Officer	-	-	-	1.00
Police Sergeant	1.00	1.00	-	-
Senior Police Officer	1.00	1.00	1.00	-
<i>Subtotal Contract &amp; Special Events - 10114</i>	2.00	3.00	2.00	1.50
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	-	-
<i>Subtotal Training - 10133</i>	4.00	4.00	3.00	3.00
Animal Control Officer	3.00	3.00	2.00	2.00
<i>Subtotal Animal Control - 10139</i>	3.00	3.00	2.00	2.00
<b>Total Police Field Operations Full-time Positions</b>	<b>125.00</b>	<b>128.00</b>	<b>111.00</b>	<b>106.50</b>
<b>Total Police Fld Ops Part-time Positions (in FTE's)</b>	<b>2.50</b>	<b>6.05</b>	<b>10.05</b>	<b>10.05</b>

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

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b>Police Support Services - 15400</b>				
Police Administrative Svcs Commander	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	1.00
Police Lieutenant	1.00	1.00	-	-
<i>Subtotal Administration - 50001</i>	4.00	5.00	3.00	3.00
Police Helicopter Sergeant	1.00	1.00	-	-
Police Helicopter Pilot	3.00	-	-	-
<i>Subtotal Helicopter Patrol - 10112</i>	4.00	1.00	-	-
Civilian Investigator	1.00	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	-	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	11.00	12.00	12.00	13.00
Police Sergeant	1.00	2.00	2.00	2.00
Senior Police Officer	4.00	3.00	2.00	2.00
<i>Subtotal Crime Investigation - 10120</i>	19.00	21.00	20.00	21.00
Community Services Specialist	-	-	1.00	1.00
Police Officer	-	-	6.00	7.00
Police Sergeant	-	-	1.00	1.00
<i>Subtotal Special Investigation Unit - 10127</i>	-	-	8.00	9.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
<i>Subtotal Records/Info Systems - 10131</i>	21.00	21.00	21.00	21.00
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	2.00	3.00	3.00	3.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	3.00	4.00	4.00	4.00
Office Specialist II	1.00	1.00	1.00	1.00
Police Officer	7.00	7.00	7.00	8.00
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>	10.00	10.00	10.00	11.00
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 &amp; Evidence - 10136</i>	2.00	2.00	2.00	2.00

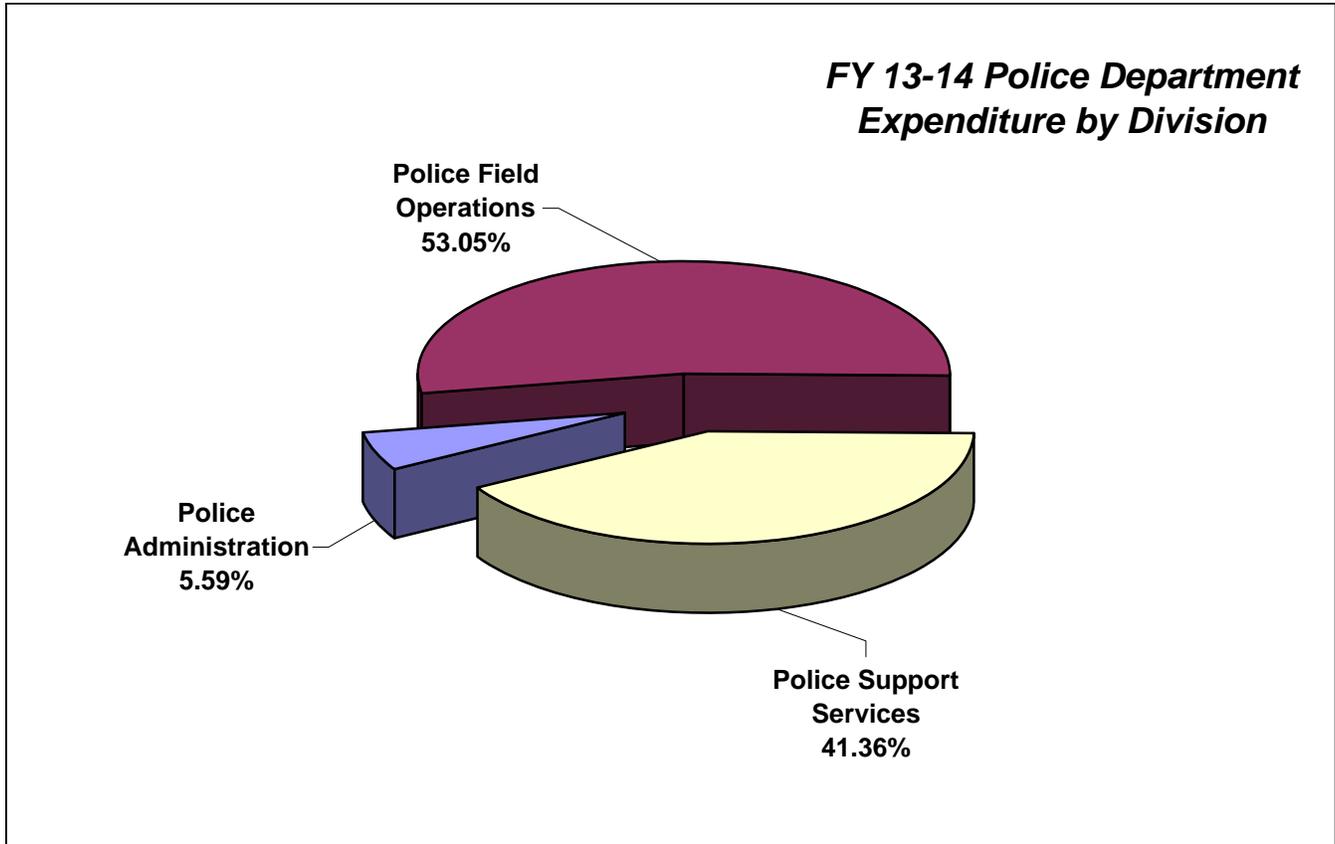
**POLICE DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Police Support Services - 15400 continued</u></b>				
Police Sergeant	1.00	1.00	-	-
Custody Officer	11.00	11.00	7.00	7.00
<i>Subtotal Jail - 10137</i>	12.00	12.00	7.00	7.00
Police Lieutenant	-	-	1.00	-
Telecommunications Manager	0.30	0.40	-	-
Communications Officer	15.00	15.00	15.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Administrative Secretary	0.50	0.60	-	-
Senior Communications Officer	2.00	2.00	2.00	1.00
Senior Communications Supervisor	0.80	0.80	1.00	1.00
<i>Subtotal Telecomm Operations - 51010</i>	22.60	22.80	23.00	22.00
Telecommunications Manager	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	-	-
Senior Communications Supervisor	0.10	0.10	-	-
<i>Subtotal Technical Support/Maint - 51020</i>	2.70	2.70	2.00	2.00
Police Sergeant	-	-	1.00	1.00
Telecommunications Manager	0.30	0.30	-	-
Administrative Secretary	0.10	0.10	-	-
Senior Communications Supervisor	0.10	0.10	-	-
<i>Subtotal Emergency Services - 51040</i>	0.50	0.50	1.00	1.00
<b>Total Police Support Services Full-time Positions</b>	<b>100.80</b>	<b>102.00</b>	<b>101.00</b>	<b>103.00</b>
<b>Total Police Supt Svcs Part-time Positions (in FTE's)</b>	<b>10.26</b>	<b>11.91</b>	<b>9.55</b>	<b>14.13</b>
<b>Total Department Full-time Positions</b>	<b>229.80</b>	<b>234.00</b>	<b>216.00</b>	<b>213.50</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>12.76</b>	<b>17.96</b>	<b>19.60</b>	<b>24.18</b>
<b>TOTAL DEPARTMENT</b>	<b>242.56</b>	<b>251.96</b>	<b>235.60</b>	<b>237.68</b>

\*Position previously titled "Special Events Coordinator"

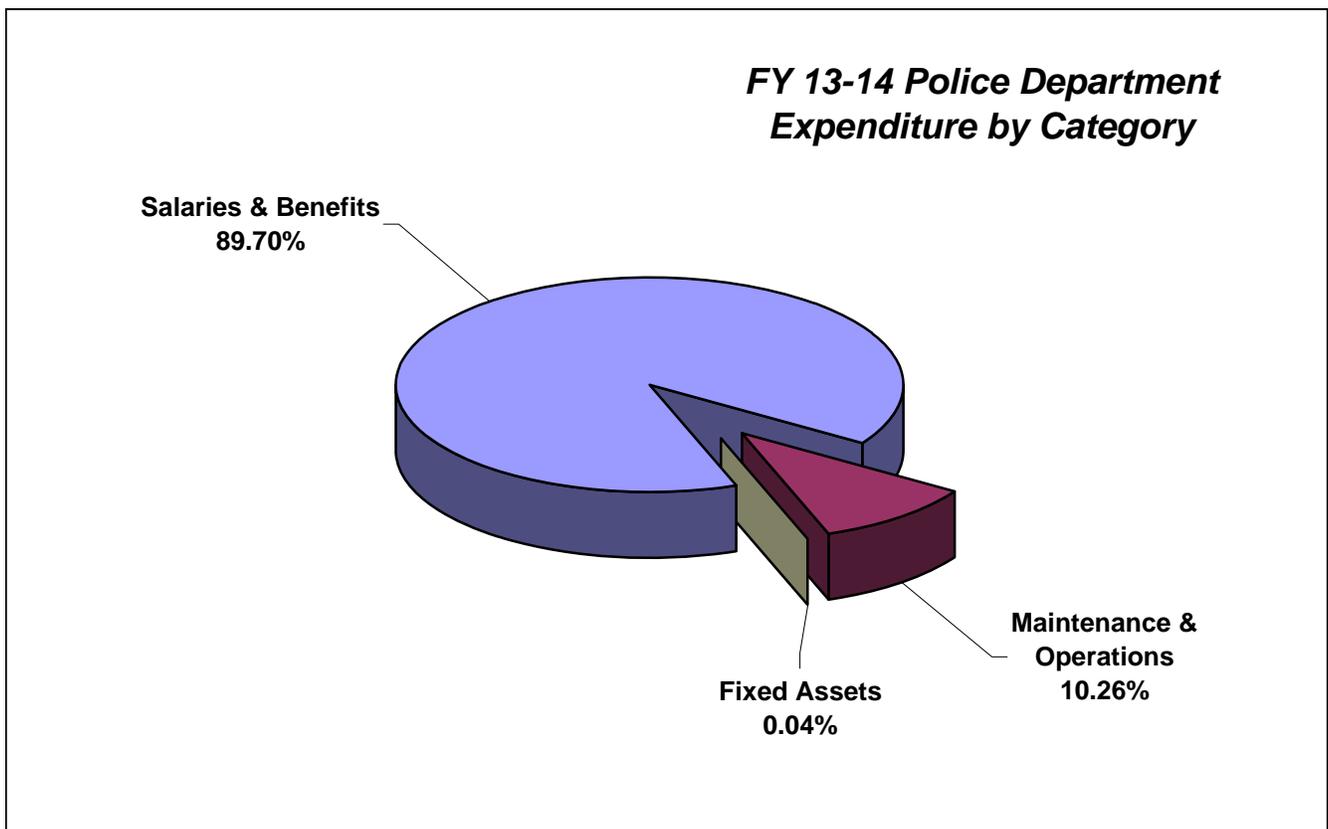
**POLICE DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b>Expenditure by Division:</b>					
Police Administration - 15100	\$ 2,788,443	\$ 2,105,687	\$ 2,561,905	\$ 2,249,754	-12.18%
Police Field Operations - 15300	21,603,625	22,245,892	21,793,307	21,352,966	-2.02%
Police Support Services - 15400	13,714,937	13,530,324	16,280,845	16,645,671	2.24%
<b>Total Expenditures</b>	<b>\$ 38,107,005</b>	<b>\$ 37,881,903</b>	<b>\$ 40,636,057</b>	<b>\$ 40,248,392</b>	<b>-0.95%</b>



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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b>Expenditure by Category:</b>					
Salaries & Benefits	\$ 35,683,147	\$ 33,804,729	\$ 36,461,236	\$ 36,102,331	-0.98%
Maintenance & Operations	2,399,334	3,666,897	4,158,821	4,130,061	-0.69%
Fixed Assets	24,525	410,277	16,000	16,000	0.00%
<b>Total Expenditures</b>	<b>\$ 38,107,005</b>	<b>\$ 37,881,903</b>	<b>\$ 40,636,057</b>	<b>\$ 40,248,392</b>	<b>-0.95%</b>



	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent of Total</b>
<b>Funding Sources:</b>					
General Fund - 101	\$ 36,840,797	\$ 35,995,796	\$ 39,085,419	\$ 38,292,488	96.18%
Prop 172 Fund - 202	700,377	965,897	824,723	1,182,605	2.03%
SLESF Fund - 213	212,888	220,802	212,615	215,785	0.52%
Narcotics Forfeiture Fund - 217	352,943	699,408	513,300	557,513	1.26%
<b>Total Funding Sources</b>	<b>\$ 38,107,005</b>	<b>\$ 37,881,903</b>	<b>\$ 40,636,057</b>	<b>\$ 40,248,392</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

**POLICE DEPARTMENT**  
**EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Sworn	501100	\$ 14,464,655	\$ 13,403,216	\$ 13,794,720	\$ 13,402,992	-3%
Regular Salaries - Non Sworn	501200	5,331,774	4,866,303	5,534,179	5,226,070	-6%
Regular Salaries - Part time	501300	562,155	594,583	1,002,177	1,275,552	27%
Overtime	501400	1,787,202	2,194,796	2,259,043	2,259,043	0%
Accrual Payoff - Excess Maximum	501500	166,815	158,302	182,600	182,600	0%
Vacation/Comp. Time Cash Out	501600	236,656	112,268	79,550	79,550	0%
Holiday Allowance	501700	201,249	112,148	93,800	89,800	-4%
Separation Pay-Off	501800	127,959	160,882	-	-	0%
Other Compensation	501900	1,868,681	1,852,715	2,013,143	1,844,690	-8%
Cafeteria Plan	505100	1,850,292	1,675,154	1,819,230	1,800,270	-1%
Medicare	505200	322,122	304,282	330,308	333,111	1%
Retirement	505300	7,720,564	7,375,113	8,137,097	8,530,599	5%
Professional Development	505500	86,374	97,402	119,808	117,745	-2%
Unemployment	505800	20,002	18,526	19,280	20,997	9%
Workers' Compensation	505900	898,008	879,039	1,076,300	939,312	-13%
Employer Contr.Retirees' Med.	506100	38,639	-	-	-	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 35,683,147</b>	<b>\$ 33,804,729</b>	<b>\$ 36,461,236</b>	<b>\$ 36,102,331</b>	<b>-1%</b>
Stationery and Office	510100	\$ 53,455	\$ 117,987	\$ 62,000	\$ 68,700	11%
Multi-Media, Promotions and Subs	510200	40,289	41,472	59,870	72,070	20%
Small Tools and Equipment	510300	51,204	77,793	200,850	206,580	3%
Uniform & Clothing	510400	85,564	131,917	147,600	154,050	4%
Safety and Health	510500	143,502	140,589	195,695	195,695	0%
Maintenance & Construction	510600	49,000	23,651	6,250	6,250	0%
Gas	515400	308	-	300	-	-100%
Water - Domestic	515500	1,296	-	1,400	-	-100%
Waste Disposal	515700	1,177	1,430	700	1,500	114%
Janitorial and Housekeeping	515800	95,744	95,800	97,000	97,000	0%
Postage	520100	9,101	8,585	15,420	15,120	-2%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Telephone/Radio/Communications	520400	172,044	149,584	240,000	185,000	-23%
Mileage Reimbursement	520600	1,373	497	1,100	1,100	0%
Buildings and Structures	525100	19,244	334	3,750	3,750	0%
Office Furniture	525600	250	195	250	250	0%
Office Equipment	525700	3,113	20,834	38,450	38,450	0%
Other Equipment	525800	144,963	157,350	211,000	211,000	0%
Consulting	530200	9,080	306,268	431,500	431,500	0%
Financial & Information Svcs	530500	885	785	800	-	-100%
Medical and Health Inspection	530600	96,362	97,386	110,500	110,500	0%
Law Enforcement	530700	833,493	450,620	481,722	489,500	2%
External Rent	535400	184,732	253,445	246,715	246,715	0%
Central Services	535800	8,616	8,030	21,000	21,000	0%
Internal Rent - Maint. Charges	536100	-	714,387	811,849	912,664	12%
Internal Rent - Repl.Cost	536200	-	556,077	281,800	293,755	4%
General Liability	540100	394,134	311,467	491,200	367,812	-25%
Other Costs	540900	406	412	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 2,399,334</b>	<b>\$ 3,666,897</b>	<b>\$ 4,158,821</b>	<b>\$ 4,130,061</b>	<b>-1%</b>
Other Equipment	590800	\$ 24,525	\$ 410,277	\$ 16,000	\$ 16,000	0%
<b>Subtotal Fixed Assets</b>		<b>\$ 24,525</b>	<b>\$ 410,277</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 38,107,005</b>	<b>\$ 37,881,903</b>	<b>\$ 40,636,057</b>	<b>\$ 40,248,392</b>	<b>-1%</b>

**POLICE DEPARTMENT**  
**EXPENDITURE SUMMARY BY PROGRAM**

	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b><i>POLICE ADMINISTRATION - 15100</i></b>					
<b><u>Police Administration - 50001</u></b>					
Salaries & Benefits	\$ 2,238,425	\$ 1,714,129	\$ 1,945,117	\$ 1,806,449	-7%
Maintenance & Operations	550,019	391,558	616,788	443,305	-28%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b><u>\$ 2,788,443</u></b>	<b><u>\$ 2,105,687</u></b>	<b><u>\$ 2,561,905</u></b>	<b><u>\$ 2,249,754</u></b>	<b><u>-12%</u></b>
<b><i>POLICE FIELD OPERATIONS - 15300</i></b>					
<b><u>Field Area Policing - 10111</u></b>					
Salaries & Benefits	\$ 16,463,170	\$ 16,095,547	\$ 15,967,863	\$ 15,532,907	-3%
Maintenance & Operations	264,651	1,177,078	775,778	809,370	4%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Field Area Policing</i></b>	<b><u>\$ 16,727,821</u></b>	<b><u>\$ 17,272,625</u></b>	<b><u>\$ 16,743,641</u></b>	<b><u>\$ 16,342,277</u></b>	<b><u>-2%</u></b>
<b><u>Traffic Enforcement - 10113</u></b>					
Salaries & Benefits	\$ 2,811,279	\$ 2,685,017	\$ 2,689,067	\$ 2,657,893	-1%
Maintenance & Operations	334,483	584,283	682,980	674,735	-1%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Traffic Enforcement</i></b>	<b><u>\$ 3,145,762</u></b>	<b><u>\$ 3,269,300</u></b>	<b><u>\$ 3,372,047</u></b>	<b><u>\$ 3,332,628</u></b>	<b><u>-1%</u></b>
<b><u>Contract &amp; Special Events - 10114</u></b>					
Salaries & Benefits	\$ 615,702	\$ 661,931	\$ 721,599	\$ 654,725	-9%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Contract &amp; Special Events</i></b>	<b><u>\$ 615,702</u></b>	<b><u>\$ 661,931</u></b>	<b><u>\$ 721,599</u></b>	<b><u>\$ 654,725</u></b>	<b><u>-9%</u></b>
<b><u>Training - 10133</u></b>					
Salaries & Benefits	\$ 625,416	\$ 572,858	\$ 500,174	\$ 527,586	5%
Maintenance & Operations	61,217	53,071	63,835	67,290	5%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Training</i></b>	<b><u>\$ 686,633</u></b>	<b><u>\$ 625,929</u></b>	<b><u>\$ 564,010</u></b>	<b><u>\$ 594,876</u></b>	<b><u>5%</u></b>
<b><u>Community Services - 10134</u></b>					
Salaries & Benefits	\$ 1,095	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,296	359	-	-	0%
Fixed Assets	10,589	-	-	-	0%
<b><i>Subtotal Community Services</i></b>	<b><u>\$ 12,980</u></b>	<b><u>\$ 359</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>0%</u></b>

**POLICE DEPARTMENT**  
**EXPENDITURE SUMMARY BY PROGRAM**

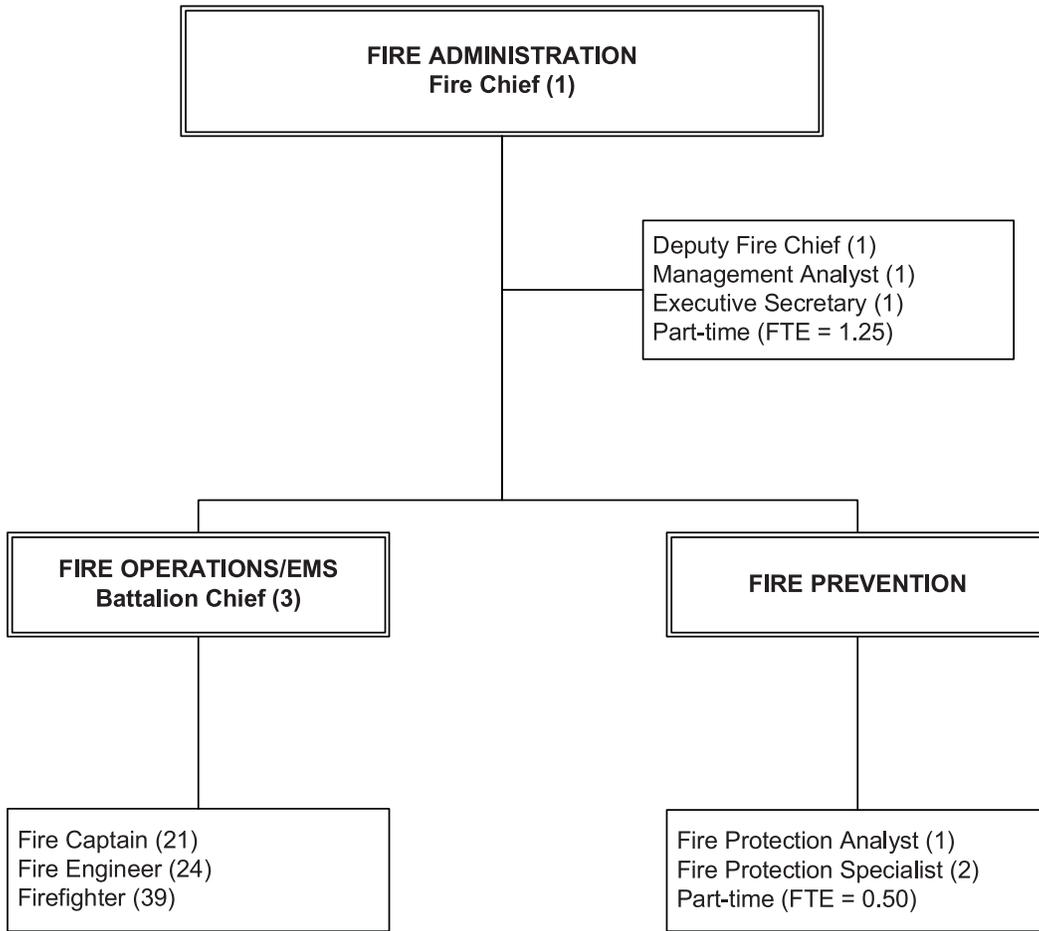
	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b><u>Animal Control - 10139</u></b>					
Salaries & Benefits	\$ 326,215	\$ 245,904	\$ 233,583	\$ 241,983	4%
Maintenance & Operations	77,787	103,888	115,807	122,021	5%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Animal Control</b>	<b>\$ 404,002</b>	<b>\$ 349,793</b>	<b>\$ 349,389</b>	<b>\$ 364,004</b>	<b>4%</b>
<b><u>RAID - 10143</u></b>					
Salaries & Benefits	\$ 3,165	\$ -	\$ -	\$ -	0%
Maintenance & Operations	7,560	65,955	42,620	64,455	51%
Fixed Assets	-	-	-	-	0%
<b>Subtotal RAID</b>	<b>\$ 10,725</b>	<b>\$ 65,955</b>	<b>\$ 42,620</b>	<b>\$ 64,455</b>	<b>51%</b>
<b><u>POLICE SUPPORT SERVICES - 15400</u></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 204,521	\$ 584,141	\$ 569,312	\$ 585,281	3%
Maintenance & Operations	-	122,723	201,451	201,710	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Administration</b>	<b>\$ 204,521</b>	<b>\$ 706,864</b>	<b>\$ 770,764</b>	<b>\$ 786,991</b>	<b>2%</b>
<b><u>Helicopter Patrol - 10112</u></b>					
Salaries & Benefits	\$ 797,208	\$ 121,081	\$ -	\$ -	0%
Maintenance & Operations	490,255	291,452	300,000	300,000	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Helicopter Patrol</b>	<b>\$ 1,287,463</b>	<b>\$ 412,533</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>0%</b>
<b><u>Crime Investigation - 10120</u></b>					
Salaries & Benefits	\$ 3,321,952	\$ 3,339,240	\$ 3,352,923	\$ 3,564,821	6%
Maintenance & Operations	65,602	178,735	134,333	138,493	3%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Crime Investigation</b>	<b>\$ 3,387,554</b>	<b>\$ 3,517,975</b>	<b>\$ 3,487,255</b>	<b>\$ 3,703,314</b>	<b>6%</b>
<b><u>Special Investigation Unit - 10127</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ 1,365,958	\$ 1,602,723	17%
Maintenance & Operations	-	-	302,400	392,983	30%
Fixed Assets	-	-	16,000	16,000	0%
<b>Subtotal Vice &amp; Narcotics</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,684,358</b>	<b>\$ 2,011,706</b>	<b>19%</b>

**POLICE DEPARTMENT**  
**EXPENDITURE SUMMARY BY PROGRAM**

	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b><u>Records/Information Systems - 10131</u></b>					
Salaries & Benefits	\$ 1,857,716	\$ 1,786,312	\$ 1,957,667	\$ 2,043,000	4%
Maintenance & Operations	104,830	94,341	133,750	148,750	11%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Records/Info Systems</b>	<b>\$ 1,962,546</b>	<b>\$ 1,880,652</b>	<b>\$ 2,091,417</b>	<b>\$ 2,191,750</b>	<b>5%</b>
<b><u>Crime Scene Investigation/Photos - 10132</u></b>					
Salaries & Benefits	\$ 364,909	\$ 371,127	\$ 501,751	\$ 517,063	3%
Maintenance & Operations	35,606	63,902	65,624	74,754	14%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Crime Scene Inv/Photos</b>	<b>\$ 400,515</b>	<b>\$ 435,030</b>	<b>\$ 567,375</b>	<b>\$ 591,817</b>	<b>4%</b>
<b><u>Youth Crime Intervention - 10135</u></b>					
Salaries & Benefits	\$ 1,571,258	\$ 1,591,792	\$ 1,622,677	\$ 1,502,575	-7%
Maintenance & Operations	700	28,325	28,973	30,301	5%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Youth Crime Intervention</b>	<b>\$ 1,571,958</b>	<b>\$ 1,620,117</b>	<b>\$ 1,651,650</b>	<b>\$ 1,532,876</b>	<b>-7%</b>
<b><u>Property &amp; Evidence - 10136</u></b>					
Salaries & Benefits	\$ 237,306	\$ 243,331	\$ 287,080	\$ 314,127	9%
Maintenance & Operations	35,703	58,456	50,221	64,782	29%
Fixed Assets	13,936	-	-	-	0%
<b>Subtotal Property &amp; Evidence</b>	<b>\$ 286,944</b>	<b>\$ 301,786</b>	<b>\$ 337,300</b>	<b>\$ 378,909</b>	<b>12%</b>
<b><u>Jail - 10137</u></b>					
Salaries & Benefits	\$ 1,334,799	\$ 1,269,984	\$ 1,216,912	\$ 1,221,162	0%
Maintenance & Operations	27,477	49,723	58,244	59,025	1%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Jail</b>	<b>\$ 1,362,275</b>	<b>\$ 1,319,706</b>	<b>\$ 1,275,156</b>	<b>\$ 1,280,187</b>	<b>0%</b>
<b><u>Equipment Maintenance - 10138</u></b>					
Salaries & Benefits	\$ 19,861	\$ 16,521	\$ 24,167	\$ -	-100%
Maintenance & Operations	252	14,745	21,727	21,846	1%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Equipment Maintenance</b>	<b>\$ 20,113</b>	<b>\$ 31,267</b>	<b>\$ 45,894</b>	<b>\$ 21,846</b>	<b>-52%</b>

**POLICE DEPARTMENT**  
**EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Actual</u>	<u>FY 12-13</u> <u>Adopted</u>	<u>FY 13-14</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<b><u>Telecomm Operations - 51010</u></b>					
Salaries & Benefits	\$ 2,515,716	\$ 2,286,295	\$ 3,090,743	\$ 2,917,288	-6%
Maintenance & Operations	157,912	157,758	275,220	225,220	-18%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Telecomm Operations</i></b>	<b><u>\$ 2,673,628</u></b>	<b><u>\$ 2,444,054</u></b>	<b><u>\$ 3,365,963</u></b>	<b><u>\$ 3,142,508</u></b>	<b><u>-7%</u></b>
<b><u>Technical Support/Maint - 51020</u></b>					
Salaries & Benefits	\$ 299,581	\$ 186,514	\$ 213,300	\$ 209,413	-2%
Maintenance & Operations	180,487	224,691	250,219	252,171	1%
Fixed Assets	-	410,277	-	-	0%
<b><i>Subtotal Tech Support/Maint</i></b>	<b><u>\$ 480,068</u></b>	<b><u>\$ 821,483</u></b>	<b><u>\$ 463,519</u></b>	<b><u>\$ 461,584</u></b>	<b><u>0%</u></b>
<b><u>Emergency Services - 51040</u></b>					
Salaries & Benefits	\$ 73,854	\$ 33,004	\$ 201,343	\$ 203,334	1%
Maintenance & Operations	3,498	5,853	38,850	38,850	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Emergency Services</i></b>	<b><u>\$ 77,352</u></b>	<b><u>\$ 38,857</u></b>	<b><u>\$ 240,193</u></b>	<b><u>\$ 242,184</u></b>	<b><u>1%</u></b>
<b>Total Expenditures</b>	<b><u>\$ 38,107,005</u></b>	<b><u>\$ 37,881,903</u></b>	<b><u>\$ 40,636,057</u></b>	<b><u>\$ 40,248,392</u></b>	<b><u>-1%</u></b>



## ***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 members, 89 sworn positions and 5 non-sworn positions. Part-time staffing consists of 1.75 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.

Develops, provides, and coordinates community preparedness activities including, volunteer, outreach, education, training, and response programs.

## ***FIRE DEPARTMENT***

### ***BUDGET NARRATIVE –***

The FY 13-14 adopted budget for the Fire Department totals \$21.5 million, an increase of \$1.1 million or 5.12%, compared to the FY 12-13 adopted budget. The increase in salary and benefits accounts of \$898,110 is mostly attributed to the department's increased retirement costs for all personnel (\$822,858) as well as a slight increase in professional development (\$21,570). Increases in maintenance and operations costs of \$165,776 are mostly attributed to an increase in vehicle replacement costs (\$149,867) and in the small tools account (\$16,116).

These budget amounts were calculated before the approval and direction by City Council to alter the deployment of the Fire Department. City Council's decision to change the deployment will result in changes to the amounts presented. However, since these changes were made after the final budget was adopted they will be incorporated into future budget presentations.

### ***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) 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.

## ***FIRE DEPARTMENT***

### **GOALS**

- Implement restructured deployment model
- Expand training with new deployment model
- Assess technology needs and recommend solutions
- Improve turnout time

### **OBJECTIVES / TASKS**

- Provide a smooth transition to the City's restructures Fire Department deployment model.
  - Develop a detailed implementation and transition plan
  - Review the plan with stakeholders and participants
  - Process the capital expenditures in a timely fashion
  - Provide oversight for the construction of apparatus and facilities
  - Provide required training for new and revised operations and tasks
  - Develop performance tracking tools and reports
- Develop ability to accurately collect all response time data elements in the National Fire Protection Association (NFPA) Standard 1710 and travel time indicators by street segment, day of week, and time of day.
- Improve the quality of data entry by fire operations staff.
- Develop reports using data collected to accurately reflect operational performance
  - Identify deficiencies in current response time data collection methods.
  - Audit 90% of incident reports
  - Assure 90% completion of all data elements
  - Assure 99% completion of critical data elements
  - Assure 95% accuracy of response time data collection
  - Review 100% of critical incidents
  - Review 70% of all non-critical 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
  - Purchase software necessary to import patient and incident data from the Electronic Pre-hospital CARE Reports (EPCR) to the CMFD records management system
- Review the adequacy of current Fire Department technology applications and develop cost effective improvements and / or modifications.
  - Identify the technological components of current safety, service and operational procedures
  - Identify improvements that will result in long term cost savings
  - Research technologies that will improve safety, service, efficiency, and/or reduce costs
  - Develop funding and implementation strategies
  - Develop and implement method to measure effectiveness
- Improve internal and external communications by design implementation of new CMFD website.
- Turn-out time less than 60 seconds for EMS calls and Code 2 responses.
- Turn-out time less than 1 minute 45 seconds for all fire calls and heavy rescues.

**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 data entry and reporting that may not accurately reflect 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.

<b>WORKLOAD INDICATORS</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY13-14 <u>Adopted</u></b>
Number of Calls for Service	9,900	10,655	11,300
Hazardous Material Inspections			
a. Businesses Inspected	222	281	250
b. Haz-Mat Incident Cost Recovery	\$19,253	\$16,911	N/A
Number of Fire Incidents	224	212	218
Number of EMS & Rescue Incidents	7,042	7,430	7,818
Number of Business Inspections	*	5,944	7,375
Number of Fire Prevention Inspections	844	964	904
Community Education Programs			
a. Presentation to Costa Mesa Groups & Residents	52	45	60
b. Engine Company Visits	30	44	50
c. Station Tours	12	8	16
d. CPR in High Schools	425	0	N/A
e. "Team Fire Force" Participants	675	123	800
f. Citizens Fire Academy	25	0	45
g. Community Emergency Response Team (CERT) Events	28	30	40
h. Child Passenger Safety	54	70	70
i. Special Events	14	21	25

\* New item, prior year's data not available.

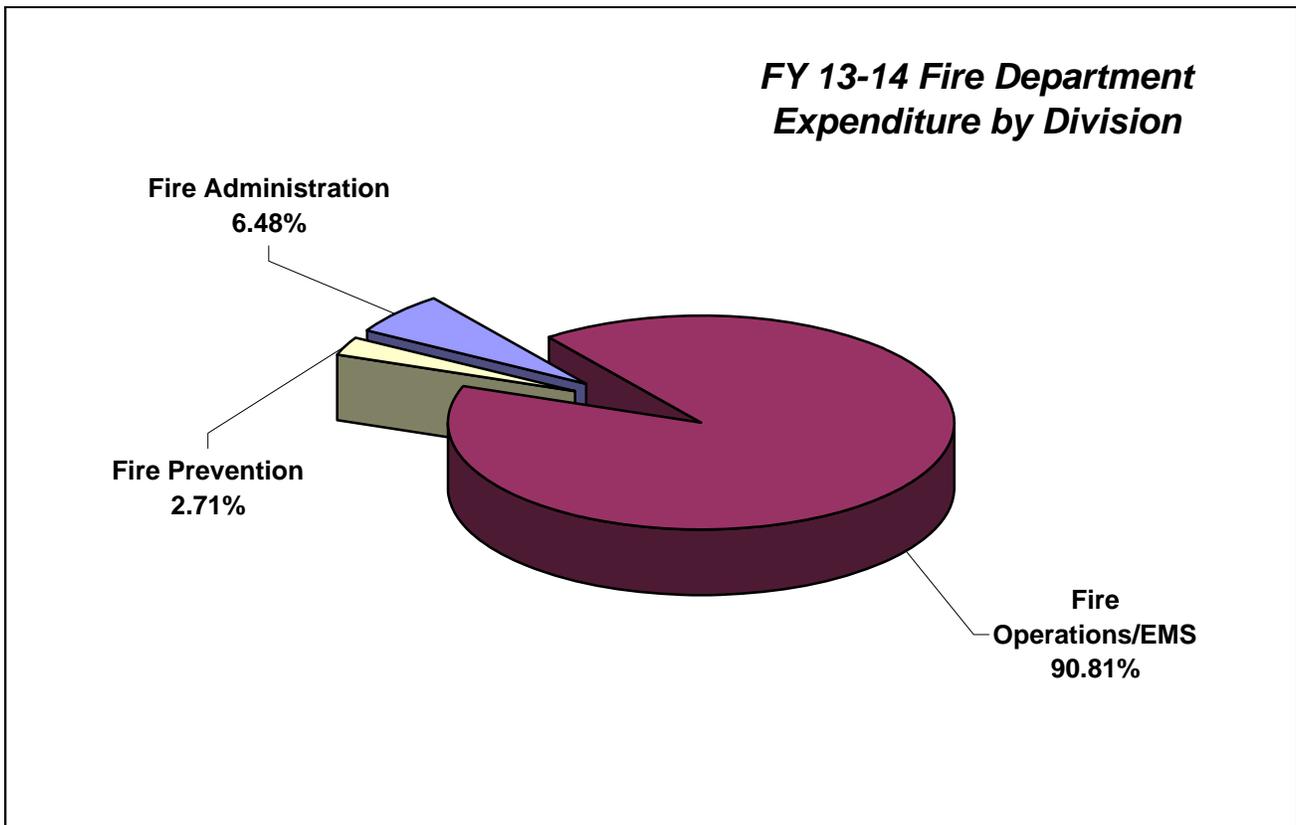
**FIRE DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Fire Administration - 16100</u></b>				
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	-	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	1.00	1.00	-
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>6.00</u>	<u>5.00</u>	<u>5.00</u>	<u>4.00</u>
Emergency Medical Services Coordinator	1.00	1.00	-	-
<i>Subtotal Emergency Medical Services - 10230</i>	<u>1.00</u>	<u>1.00</u>	<u>-</u>	<u>-</u>
<b>Total Fire Administration Full-time Positions</b>	<b>7.00</b>	<b>6.00</b>	<b>5.00</b>	<b>4.00</b>
<b>Total Fire Admin Part-time Positions (in FTE's)</b>	<b>0.96</b>	<b>0.96</b>	<b>0.96</b>	<b>1.25</b>
<b><u>Fire/Rescue/Emergency Medical Svcs - 16200</u></b>				
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain	21.00	21.00	21.00	21.00
Fire Engineer	24.00	24.00	24.00	24.00
Firefighter	35.00	35.00	35.00	35.00
<i>Subtotal Fire Rescue/Operations - 10210</i>	<u>83.00</u>	<u>83.00</u>	<u>83.00</u>	<u>83.00</u>
Firefighter	4.00	4.00	4.00	4.00
<i>Subtotal Emergency Medical Services - 10230</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
<b>Total Fire Operations/EMS Full-time Positions</b>	<b>87.00</b>	<b>87.00</b>	<b>87.00</b>	<b>87.00</b>
<b><u>Fire Prevention - 16300</u></b>				
Deputy Fire Chief - Fire Marshal	1.00	-	-	-
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	1.00	1.00	2.00
<i>Subtotal Fire Prevention - 10220</i>	<u>3.00</u>	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>
<b>Total Fire Prevention Full-time Positions</b>	<b>3.00</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</b>
<b>Total Fire Prevention Part-time Positions (in FTE's)</b>	<b>0.48</b>	<b>0.48</b>	<b>0.48</b>	<b>0.50</b>
<b>Total Department Full-time Positions</b>	<b>97.00</b>	<b>95.00</b>	<b>94.00</b>	<b>94.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>1.44</b>	<b>1.44</b>	<b>1.44</b>	<b>1.75</b>
<b>TOTAL DEPARTMENT</b>	<b><u>98.44</u></b>	<b><u>96.44</u></b>	<b><u>95.44</u></b>	<b><u>95.75</u></b>

\* Position authorized, but unfunded

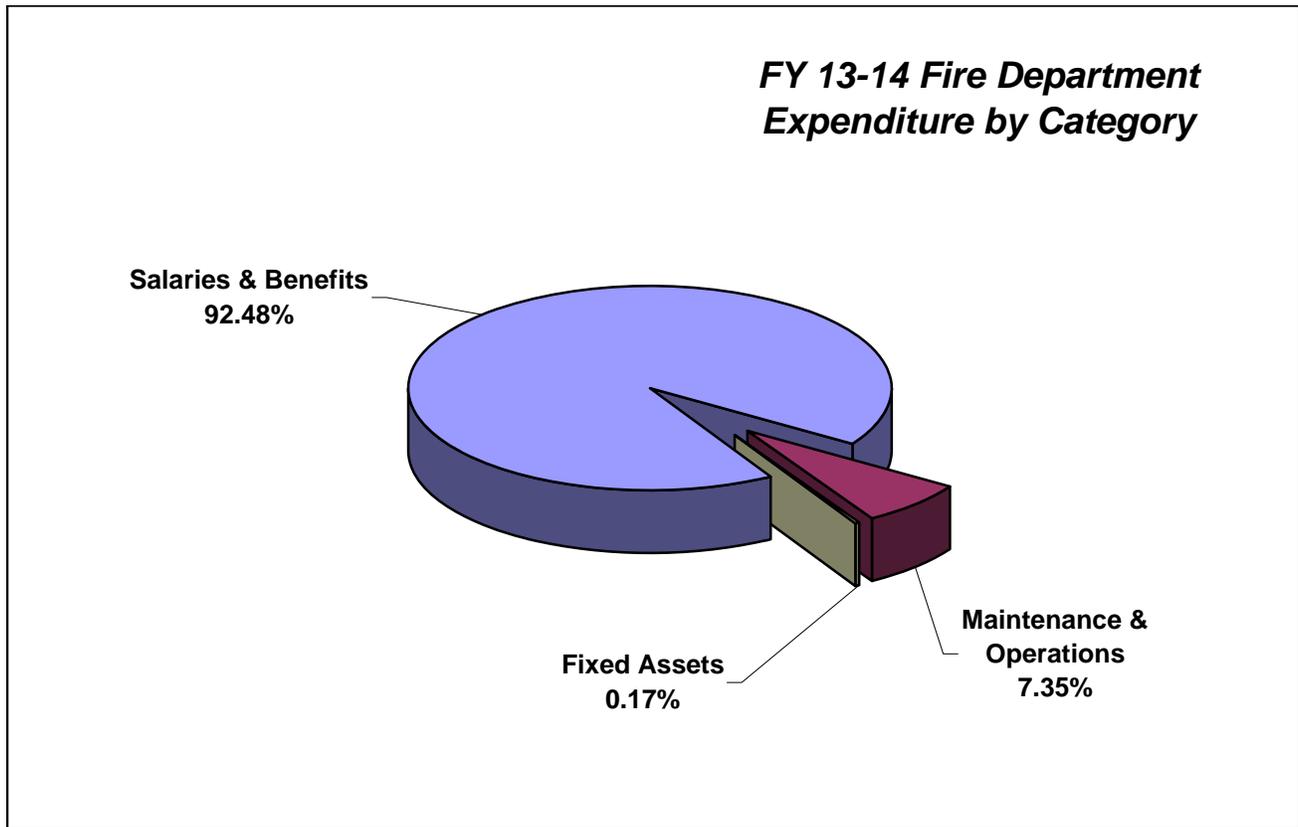
**FIRE DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
Fire Administration - 16100	\$ 1,487,745	\$ 1,238,953	\$ 1,523,738	\$ 1,395,211	-8.43%
Fire Operations/EMS - 16200	17,332,149	18,109,328	18,513,487	19,552,724	5.61%
Fire Prevention - 16300	441,326	379,405	445,722	583,362	30.88%
<b>Total Expenditures</b>	<b>\$ 19,261,220</b>	<b>\$ 19,727,686</b>	<b>\$ 20,482,947</b>	<b>\$ 21,531,297</b>	<b>5.12%</b>



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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 18,418,751	\$ 18,250,276	\$ 19,013,494	\$ 19,911,604	4.72%
Maintenance & Operations	613,340	1,452,748	1,416,819	1,582,595	11.70%
Fixed Assets	229,130	24,662	52,634	37,098	-29.52%
<b>Total Expenditures</b>	<b>\$ 19,261,220</b>	<b>\$ 19,727,686</b>	<b>\$ 20,482,947</b>	<b>\$ 21,531,297</b>	<b>5.12%</b>



	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 19,258,130	\$ 19,727,686	\$ 20,425,313	\$ 21,473,083	99.73%
Prop. 172 Fund - 202	3,090	-	57,634	58,214	0.27%
<b>Total Funding Sources</b>	<b>\$ 19,261,220</b>	<b>\$ 19,727,686</b>	<b>\$ 20,482,947</b>	<b>\$ 21,531,297</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

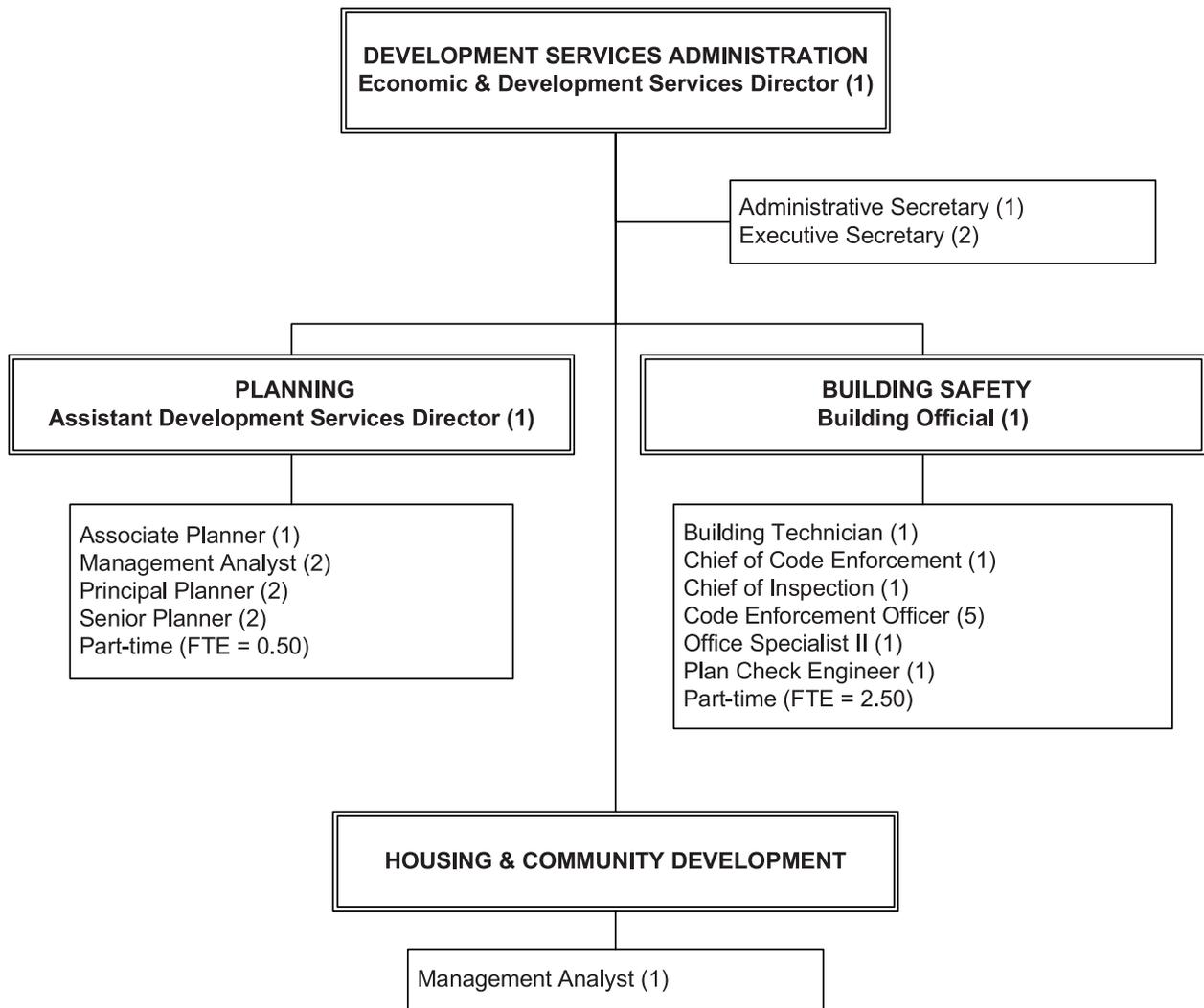
**FIRE DEPARTMENT**  
**EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Sworn	501100	\$ 8,120,728	\$ 7,795,140	\$ 8,754,150	\$ 8,783,619	0%
Regular Salaries - Non Sworn	501200	495,700	335,092	391,080	374,716	-4%
Regular Salaries - Part time	501300	42,005	194,448	51,115	59,051	16%
Overtime	501400	3,229,367	3,287,560	2,102,000	2,102,000	0%
Accrual Payoff - Excess Maximum	501500	26,568	20,820	19,950	19,950	0%
Vacation/Comp. Time Cash Out	501600	28,405	29,895	20,700	20,700	0%
Holiday Allowance	501700	345,529	378,171	358,184	358,184	0%
Separation Pay-Off	501800	405,583	59,842	-	-	0%
Other Compensation	501900	451,520	474,683	564,913	613,559	9%
Cafeteria Plan	505100	491,973	578,006	679,062	678,588	0%
Medicare	505200	169,978	168,287	171,044	173,981	2%
Retirement	505300	4,019,179	4,291,212	5,094,936	5,917,794	16%
Longevity	505400	2,052	2,268	2,304	2,268	-2%
Professional Development	505500	40,538	45,444	69,536	91,106	31%
Unemployment	505800	10,399	9,204	9,120	11,604	27%
Workers' Compensation	505900	522,354	580,205	725,400	704,484	-3%
Employer Contr.Retirees' Med.	506100	16,873	-	-	-	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 18,418,751</b>	<b>\$ 18,250,276</b>	<b>\$ 19,013,494</b>	<b>\$ 19,911,604</b>	<b>5%</b>
Stationery and Office	510100	\$ 7,177	\$ 7,757	\$ 12,000	\$ 12,000	0%
Multi-Media, Promotions and Subs	510200	24,292	18,145	37,466	44,966	20%
Small Tools and Equipment	510300	69,581	83,646	70,171	86,287	23%
Uniform & Clothing	510400	130,708	87,590	110,000	110,000	0%
Safety and Health	510500	147,978	190,415	156,425	158,425	1%
Maintenance & Construction	510600	23,792	24,894	32,500	32,500	0%
Fuel	510800	-	-	200	200	0%
Waste Disposal	515700	569	215	1,500	500	-67%
Janitorial and Housekeeping	515800	7,241	7,470	7,500	7,500	0%
Postage	520100	1,278	1,204	1,500	1,500	0%
Advertising and Public Info.	520300	-	-	250	250	0%
Telephone/Radio/Communications	520400	10,511	9,201	20,000	15,000	-25%
Buildings and Structures	525100	427	54	500	500	0%
Landscaping and Sprinklers	525200	100	-	-	-	0%
Office Equipment	525700	15,885	861	1,100	1,832	67%
Other Equipment	525800	9,307	26,184	29,480	29,480	0%
Consulting	530200	105,958	117,294	120,200	122,200	2%
Engineering and Architectural	530400	-	11,449	75,000	75,000	0%
Medical and Health Inspection	530600	-	3,191	-	5,000	0%
Central Services	535800	5,565	8,251	11,200	11,200	0%
Internal Rent - Maint. Charges	536100	-	235,408	292,227	301,969	3%
Internal Rent - Repl.Cost	536200	-	567,153	350,100	499,967	43%
General Liability	540100	39,764	38,933	76,700	55,519	-28%
Taxes & Assessments	540700	11,904	12,109	10,800	10,800	0%
Other Costs	540900	1,303	1,324	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 613,340</b>	<b>\$ 1,452,748</b>	<b>\$ 1,416,819</b>	<b>\$ 1,582,595</b>	<b>12%</b>
Other Equipment	590800	\$ 229,130	\$ 24,662	\$ 52,634	\$ 37,098	-30%
<b>Subtotal Fixed Assets</b>		<b>\$ 229,130</b>	<b>\$ 24,662</b>	<b>\$ 52,634</b>	<b>\$ 37,098</b>	<b>-30%</b>
<b>Total Expenditures</b>		<b>\$ 19,261,220</b>	<b>\$ 19,727,686</b>	<b>\$ 20,482,947</b>	<b>\$ 21,531,297</b>	<b>5%</b>

**FIRE DEPARTMENT**  
**EXPENDITURE SUMMARY BY PROGRAM**

	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b><i>FIRE ADMINISTRATION - 16100</i></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 1,280,903	\$ 1,134,738	\$ 1,383,927	\$ 1,282,556	-7%
Maintenance & Operations	66,987	80,033	139,812	112,655	-19%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b>\$ 1,347,890</b>	<b>\$ 1,214,771</b>	<b>\$ 1,523,738</b>	<b>\$ 1,395,211</b>	<b>-8%</b>
<b><u>Emergency Medical Aid - 10230</u></b>					
Salaries & Benefits	\$ 139,855	\$ 24,182	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Emergency Medical Aid</i></b>	<b>\$ 139,855</b>	<b>\$ 24,182</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><i>FIRE OPERATIONS/EMS - 16200</i></b>					
<b><u>Response &amp; Control - 10210</u></b>					
Salaries & Benefits	\$ 15,872,801	\$ 16,024,325	\$ 16,680,430	\$ 17,517,368	5%
Maintenance & Operations	297,537	1,098,613	935,263	1,090,841	17%
Fixed Assets	-	8,512	36,518	37,098	2%
<b><i>Subtotal Response &amp; Control</i></b>	<b>\$ 16,170,338</b>	<b>\$ 17,131,450</b>	<b>\$ 17,652,212</b>	<b>\$ 18,645,307</b>	<b>6%</b>
<b><u>Emergency Medical Aid - 10230</u></b>					
Salaries & Benefits	\$ 791,399	\$ 834,641	\$ 705,199	\$ 751,614	7%
Maintenance & Operations	141,283	127,087	139,960	155,802	11%
Fixed Assets	229,130	16,150	16,116	-	-100%
<b><i>Subtotal Emergency Medical Aid</i></b>	<b>\$ 1,161,811</b>	<b>\$ 977,878</b>	<b>\$ 861,275</b>	<b>\$ 907,416</b>	<b>5%</b>
<b><i>FIRE PREVENTION - 16300</i></b>					
<b><u>Fire Prevention - 10220</u></b>					
Salaries & Benefits	\$ 333,794	\$ 232,391	\$ 243,939	\$ 360,065	48%
Maintenance & Operations	107,532	147,014	201,784	223,297	11%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Fire Prevention</i></b>	<b>\$ 441,326</b>	<b>\$ 379,405</b>	<b>\$ 445,722</b>	<b>\$ 583,362</b>	<b>31%</b>
<b>Total Expenditures</b>	<b>\$ 19,261,220</b>	<b>\$ 19,727,686</b>	<b>\$ 20,482,947</b>	<b>\$ 21,531,297</b>	<b>5%</b>





DEVELOPMENT SERVICES DEPARTMENT

## ***DEVELOPMENT SERVICES DEPARTMENT***

The Development Services Department is a community health and environment function. During FY12-13, the Development Services Department was reorganized. The Department now has 24 full-time positions; composed of three management, four supervisory, thirteen professional, and four clerical positions, with some positions remaining vacant. Part-time staffing consists of 3 full-time equivalents. 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.

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

Directs and coordinates City's economic development activities.

### ***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. Also supports and implements the City's economic development activities.

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.

***DEVELOPMENT SERVICES DEPARTMENT***

***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.

***HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320***

**Code Enforcement - 20350**

Strategic Enforcement of municipal codes related to land use, property maintenance, and signs. Such enforcement may be the result of complaints received from citizens, or may be initiated by code enforcement officers on a proactive basis.

**Public Services Programs - 20421**

Solicits public service sub-recipient grant applicants for HUD qualified activities, reviews, recommends and presents preliminary applications to the CDBG Citizen Participation Committee for recommendation to the City Council. 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 programs; senior and disabled services; and other eligible uses through CDBG funding, the City contracts with the Fair Housing Foundation to provide fair housing services to the community and monitors all sub-recipients to insure compliance and performance.

**Single-Family Housing Rehabilitation - 20422**

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

**CDBG Administration - 20427**

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

**DEVELOPMENT SERVICES DEPARTMENT**

**HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320 (Continued)**

**HOME Administration – 20440**

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

**HOME Projects - 20445**

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

**SUCCESSOR AGENCY - 20610**

Provides support to the Successor Agency. The Successor Agency's purpose pursuant to California Assembly Bill X1 26 is to wind up the affairs and to preserve the assets of the former Costa Mesa Redevelopment Agency, so as to pay off the Agency's exiting enforceable obligations to full dissolution. Provides support for the Oversight Board.

**BUDGET NARRATIVE –**

The FY 13-14 adopted budget for the Development Services Department totals \$4,787,498, an increase of \$158,257 or 3.42% compared to the FY 12-13 adopted budget. Increases in salary and benefit accounts of \$285,777 are primarily due to increases in retirement costs (\$156,876). While M & O decreased by \$127,519 mostly due to the reduction of funding for the General Plan Update. FY 13-14 will be the third and final year of funding for this Update.

The FY 13-14 CDBG Grant appropriation is \$1,056,094, an increase of 0.6% from the prior year. An additional \$320,000 in prior year funds are also available for a total of \$1,376,094. The FY 13-14 HOME Program Grant appropriation is \$337,835, a 6.5% reduction from the prior year. Additional HOME funds being budgeted include \$5,480 in prior years' administrative funds for a total HOME budget of \$343,315.

Development Services is also responsible for the Successor Agency, the successor entity to the former Costa Mesa Redevelopment Agency, which was dissolved 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. Development Services is also responsible for the Costa Mesa Housing Authority, which is also not reflected in the City's budget.

## **DEVELOPMENT SERVICES DEPARTMENT**

### **PRIOR YEAR'S ACCOMPLISHMENTS**

- As part of a major renovation of "The Triangle", at Harbor Boulevard and 19<sup>th</sup> Street, several new restaurants were completed and opened. The new restaurants added include; El Corazon, Saddle Ranch, Black Knight (restaurant and night club), and H2O Sushi. Other improvements to "The Triangle" included the installation of additional light posts and repainting of the entire center.
- Completed the construction of a new McDonalds Restaurant which included a new 3,828 square foot building with kitchen, storage, freezer/cooler areas, a manager's area, restrooms, customer service and dining areas, as well as, the incorporation of a drainage system, driveway parking lot with striping, and drive-through curbs with landscaped areas and walkways at 290 Bristol Street.
- Completed renovation of Villa Venetia at 2775 Mesa Verde Drive East and a 7-unit residential development at 355 through 367 Bay Side Court.
- Azulon at Mesa Verde, the senior residential development at 1500 Mesa Verde Drive East, received approval of grading and off-site improvements, the relocation of the sanitary connection, and a lot line adjustment between Vons and the senior project. These approvals allowed for construction to begin with grading and on-site improvements. Also under plan check review are the plans for all the carports for the development to accommodate the 230 senior housing units and the 258 parking spaces.
- Initiated General Plan/Housing Element Update process for the 2013-2021 cycle with five community workshops, two public meetings (two with the Planning Commission), and three General Plan Road shows. Staff conducted the three individual Road Shows with the following groups: the Building Industry Association (BIA), the Costa Mesa Chamber of Commerce, and the Newport Beach Association of Realtor, which includes Costa Mesa and Newport Beach.
- Completed review of the Closure Impact Report (CIR), for Anchor Trailer Port Mobilehome Park at 1725 Newport Boulevard, finding it in compliance with State guidelines. The Developer, IntraCorp, completed the entitlement process for the conversion of the site from a Mobilehome Park to 40 Live-Work Residential Units as part of Phase 1. Phase 2 included the acquisition of the adjoining parcel to the south for the development of an additional 20 Live-Work Residential Units. When completed, the project will consist of 60 Live-Work Residential Units located within a mile of the beach.
- Promoted the City's Business Community through a five-page supplemental in the Orange County Business Journal in junction with the City's 60<sup>th</sup> Anniversary Celebration.
- A third "Residential Neighborhood Enhancement Program" was initiated in the Shalimar neighborhood containing 82 properties.
- Over \$140,000 in citations were issued to illegal medical marijuana dispensaries.
- Removed over 1,000 political signs which were illegally installed for the November election
- 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 one successful "Neighbors for Neighbors" event involving the coordination of 100 volunteers to assist with the beautification of 4 area homes and 7 mobilehomes.
- Administered and monitored 17 public service grants to local non-profits.
- Completed inspections and re-certifications of 132 units in Costa Mesa.

### **GOALS**

- Provide the citizens and public decision-makers with the highest level of customer service related to the long-term growth, development, and redevelopment of the community.
- Administer the City's federally-funded CDBG and HOME grants by developing eligible programs and projects that benefit low and moderate-income households, as well as neighborhoods in the City of Costa Mesa.

***DEVELOPMENT SERVICES DEPARTMENT***

***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 in partnership with local service providers.
- Provide assistance to low and moderate-income homeowners in maintaining their homes and remedying code violations.
- Provide assistance to create and support affordable housing for the City's low and moderate income residents.

**DEVELOPMENT SERVICES DEPARTMENT**

<b>PERFORMANCE MEASURES/WORKLOAD INDICATORS</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY12-13 <u>Adopted</u></b>	<b>FY 13-14 <u>Adopted</u></b>
<b><u>Planning</u></b>			
<b>Performance Measures:</b>			
Percentage of Planning Commission minutes prepared by next meeting	100%	100%	100%
Wait time at counter less than 15 minutes	98%	98%	98%
Percentage of certification of final EIR within 1 year of completed application	100%	100%	100%
Percentage of certification of mitigated negative declaration within 9 months of completed application	100%	100%	100%
General Plan Amendmnts/Rezonses processed within 10 weeks of application deemed complete	*	90%	90%
Planning, Zoning, and Subdivision Applications processed within 10 weeks of application deemed complete	*	90%	90%
Development Reviews and Lot Line Adjustments processed within 8 weeks of app. deemed complete	*	90%	90%
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%	90%
<b>Workload Indicators:</b>			
Number of Planning Commission meetings per year	13	13	20
Planning Commission minutes prepared	13	13	20
Number of report items for Council action or direction	*	20	24
Number of phone calls to Planning per day (average)	27	30	30
Number of counter contacts to Planning counter per day (average)	21	25	25
General Plan Amendments/Rezonses /Zoning Code amendments processed	6	4	4
Planning Applications (not including above), Zoning Administrator, and Development Review Applications processed	106	110	110
Applicants notified within 5 working days of meeting	106	110	110
Lot Line Adjustments and Subdivision Applications processed	*	10	10
Minor plan checks reviewed for zoning compliance	355	375	375
Sign Permits processed	*	100	100
Zoning Verification Letters processed	*	35	35

**DEVELOPMENT SERVICES DEPARTMENT**

	<b>FY 11-12 Actual</b>	<b>FY12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b><u>Building Safety</u></b>			
<b>Performance Measures:</b>			
Wait time at counter less than 20 minutes	80%	80%	80%
Trade permits issued within 20 minutes of application	90%	90%	90%
Percentage of minor plan checks reviewed within 5 working days	50%	75%	80%
Percentage of moderate plan check projects reviewed within 15 days	90%	90%	95%
Percentage of major plan check projects reviewed within 20 days	95%	90%	95%
Inspection requests performed within 24 hours	95%	95%	97%
Building and Code Enforcement complaint response within 2 working days	90%	90%	90%
<b>Workload Indicators:</b>			
Number of calls to general building lines per day	40	60	50
Minor plan checks reviewed	300	305	300
Moderate plan check projects (less than \$1M) reviewed	600	611	600
Major plan check projects (greater than \$1M) reviewed	15	9	4
Inspection requests received	15,000	15,100	18,000
Building permits finalized	2,800	3,380	3,400
Building and Code Enforcement complaints received/observed/inspecting	15,000	15,100	15,100
Number of Code Violations cleared	15,000	15,100	15,100
Number of Business License Inspections	1,250	800	800
<b><u>Housing and Community Development</u></b>			
<b>Performance Measures:</b>			
Percentage of complaint responses provided within 10 business days	90%	90%	90%
Fair Housing Foundation referrals for service	450	450	400
Press releases & information pieces processed	75	50	10
Number of requests for homeless and/or affordable housing assistance	200	200	200
Number of homeless issues meetings w/community, staff and non-profits	40	60	6

**DEVELOPMENT SERVICES DEPARTMENT**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b><u>Housing and Community Development</u></b>			
<b>Workload Indicators (WL):</b>			
Number of residents served via Public Services programs:	2,100	1,500	1,000
Number of resident households served via the HPRP programs:	10	N/A	N/A
Number of FTHB/Rehab loan payoffs and subordinations:	5	5	4
Homes sold to an eligible first time homebuyer utilizing NSP:	2	N/A	N/A
Single Family Rehab Grants completed:	31	8	9
Single Family Rehab Loans completed:	10	3	2
Neighbors for Neighbors:	2	2	N/A
Tool Rental Grants completed:	10	0	N/A
Completed monitoring of projects:			
a. Housing quality standard inspections of rental units	99	154	154
b. Recerts of Rental Units	162	162	162
c. Occupancy monitoring of first time home buyer loans	31	28	31
d. Residual Receipts Monitoring	5	5	5
e. Occupancy monitoring of owner- occupied Rehab units	41	46	46
f. Occupancy monitoring of rental rehab units	2	2	2
g. Public Service Grants	13	11	10

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

Please note Neighbors for Neighbors and the Tool Rental Programs have been eliminated in FY13-14.

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

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Development Svcs Admin - 18100</u></b>				
Economic & Development Services Director	0.75	0.75	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	2.00
<i>Subtotal Administration - 50001</i>	<u>2.75</u>	<u>2.75</u>	<u>3.00</u>	<u>4.00</u>
<b>Total Development Svcs Admin Full-time Positions</b>	<b>2.75</b>	<b>2.75</b>	<b>3.00</b>	<b>4.00</b>
<b>Total Devel Svcs Admin PT Positions (in FTE's)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Planning - 18200</u></b>				
Assistant Development Services Director	-	-	1.00	1.00
Assistant Planner	0.97	0.97	-	-
Associate Planner	0.97	0.97	1.00	1.00
Management Analyst	0.40	0.40	1.00	2.03
Office Specialist II	1.00	1.00	-	-
Principal Planner	1.72	1.72	1.00	2.00
Senior Planner	1.94	1.94	2.00	2.00
<i>Subtotal Planning - 20320</i>	<u>7.00</u>	<u>7.00</u>	<u>6.00</u>	<u>8.03</u>
<b>Total Planning Full-time Positions</b>	<b>7.00</b>	<b>7.00</b>	<b>6.00</b>	<b>8.03</b>
<b>Total Planning Part-time Positions (in FTE's)</b>	<b>0.50</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>
<b><u>Building Safety - 18300</u></b>				
Chief of Code Enforcement	-	-	1.00	1.00
Code Enforcement Officer	4.00	4.00	6.00	5.00
Office Specialist II	3.00	3.00	1.00	1.00
<i>Subtotal Code Enforcement - 20350</i>	<u>7.00</u>	<u>7.00</u>	<u>8.00</u>	<u>7.00</u>
Building Official	0.87	0.87	1.00	1.00
Building Inspector	-	-	-	-
Building Technician	0.97	0.97	1.00	1.00
Chief of Inspection	0.97	0.97	-	1.00
Chief Plans Examiner	1.00	-	-	-
Combination Inspector	0.97	0.97	-	-
Office Coordinator	1.00	1.00	-	-
Plan Check Engineer	0.97	0.97	1.00	1.00
Plan Checker	0.97	-	-	-
Senior Electrical Inspector	0.97	0.97	1.00	-
Senior Plumbing/Mechanical Inspector	0.97	-	-	-
<i>Subtotal Building Safety - 20410</i>	<u>9.66</u>	<u>6.72</u>	<u>4.00</u>	<u>4.00</u>
<b>Total Building Safety Full-time Positions</b>	<b>16.66</b>	<b>13.72</b>	<b>12.00</b>	<b>11.00</b>
<b>Total Building Safety Part-time Positions (in FTE's)</b>	<b>1.00</b>	<b>1.00</b>	<b>2.34</b>	<b>2.50</b>
<b><u>Housing &amp; Community Development - 11310/11320</u></b>				
Executive Secretary	0.05	0.10	0.25	-
Management Analyst	-	-	-	0.18
Office Specialist II	0.21	0.25	-	-
<i>Subtotal Code Enforcement - 20350</i>	<u>0.26</u>	<u>0.35</u>	<u>0.25</u>	<u>0.18</u>

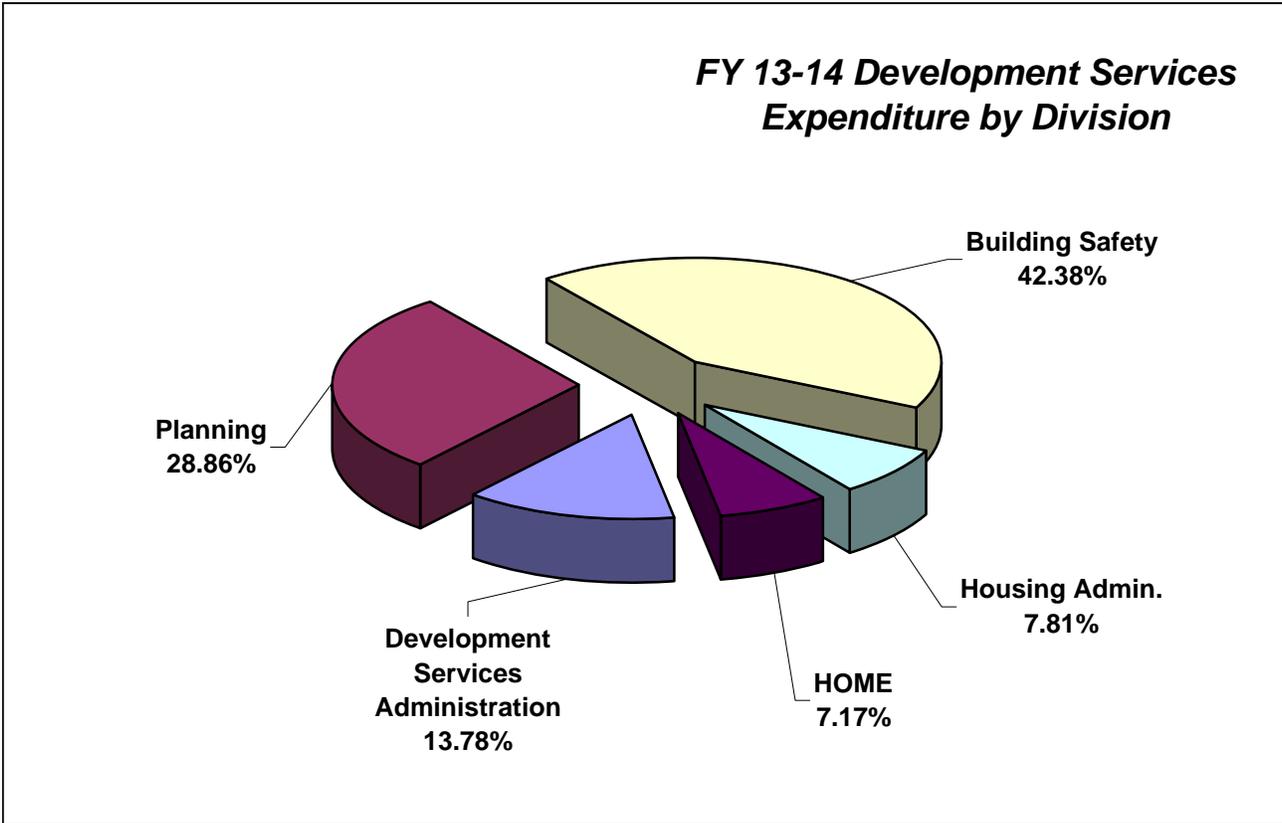


**DEVELOPMENT SERVICES DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	<b>FY 10-11 Adopted</b>	<b>FY 11-12 Adopted</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b><u>Housing &amp; Community Development - 11310/11320 continued</u></b>				
Management Analyst	-	-	-	0.33
<i>Subtotal Single Family Housing Rehab - 20422</i>	-	-	-	0.33
Management Analyst	0.73	0.85	0.50	-
<i>Subtotal Neighborhood Improvement - 20425</i>	0.73	0.85	0.50	-
Assistant Chief Executive Officer	0.03	-	-	-
Neighborhood Improvement Manager	0.05	0.05	-	-
Management Analyst	0.49	0.45	0.50	-
Office Specialist II	-	0.10	-	-
<i>Subtotal Neighbors for Neighbors - 20426</i>	0.57	0.60	0.50	-
Neighborhood Improvement Manager	0.25	0.15	-	-
Executive Secretary	0.15	0.10	0.75	-
Management Analyst	0.60	0.40	0.30	0.39
<i>Subtotal CDBG Administration - 20427</i>	1.00	0.65	1.05	0.39
Neighborhood Improvement Manager	0.25	0.30	-	-
Executive Secretary	-	-	-	-
Management Analyst	0.07	0.05	0.70	0.07
Office Specialist II	0.21	0.05	-	-
<i>Subtotal HOME Administration - 20440</i>	0.53	0.40	0.70	0.07
Executive Secretary	0.60	0.60	-	-
Management Analyst	0.75	0.75	-	-
Principal Planner	0.28	0.28	-	-
<i>Subtotal Redevelopment Admin - 60100</i>	1.63	1.63	-	-
Management Analyst	1.48	0.95	-	-
Office Specialist II	0.58	0.60	-	-
<i>Subtotal RDA Low/Mod Projects - 60300</i>	2.06	1.55	-	-
Assistant Chief Executive Officer	0.04	-	-	-
Neighborhood Improvement Manager	0.30	0.35	-	-
Executive Secretary	0.20	0.20	-	-
Management Analyst	0.25	0.65	-	-
<i>Subtotal RDA Low/Mod Administration - 60500</i>	0.79	1.20	-	-
<b>Total Housing &amp; Comm Devel Full-time Positions</b>	<b>7.57</b>	<b>7.23</b>	<b>3.00</b>	<b>0.97</b>
<b>Total HCD Part-time Positions (in FTE's)</b>	<b>-</b>	<b>-</b>	<b>0.75</b>	<b>-</b>
<b>Total Department Full-time Positions</b>	<b>33.98</b>	<b>30.70</b>	<b>24.00</b>	<b>24.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>1.50</b>	<b>1.00</b>	<b>3.59</b>	<b>3.00</b>
<b>TOTAL DEPARTMENT</b>	<b>35.48</b>	<b>31.70</b>	<b>27.59</b>	<b>27.00</b>

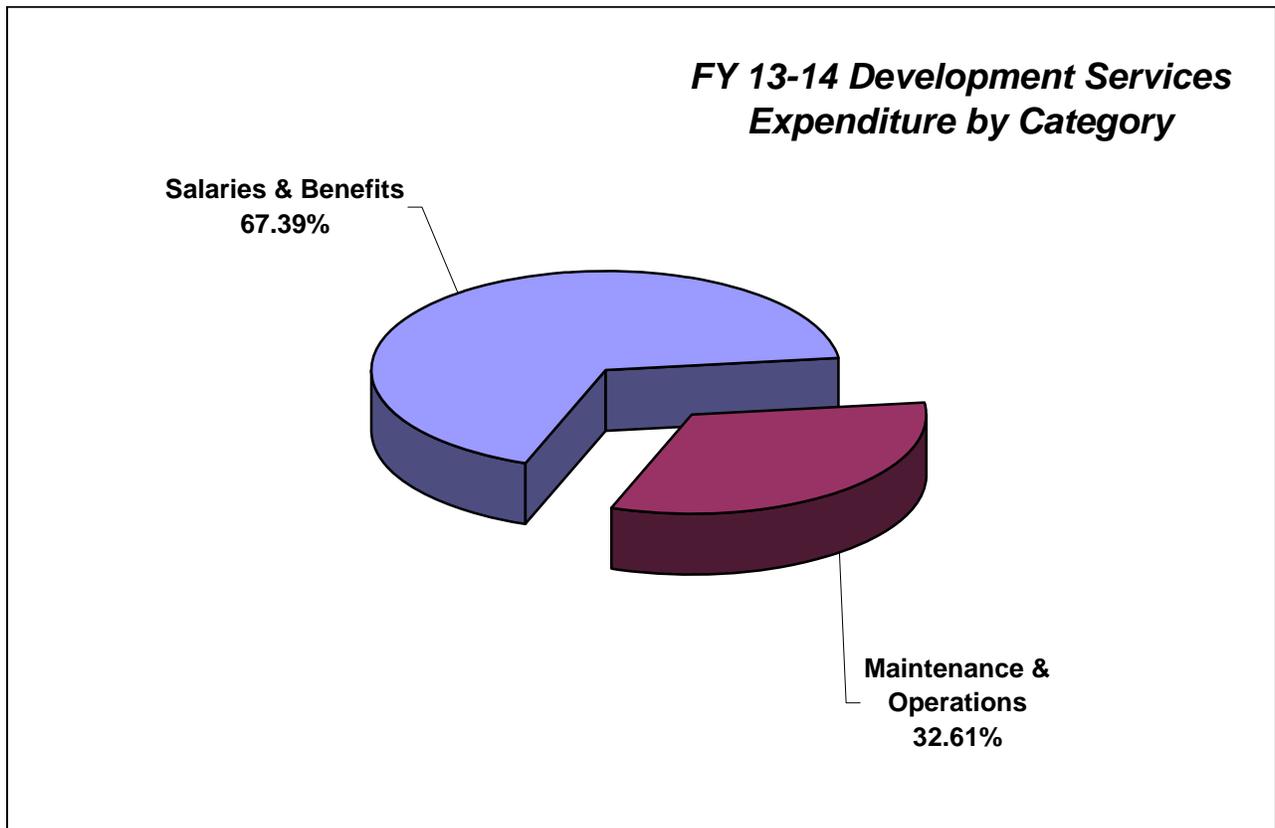
**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
Dev. Svcs. Admin. - 18100	\$ 502,251	\$ 474,896	\$ 689,304	\$ 659,486	-4.33%
Planning - 18200	828,992	831,872	944,571	1,381,520	46.26%
Building Safety - 18300	1,695,705	1,742,892	2,054,903	2,029,249	-1.25%
Housing Admin. - 11310	580,098	631,191	479,141	373,928	-21.96%
HOME - 11320	423,809	544,252	461,320	343,315	-25.58%
<b>Total Expenditures</b>	<b>\$ 4,030,856</b>	<b>\$ 4,225,104</b>	<b>\$ 4,629,240</b>	<b>\$ 4,787,498</b>	<b>3.42%</b>



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

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 3,041,695	\$ 2,750,877	\$ 2,940,336	\$ 3,226,114	9.72%
Maintenance & Operations	989,161	1,404,053	1,688,903	1,561,384	-7.55%
Fixed Assets	-	70,174	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 4,030,856</b>	<b>\$ 4,225,104</b>	<b>\$ 4,629,240</b>	<b>\$ 4,787,498</b>	<b>3.42%</b>



	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent of Total</u>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 2,674,959	\$ 2,807,265	\$ 3,393,256	\$ 3,789,761	79.16%
HOME Fund - 205	423,809	544,252	461,320	343,315	7.17%
CDBG Fund - 207	932,089	873,586	774,664	654,422	13.67%
<b>Total Funding Sources</b>	<b>\$ 4,030,856</b>	<b>\$ 4,225,104</b>	<b>\$ 4,629,240</b>	<b>\$ 4,787,498</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Non Sworn	501200	\$ 2,089,470	\$ 1,711,234	\$ 1,930,749	\$ 2,069,740	7%
Regular Salaries - Part time	501300	64,295	274,239	197,948	148,512	-25%
Overtime	501400	14,008	33,763	16,200	38,167	136%
Accrual Payoff - Excess Maximum	501500	7,240	8,878	-	-	0%
Vacation/Comp. Time Cash Out	501600	8,226	9,135	-	-	0%
Holiday Allowance	501700	8,767	276	-	-	0%
Separation Pay-Off	501800	59,959	28,406	-	-	0%
Other Compensation	501900	22,396	15,950	13,314	18,993	43%
Cafeteria Plan	505100	260,873	209,991	238,130	254,052	7%
Medicare	505200	31,435	28,876	29,733	31,432	6%
Retirement	505300	380,178	368,252	429,187	586,063	37%
Longevity	505400	14	-	-	-	0%
Professional Development	505500	4,468	6,228	12,725	13,118	3%
Auto Allowance	505600	4,247	3,687	-	-	0%
Unemployment	505800	3,058	2,182	2,150	1,993	-7%
Workers' Compensation	505900	78,921	49,779	70,200	64,044	-9%
Employer Contr.Retirees' Med.	506100	4,138	-	-	-	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 3,041,695</b>	<b>\$ 2,750,877</b>	<b>\$ 2,940,337</b>	<b>\$ 3,226,114</b>	<b>10%</b>
Stationery and Office	510100	\$ 17,212	\$ 19,004	\$ 22,296	\$ 20,368	-9%
Multi-Media, Promotions and Subs	510200	7,197	3,737	18,750	21,000	12%
Small Tools and Equipment	510300	7,271	12,498	14,628	14,750	1%
Uniform & Clothing	510400	2,206	1,825	4,500	3,500	-22%
Maintenance & Construction	510600	3,199	3,634	2,500	-	-100%
Postage	520100	10,807	9,474	11,945	10,000	-16%
Legal Advertising/Filing Fees	520200	4,332	3,075	6,500	6,000	-8%
Advertising and Public Info.	520300	1,634	2,949	8,125	2,200	-73%
Telephone/Radio/Communications	520400	10,609	11,310	11,500	10,050	-13%
Mileage Reimbursement	520600	318	753	2,150	1,400	-35%
Board Member Fees	520800	23,200	23,600	24,000	24,000	0%
Buildings and Structures	525100	-	62,413	-	-	0%
Landscaping and Sprinklers	525200	-	850	-	-	0%
Office Furniture	525600	-	-	850	850	0%
Office Equipment	525700	1,313	59	849	1,000	18%
Other Equipment	525800	540	-	-	-	0%
Employment	530100	21,431	57,330	9,500	25,000	163%
Consulting	530200	120,697	126,886	425,000	304,705	-28%
Legal	530300	10,119	9,015	57,500	50,800	-12%
Engineering and Architectural	530400	175,628	320,124	461,120	461,120	0%
External Rent	535400	1,653	18,200	1,000	-	-100%
Grants, Loans and Subsidies	535500	522,598	600,941	439,591	402,813	-8%
Central Services	535800	13,780	16,877	29,850	27,354	-8%
Internal Rent - Maint. Charges	536100	-	34,343	53,149	51,399	-3%
Internal Rent - Repl.Cost	536200	-	33,409	22,200	25,917	17%
General Liability	540100	33,333	31,703	61,400	97,158	58%
Other Costs	540900	86	44	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 989,161</b>	<b>\$ 1,404,053</b>	<b>\$ 1,688,903</b>	<b>\$ 1,561,384</b>	<b>-8%</b>
Other Equipment	590800	\$ -	\$ 70,174	\$ -	\$ -	0%
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ 70,174</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 4,030,856</b>	<b>\$ 4,225,104</b>	<b>\$ 4,629,240</b>	<b>\$ 4,787,498</b>	<b>3%</b>

**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11</u> Actual	<u>FY 11-12</u> Actual	<u>FY 12-13</u> Adopted	<u>FY 13-14</u> Adopted	<u>Percent</u> <u>Change</u>
<b><i>DEVELOPMENT SERVICES ADMINISTRATION - 18100</i></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 460,378	\$ 427,920	\$ 474,104	\$ 549,730	16%
Maintenance & Operations	41,873	46,976	165,200	109,756	-34%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b><u>\$ 502,251</u></b>	<b><u>\$ 474,896</u></b>	<b><u>\$ 639,304</u></b>	<b><u>\$ 659,486</u></b>	<b><u>3%</u></b>
<b><u>Economic Development - 20370</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	50,000	-	-100%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Economic Development</i></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 50,000</u></b>	<b><u>\$ -</u></b>	<b><u>-100%</u></b>
<b><i>PLANNING - 18200</i></b>					
<b><u>Planning - 20320</u></b>					
Salaries & Benefits	\$ 800,474	\$ 772,661	\$ 738,871	\$ 1,110,715	50%
Maintenance & Operations	4,721	35,295	181,100	246,205	36%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Planning</i></b>	<b><u>\$ 805,195</u></b>	<b><u>\$ 807,957</u></b>	<b><u>\$ 919,971</u></b>	<b><u>\$ 1,356,920</u></b>	<b><u>47%</u></b>
<b><u>Planning Commission - 20360</u></b>					
Salaries & Benefits	\$ 598	\$ 315	\$ 600	\$ 600	0%
Maintenance & Operations	23,200	23,600	24,000	24,000	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Planning Commission</i></b>	<b><u>\$ 23,798</u></b>	<b><u>\$ 23,915</u></b>	<b><u>\$ 24,600</u></b>	<b><u>\$ 24,600</u></b>	<b><u>0%</u></b>
<b><i>BUILDING SAFETY - 18300</i></b>					
<b><u>Code Enforcement - 20350</u></b>					
Salaries & Benefits	\$ 636,713	\$ 611,867	\$ 892,822	\$ 764,561	-14%
Maintenance & Operations	673	41,768	45,169	49,188	9%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Code Enforcement</i></b>	<b><u>\$ 637,385</u></b>	<b><u>\$ 653,635</u></b>	<b><u>\$ 937,991</u></b>	<b><u>\$ 813,749</u></b>	<b><u>-13%</u></b>
<b><u>Building Safety - 20410</u></b>					
Salaries & Benefits	\$ 846,382	\$ 636,344	\$ 578,217	\$ 669,307	16%
Maintenance & Operations	211,938	382,739	538,696	546,193	1%
Fixed Assets	-	70,174	-	-	0%
<b><i>Subtotal Building Safety</i></b>	<b><u>\$ 1,058,320</u></b>	<b><u>\$ 1,089,257</u></b>	<b><u>\$ 1,116,912</u></b>	<b><u>\$ 1,215,500</u></b>	<b><u>9%</u></b>

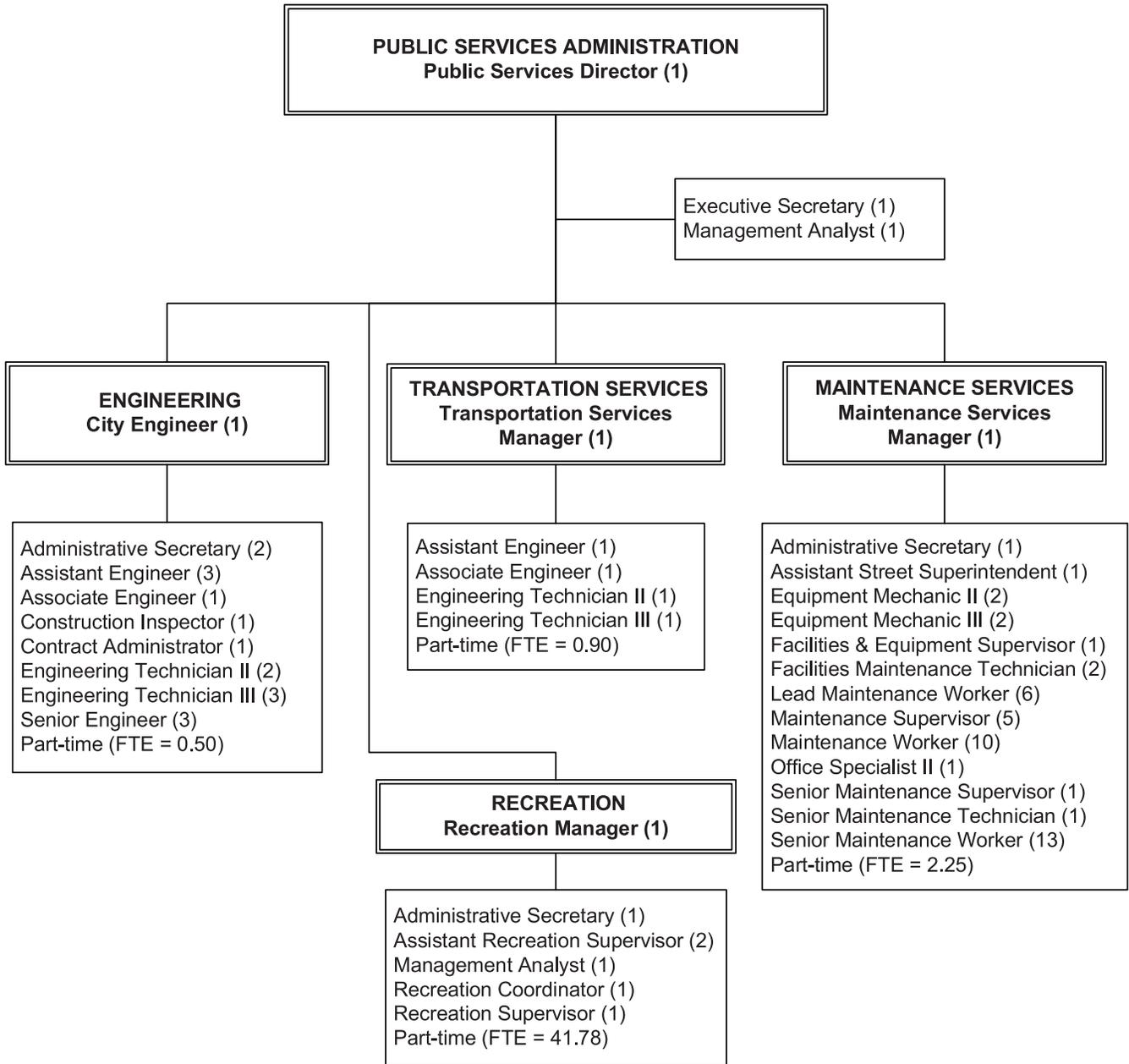
**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11</u> Actual	<u>FY 11-12</u> Actual	<u>FY 12-13</u> Adopted	<u>FY 13-14</u> Adopted	Percent Change
<b><u>HOUSING &amp; COMMUNITY DEV - 11310/11320</u></b>					
<b><u>Code Enforcement - 20350</u></b>					
Salaries & Benefits	\$ 13,474	\$ 9,960	\$ 24,710	\$ 22,983	-7%
Maintenance & Operations	-	13,179	500	2,227	345%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Code Enforcement</i></b>	<b>\$ 13,474</b>	<b>\$ 23,139</b>	<b>\$ 25,210</b>	<b>\$ 25,210</b>	<b>0%</b>
<b><u>Public Service Programs - 20421</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	218,699	243,741	157,502	137,500	-13%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Public Service Programs</i></b>	<b>\$ 218,699</b>	<b>\$ 243,741</b>	<b>\$ 157,502</b>	<b>\$ 137,500</b>	<b>-13%</b>
<b><u>Single Family Housing Rehab. - 20422</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 42,713	0%
Maintenance & Operations	213,002	247,546	100,000	210,600	111%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Sgl. Fam. Housing Rehab.</i></b>	<b>\$ 213,002</b>	<b>\$ 247,546</b>	<b>\$ 100,000</b>	<b>\$ 253,313</b>	<b>153%</b>
<b><u>Neighborhood Imp. - 20425</u></b>					
Salaries & Benefits	\$ 79,795	\$ 90,659	\$ 58,599	\$ -	-100%
Maintenance & Operations	87,145	162,618	112,391	-	-100%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Neighborhood Imp.</i></b>	<b>\$ 166,940</b>	<b>\$ 253,277</b>	<b>\$ 170,990</b>	<b>\$ -</b>	<b>-100%</b>
<b><u>Neighbors for Neighbors - 20426</u></b>					
Salaries & Benefits	\$ 75,684	\$ 59,028	\$ 67,426	\$ -	-100%
Maintenance & Operations	14,867	15,124	15,500	-	-100%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Neighbors for Neighbors</i></b>	<b>\$ 90,550</b>	<b>\$ 74,151</b>	<b>\$ 82,926</b>	<b>\$ -</b>	<b>-100%</b>
<b><u>CDBG Admin. - 20427</u></b>					
Salaries & Benefits	\$ 107,561	\$ 116,161	\$ 64,583	\$ 54,338	-16%
Maintenance & Operations	149,189	172,438	145,420	156,880	8%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal CDBG Admin.</i></b>	<b>\$ 256,750</b>	<b>\$ 288,599</b>	<b>\$ 210,003</b>	<b>\$ 211,218</b>	<b>1%</b>
<b><u>CDBG Tool Rental Program - 20430</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	625	1,561	3,500	-	-100%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal CDBG Tool Rental Program</i></b>	<b>\$ 625</b>	<b>\$ 1,561</b>	<b>\$ 3,500</b>	<b>\$ -</b>	<b>-100%</b>

**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Actual</u>	<u>FY 12-13</u> <u>Adopted</u>	<u>FY 13-14</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<b><u>HOME - 20440</u></b>					
Salaries & Benefits	\$ 20,638	\$ 25,961	\$ 40,405	\$ 11,167	-72%
Maintenance & Operations	23,229	17,468	95,727	28,122	-71%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal HOME</i></b>	<b>\$ 43,867</b>	<b>\$ 43,429</b>	<b>\$ 136,132</b>	<b>\$ 39,289</b>	<b>-71%</b>
<b><u>HOME Projects - 20445</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	54,198	50,713	-6%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal HOME Projects</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 54,198</b>	<b>\$ 50,713</b>	<b>-6%</b>
<b>Total Expenditures</b>	<b>\$ 4,030,856</b>	<b>\$ 4,225,104</b>	<b>\$ 4,629,240</b>	<b>\$ 4,787,498</b>	<b>3%</b>





## ***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. The Department has 79 full time staff members, composed of 5 management, 11 supervisory, and 63 technical/clerical positions. Part time staffing consists of 45.43 full time equivalents, mostly in the Recreation Division. The Department is organized in five divisions 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 include 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 of the 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. Administers the Franchise Permit Hauling Program and manages the City's source reduction and recycling programs including the Used Oil Grant, and Beverage Container Grant.

### ***ENGINEERING - 19200***

The Engineering Division is responsible for the design and construction of the City's Capital Improvement Program. The Division is also responsible for the procurement of real property and public right-of-way, the design and development of all parks and open space facilities, administration of water quality regulations, construction management and inspection of public works improvements, development review and processing, and utility coordination. The Engineering Division is organized into 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 the City's Annual Program Effectiveness Assessment (PES) and coordinates compliance with Newport Bay Total Maximum Daily Load (TMDL) regulations.

***PUBLIC SERVICES DEPARTMENT***

***ENGINEERING – 19200 (Continued)***

**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 including, but not limited to: traffic signals, closed circuit television cameras, Traffic Operations Center, radar feedback signs, 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. The Transportation Division is organized into two sections.

**Traffic Planning – 30210**

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

**Traffic Operation – 30241**

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

***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 Parks & Recreation Commission.

**Parkway & Median Maintenance – 20111**

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

**Street Cleaning – 20120**

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

**Graffiti Abatement – 20130**

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

**Street Maintenance – 30111**

Maintains approximately 525 lane miles of streets, 14 miles of City alleys, and miscellaneous easements.

**Storm Drain Maintenance – 30121**

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

**Signs and Markings – 30243**

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

**Park Maintenance – 40111**

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

**Facility Maintenance – 50910**

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

**Fleet Services - 50920**

Maintains and repairs the City's fleet of 235 fire, police, general use vehicles, including motorcycles, and 71 off-road, generators, trailers and other equipment.

***PUBLIC SERVICES DEPARTMENT***

***RECREATION – 14300***

The Recreation Division provides the citizens of Costa Mesa with a diverse variety of high quality Recreation facilities, programs and services. The Division operates three community centers and the Downtown Aquatics Center. Allocates and monitors athletic field use, and provides Youth, Teen and Adult Recreation classes. The Division manages the operating agreements for the Costa Mesa Golf and Country Club, the Costa Mesa Tennis Center, the Balearic Community Center, Childs Pace, the Bark Park and the Costa Mesa Senior Center. The Division also provides staff support to the Cultural Arts & Historic Preservation Committees and the Youth Sports Council.

**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 and multi-purpose rooms, equipped with a kitchen, and suitable for meetings. Provides free open gym time for youth to play basketball. Both gymnasium and multi-purpose rooms are utilized for contract classes and summer camp programs.

**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, and receptions 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 the community, educational meetings, and contract classes.

**Aquatics - 40212**

Provides seasonally operated aquatics programming, (April-September), 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.

**Tennis – 40213**

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

**PUBLIC SERVICES DEPARTMENT**

**RECREATION – 14300 (Continued)**

**Adult Sports Basketball and Volleyball - 40214**

Provides adult recreational basketball leagues, 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.

**Fields/Field Ambassadors - 40216**

Coordinates field reservations and scheduling of City and Newport Mesa Unified School District (NMUSD) athletic fields in accordance with the Joint Use Agreement, 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 with the Field Use and Allocation Policy.

**Youth Sports Basketball – 40218**

Provides clinics, practices, and league play for youth basketball and encourages skill development, teamwork, healthy competition and sportsmanship. The program operates for 8 weeks January through March.

**Senior Center - 40231**

Administers the lease agreement for the Costa Mesa Senior Center, located at 695 West 19<sup>th</sup> Street. The Center, open Monday through Friday for senior services, and Saturdays for room rental, 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. Also administered under this program is 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).

**Day Camp - 40232**

Provides day camp programs for children at Estancia Park (9-week summer camp) 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 eight Newport-Mesa Unified School District (NMUSD) elementary schools and selected parks. This program focuses on four areas: educational activities, fitness, recreation, and encourages academic enrichment activities 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. A Flag Football component will be offered to provide clinics, practices, and league play which will encourage skill development, teamwork, healthy competition and sportsmanship.

**PUBLIC SERVICES DEPARTMENT**

**RECREATION – 14300 (Continued)**

**Concerts – 40237**

Provides administrative and coordination support for the City's annual concert in the park series. Concerts in the Park take place each Tuesday evening in July in Costa Mesa Fairview Park (2525 Placentia Ave.). The free series features live music, gourmet food trucks, a beer and wine garden, and children's activities. The event begins at 5:30 p.m. with the music beginning at 6:15 p.m. These events are managed by the Communications and Marketing Division of the CEO's Department.

**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.

**Spec Rec Events – 40244**

Provides administrative and coordination support for the City's special events. Specific events change annually but they do include the Holiday Snoopy House and other events that provide fun and recreational opportunities for all Costa Mesa residents. These events are managed by the Communications and Marketing Division of the CEO's Department.

**Parks & Recreation Commission - 50125**

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

**Cultural Arts Committee - 50190**

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

**Historical Preservation Committee - 50191**

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

## **PUBLIC SERVICES DEPARTMENT**

### **BUDGET NARRATIVE –**

The FY 2013-14 adopted budget for the Public Services Department totals \$21,345,533, a decrease of \$423,384 or -1.94% compared to the FY 12-13 adopted budget. While salaries and benefit accounts increased by \$642,086 or 6.49% this reflects an increase in part time salaries (\$203,911) and retirement costs (\$432,773) and overtime (\$43,900) to support functions across the Department, to improve arterial landscapes, increase in recreation programs, and support maintenance services at full service levels. Maintenance & operations and fixed asset accounts decreased by \$1,065,470. The decrease in the maintenance and operations budget of \$462,470 is due to a reclass of the building and park maintenance appropriations to the Capital Improvement Fund. Fixed asset costs represent no proposed vehicle replacements due to a constant evaluation of the current fleet needs.

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 in the amount of \$922,000 for the rehabilitation of Red Hill Avenue from Paularino Avenue to Bristol Street.
- Secured grant funding in the amount of \$2,900,000 for the construction of underground storm drain system on Anaheim Avenue from 19<sup>th</sup> Street to 18<sup>th</sup> Street and a Retention Basin on Lions Park, between Historical Society and Downtown Recreation Center.
- Completed the construction of Phase II of the Fairview Park Wetlands and Riparian Habitat Project (construction cost estimated to be \$2,500,000).
- Completed the construction of the Fairview Channel Multipurpose Bike Trail at Fairview Park (construction cost estimated to be \$670,000).
- Completed the design of the Smallwood Park Improvement Project (construction cost estimated to be \$80,000).
- Completed the design of Harbor Boulevard Beautification Project (construction cost estimated to be \$610,000).
- Completed the design of Harbor Boulevard Bike Trail Project (construction cost estimated to be \$360,000).
- Completed the design of Fairview Park Trails, Parking Lots, and Playground (construction cost estimated to be \$1,300,000).
- Completed the design of Brentwood Park Improvements (construction cost estimated to be \$550,000).
- Completed the design of Wilson Park and Del Mesa Park shelters (construction cost estimated to be \$120,000).
- Completed the design of 20<sup>th</sup> Street Storm Drain Project from Wallace Avenue to Placentia Avenue (construction cost estimated to be \$276,000).
- Completed the design of 19<sup>th</sup> Street Rehabilitation Project from Park Avenue to Newport Boulevard (Construction cost is estimated at \$265,000).
- Completed the design of an underground storm drain system on Anaheim Avenue from 19<sup>th</sup> Street to 18<sup>th</sup> Street and a Retention Basin on Lions Park, between Historical Society and Downtown Recreation Center (construction cost is estimated at \$3,900,000).
- Completed the design of Fairview Park Storm Drain System from Pacific Ave. to Pond "A" on Fairview Park (construction cost is estimated at \$500,000).
- Completed the design of the following alleys (construction cost estimated at \$800,000):
  - 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.
  - 4) Alley No. 010, Park Dr Alley, from Anaheim Ave. to 18<sup>th</sup> St.
  - 5) Alley No. 044, Baker St Alley, from College Ave. to Baker St.
  - 6) Alley No 104, Fullerton Ave Alley, from 20<sup>th</sup> St. to Fullerton Ave.

**PUBLIC SERVICES DEPARTMENT**

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

- Completed the Master Planning of Westside Improvements.
- Completed the design of a FY 12-13 Citywide Parkway Improvement Project (construction cost estimated to be \$770,500).
- Completed the design of 15 arterial streets located in the airport area, approximately 10.25 centerline miles (construction cost estimated to be \$6,500,000).
- Completed the construction of Harbor Boulevard Rehabilitation Project from South Coast Drive to Baker Street (the final construction cost was \$837,000).
- Completed the construction of the following Alleys (the final construction cost was \$875,000):
  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 the construction of the Eastside Street Rehabilitation Program, encompassing the area from Newport Boulevard to Irvine Avenue between southerly City limits to 21<sup>st</sup> Street, approximately 17.3 centerline miles (the final construction cost was \$6.3 million).
- Completed the pavement rehabilitation of Wakeham Park's parking lot (the final construction cost was \$11,000).
- Completed the demolition of picnic shelter at Lions Park (the final construction cost was \$40,000).
- Completed the construction of wrought iron fence around Historical Society (the final construction cost was \$60,000).
- Completed the construction of an underground storm drain system on Tustin Ave. from Costa Mesa St. to 19<sup>th</sup> Street (the final construction cost was \$56,000).
- Completed the construction of an underground storm drain system on State Ave. from American Ave. to Congress St. (the final construction cost was \$85,000).
- Completed the design and construction of Fairview Developmental Center's parking lot (the final construction cost was \$90,000).
- Completed Elm Street Parkway Beautification Project (the final construction cost was \$15,000).
- Completed the installation of 19 West sign (the final construction cost was \$20,000).
- Responded to 51 spills and illegal discharges in the public right-of-way.
- Reviewed, approved and inspected 14 Water Quality Management Plans (WQMPs) for new development.
- Secured Measure M grant funding in the amount of \$100,000 with total project cost of \$173,976 for catch basin screen project resulting in installation of over 117 catch basin screens.
- Reviewed approximately 300 Industrial and Commercial inspections required for NPDES permit.
- Reviewed a total of thirteen (13) Subdivision Maps.
- Issued a total of 409 Encroachment Permits.
- Issued a total of 286 Construction Access permits.
- Processed a total of 89 Development Projects.
- Acquired 16 easements for public purposes.
- Reviewed and approved 4 lot line adjustments.
- Vacated public alley behind Pinkley Park.
- Vacated excess right of way along Fullerton Avenue south of 19<sup>th</sup> Street.
- Completed construction of traffic calming improvements and continuous sidewalks on Broadway between Fullerton Avenue and Irvine Avenue with funding from Safe Route to School (SRTS) program.
- Completed the right-of-way acquisition phase of the Harbor Boulevard – Adams Avenue intersection improvement project.
- Completed the right-of-way acquisition phase for the Harbor Boulevard widening project between Law Court and Sunflower Avenue.
- Completed installation of three new closed circuit television (CCTV) camera installations.
- Completed Baker/Bear intersection improvements.
- Completed Phase II of the SR-55 Access Study.
- Extensive coordination with corridor agencies on the I-405 Improvement Project.

**PUBLIC SERVICES DEPARTMENT**

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

- Initiated implementation of pedestrian improvements on West 19<sup>th</sup> Street between Harbor Boulevard and Placentia Avenue with funding from the Highway Safety Improvement Program (HSIP) grant.
- Initiated implementation of Victoria/Valley intersection improvement project with funding from the Highway Safety Improvement Program (HSIP) grant.
- Initiated design of East 19<sup>th</sup> Street Traffic Calming Improvements with funding from Safe Route to School (SRTS) program.
- Initiated implementation of Citywide Safe Route to School Improvements with funding from SRTS program.
- Secured Measure M grant funding in the amount of \$1.1 Million for three corridor signal synchronization projects.
- Secured Highway Safety Improvement Program (HSIP) funding in the amount of \$2.0 Million for three street median improvement improvements.
- Secured Bicycle Corridor Improvement Program (BCIP) grant funding in the amount of \$1.2 Million for four projects.
- Secured Safe Route to School funding of \$140,000 for Placentia Avenue – 20<sup>th</sup> Street crosswalk improvements.
- Completed Fairview Road Traffic Signal Synchronization project including upgraded traffic signal controllers, enhanced communication hardware and timing improvements.
- Completed design of intersection improvements at Harbor Boulevard – Gisler Avenue, Harbor Boulevard – Victoria Street, and Bristol Street – Baker Street.
- Initiated construction of Harbor Boulevard – Wilson Street improvements.
- Initiated General Plan update process.
- 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.
- Cleaned approximately 3,000 linear feet of storm drain conduits.
- Removed approximately 20 tons of debris from catch basins citywide.
- Removed over 700 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.
- Repaired over 2000 potholes.
- Completed the retro-reflectivity inspection of all traffic signs on arterial streets.
- Completed 50% of arterial straight line striping citywide.
- Completed the reconstruction of the Corp Yard Parking facility previously damaged by fire.
- Installed a new laminate floor in the Senior Center multi-purpose room and Sun room.
- Installed computer controlled Heating, Ventilation and Air Conditioning, (HVAC) management system at the Neighborhood Community Center.
- Replaced leak detection system for Police Facility generator fuel tank.
- Removed and replaced flooring in Corporation Yard meeting room utilizing in-house staff.
- Removed parking lot railing at Downtown Library and installed bollards.
- Installed new building signage at the Senior Center.
- Resurfaced four sports courts in City parks.
- Replaced the backstop and fencing at Smallwood Park field.
- Resurfaced Wakeham Park parking lot.
- Replaced roof on Bark Park storage building.
- Provided staff support for City of Costa Mesa Special Events and community programs.
- Worked with the Community Foundation to establish a donation program to fund a Recreation activity and fee assistance program
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## **PUBLIC SERVICES DEPARTMENT**

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

- Promoted and managed 8 R.O.C.K.S. after school program sites, with one (1) additional site to start in the fall 2013.
- Designed and launched a new Recreation Division web page on the City website.
- Implemented an on-line City facility availability calendar.
- Implemented a new Guard Start Summer program at the downtown pool.
- With assistance from the Fire Department staff, created a comprehensive Fire Safety Plan for the Costa Mesa Senior Center and held an evacuation drill to exercise the plan.
- Orange County Transportation Authority donated a replacement bus for the Senior Mobility Program.

### **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**

- Finalize the Master Planning of California, TeWinkle, Davis and Costa Mesa High schools fields.
- Complete the Master Planning of the Lions Park open space.
- Complete the design of Mesa Del Mar Neighborhood Entryway.
- Complete the preliminary design of a boardwalk on Fairview Park.
- Complete the design and construction of stairs at Fairview Park and Canary Drive (construction cost estimated at \$340,000).
- Complete the design and construction of wrought iron fence along Placentia Avenue from the golf course to the Fairview Park entrance (construction cost estimated at \$330,000).
- Complete the design and construction of parking lot lighting at Fairview Park (construction cost estimated at \$650,000).
- Complete the installation of a score board at Davis Field (construction cost estimated at \$25,000).
- Completed the construction of Fairview Park Trails, Parking Lots, and Playground (construction cost estimated to be \$1,300,000).
- Completed the construction of Wilson Park and Del Mesa Park shelters (construction cost estimated to be \$120,000).
- Complete the construction of landscape beautification on Harbor Boulevard from Gisler Avenue to Baker Street (construction cost estimated at \$610,000).
- Complete the construction of hardscape, safety lighting, exercise stations, bio-swale, and demonstration garden at Brentwood Park (construction cost estimated at \$550,000).
- Complete the construction of Harbor Boulevard Bike Trail Improvements from Fair Drive to Merrimac Way (construction cost estimated at \$360,000).
- Continue to pursue available grants and partnerships.
- Complete the construction of 15 arterial streets located in the Airport area, approximately 10.25 centerline miles (construction cost estimated to be \$6,500,000).
- Complete the construction of the following alleys (construction cost estimated at \$800,000):
  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.
  4. Alley No. 010, Park Dr Alley, from Anaheim Ave. to 18<sup>th</sup> St.
  5. Alley No. 044, Baker St Alley, from College Ave. to Baker St.
  6. Alley No 104, Fullerton Ave Alley, from 20<sup>th</sup> St. to Fullerton Ave.
- Complete the construction of FY 12-13 citywide Parkway Improvement Project and missing link sidewalks (construction cost estimated at \$770,500).

**PUBLIC SERVICES DEPARTMENT**

**OBJECTIVES (Continued)**

- Complete the construction of an underground storm drain system on Anaheim Avenue from 19<sup>th</sup> Street to 18<sup>th</sup> Street and a Retention Basin on Lions Park, between Historical Society and Downtown Recreation Center (construction cost is estimated at \$3,900,000).
- Complete the design of FY 13-14 citywide Parkway Improvement Project and missing link sidewalks (construction cost estimated at \$350,000).
- Complete the design of 87 streets, 26.1 centerline miles (construction cost estimated at \$6,800,000).
- Complete the design of the following alleys (construction cost estimated at \$1,400,000):
  1. Alley No. 005 - Pomona Ave Alley, from Ohms Way to 16th St.
  2. Alley No. 119 - Mendoza Dr Alley, from Mission Dr. to El Camino Dr.
  3. Alley No. 120 - Baker St Alley, from Mendoza Dr. to Alley #125.
  4. Alley No. 125 - Valasco Ln Alley, from Sonora Rd. to Alley #120.
  5. Alley No. 124 - Beach St Alley, from Meyer Ave. to Pomona St.
  6. Alley No. 121 - La Salle Ave Alley, from Mission Dr. to Alley 120.
  7. Alley No. 051 - Mendoza Dr Alley, from Baker St. to Mendoza Dr.
  8. Alley No. 067 - Palmer St Alley, from Westminster Ave. to Orange Ave
  9. Alley No. 069 - Palmer St Alley, from Westminster Ave. to Santa Ana Ave.
  10. Alley No. 016 - Harbor Blvd. Alley, from Charle St. to Bernard St.
  11. Alley No. 017 E- Bernard St Alley, from Bernard St. to S'ly End.
- Apply for various grants funding for storm water quality project.
- Conduct countywide Public Education and outreach for National Pollutant Discharge Elimination System (NPDES) compliance.
- Conduct permit required personnel training throughout the City for storm water requirements.
- Complete and submit annual report to State and County for compliance.
- 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 400 Encroachment permits.
- Issue a total of 300 Construction Access permits.
- Process a total of 95 Development Projects.
- 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.
- Complete improvements at Harbor Boulevard – Adams Avenue intersection.
- Complete Harbor Boulevard Widening project between Law Court and Sunflower Avenue.
- Complete signal improvements along Baker Street, Placentia Avenue, Victoria Street and 17<sup>th</sup> Street Corridors.
- Complete construction of Victoria/Valley Improvement project.
- Complete construction of Harbor/Wilson improvement projects.
- Complete Citywide Safe Route to School project.
- Complete bicycle safety education project at Costa Mesa elementary schools and installation of bicycle racks at several City facilities.

**PUBLIC SERVICES DEPARTMENT**

**OBJECTIVES (Continued)**

- Complete traffic signal installation on Placentia Avenue at Fairview Channel Bicycle Trail.
- Initiate East 19<sup>th</sup> Street traffic calming improvement project.
- Complete design of median improvements on Placentia Avenue, Red Hill Avenue and Bristol Street.
- Provide landscape maintenance of 463 acres of City parks and fields, and monthly maintenance of landscaped parkways and medians.
- Manage approximately 22,000 City-owned trees annually on a 3-5 year trimming cycle.
- Provide safe, well 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 235 fire, police, general use vehicles and 71 off-road, generators, trailers and other 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 on 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 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.
- Develop plans for the establishment of a City run Adult Soccer program.
- Work with Costa Mesa resident athletic programs to utilize the TeWinkle Sports Complex.
- Coordinate with OCC and Vanguard University for field use and coordinate programs.
- Develop educational programs for the Fairview Park Wetlands area.
- Coordinate with local non-profit agencies on after school, arts, music and recreational program opportunities.
- Develop Junior Recreational programs at both the Costa Mesa Country Club and Costa Mesa Tennis Center.
- Coordinate with NMUSD staff and coaches to develop youth skills camps and training programs.
- Coordinate with NMUSD staff on the establishment of additional ROCKS program sites.

**PUBLIC SERVICES DEPARTMENT**

<b>Performance Measures/Workload Indicators:</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY 13-14 <u>Adopted</u></b>
<b><u>Performance Measures:</u></b>			
Percent of the total number of City trees trimmed	32%	35%	37%
Percent of budgeted building maintenance projects completed	100%	95%	90%
Percent of Costa Maintenance work requests completed/month	100%	93%	80%
Percent increase in extra-ordinary repairs of City fleet vehicles	28%	29%	60%
Percent of total street signs replaced	6%	6%	7%
Percent of total lane lines repainted	75%	60%	40%
Percent of total pavement legends repainted/re-applied	40%	10%	8%
Percent of total red curb repainted	70%	50%	46%
Percent change in Pavement Condition Index (P.C.I.) for streets network vs. prior year	1.7%	2.2%	2.2%
Percent change in tons of asphalt applied	33%	-83.67%	-100%
Percent of total catch basins with inserts screens or other anti-pollution devices installed	12%	23%	5%
Percent change in debris removed from catch basins vs. prior year	0%	5%	0%
Percent of budgeted Capital Improvement Projects completed in budgeted fiscal year	83%	85%	85%
Percent of Recreation Programs meeting or exceeding Cost Recovery Guidelines	100%	100%	100%
Percent of Recreation survey respondents rating overall satisfaction with programs/services as above average	90%	95%	95%
<b><u>Workload Indicators:</u></b>			
Number of new trees planted	100	250	350
Number of trees removed	270	250	500
Number of trees root-pruned	18	45	650
Number of facility rehabilitation projects completed	25	25	50
Number of facilities work requests tracked	1,100	894	1,000
Number of ball field preparations performed	1,440	1,450	1,475
Number of scheduled vehicle and equipment services performed	930	942	651
Number of extraordinary vehicle and equipment services performed	820	624	1,044
Number of traffic and street signs maintained	840	780	400
Number of linear feet of lane lines repainted	1,050,000	1,350,000	540,000

**PUBLIC SERVICES DEPARTMENT**

<b>Performance Measures/Workload Indicators (continued):</b>	<b>FY 11-12 <u>Actual</u></b>	<b>FY 12-13 <u>Adopted</u></b>	<b>FY 13-14 <u>Adopted</u></b>
<b><u>Workload Indicators:</u></b>			
Number of pavement legends repainted/reapplied	750	150	60
Number of crosswalks repainted/reapplied	60	60	50
Number of lineal feet of red curb repainted	287,700	225,000	125,000
Number of centerline miles of residential streets renovated	15	15	0
Tons of asphalt applied annually	5,480	630	50
Tons of debris removed and diverted from the waterways	66	66	940
Dollar amount of construction contracts awarded	\$8.7 Million	\$10 Million	\$12.1 Million
Centerline miles of Streets Rehabilitated by outside forces	21.9	9	10.3
Centerline miles of Alleys Rehabilitated by outside forces	0.76	1.14	1.0
Number of Construction Permits issued	350	375	410
Number of Development Projects processed	97	100	95
Number of Building Permit Applications processed	215	220	300
Average monthly ridership on City Senior Mobility Program (SMP)	930	900	900
Number of hour permitted on athletic fields (all user groups)	60,000	63,000	63,000
Number of classes offered and percentage cancelled	850/13%	850/10%	850/10%
Number of children served in Day Camp Programs	1,000	1,000	1,000
Number of children in Drop-In Recreation Programs	100,000	15,075*	15,075*
Number of children served in the ROCKS Program	N/A	70,000	70,000
Resident: Non-resident park reservations issued	780:50(6%)	600:50(8%)	650:50(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 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Public Services Administration - 19100</u></b>				
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>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<b>Total Public Svcs Admin Full-time Positions</b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>
<b><u>Engineering - 19200</u></b>				
City Engineer	0.34	0.34	0.34	0.34
Associate Engineer	1.00	1.00	1.00	0.50
<i>Subtotal Water Quality - 20510</i>	<u>1.34</u>	<u>1.34</u>	<u>1.34</u>	<u>0.84</u>
City Engineer	0.33	0.33	0.33	0.33
Administrative Secretary	-	-	-	0.50
Assistant Engineer	0.75	0.75	1.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00
Engineering Technician III	0.50	0.50	0.50	0.88
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	<u>3.08</u>	<u>3.08</u>	<u>3.33</u>	<u>4.21</u>
City Engineer	0.33	0.33	0.33	0.33
Administrative Secretary	-	-	-	0.25
Assistant Engineer	0.25	0.25	-	-
Engineering Technician III	0.50	0.50	0.50	0.50
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Storm Drain Improvements - 30122</i>	<u>1.58</u>	<u>1.58</u>	<u>1.33</u>	<u>1.58</u>
Engineering Technician II	1.00	1.00	1.00	-
Engineering Technician III	-	-	-	1.37
<i>Subtotal Development - 30310</i>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>1.37</u>
Engineering Technician III	1.00	1.00	1.00	0.25
<i>Subtotal Real Property - 30320</i>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>0.25</u>
Administrative Secretary	-	-	-	0.25
Contract Administrator	1.00	1.00	1.00	1.00
Senior Engineer	1.00	1.00	1.00	1.00
<i>Subtotal Park Improvements - 40112</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.25</u>
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Engineer	-	-	-	0.50
Assistant Engineer	2.00	2.00	2.00	2.00
Construction Inspector	1.00	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>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.50</u>
<b>Total Engineering Full-time Positions</b>	<b><u>16.00</u></b>	<b><u>16.00</u></b>	<b><u>16.00</u></b>	<b><u>17.00</u></b>
<b>Total Engineering Part-time Positions (in FTE's)</b>	<b><u>0.50</u></b>	<b><u>0.50</u></b>	<b><u>0.50</u></b>	<b><u>0.50</u></b>

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

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b><u>Transportation - 19300</u></b>				
Transportation Services Manager	0.75	0.75	0.75	0.75
Administrative Secretary	0.50	0.50	0.50	-
Assistant Engineer	0.25	0.25	0.25	0.25
Associate Engineer	0.25	0.25	0.25	0.25
Engineering Technician II	0.25	0.25	0.25	0.75
Engineering Technician III	-	-	-	0.25
<i>Subtotal Traffic Planning - 30210</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.25</u>
Transportation Services Manager	0.25	0.25	0.25	0.25
Administrative Secretary	0.50	0.50	0.50	-
Assistant Engineer	0.75	0.75	0.75	0.75
Associate Engineer	0.75	0.75	0.75	0.75
Engineering Technician II	0.75	0.75	0.75	0.25
Engineering Technician III	-	-	-	0.75
<i>Subtotal Traffic Operations - 30241</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.75</u>
<b>Total Transportation Full-time Positions</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>
<b>Total Transportation Part-time Positions (in FTE's)</b>	<b>0.50</b>	<b>0.50</b>	<b>0.75</b>	<b>0.90</b>
<b><u>Maintenance Services - 19500</u></b>				
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>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Senior Maintenance Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal Pkwy &amp; Median Maintenance - 20111</i>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Maintenance Supervisor	0.25	0.25	0.25	0.25
Senior Maintenance Worker	3.25	3.25	3.25	3.25
<i>Subtotal Street Cleaning - 20120</i>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
Maintenance Worker	-	1.00	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>	<u>1.25</u>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>
Assistant Street Superintendent	0.75	0.75	0.75	0.75
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Worker	0.25	0.25	-	-
Senior Maintenance Worker	4.25	4.25	2.50	2.50
<i>Subtotal Street Maintenance - 30111</i>	<u>6.25</u>	<u>6.25</u>	<u>4.25</u>	<u>4.25</u>
Assistant Street Superintendent	0.25	0.25	0.25	0.25
Maintenance Worker	0.75	0.75	-	-
Senior Maintenance Worker	0.75	0.75	0.50	0.50
<i>Subtotal Storm Drain Maintenance - 30121</i>	<u>1.75</u>	<u>1.75</u>	<u>0.75</u>	<u>0.75</u>

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

	FY 10-11 Adopted	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted
<b>Maintenance Services - 19500</b> (continued)				
Maintenance Supervisor	0.75	0.75	0.75	0.75
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	0.75	0.75	0.75	0.75
<i>Subtotal Signs &amp; Markings - 30243</i>	2.50	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	6.00	6.00	6.00	6.00
Senior Maintenance Worker	4.00	5.00	5.00	5.00
<i>Subtotal Park Maintenance - 40111</i>	17.50	18.50	18.50	18.50
Facilities & Equipment Supervisor	0.50	0.50	0.50	0.50
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker	4.00	4.00	3.00	3.00
Office Specialist II	0.25	0.25	0.25	0.25
<i>Subtotal Facility Maintenance - 50910</i>	7.75	7.75	6.75	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	2.00	2.00	2.00	2.00
Equipment Mechanic III	3.00	3.00	2.00	2.00
Office Specialist II	0.75	0.75	0.75	0.75
<i>Subtotal Equipment Maintenance - 50920</i>	7.25	7.25	6.25	6.25
<b>Total Maintenance Services Full-time Positions</b>	<b>50.00</b>	<b>52.00</b>	<b>47.00</b>	<b>47.00</b>
<b>Total Maint Svcs Part-time Positions (in FTE's)</b>	<b>1.50</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>
<b>Recreation - 14300</b>				
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
Recreation Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	4.00	4.00	4.00	4.00
Assistant Recreation Supervisor	0.25	0.20	0.20	0.20
<i>Subtotal Downtown Recreation Center - 40121</i>	0.25	0.20	0.20	0.20
Assistant Recreation Supervisor	-	0.10	0.40	0.40
Recreation Coordinator	0.20	-	-	-
<i>Subtotal Balearic Community Center - 40122</i>	0.20	0.10	0.40	0.40
Assistant Recreation Supervisor	-	0.05	-	-
Recreation Coordinator	0.50	0.80	0.60	0.60
<i>Subtotal Neighborhood Community Ctr - 40123</i>	0.50	0.85	0.60	0.60

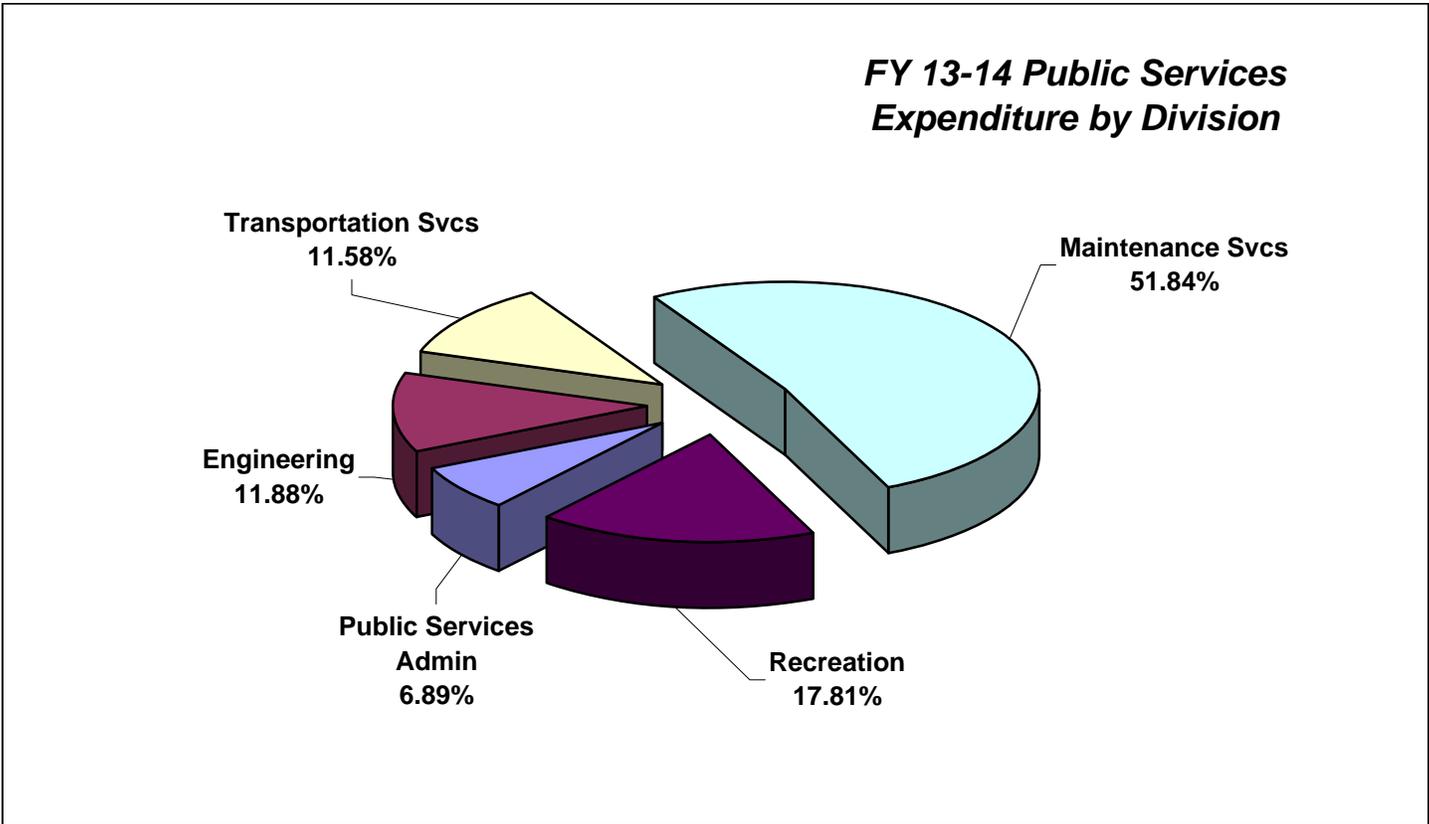


**PUBLIC SERVICES DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	<b>FY 10-11 Adopted</b>	<b>FY 11-12 Adopted</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>
<b>Recreation - 14300</b> (continued)				
Assistant Recreation Supervisor	0.25	0.10	0.10	0.10
Recreation Specialist	1.00	-	-	-
<i>Subtotal Aquatics - 40212</i>	<u>1.25</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.25	0.10	0.10	0.10
<i>Subtotal Adult Basketball&amp;Volleyball - 40214</i>	<u>0.25</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.20	0.10	0.10	0.10
<i>Subtotal Adult Sports Softball - 40215</i>	<u>0.20</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.60	0.30	0.50	0.50
<i>Subtotal Fields/Field Ambassadors - 40216</i>	<u>0.60</u>	<u>0.30</u>	<u>0.50</u>	<u>0.50</u>
Assistant Recreation Supervisor	0.10	-	-	-
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	<u>0.10</u>	<u>-</u>	<u>-</u>	<u>-</u>
Assistant Recreation Supervisor	0.10	-	-	-
<i>Subtotal Youth Football/Cheer/Soccer - 40219</i>	<u>0.10</u>	<u>-</u>	<u>-</u>	<u>-</u>
Assistant Recreation Supervisor	-	0.10	0.10	0.10
Recreation Coordinator	0.20	-	-	-
<i>Subtotal Day Camp - 40232</i>	<u>0.20</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	-	0.25	0.25	0.25
Recreation Coordinator	0.40	-	-	-
<i>Subtotal ROCKS (Playgrounds) - 40233</i>	<u>0.40</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Assistant Recreation Supervisor	0.25	0.10	0.10	0.10
<i>Subtotal Teen Programs - 40236</i>	<u>0.25</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	-	0.15	0.15	0.15
Recreation Coordinator	0.20	-	-	-
<i>Subtotal Early Childhood - 40241</i>	<u>0.20</u>	<u>0.15</u>	<u>0.15</u>	<u>0.15</u>
Assistant Recreation Supervisor	-	0.20	-	-
Recreation Coordinator	0.25	0.10	0.20	0.20
<i>Subtotal Adult Instructional Classes - 40242</i>	<u>0.25</u>	<u>0.30</u>	<u>0.20</u>	<u>0.20</u>
Assistant Recreation Supervisor	-	0.25	-	-
Recreation Coordinator	0.25	0.10	0.20	0.20
<i>Subtotal Youth Instructional Classes - 40243</i>	<u>0.25</u>	<u>0.35</u>	<u>0.20</u>	<u>0.20</u>
<b>Total Recreation Full-time Positions</b>	<b>9.00</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>
<b>Total Recreation Part-time Positions (in FTE's)</b>	<b>40.17</b>	<b>35.19</b>	<b>33.49</b>	<b>41.78</b>
<b>Total Department Full-time Positions</b>	<b>83.00</b>	<b>83.00</b>	<b>78.00</b>	<b>79.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>45.67</b>	<b>41.44</b>	<b>36.99</b>	<b>45.43</b>
<b>TOTAL DEPARTMENT</b>	<b>128.67</b>	<b>124.44</b>	<b>114.99</b>	<b>124.43</b>

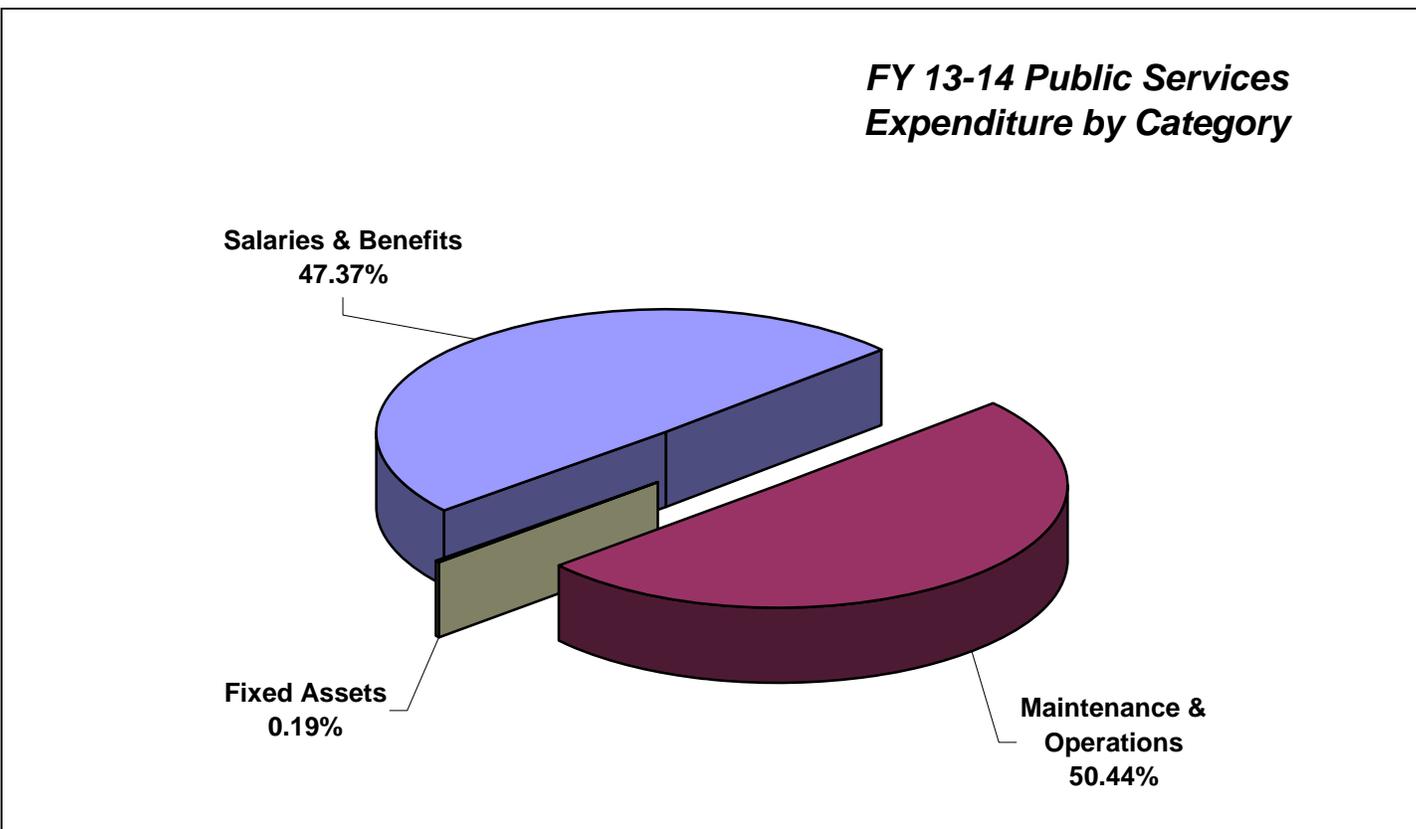
**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b>Expenditure by Division:</b>					
Public Services Admin. - 19100	\$ 1,155,970	\$ 1,134,576	\$ 1,563,014	\$ 1,469,676	-5.97%
Engineering - 19200	2,199,046	2,110,347	2,384,658	2,535,893	6.34%
Transportation Svcs - 19300	2,296,635	2,288,458	2,484,786	2,472,843	-0.48%
Maintenance Svcs - 19500	9,702,417	11,032,057	11,864,210	11,065,144	-6.74%
Recreation - 14300	2,963,069	3,000,973	3,472,247	3,801,977	9.50%
<b>Total Expenditures</b>	<b>\$ 18,317,136</b>	<b>\$ 19,566,411</b>	<b>\$ 21,768,916</b>	<b>\$ 21,345,533</b>	<b>-1.94%</b>



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

	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 9,333,185	\$ 9,025,710	\$ 9,897,743	\$ 10,539,829	6.49%
Maintenance & Operations	8,983,435	10,540,701	11,228,174	10,765,704	-4.12%
Fixed Assets	517	-	643,000	40,000	-93.78%
<b>Total Expenditures</b>	<b>\$ 18,317,136</b>	<b>\$ 19,566,411</b>	<b>\$ 21,768,916</b>	<b>\$ 21,345,533</b>	<b>-1.94%</b>



	<b>FY 10-11 Actual</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 15,647,215	\$ 16,517,704	\$ 18,187,957	\$ 18,323,391	85.84%
Gas Tax Fund - 201	-	187,067	502,844	510,750	2.39%
Air Quality Imp. Fund - 203	5,057	3,816	15,000	15,000	0.07%
Measure M Fund - 403	21,407	52,594	413,027	-	0.00%
Measure M Fund - 414	47,603	351,824	-	-	0.00%
Measure M Fund - 415	-	12,322	99,664	126,719	0.59%
Measure M Fund - 416	-	-	92,333	513,235	2.40%
Equipment Replacement - 601	2,595,855	2,441,084	2,458,092	1,856,437	8.70%
<b>Total Funding Sources</b>	<b>\$ 18,317,136</b>	<b>\$ 19,566,411</b>	<b>\$ 21,768,916</b>	<b>\$ 21,345,533</b>	<b>100.00%</b>

**PUBLIC SERVICES DEPARTMENT**  
**EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 5,847,295	\$ 5,300,014	\$ 5,939,483	\$ 5,948,758	0%
Regular Salaries - Part time	501300	873,449	1,267,929	1,102,828	1,306,739	18%
Overtime	501400	61,971	65,778	46,800	90,700	94%
Accrual Payoff - Excess Maximum	501500	43,079	39,497	23,343	18,894	-19%
Vacation/Comp. Time Cash Out	501600	48,832	22,046	16,700	15,700	-6%
Holiday Allowance	501700	32,674	6,469	5,900	900	-85%
Separation Pay-Off	501800	102,596	52,315	2,490	-	-100%
Other Compensation	501900	60,971	58,351	80,896	76,068	-6%
Cafeteria Plan	505100	787,624	688,897	788,190	797,208	1%
Medicare	505200	87,904	91,053	96,574	101,478	5%
Retirement	505300	1,144,775	1,250,007	1,433,120	1,865,854	30%
Professional Development	505500	11,703	11,710	28,068	32,116	14%
Auto Allowance	505600	-	4,403	-	-	0%
Unemployment	505800	4,884	4,238	5,750	7,890	37%
Workers' Compensation	505900	214,145	163,001	327,600	277,524	-15%
Employer Contr.Retirees' Med.	506100	11,281	-	-	-	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 9,333,185</b>	<b>\$ 9,025,710</b>	<b>\$ 9,897,743</b>	<b>\$ 10,539,829</b>	<b>6%</b>
Stationery and Office	510100	\$ 19,509	\$ 26,922	\$ 27,800	\$ 30,700	10%
Multi-Media, Promotions and Subs	510200	24,015	28,272	46,860	50,560	8%
Small Tools and Equipment	510300	61,612	89,280	91,727	120,877	32%
Uniform & Clothing	510400	30,483	35,858	42,460	47,460	12%
Safety and Health	510500	7,413	10,595	12,650	14,850	17%
Maintenance & Construction	510600	696,467	720,337	638,180	649,180	2%
Agriculture	510700	55,198	87,910	139,000	139,000	0%
Fuel	510800	622,182	713,472	700,000	700,000	0%
Electricity - Buildings & Fac.	515100	545,233	498,174	556,300	507,300	-9%
Electricity - Power	515200	214,996	224,872	215,000	220,000	2%
Electricity - Street Lights	515300	1,039,671	1,018,412	1,100,000	1,100,000	0%
Gas	515400	47,642	39,010	47,000	40,000	-15%
Water - Domestic	515500	54,363	101,522	91,000	98,800	9%
Water - Parks and Parkways	515600	495,336	533,091	590,000	565,000	-4%
Waste Disposal	515700	149,868	146,328	200,058	166,000	-17%
Janitorial and Housekeeping	515800	193,072	239,667	241,000	259,184	8%
Postage	520100	24,766	19,775	35,550	35,650	0%
Legal Advertising/Filing Fees	520200	207,121	204,696	255,000	255,000	0%
Advertising and Public Info.	520300	1,739	498	200	200	0%
Telephone/Radio/Communications	520400	20,267	18,686	22,600	19,800	-12%
Mileage Reimbursement	520600	320	18	120	120	0%
Board Member Fees	520800	3,800	3,800	3,000	6,000	100%
Buildings and Structures	525100	84,679	277,198	591,225	85,475	-86%
Landscaping and Sprinklers	525200	875,758	1,083,864	1,366,600	1,422,200	4%
Underground Lines	525300	70,865	17,380	5,000	5,000	0%
Automotive Equipment	525400	175,908	140,147	125,000	125,000	0%
Office Furniture	525600	-	-	750	750	0%
Office Equipment	525700	3,047	2,551	8,325	8,075	-3%
Other Equipment	525800	578,640	628,842	666,676	703,187	5%
Streets, Alleys and Sidewalks	525900	64,152	204,917	276,500	276,500	0%
Consulting	530200	236,482	192,667	220,500	220,500	0%
Engineering and Architectural	530400	24,253	25,581	66,000	71,000	8%
Medical and Health Inspection	530600	377	377	807	807	0%
Recreation	530800	468,132	440,588	511,820	511,820	0%
External Rent	535400	293,886	298,079	372,300	347,445	-7%

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
Grants, Loans and Subsidies	535500	240,000	240,000	240,000	240,000	0%
Depreciation	535600	757,294	664,795	-	-	0%
Central Services	535800	18,840	21,902	21,950	21,950	0%
Internal Rent - Maint. Charges	536100	-	424,770	626,041	591,086	-6%
Internal Rent - Repl.Cost	536200	-	531,880	338,600	423,507	25%
General Liability	540100	488,868	503,322	721,400	659,286	-9%
Taxes & Assessments	540700	85,358	78,707	13,175	26,435	101%
Other Costs	540900	1,822	1,939	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 8,983,435</b>	<b>\$ 10,540,701</b>	<b>\$ 11,228,174</b>	<b>\$ 10,765,704</b>	<b>-4%</b>
Automotive Equipment	590500	\$ -	\$ -	\$ 643,000	\$ -	-100%
Other Equipment	590800	517	-	-	40,000	0%
<b>Subtotal Fixed Assets</b>		<b>\$ 517</b>	<b>\$ -</b>	<b>\$ 643,000</b>	<b>\$ 40,000</b>	<b>-94%</b>
<b>Total Expenditures</b>		<b>\$ 18,317,136</b>	<b>\$ 19,566,411</b>	<b>\$ 21,768,916</b>	<b>\$ 21,345,533</b>	<b>-2%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b><u>PUBLIC SERVICES ADMINISTRATION - 19100</u></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 627,047	\$ 603,538	\$ 787,633	\$ 750,872	-5%
Maintenance & Operations	495,220	495,904	736,381	679,304	-8%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Administration</b>	<b>\$ 1,122,268</b>	<b>\$ 1,099,442</b>	<b>\$ 1,524,014</b>	<b>\$ 1,430,176</b>	<b>-6%</b>
<b><u>Recycling - 20230</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 500	0%
Maintenance & Operations	33,703	35,134	39,000	39,000	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Recycling</b>	<b>\$ 33,703</b>	<b>\$ 35,134</b>	<b>\$ 39,000</b>	<b>\$ 39,500</b>	<b>1%</b>
<b><u>ENGINEERING - 19200</u></b>					
<b><u>Construction Management - 50002</u></b>					
Salaries & Benefits	\$ 649,948	\$ 246,644	\$ 691,221	\$ 780,470	13%
Maintenance & Operations	4,607	21,581	36,786	37,577	2%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Construction Mgmt</b>	<b>\$ 654,555</b>	<b>\$ 268,225</b>	<b>\$ 728,006</b>	<b>\$ 818,047</b>	<b>12%</b>
<b><u>Water Quality - 20510</u></b>					
Salaries & Benefits	\$ 200,590	\$ 185,391	\$ 211,598	\$ 142,675	-33%
Maintenance & Operations	238,010	228,605	267,100	267,100	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Water Quality</b>	<b>\$ 438,601</b>	<b>\$ 413,996</b>	<b>\$ 478,698</b>	<b>\$ 409,775</b>	<b>-14%</b>
<b><u>Street Improvements - 30112</u></b>					
Salaries & Benefits	\$ 414,361	\$ 799,735	\$ 442,467	\$ 534,637	21%
Maintenance & Operations	5,313	12,415	18,670	17,967	-4%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Street Improvements</b>	<b>\$ 419,674</b>	<b>\$ 812,150</b>	<b>\$ 461,137</b>	<b>\$ 552,604</b>	<b>20%</b>
<b><u>Storm Drain Improvements - 30122</u></b>					
Salaries & Benefits	\$ 202,970	\$ 102,825	\$ 188,917	\$ 215,869	14%
Maintenance & Operations	4,196	3,100	8,950	8,950	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Storm Drain Imprvmnts</b>	<b>\$ 207,165</b>	<b>\$ 105,924</b>	<b>\$ 197,867</b>	<b>\$ 224,819</b>	<b>14%</b>
<b><u>Development - 30310</u></b>					
Salaries & Benefits	\$ 91,790	\$ 103,723	\$ 99,097	\$ 153,811	55%
Maintenance & Operations	303	226	1,850	1,850	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Development</b>	<b>\$ 92,093</b>	<b>\$ 103,949</b>	<b>\$ 100,947</b>	<b>\$ 155,661</b>	<b>54%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b><u>Real Property - 30320</u></b>					
Salaries & Benefits	\$ 96,643	\$ 106,003	\$ 107,934	\$ 28,599	-74%
Maintenance & Operations	565	534	3,550	3,550	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Real Property</b>	<b>\$ 97,208</b>	<b>\$ 106,537</b>	<b>\$ 111,484</b>	<b>\$ 32,149</b>	<b>-71%</b>
<b><u>Park Development - 40112</u></b>					
Salaries & Benefits	\$ 287,434	\$ 297,321	\$ 303,419	\$ 339,738	12%
Maintenance & Operations	2,316	2,245	3,100	3,100	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Park Development</b>	<b>\$ 289,750</b>	<b>\$ 299,566</b>	<b>\$ 306,519</b>	<b>\$ 342,838</b>	<b>12%</b>
<b>TRANSPORTATION SERVICES - 19300</b>					
<b><u>Traffic Planning - 30210</u></b>					
Salaries & Benefits	\$ 288,149	\$ 315,540	\$ 345,611	\$ 350,972	2%
Maintenance & Operations	19,848	19,076	60,334	59,534	-1%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Traffic Planning</b>	<b>\$ 307,997</b>	<b>\$ 334,616</b>	<b>\$ 405,945</b>	<b>\$ 410,506</b>	<b>1%</b>
<b><u>Traffic Operations - 30241</u></b>					
Salaries & Benefits	\$ 297,209	\$ 384,211	\$ 364,966	\$ 348,462	-5%
Maintenance & Operations	1,691,429	1,569,631	1,713,875	1,713,875	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Traffic Operations</b>	<b>\$ 1,988,638</b>	<b>\$ 1,953,843</b>	<b>\$ 2,078,841</b>	<b>\$ 2,062,337</b>	<b>-1%</b>
<b>MAINTENANCE SERVICES - 19500</b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 268,782	\$ 270,690	\$ 268,908	\$ 279,610	4%
Maintenance & Operations	13,450	17,986	24,824	16,264	-34%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Administration</b>	<b>\$ 282,232</b>	<b>\$ 288,677</b>	<b>\$ 293,733</b>	<b>\$ 295,874</b>	<b>1%</b>
<b><u>Parkway &amp; Median Maint - 20111</u></b>					
Salaries & Benefits	\$ 32,049	\$ 31,552	\$ 28,754	\$ 29,875	4%
Maintenance & Operations	753,422	864,276	1,039,450	1,080,950	4%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Pkwy &amp; Median Maint</b>	<b>\$ 785,471</b>	<b>\$ 895,828</b>	<b>\$ 1,068,204</b>	<b>\$ 1,110,825</b>	<b>4%</b>
<b><u>Street Cleaning - 20120</u></b>					
Salaries & Benefits	\$ 305,435	\$ 192,206	\$ 277,241	\$ 295,912	7%
Maintenance & Operations	43,185	299,357	289,266	267,356	-8%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Street Cleaning</b>	<b>\$ 348,619</b>	<b>\$ 491,562</b>	<b>\$ 566,507</b>	<b>\$ 563,268</b>	<b>-1%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Graffiti Abatement - 20130</u></b>					
Salaries & Benefits	\$ 187,628	\$ 189,087	\$ 196,656	\$ 204,399	4%
Maintenance & Operations	10,460	49,935	34,922	42,065	20%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Graffiti Abatement</i></b>	<b>\$ 198,087</b>	<b>\$ 239,022</b>	<b>\$ 231,577</b>	<b>\$ 246,464</b>	<b>6%</b>
<b><u>Street Maintenance - 30111</u></b>					
Salaries & Benefits	\$ 584,751	\$ 461,320	\$ 444,437	\$ 472,209	6%
Maintenance & Operations	255,385	544,638	397,182	407,247	3%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Street Maintenance</i></b>	<b>\$ 840,136</b>	<b>\$ 1,005,958</b>	<b>\$ 841,620</b>	<b>\$ 879,456</b>	<b>4%</b>
<b><u>Storm Drain Maint - 30121</u></b>					
Salaries & Benefits	\$ 157,374	\$ 143,893	\$ 76,074	\$ 79,286	4%
Maintenance & Operations	-	30,953	20,908	37,029	77%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Storm Drain Maint</i></b>	<b>\$ 157,374</b>	<b>\$ 174,846</b>	<b>\$ 96,982</b>	<b>\$ 116,315</b>	<b>20%</b>
<b><u>Signs &amp; Markings - 30243</u></b>					
Salaries & Benefits	\$ 210,432	\$ 235,451	\$ 241,692	\$ 267,461	11%
Maintenance & Operations	42,269	175,093	266,573	266,547	0%
Fixed Assets	-	-	-	12,000	0%
<b><i>Subtotal Signs &amp; Markings</i></b>	<b>\$ 252,700</b>	<b>\$ 410,544</b>	<b>\$ 508,265</b>	<b>\$ 546,008</b>	<b>7%</b>
<b><u>Park Maintenance - 40111</u></b>					
Salaries & Benefits	\$ 1,509,911	\$ 1,516,750	\$ 1,739,892	\$ 1,824,961	5%
Maintenance & Operations	936,594	1,556,049	1,704,727	1,759,828	3%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Park Maintenance</i></b>	<b>\$ 2,446,506</b>	<b>\$ 3,072,798</b>	<b>\$ 3,444,619</b>	<b>\$ 3,584,789</b>	<b>4%</b>
<b><u>Facility Maintenance - 50910</u></b>					
Salaries & Benefits	\$ 627,676	\$ 624,300	\$ 622,729	\$ 633,142	2%
Maintenance & Operations	1,171,135	1,383,598	1,731,882	1,204,566	-30%
Fixed Assets	-	-	-	28,000	0%
<b><i>Subtotal Facility Maintenance</i></b>	<b>\$ 1,798,811</b>	<b>\$ 2,007,899</b>	<b>\$ 2,354,611</b>	<b>\$ 1,865,708</b>	<b>-21%</b>
<b><u>Fleet Services - 50920</u></b>					
Salaries & Benefits	\$ 690,234	\$ 595,959	\$ 602,578	\$ 632,169	5%
Maintenance & Operations	1,901,729	1,848,964	1,212,514	1,224,268	1%
Fixed Assets	517	-	643,000	-	-100%
<b><i>Subtotal Fleet Services</i></b>	<b>\$ 2,592,479</b>	<b>\$ 2,444,923</b>	<b>\$ 2,458,092</b>	<b>\$ 1,856,437</b>	<b>-24%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>RECREATION - 14300</u></b>					
<b><u>Recreation Admin - 50001</u></b>					
Salaries & Benefits	\$ 371,069	\$ 357,155	\$ 529,028	\$ 571,517	8%
Maintenance & Operations	24,940	49,979	37,160	35,660	-4%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b>\$ 396,009</b>	<b>\$ 407,134</b>	<b>\$ 566,188</b>	<b>\$ 607,177</b>	<b>7%</b>
<b><u>Downtown Recreation Ctr - 40121</u></b>					
Salaries & Benefits	\$ 106,867	\$ 52,989	\$ 81,164	\$ 88,020	8%
Maintenance & Operations	101,722	93,770	105,800	99,360	-6%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Downtown Rec Ctr</i></b>	<b>\$ 208,589</b>	<b>\$ 146,759</b>	<b>\$ 186,964</b>	<b>\$ 187,380</b>	<b>0%</b>
<b><u>Balearic Community Ctr - 40122</u></b>					
Salaries & Benefits	\$ 30,012	\$ 32,076	\$ 66,083	\$ 72,817	10%
Maintenance & Operations	26,832	33,818	123,523	85,344	-31%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Balearic Community Ctr</i></b>	<b>\$ 56,845</b>	<b>\$ 65,894</b>	<b>\$ 189,606</b>	<b>\$ 158,161</b>	<b>-17%</b>
<b><u>Neighborhood Comm Ctr - 40123</u></b>					
Salaries & Benefits	\$ 185,455	\$ 200,109	\$ 184,212	\$ 190,893	4%
Maintenance & Operations	95,554	87,297	97,479	93,479	-4%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Neighborhood Comm Ctr</i></b>	<b>\$ 281,009</b>	<b>\$ 287,406</b>	<b>\$ 281,691</b>	<b>\$ 284,372</b>	<b>1%</b>
<b><u>Aquatics - 40212</u></b>					
Salaries & Benefits	\$ 193,397	\$ 129,384	\$ 121,951	\$ 131,228	8%
Maintenance & Operations	8,398	5,035	8,325	8,325	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Aquatics</i></b>	<b>\$ 201,794</b>	<b>\$ 134,419</b>	<b>\$ 130,276</b>	<b>\$ 139,553</b>	<b>7%</b>
<b><u>Tennis - 40213</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	23,929	26,611	25,525	25,525	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Tennis</i></b>	<b>\$ 23,929</b>	<b>\$ 26,611</b>	<b>\$ 25,525</b>	<b>\$ 25,525</b>	<b>0%</b>
<b><u>Adult Sports Basketball/Volleyball - 40214</u></b>					
Salaries & Benefits	\$ 40,445	\$ 26,271	\$ 27,054	\$ 28,360	5%
Maintenance & Operations	15,899	14,991	16,870	16,870	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Adult Basketball/Volleyball</i></b>	<b>\$ 56,344</b>	<b>\$ 41,263</b>	<b>\$ 43,924</b>	<b>\$ 45,230</b>	<b>3%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Adult Sports Softball - 40215</u></b>					
Salaries & Benefits	\$ 30,229	\$ 29,863	\$ 30,382	\$ 31,689	4%
Maintenance & Operations	54,962	36,463	44,630	44,630	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Adult Sports Softball</i></b>	<b>\$ 85,191</b>	<b>\$ 66,326</b>	<b>\$ 75,012</b>	<b>\$ 76,319</b>	<b>2%</b>
<b><u>Fields/Field Ambassadors - 40216</u></b>					
Salaries & Benefits	\$ 124,424	\$ 113,597	\$ 129,791	\$ 144,270	11%
Maintenance & Operations	195,170	234,155	226,002	228,295	1%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Fields/Field Ambassadors</i></b>	<b>\$ 319,594</b>	<b>\$ 347,752</b>	<b>\$ 355,792</b>	<b>\$ 372,565</b>	<b>5%</b>
<b><u>Youth Sports Basketball/Cheerleading - 40218</u></b>					
Salaries & Benefits	\$ 9,126	\$ -	\$ -	\$ 25,000	0%
Maintenance & Operations	-	-	-	10,050	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Youth Basketball/Cheer</i></b>	<b>\$ 9,126</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,050</b>	<b>0%</b>
<b><u>Youth Sports Flag Football/Cheerleading/Soccer - 40219</u></b>					
Salaries & Benefits	\$ 10,127	\$ 494	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Youth Sports FF/C/S</i></b>	<b>\$ 10,127</b>	<b>\$ 494</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>Senior Citizens Center - 40231</u></b>					
Salaries & Benefits	\$ -	\$ 447	\$ -	\$ -	0%
Maintenance & Operations	315,281	330,200	348,395	348,230	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Senior Citizens Center</i></b>	<b>\$ 315,281</b>	<b>\$ 330,648</b>	<b>\$ 348,395</b>	<b>\$ 348,230</b>	<b>0%</b>
<b><u>Day Camp - 40232</u></b>					
Salaries & Benefits	\$ 80,914	\$ 81,792	\$ 98,833	\$ 107,037	8%
Maintenance & Operations	81,431	69,806	72,120	79,586	10%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Day Camp</i></b>	<b>\$ 162,345</b>	<b>\$ 151,598</b>	<b>\$ 170,953</b>	<b>\$ 186,623</b>	<b>9%</b>
<b><u>ROCKS (Playgrounds) - 40233</u></b>					
Salaries & Benefits	\$ 214,715	\$ 311,970	\$ 321,904	\$ 498,681	55%
Maintenance & Operations	8,657	17,245	18,300	42,012	130%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal ROCKS (Playgrounds)</i></b>	<b>\$ 223,371</b>	<b>\$ 329,215</b>	<b>\$ 340,204</b>	<b>\$ 540,693</b>	<b>59%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Teen Programs - 40236</u></b>					
Salaries & Benefits	\$ 68,035	\$ 73,776	\$ 81,382	\$ 97,895	20%
Maintenance & Operations	19,024	21,643	23,950	38,950	63%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Teen Programs</i></b>	<b>\$ 87,059</b>	<b>\$ 95,419</b>	<b>\$ 105,332</b>	<b>\$ 136,845</b>	<b>30%</b>
<b><u>Concerts - 40237</u></b>					
Salaries & Benefits	\$ 3,765	\$ 3,330	\$ -	\$ -	0%
Maintenance & Operations	6,218	9,944	5,900	5,900	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Concerts</i></b>	<b>\$ 9,983</b>	<b>\$ 13,274</b>	<b>\$ 5,900</b>	<b>\$ 5,900</b>	<b>0%</b>
<b><u>Early Childhood - 40241</u></b>					
Salaries & Benefits	\$ 101,396	\$ 125,504	\$ 125,727	\$ 131,286	4%
Maintenance & Operations	3,417	7,844	7,850	7,850	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Early Childhood</i></b>	<b>\$ 104,813</b>	<b>\$ 133,349</b>	<b>\$ 133,577</b>	<b>\$ 139,136</b>	<b>4%</b>
<b><u>Adult Instructional Classes - 40242</u></b>					
Salaries & Benefits	\$ 7,453	\$ 31,644	\$ 21,236	\$ 20,965	-1%
Maintenance & Operations	79,785	72,709	92,650	92,650	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Adult Instructional</i></b>	<b>\$ 87,238</b>	<b>\$ 104,353</b>	<b>\$ 113,886</b>	<b>\$ 113,615</b>	<b>0%</b>
<b><u>Youth Instructional Classes - 40243</u></b>					
Salaries & Benefits	\$ 25,051	\$ 48,997	\$ 36,974	\$ 34,343	-7%
Maintenance & Operations	292,809	265,244	358,400	358,400	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Youth Instructional</i></b>	<b>\$ 317,860</b>	<b>\$ 314,241</b>	<b>\$ 395,374</b>	<b>\$ 392,743</b>	<b>-1%</b>
<b><u>Special Recreation Events - 40244</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	211	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Special Recreation Events</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 211</b>	<b>0%</b>
<b><u>Mobile Recreation - 40245</u></b>					
Salaries & Benefits	\$ 115	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Mobile Recreation</i></b>	<b>\$ 115</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b><u>Parks &amp; Recreation Commission - 50125</u></b>					
Salaries & Benefits	\$ 175	\$ 175	\$ 200	\$ 200	0%
Maintenance & Operations	3,993	4,101	3,450	6,450	87%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Parks &amp; Recreation Comm.</b>	<b>\$ 4,168</b>	<b>\$ 4,276</b>	<b>\$ 3,650</b>	<b>\$ 6,650</b>	<b>82%</b>
<b><u>Cultural Arts Committee - 50190</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,396	498	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Cultural Arts Committee</b>	<b>\$ 1,396</b>	<b>\$ 498</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>Historical Preservation Committee - 50191</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	882	46	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Historic Resources Comm</b>	<b>\$ 882</b>	<b>\$ 46</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>\$ 18,317,136</b>	<b>\$ 19,566,411</b>	<b>\$ 21,768,916</b>	<b>\$ 21,345,533</b>	<b>-2%</b>



**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 13-14 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 13-14, the adopted budget for Non-Departmental includes the following:

**Debt Service:**

2003 Refunding Certificates of Participation (COPs)	\$1,251,719
2006 Refunding Revenue Bonds	219,526
2007 Certificates of Participation – Police Facility Expansion	2,269,904
2009 Fire Truck Lease – Equipment Replacement Fund	219,637
Total Debt Service	<u>\$3,960,786</u>

**Interfund Transfers:**

General Fund to the Supplemental Law Enforcement Fund	\$ 50,000
General Fund to the Capital Improvement Fund	3,935,000
Total Transfers Out	<u>\$ 3,985,000</u>

**Other:**

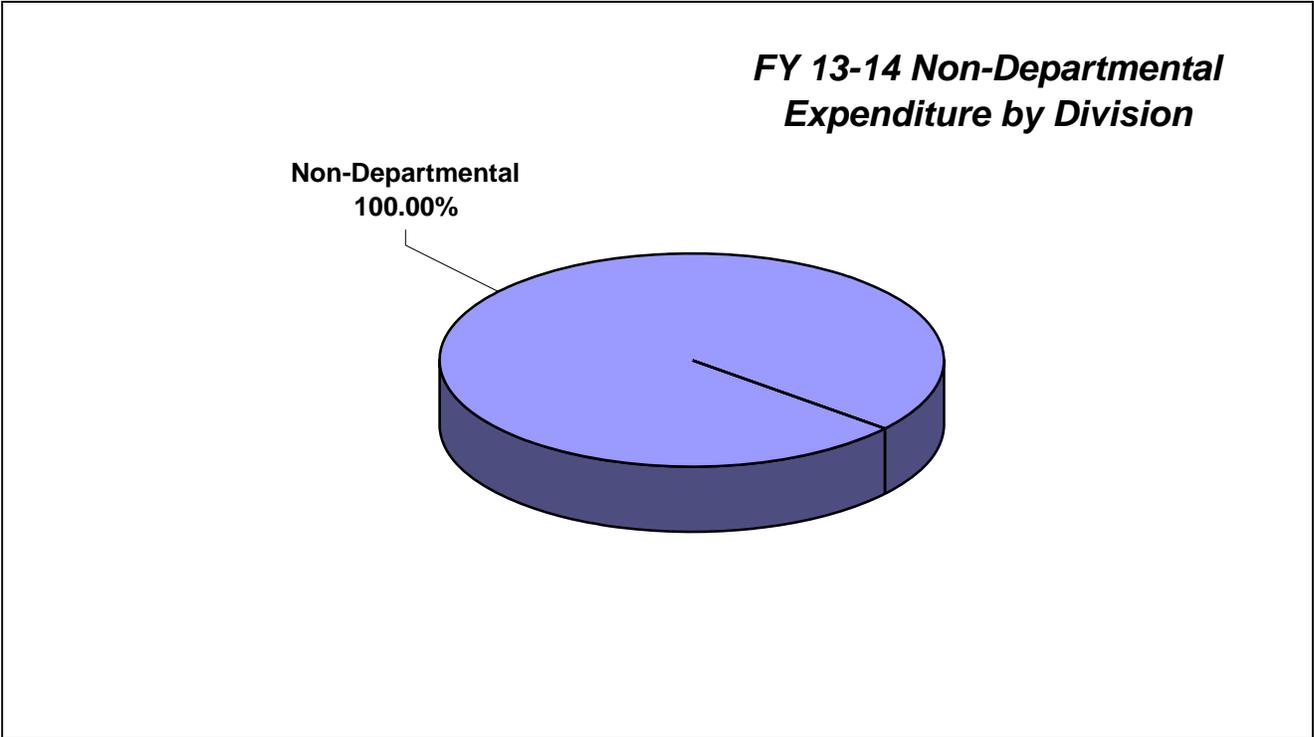
Regular Salaries	(\$1,750,000)
Unfunded Liability Retirement Payment	500,000
Retiree's Medical Liability	50,000
Internal Rent – Replacement Costs	294,349
Contingency	1,000,000
Acquisition Costs	500,000
Other Costs	100,000
Total Other	<u>\$ 694,349</u>

**Total Non-Departmental Adopted Budget** **\$ 8,640,135**

A Schedule of Interfund Transfers is found on page 20.

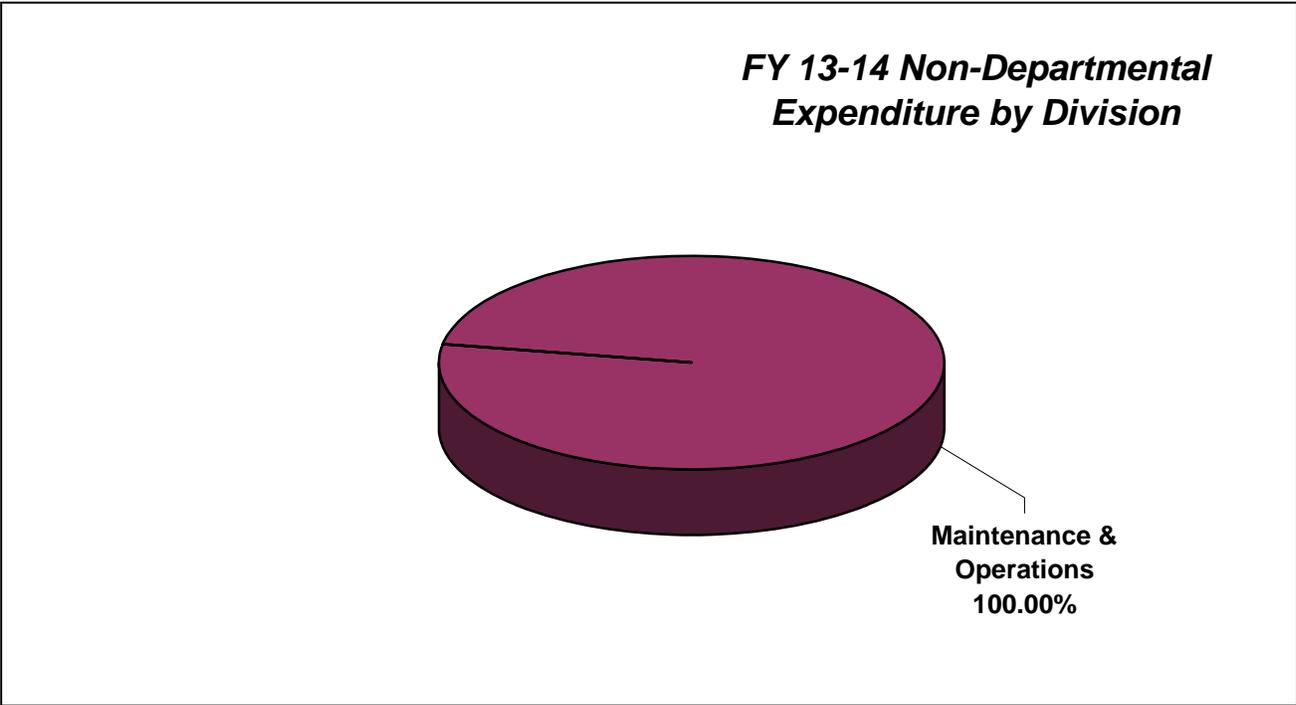
**NON-DEPARTMENTAL  
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Division:</u></b>					
Non-Departmental - 90000	\$ 8,195,104	\$ 5,922,935	\$ 8,601,333	\$ 8,640,135	0.45%
<b>Total Expenditures</b>	<b>\$ 8,195,104</b>	<b>\$ 5,922,935</b>	<b>\$ 8,601,333</b>	<b>\$ 8,640,135</b>	<b>0.45%</b>



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

	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ (1,200,000)	\$ (1,200,000)	0.00%
Maintenance & Operations	8,195,104	5,922,935	9,801,333	9,840,135	0.40%
Fixed Assets	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 8,195,104</b>	<b>\$ 5,922,935</b>	<b>\$ 8,601,333</b>	<b>\$ 8,640,135</b>	<b>0.45%</b>



	<u>FY 10-11 Actual</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Adopted</u>	<u>FY 13-14 Adopted</u>	<u>Percent of Total</u>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 5,939,692	\$ 5,406,580	\$ 8,331,691	\$ 8,420,497	97.46%
Park Devel Fees Fund - 208	243,832	228,832	-	-	0.00%
Narcotic Forfeiture Fund - 217	-	-	50,000	-	0.00%
Capital Outlay Fund - 401	1,773,005	250,000	-	-	0.00%
Vehicle Prking. Dist. #1 - 409	36	36	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	34	33	-	-	0.00%
Equip. Replacement Fund - 601	122,429	37,454	219,642	219,638	2.54%
Self-Insurance Fund - 602	116,076	-	-	-	0.00%
<b>Total Funding Sources</b>	<b>\$ 8,195,104</b>	<b>\$ 5,922,935</b>	<b>\$ 8,601,333</b>	<b>\$ 8,640,135</b>	<b>100.00%</b>

**NON-DEPARTMENTAL  
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ -	\$ -	\$(1,750,000)	\$ (1,750,000)	0%
Retirement	505300	-	-	500,000	500,000	0%
Employer Contr.Retirees' Med.	506100	-	-	50,000	50,000	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$(1,200,000)</b>	<b>\$ (1,200,000)</b>	<b>0%</b>
Principal Payments	535100	\$ 3,760,904	\$ 3,870,739	\$ 4,061,179	\$ 2,646,335	-35%
Interest Payments	535200	1,939,748	1,768,324	1,450,154	1,314,451	-9%
Internal Rent - Repl.Cost	536200	-	-	-	294,349	0%
Contingency	540800	-	-	1,000,000	1,000,000	0%
Other Costs	540900	-	-	100,000	100,000	0%
Acquisition Costs	545500	-	-	500,000	500,000	0%
Operating Transfers Out	595100	2,494,452	283,872	2,690,000	3,985,000	48%
Nonoperating Expenses Other	599400	-	-	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 8,195,104</b>	<b>\$ 5,922,935</b>	<b>\$ 9,801,333</b>	<b>\$ 9,840,135</b>	<b>0%</b>
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 8,195,104</b>	<b>\$ 5,922,935</b>	<b>\$ 8,601,333</b>	<b>\$ 8,640,135</b>	<b>0%</b>

**NON-DEPARTMENTAL  
EXPENDITURE SUMMARY BY PROGRAM**

Account Description	FY 10-11 Actual	FY 11-12 Actual	FY 12-13 Adopted	FY 13-14 Adopted	Percent Change
<b>Non-Departmental - 50240</b>					
Salaries & Benefits	\$ -	\$ -	\$(1,200,000)	\$ (1,200,000)	0%
Maintenance & Operations	8,195,104	5,922,935	9,801,333	9,840,135	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Non-Departmental</b>	<b>\$ 8,195,104</b>	<b>\$ 5,922,935</b>	<b>\$ 8,601,333</b>	<b>\$ 8,640,135</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>\$ 8,195,104</b>	<b>\$ 5,922,935</b>	<b>\$ 8,601,333</b>	<b>\$ 8,640,135</b>	<b>0%</b>



CAPITAL IMPROVEMENT PROGRAM

***CAPITAL***  
***IMPROVEMENT***  
***PROGRAM***  
**FISCAL YEAR 2013-2014**

**SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS**by Funding Source  
FISCAL YEAR 2013-2014

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Development Fund 208
<b>Parkway &amp; Median Improvements, Program #20111</b>					
1	Median Improvements- Del Mar Avenue	-	-	-	-
2	Tree Planting Program	-	-	-	-
<b>Street Improvements, Program #30112</b>					
3	Bicycle Racks at Various City Facilities	-	5,076	-	-
4	Bicycle Education at Elementary Schools	-	18,018	-	-
5	Bicycle Signal Project on Placentia Avenue	-	31,757	-	-
6	Bristol Street Medians (Baker St. to Newport Blvd.)	-	-	-	-
7	CDBG Alley Improvements- Alley No.'s 16 & 17	-	-	151,962	-
8	CDBG Alley Improvements- Alley No.'s 120 & 121	-	-	315,000	-
9	Citywide Steet Improvements	2,250,000	-	-	-
10	Citywide Unimproved Alley (Alley No.'s 005, 051, 119, & 125)	600,000	-	-	-
11	Additional Lighting in Public Alleys	-	-	-	-
12	East 19th Street Safe Routes to School Project	-	-	-	-
13	Placentia Avenue- 20th Street Crosswalk	-	20,000	-	-
14	Placentia Avenue Medians (Adams Ave. to Wilson St.)	-	-	-	-
15	Red Hill Avenue Medians (McCormick Ave. to Bristol St.)	-	-	-	-
16	Wallace Avenue Rehabilitations	-	-	250,000	-
<b>Storm Drain Improvements, Program #30122</b>					
17	Pomona Avenue/Industrial Way Water Quality & Storm Drain Design	-	-	-	-
<b>Curbs and Sidewalks, Program #30130</b>					
18	New Sidewalk/Missing Link Program	100,000	-	-	-
19	Parkway Improvement Program	250,000	-	-	-
20	Priority Sidewalk Repair	50,000	-	-	-
<b>Park Maintenance, Program #40111</b>					
21	Concrete Walkway Replacement- Various Parks	-	-	-	-
22	TeWinkle Park - Middle Lake Repairs	-	-	-	-
23	Rehabilitate Parking Lot- Various Locations	-	-	-	-
<b>Park Development, Program #40112</b>					
24	Canary Drive Stairs	-	-	-	-
25	Fairview Park Multipurpose Trail	-	-	-	-
26	Park Security Lighting Replacement Program	-	-	-	475,000
27	Parking Lot Lighting at Fairview Park	-	-	-	-
28	Parsons School Field Lighting	-	-	-	-
29	Smallwood Park Improvements	-	-	-	-
30	Costa Mesa High School Track and Field Upgrade	-	-	-	-
<b>Building Maintenance, Program #50910</b>					
31	Building Maintenance Projects	-	-	-	-
<b>Total FY 13-14 Adopted CIPs</b>		<b>\$ 3,250,000</b>	<b>\$ 74,851</b>	<b>\$ 716,962</b>	<b>\$ 475,000</b>

CITY OF COSTA MESA, CALIFORNIA

Req Nbr	Program/Project Name	Drainage Fund 209	Capital Improvement Fund 401	Measure M Funds 403/415/416	Total
<b>Parkway &amp; Median Improvements, Program #20111</b>					
1	Median Improvements- Del Mar Avenue	-	200,000	-	200,000
2	Tree Planting Program	-	100,000	-	100,000
<b>Street Improvements, Program #30112</b>					
3	Bicycle Racks at Various City Facilities	-	33,974 *	-	39,050
4	Bicycle Education at Elementary Schools	-	120,582 *	-	138,600
5	Bicycle Signal Project on Placentia Avenue	-	212,531 *	-	244,288
6	Bristol Street Medians (Baker St. to Newport Blvd.)	-	109,300 *	-	109,300
7	CDBG Alley Improvements- Alley No.'s 16 & 17	-	-	-	151,962
8	CDBG Alley Improvements- Alley No.'s 120 & 121	-	-	-	315,000
9	Citywide Steet Improvements	-	750,000	3,800,000	6,800,000
10	Citywide Unimproved Alley (Alley No.'s 005, 051, 119, &125)	-	500,000	-	1,100,000
11	Additional Lighting in Public Alleys	-	100,000	-	100,000
12	East 19th Street Safe Routes to School Project	-	770,900 *	-	770,900
13	Placentia Avenue- 20th Street Crosswalk	-	138,900 *	-	158,900
14	Placentia Avenue Medians (Adams Ave. to Wilson St.)	-	105,800 *	-	105,800
15	Red Hill Avenue Medians (McCormick Ave. to Bristol St.)	-	102,700 *	-	102,700
16	Wallace Avenue Rehabilitations	-	-	-	250,000
<b>Storm Drain Improvements, Program #30122</b>					
17	Pomona Avenue/Industrial Way Water Quality & Storm Drain Design	500,000	-	2,871,600	3,371,600
<b>Curbs and Sidewalks, Program #30130</b>					
18	New Sidewalk/Missing Link Program	-	-	-	100,000
19	Parkway Improvement Program	-	-	-	250,000
20	Priority Sidewalk Repair	-	-	-	50,000
<b>Park Maintenance, Program #40111</b>					
21	Concrete Walkway Replacement- Various Parks	-	50,000	-	50,000
22	TeWinkle Park - Middle Lake Repairs	-	50,000	-	50,000
23	Rehabilitate Parking Lot- Various Locations	-	200,000	-	200,000
<b>Park Development, Program #40112</b>					
24	Canary Drive Stairs	-	65,000	-	65,000
25	Fairview Park Multipurpose Trail	-	835,959 *	-	835,959
26	Park Security Lighting Replacement Program	-	-	-	475,000
27	Parking Lot Lighting at Fairview Park	-	650,000	-	650,000
28	Parsons School Field Lighting	-	20,000	-	20,000
29	Smallwood Park Improvements	-	250,000	-	250,000
30	Costa Mesa High School Track and Field Upgrade	-	500,000	-	500,000
<b>Building Maintenance, Program #50910</b>					
31	Building Maintenance Projects	-	500,000	-	500,000
<b>Total FY 13-14 Adopted CIPs</b>		<b>\$ 500,000</b>	<b>\$ 6,365,646</b>	<b>\$ 6,671,600</b>	<b>\$ 18,054,059</b>

\* Includes Grant funding

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Maintenance Services			<b>PROGRAM</b> Parkway and Median Impr., 20111		
<b>PROJECT TITLE</b> Median Improvements - Del Mar Avenue				<b>PROJECT MANAGER</b> Bruce Hartley, x- 5164		<b>ITEM</b> 1	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19500	<b>Program</b> 20111	<b>Project</b> 350020	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	25,000	-	-	-	-	-	-
Construction	175,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 1,000</b>		
<p>This project includes the removal of existing concrete; design and installation of water efficient landscaping on Del Mar Avenue at Newport Boulevard. This project will beautify a key intersection in the City by removing the concrete from an existing median and installing colorful water efficient plants. The project will increase annual maintenance costs to the City due to the addition of water, water meter, irrigation controller, irrigation components and electrical utilities and the maintenance of the new plant material. This project will expand existing or add medians as appropriate.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Maintenance Services			<b>PROGRAM</b> Parkway and Median Impr., 20111		
<b>PROJECT TITLE</b> City Wide Parkway Tree Planting				<b>PROJECT MANAGER</b> Bruce Hartley, x- 5164		<b>ITEM</b> 2	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19500	<b>Program</b> 20111	<b>Project</b> 350021	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	10,000	-	-	-	-	-	-
Construction	90,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 13,500</b>		
<p>The objective of this project is to plant appropriate parkway trees in currently vacant locations in neighborhoods throughout the City. Planting trees helps to improve the aesthetic appearance of the community; improves air quality by sequestering carbon and producing oxygen; trees reduce urban run off and improve the water quality of storm water discharges. Trees also create shade for vehicles and understory landscape.</p> <p>This project would utilize a consulting firm to identify and evaluate planting opportunities; conduct public outreach and education; coordinate the selection of tree species; and includes installation and plant establishment. It is estimated that the project would plant approximately 800-900 trees.</p> <p>Operating impact is the annualized cost to trim the trees on a 3-year trim cycle.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Bicycle Racks at Various City Facilities				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 3	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000 500000	<b>Fund</b> 401 203	<b>Org</b> 19200 19200	<b>Program</b> 30112 30112	<b>Project</b> 300148 300148	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	39,050	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 39,050</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed BCIP Funds)	33,974	-	-	-	-	-	-
AQMD Funds	5,076	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 39,050</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>This project includes installation of new bicycle racks at seven City facilities - City Hall, Costa Mesa Tennis Center/Volcom Skate Park, Jack Hammett Sports Complex, Fairview Park, Newport Boulevard (Downtown), Vehicle Parking District #1 and Vehicle Parking District #2. The intent is to promote bicycle usage citywide and customized bicycle rack designs for each facility.</p> <p>The City has secured Bicycle Corridor Improvement Program (BCIP) funds in the amount of \$33,974, representing 87 percent of project costs. The remaining funds will be derived from AQMD revenues. The project will be implemented in Fiscal Year 13-14.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CIR-1		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-1A.1, 3, 10	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Bicycle Safety Education at Elementary Schools				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 4	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000 500000	<b>Fund</b> 401 203	<b>Org</b> 19200 19200	<b>Program</b> 30112 30112	<b>Project</b> 300149 300149	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	138,600	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 138,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed BCIP Funds)	120,582	-	-	-	-	-	-
AQMD Funds	18,018	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 138,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>This project includes bicycle safety education at sixteen elementary schools in the City of Costa Mesa. Bicycle safety education at each school will be a day-long event where instructors provide several sessions of focused teaching. There will also be an option for students to practice, under supervision, safe bicycling skills on actual neighborhood streets. In addition to classes at each school, four larger public outreach events are proposed throughout the school year where multiple schools (public and private) and the public is invited to participate. Presentation on safe bicycling is given at these events by professional instructors.</p> <p>The City secured federal Bicycle Corridor Improvement Program (BCIP) funds in the amount of \$120,582, representing 87 percent of project costs. The remaining funds will be derived from AQMD revenues. The project will be implemented in Fiscal Year 13-14.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CIR-1		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-1A.1, 3, 10	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Bicycle Signal Project on Placentia Avenue				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 5	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000 500000	<b>Fund</b> 401 203	<b>Org</b> 19200 19200	<b>Program</b> 30112 30112	<b>Project</b> 300150 300150	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	244,288	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 244,288</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed BCIP Grant)	212,531	-	-	-	-	-	-
AQMD Funds	31,757	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 244,288</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 1,200</b>		
<p>This project provides a controlled crossing on Placentia Avenue for bicyclists and pedestrians. A new bicycle trail was constructed connecting Placentia Avenue to the Greenville Banning Channel regional trail to the south of Fairview Channel within Fairview Park. At the terminus at Placentia Avenue, there is significant potential for bicyclists crossing high speed arterial at mid block location without any traffic control. The traffic signal will allow pedestrians and bicyclists to cross Placentia Avenue and access Fairview Park, Talbert Nature Preserve and beaches.</p> <p>The City secured federal Bicycle Corridor Improvement Program (BCIP) grant funds in the amount of \$212,531, which is about 87 percent of the total cost of this project. Funding from AQMD revenues will be used as City match for the remainder of project cost. Design of the project will be completed by in house staff. Construction is scheduled for FY 13-14.</p>							
<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b> CIR-1		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-1A.3, 15		

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Bristol Street Medians (Baker St. to Newport Blvd.)				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 6	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 300151	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	459,900	-	-	-	-	-
Engineering Fees	109,300	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 109,300</b>	<b>\$ 459,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed HSIP Grant)	88,300	403,900	-	-	-	-	-
Capital Improvement Fund	21,000	56,000	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 109,300</b>	<b>\$ 459,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$12,000</b>		
<p>This project provides for construction of landscaped medians and pedestrian improvements on Bristol Street between Baker Street and Newport Boulevard. Bristol Street has major commercial establishments including The LAB and The CAMP between Baker Street and Randolph Avenue. This project will include a review of pedestrian movements between these two centers as well as traffic patterns in this area to determine median and pedestrian enhancements. South of Randolph Avenue, the project includes construction of landscaped medians to Newport Boulevard.</p> <p>The City secured a Highway Safety Improvement Program Federal Grant in the amount of \$492,200 towards the design and construction of the project. The Grant is approximately 86 percent of the total project cost and City match share is required for the remaining portion. The Design Phase was scheduled for Fiscal Year 2013-14 and construction is scheduled for Fiscal Year 2014-15.</p> <p>Operating impact for maintenance of landscaping expected from FY 2016-17.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CD-1, CD-3		<b>POLICY:</b>		<b>OBJECTIVE:</b> CD-1A.1, 4, CD-3.2	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Alley Improvements, 30112		
<b>PROJECT TITLE</b> CDBG Alley Improvement- Alley No.'s 16 & 17				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 7	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 207	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 300152	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	151,962	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 151,962</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
CDBG	151,962	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 151,962</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>A comprehensive study was conducted Citywide to provide information about the existing condition of the alleys and their rehabilitation cost. In 2007, the City Council adopted an Alley Improvement Priority List and directed staff to move forward with rehabilitating the alleyways.</p> <p>These funds will be used towards rehabilitation of the following four Alleys:</p> <p>Harbor Blvd. Alley (Alley No. 16) located between Bernard St. and Hamilton St., from Charlie St to Bernard St..</p> <p>Bernard St Alley (Alley No. 17) located between Maple Ave. and Harbor Blvd., from Bernard St. to south of Bernard St.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Alley Improvements, 30112		
<b>PROJECT TITLE</b> CDBG Alley Improvement- Alley No.'s 120 & 121				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 8	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 207	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 300153	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	315,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 315,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
CDBG	315,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 315,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>A comprehensive study was conducted Citywide to provide information about the existing condition of the alleys and their rehabilitation cost. In 2007, the City Council adopted an Alley Improvement Priority List and directed staff to move forward with rehabilitating the alleyways.</p> <p>These funds will be used towards rehabilitation of the following two Alleys:</p> <p>Baker Street Alley (Alley No. 120) located between Paularino Channel and Mission Drive, from Mendoza Drive to Alley No. 125.</p> <p>LaSalle Avenue Alley (Alley No. 121) located between Mendoza Drive and LaSalle Avenue, from Alley No. 120 to Mission Drive.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> 30112, Street Improvements		
<b>PROJECT TITLE</b> Citywide Street Improvements				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 9	
<b>PROJECT ACCOUNT STRING:</b>	<b>Account</b>	<b>Fund</b>	<b>Org</b>	<b>Program</b>	<b>Project</b>	Existing Project ▼	
	500000	201	19200	30112	400015		
	500000	416	19200	30112	400015		
	500000	401	19200	30112	400015		
	500000	403	19200	30112	400015		
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	6,800,000	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)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 6,800,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>	<b>\$ 3,000,000</b>
<b>Description of Resources</b>							
Capital Improvement Fund	750,000	-	-	-	-	-	-
Gas Tax	2,250,000	-	-	-	-	-	-
Measure "M2" fund 416	3,000,000	-	-	-	-	-	-
Measure "M" fund 403	800,000	-	-	-	-	-	-
<b>Total</b>	<b>\$ 6,800,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact:</b> \$ -		
<p>This program will provide major rehabilitation to City streets which are in immediate need for improvement. The program is implemented in accordance with the Pavement Management System to meet the City Council Goal to reach and maintain an average Citywide Pavement Condition Index (PCI) of 85 by 2017.</p> <p><b>These funds will be used towards rehabilitation of the following streets:</b>  Sunflower Avenue from Main St. to Anton Blvd. and from Avenue of the Arts to Anton Blvd. (westbound only).  Anton Boulevard from Sakioka Drive to Avenue of the Arts.  Bristol Street from the 405 FWY deck to Anton Blvd.  Town Center Drive from Bristol Street to Park Center Drive  Park Center Drive from Town Center Drive to Sunflower Avenue  Residential streets located between 405 Fwy to the North, Paularino Ave. to the South, Bristol St. to the East and Bear St. to the West. (Maintenance District 31)  Residential streets located between Adams Ave. to the North, Fairview Park to the South, Harbor Blvd. to the East and Westerly City Limits. (Maintenance district 11)  Residential streets located between Paularino Ave. to the North, Baker St. to the South, 55 Fwy to the East and Fairview Rd. to the West. (Maintenance District 16)  Residential streets located between Fairview Park to the North, Victoria Street to the South, Harbor Blvd. to the East and Westerly City Limits. (Maintenance districts 18 &amp; 19)  Operational Impact: temporary repairs will be required by the City crews until permanent improvements have been completed.</p>							
<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>		

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Alley Improvements, 30112			
<b>PROJECT TITLE</b> Citywide Unimproved Alley Program (Alley No.'s 005, 051,119 & 125)				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 10		
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000 500000	<b>Fund</b> 201 401	<b>Org</b> 19200 19200	<b>Program</b> 30112 30112	<b>Project</b> 400012 400012	Existing Project ▼	
<b>Priority Classification:</b>								
<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.								
		<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>								
Architect Fees		-	-	-	-	-	-	-
Construction		1,100,000	1,000,000	1,000,000	1,000,000	1,000,000	200,000	200,000
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
<b>Total</b>		<b>\$ 1,100,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 1,000,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>
<b>Description of Resources</b>								
Gas Tax		600,000	-	-	-	-	-	-
Capital Improvement Fund		500,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
<b>Total</b>		<b>\$ 1,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b>		<b>\$ -</b>
<p>A comprehensive study was conducted Citywide to provide information about the existing conditions of the alleys and their rehabilitation cost. In 2007, the City Council adopted an Alley Improvement Priority List and directed staff to move forward with rehabilitating the alleyways. In 2012 the Council directed staff to accelerate reconstruction of all 6.1 miles of alleys in the "very poor" condition category over the following 7 years. Funding levels are proposed to meet this Council goal.</p> <p>The proposed funding will be used towards rehabilitation of the following Alleys:</p> <p>Pomona Ave. Alley (Alley No. 005) located between Placentia Ave. and Pomona Ave. from Ohms Way to 16th Street.</p> <p>Mendoza Dr. Alley (Alley No. 051) located between Baker St. and Mission Dr. from Mendoza Dr. to Baker St.</p> <p>Mendoza Dr. Alley (Alley No. 119) located between Ballow Ln. and Mendoza Dr. from Mission Dr. to El Camino Dr.</p> <p>Velasco Ln. Alley (Alley No. 125) located between Velasco Lane and La Salle Ave. from Sonora Rd. to Alley No. 120.</p>								
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>		

CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2013-2014

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Additional lighting in Public Alleys				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 11	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 300158	Existing Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact: \$ 5,000</b>	
This request is to provide additional lighting in public alleys. Lighting in public alleys has a direct correlation with public safety and blight. This appropriation will allow the City to begin lighting upgrades to public alleys as needed.							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> East 19th Street Safe Routes to School Project				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 12	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 370036	Existing Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	770,900	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 770,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed SRTS Grant)	770,900	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 770,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 15,000</b>		
<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 will be constructed to enhance identification of "Eastside Costa Mesa". Since East 19th Street is a direct route connecting the terminus of SR-55 Freeway and Irvine Avenue through the Eastside, the high speed of traffic and cut-through traffic have become primary concerns.</p> <p>The Public Services Department 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 percent of the total project cost and no City match share is required. The Design Phase was scheduled for Fiscal Year 2012-13 and construction is scheduled for Fiscal Year 2013-14.</p> <p>Operating impacts for landscape maintenance is expected to start in Fiscal Year 2015-16.</p>							
<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b>	CIR-1, CD-3	<b>POLICY:</b>	CIR-1A	<b>OBJECTIVE:</b>	CIR-1A.14, 15, CD-3.1, 3.2	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Placentia Avenue - 20th Street Crosswalk				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 13	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000 500000	<b>Fund</b> 203 401	<b>Org</b> 19200 19200	<b>Program</b> 30112 30112	<b>Project</b> 300154 300154	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	158,900	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 158,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed SRTS Grant)	138,900	-	-	-	-	-	-
AQMD Funds	20,000	-	-	-	-	-	-
<b>Total</b>	<b>\$ 158,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>This project enhances the pedestrian crossing at Placentia/20th Street by upgrading the quality of in-pavement flashers, adding new overhead flashing warning signals and signs, and installation of new audible pedestrian push buttons.</p> <p>The Public Services Department secured Safe Route to School (SR2S) grant in the amount of \$138,900, which is about 82 percent of the total cost of this project. AQMD revenues and City staff time will be used as City match for the remainder of project cost. Design of the project will be completed by in-house staff. Construction is scheduled for FY 13-14.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CIR-1		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-1A.3, 15	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Placentia Avenue Medians (Adams Ave. to Wilson St.)				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 14	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 300155	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	738,400	-	-	-	-	-
Engineering Fees	105,800	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 105,800</b>	<b>\$ 738,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed HSIP Grant)	81,200	648,500	-	-	-	-	-
Capital Improvement Fund	24,600	89,900	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 105,800</b>	<b>\$ 738,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 20,000</b>		
<p>This project provides for construction of a landscaped median on Placentia Avenue between Adams Avenue and Wilson Street. This will not only improve the streetscape which is adjacent to Fairview Park and Estancia High School, but also improve the traffic operations on the street. Installation of raised medians landscaped with trees will provide the appearance of a narrower roadway, resulting in a traffic calming effect. The medians are consistent with the Fairview Park Master Plan.</p> <p>The Public Services Department secured a Highway Safety Improvement Program Federal Grant in the amount of \$729,700 towards the design and construction of the project. The Grant is approximately 86 percent of the total project cost and City match share is required for the remaining portion. The Design Phase was scheduled for Fiscal Year 2013-14 and construction is scheduled for Fiscal Year 2014-15.</p> <p>Operating impacts for maintenance of landscaping is expected in Fiscal Year 2016-17.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CD-1, CD-3		<b>POLICY:</b>		<b>OBJECTIVE:</b> CD-1A.1, 4, CD-3.2	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Red Hill Avenue Medians (McCormick Ave. to Bristol St.)				<b>PROJECT MANAGER</b> Raja Sethuraman, x- 5032		<b>ITEM</b> 15	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 300156	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	768,600	-	-	-	-	-
Engineering Fees	102,700	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 102,700</b>	<b>\$ 768,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed HSIP Grant)	92,400	685,700	-	-	-	-	-
Capital Improvement Fund	10,300	82,900	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 102,700</b>	<b>\$ 768,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact: \$ 20,000</b>	
<p>This project provides for construction of landscaped medians on Red Hill Avenue between McCormick Avenue and Bristol Street. Red Hill Avenue is a gateway street to Costa Mesa and has a wide painted median. The project will result in construction of raised landscaped medians that are more inviting. It also improves overall traffic operations.</p> <p>The Public services Department secured a Highway Safety Improvement Program Federal Grant in the amount of \$778,100 towards the design and construction of the project. The Grant is approximately 89 percent of the total project cost and a City match share is required for the remaining portion. The Design Phase is scheduled for Fiscal Year 2013-14 and construction is scheduled for Fiscal Year 2014-15.</p> <p>Operating impact for landscape maintenance is expected in Fiscal Year 2016-17.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CD-1, CD-3		<b>POLICY:</b>		<b>OBJECTIVE:</b> CD-1A.1, 4, CD-3.2	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Alley Improvements, 30112		
<b>PROJECT TITLE</b> Wallace Avenue Rehabilitation				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 16	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 207	<b>Org</b> 19200	<b>Program</b> 30112	<b>Project</b> 300157	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	250,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
CDBG	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>This program will provide major rehabilitation 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.</p> <p>These funds will be used towards rehabilitation of Wallace Avenue from 19th Street to Hamilton Street.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Storm Drain Improvements, 30122		
<b>PROJECT TITLE</b> Pomona Ave/ Industrial Wy Water Quality & Storm Drain design				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 17	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000 500000	<b>Fund</b> 209 416	<b>Org</b> 19200 19200	<b>Program</b> 30122 30122	<b>Project</b> 550017 550017	Existing Project ▼
<b>Priority Classification:</b>							
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	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	3,371,600	500,000	500,000	500,000	500,000	500,000	500,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 3,371,600</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>	<b>\$ 500,000</b>
<b>Description of Resources</b>							
Drainage Fees	500,000	-	-	-	-	-	-
Measure "M2", Tier 2 Grant	2,871,600	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 3,371,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>The City's Master Drainage Plan was last updated and adopted by the City Council in August 2006.</p> <p>As part of the update, a hydrology analysis was conducted for the entire City which identified the watersheds with existing storm drain systems in need of upgrades.</p> <p>The watershed bounded by a) Placentia Avenue, b) West 19th Street, c) Newport Boulevard, and d) West 16th (watershed 8) has been identified by the Master Drainage Plan as one of the drainage area that is in need of upgrade.</p> <p>It is recommended that upgrades to the system in this watershed be constructed in two phases. This request will allocate funding for Phase I - Construction of a detention basin at Lions Park within the open space adjacent to Anaheim Avenue, located between the Historical Society and the Downtown Recreation Center and a parallel storm drain system on Anaheim Avenue between Plumer Street and 18th Street. The Public Services Department secured grant funding in the amount of \$2,871,600 from the Measure M2, Tier 2 Grant Program towards the construction of this phase.</p> <p>Phase II consists of construction of storm drain systems on Placentia Avenue and Pomona Avenue between 17th Street and 16th Street. The construction cost is estimated at \$4,500,000. Staff will continue to seek opportunities to capture additional grant funding for this phase of the work.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Curbs & Sidewalks, 30130		
<b>PROJECT TITLE</b> New Sidewalk/Missing Link Program				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 18	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 201	<b>Org</b> 19200	<b>Program</b> 30130	<b>Project</b> 500009	Existing Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
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)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>
<b>Description of Resources</b>							
Gas Tax	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact:</b> \$ -		
<p>In 1997, a comprehensive study was conducted Citywide to provide information about missing sidewalk locations, and to supplement and update a previous study conducted by staff in 1995. City Council approved the priorities and recommendations in the report. New sidewalks will be constructed in the highest priority areas such as around schools, hospitals, convalescent homes, public facilities, bus routes, and arterial highways.</p> <p>No Operational Impact.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Curbs & Sidewalks, 30130		
<b>PROJECT TITLE</b> Parkway Improvement Program				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 19	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 201	<b>Org</b> 19200	<b>Program</b> 30130	<b>Project</b> 500010	Existing Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
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)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>	<b>\$ 250,000</b>
<b>Description of Resources</b>							
Gas Tax	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<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 perform the necessary parkway repairs in anticipation of the residential street maintenance program for the following year. Additionally, ADA accessibility ramps are also constructed as part of this program throughout the City.</p> <p>No Operational Impact.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Curbs & Sidewalks, 30130		
<b>PROJECT TITLE</b> Priority Sidewalk Repair				<b>PROJECT MANAGER</b> Fariba Fazeli, x- 5378		<b>ITEM</b> 20	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 201	<b>Org</b> 19200	<b>Program</b> 30130	<b>Project</b> 500017	Existing Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
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)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
<b>Description of Resources</b>							
Gas Tax	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<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 are allocated to provide staff the flexibility to perform the necessary parkway repairs associated with the removal of trees as directed by the Parks and Recreation Commission. Additionally, ADA accessibility ramps are constructed as staff receives individual requests from the public.</p> <p>This program will allow City staff to expedite these emergency improvements as the requests are received.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2013-2014

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Maintenance Services			<b>PROGRAM</b> Park Maintenance, 40111		
<b>PROJECT TITLE</b> Concrete Walkway Replacement- Various Parks				<b>PROJECT MANAGER</b> Bruce Hartley, x- 5164		<b>ITEM</b> 21	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19500	<b>Program</b> 40111	<b>Project</b> 700098	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	75,000	75,000	75,000	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact:</b> \$ (3,650)		
Replaces sections of raised, cracked and/or deteriorated concrete walkways in City parks. This is an annual program that addresses safety concerns related to the safe travel of pedestrians through local parks.							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Park Maintenance, 40111					
<b>PROJECT TITLE</b> Tewinkle Park - Middle Lake Repairs		<b>PROJECT MANAGER</b> Jim Ortiz, x- 7490					
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 22					
<b>Account</b>	<b>Fund</b>	<b>Org</b>					
500000	401	19500					
<b>Program</b>	<b>Project</b>						
40111	700099						
		New Project ▼					
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	50,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>
<b>Project Justification</b>						<b>Operating Impact: \$ 15,000</b>	
<p>This project will begin the design process to repair or replace the lake lining and/or edges of the upper lake to eliminate the leaks associated with both spillways at the bridges that separate the upper lake from the lower lake. The repair of the east side waterfall on the south side would be included as well. The inability to have the upper lake hold constant volume results in the constant pumping of water and an inability to properly circulate the water. The discontinued use of the east waterfall and river due to underground leaks has also reduced the ability to properly circulate the lake and maintain water quality. Completion of this project will improve water quality, reduce water usage and allow for a reduction in maintenance and repair of lake management systems.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2013-2014

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Park Maintenance, 40111					
<b>PROJECT TITLE</b> Rehabilitate Parking Lot - Various Locations		<b>PROJECT MANAGER</b> Bruce Hartley, x- 5164					
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 23					
<b>Account</b>	<b>Fund</b>	<b>Org</b>					
500000	401	19500					
<b>Program</b>	<b>Project</b>						
40111	700100						
		New Project ▼					
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	200,000	25,000	25,000	25,000	25,000	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ (300)</b>		
This project includes resurfacing facility parking lots whose existing condition has deteriorated significantly, resulting in frequent potholes and trip hazards. These funds will be used towards the rehabilitation of the parking lots at the following locations: Balearic Center and Park, Canyon Park, Fire Station #5, and Vista Park.							
<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b>	<b>POLICY:</b>	<b>OBJECTIVE:</b>				

CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2013-2014

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Canary Drive Stairs				<b>PROJECT MANAGER</b> Bart Mejia, x- 5291		<b>ITEM</b> 24	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 40112	<b>Project</b> 700101	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	58,000	-	-	-	-	-	-
Engineering Fees	7,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	65,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 65,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 1,000</b>		
The south end of Canary Drive is a dead end street that is approximately 8' lower than the adjacent Fairview Park. Residents have created a user-defined trail over a steep slope that becomes hard to navigate when it rains. Funding is requested to construct a staircase similar to the one that was constructed at the northwest corner of the upper mesa of the park, and to landscape the slope.							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Engineering	<b>PROGRAM</b> Park Development, 40112
<b>PROJECT TITLE</b> Fairview Park Multipurpose Trail		<b>PROJECT MANAGER</b> Bart Mejia, x- 5291
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 25
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19200
<b>Program</b>	<b>Project</b>	
40112	700029	
		Existing Project ▼

**Priority Classification:**

Class I Required by action of the City Council or legislation of another governmental agency.

Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.

Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.

Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.

	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	835,959	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 835,959</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Cap Impr Fd (OCTA BCIP Grant)	835,959	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 835,959</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ 5,000
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The Public Service Department captured a grant in the amount of \$835,959 from the Orange County Transportation Authority (OCTA) Bicycle Corridor Improvement Program for the construction of the Fairview Park Multipurpose Trail Project. This amount, combined with previous allocations for Fairview Park Improvements approved in Fiscal Year 2012-2013, items No. 29 and 30, in the amount of \$750,000, will allow for the completion of the following improvements: Multipurpose trails from Placentia Avenue to Talbert Nature Preserve, from Pacific Avenue to Canyon Drive and from Canyon Drive to the restroom; construction of the master-planned north parking lot; construction of the cul-de-sac and parking lot at the end of Pacific Avenue and the construction of the play area between Pacific Avenue and Canyon Drive. This request is to recognize the grant amount to be reimbursed by OCTA and to consolidate the previously approved amounts into one project.

The design phase was completed in Fiscal Year 2012-2013.

<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b>	<b>POLICY:</b>	<b>OBJECTIVE:</b>
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**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Park Security Lighting Replacement Program				<b>PROJECT MANAGER</b> Bart Mejia, x- 5291		<b>ITEM</b> 26	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 208	<b>Org</b> 19200	<b>Program</b> 40112	<b>Project</b> 700080	Existing Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	400,000	-	400,000	400,000	400,000	-	-
Engineering Fees	75,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Park Development Fund	475,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 475,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 2,000</b>		
<p>The proposed project would, over the next three years, replace deteriorated or missing security lighting in four City parks (TeWinkle Park Lakes, Shiffer Park, Wakeham Park, Heller Park, and Del Mesa Park). Throughout the City, a number of City parks have security lights that are missing, do not function, or have deteriorated. Although City parks close at dusk, the walkways, trails, and paths remain accessible to the public. Security lighting provides a measure of safety for pedestrians passing through the park and allows for greater visibility of the park grounds for Park Rangers and Police Officers. Higher visibility typically reduces vandalism, vagrancy, and crime.</p> <p>Staff requests funds to design the above-described improvements and to replace the security lighting around the lakes at TeWinkle Park and at Shiffer Park.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Parking Lot Lighting at Fairview Park				<b>PROJECT MANAGER</b> Bart Mejia, x- 5291		<b>ITEM</b> 27	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 40112	<b>Project</b> 700102	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	650,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	650,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 7,000</b>		
<p>Fairview Park is a 208-acre park that has become a destination spot and the preferred venue for many community events like the Costa Mesa Fish Fry, Civil War Reenactments, Concerts in the Park, cross country races, etc. Some of these events take place at night and the master-planned parking lots are not lit. Funding is requested for the design and installation of energy-efficient parking lot lighting for the parking lots west of Placentia Avenue.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Parsons School Field Lighting				<b>PROJECT MANAGER</b> Bart Mejia, x- 5291		<b>ITEM</b> 28	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 40112	<b>Project</b> 700103	New Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	400,000	-	-	-	-	-
Engineering Fees	20,000	20,000	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 420,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	20,000	420,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ 420,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 6,000</b>		
<p>The City continues to seek opportunities to add permanent lights at athletic fields. A number of fields are currently lit with portable light towers. These portable light towers provide a short-term solution to the need for lit fields, but are not very efficient and require significant manpower to maintain and operate. Even with the best technology, they generate noise and it is difficult to control light spill. Permanent lights are engineered to provide outstanding light levels on the field while at the same time reducing light spill onto adjacent properties. The City recently added permanent lights at the Jack Hammett Sports Complex, TeWinkle Park Sports Complex, and Davis Field. Funding is requested for the preliminary design and feasibility study to analyze the installation of new lights at Parsons School.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Smallwood Park Improvements				<b>PROJECT MANAGER</b> Bart Mejia, x- 5291		<b>ITEM</b> 29	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 40112	<b>Project</b> 700092	Existing Project ▼
<b>Priority Classification:</b>							
<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.							
	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	250,000	125,000	125,000	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ 125,000</b>	<b>\$ 125,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 4,000</b>		
<p>The design for this project has been completed. The scope of the work includes building renovations, replacement of damaged concrete walkways, upgrade of electrical system, new picnic shelter, decomposed granite walkway, bioswale, playground, safety lighting, and exercise stations. The work is being done in phases as funds become available.</p> <p>The first phase of the project is currently under construction and includes the rehabilitation of the existing walkways, restroom building, and upgrade of the electrical system.</p> <p>The amount requested this fiscal year will fund the construction of a new playground, connecting ADA-compliant concrete walkways and relocation of irrigation improvements.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Costa Mesa High School Track and Field Upgrade				<b>PROJECT MANAGER</b> Bart Mejia, x- 5291		<b>ITEM</b> 30	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 40112	<b>Project</b> 700104	New Project ▼
<b>Priority Classification:</b>							
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	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	500,000	1,000,000	2,000,000	-	1,500,000	-	8,000,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 500,000</b>	<b>\$ 1,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ -</b>	<b>\$ 1,500,000</b>	<b>\$ -</b>	<b>\$ 8,000,000</b>
<b>Description of Resources</b>							
Capital Improvement Fund	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact: \$ 72,500</b>		
<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, video surveillance and lit grass practice field. The new synthetic track and multi-use artificial turf 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 the first installment for the construction of the above-mentioned elements. NMUSD may increase the scope of the work to include additional items to be paid at their expense.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	



**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2013-2014**

<b>DEPARTMENT</b> Public Services		<b>DIVISION</b> Maintenance Services			<b>PROGRAM</b> Building Maintenance, 50910		
<b>PROJECT TITLE</b> Maintenance Projects				<b>PROJECT MANAGER</b> various		<b>ITEM</b> 31	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 525100	<b>Fund</b> 401	<b>Org</b> 19500	<b>Program</b> 50910	<b>Project</b> 200062	New Project ▼
<b>Priority Classification:</b>							
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	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	500,000	-	-	-	-	-	-
<b>Total</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 500,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>The attached summary of requested maintenance projects (Attachment 1) are building modifications and maintenance projects in the 22 City-owned buildings, including those leased to outside agencies. The City administers and supervises contract services for maintaining these facilities.</p> <p>Costs include maintenance and repair costs (i.e. painting, electrical repair, tiling, etc.) as well as installation of replacement and upgraded equipment. There is no ongoing operating cost involved with these projects.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b>		<b>POLICY:</b>		<b>OBJECTIVE:</b>	

**SUMMARY OF ADOPTED MAINTENANCE PROJECTS**  
**FISCAL YEAR 2013-2014**

	<b>Project Description</b>	<b>Cost</b>
<b><u>FACILITIES:</u></b>		
<b>Police Department</b>	Retrofit urinals; eliminate waterless urinals.	\$ 12,000
	Add fence and access gate under heliport to service panels.	4,500
<b>Old Corp Yard</b>	Replace 2 apparatus doors.	6,000
<b>Fire Station #1</b>	Automate rear access gate.	12,000
<b>Fire Station #3</b>	Add security screening fence for rear yard; materials only.	9,500
	Soundproof stairs and staircase.	4,000
<b>Fire Station #4</b>	Installation of security screening to fence along bike trail.	9,500
	Replace HVAC ducting in training room.	8,500
	Replace sliding glass door in day room.	3,500
	Install privacy glass coating on apparatus floor windows.	540
<b>Fire Station #4 Tower</b>	Repair spawling concrete landings.	10,000
	Replace corroded metal doors (5 doors and frames).	8,000
	Replace four (4) light fixtures on top of tower.	7,500
<b>Fire Station #5</b>	Replace south side fence with full height.	4,500
	Replace missing/broken blinds and screens.	3,800
<b>Fire Station #6</b>	Replace leaking windows.	11,000
	Replace carpet with carpet tiles in workout room / trip hazard.	5,500
<b>NCC</b>	Fountain renovation.	15,000
	Replace 2 HVAC units.	14,000
	Fence and gates between NCC and DRC.	12,000
<b>DRC</b>	Power wash, scrape and paint metal overhang; entire building.	22,000
	Replace rain gutters.	11,000
	Power wash, prime and paint stucco walls; north side.	8,500
<b><u>PARKS:</u></b>		
<b>Balearic Center</b>	Replace existing metal lateral lines to upgrade the irrigation system for the Sports Fields.	25,000
	Remove and replace 2 deteriorating parking lot light poles and paint all existing light poles.	9,000
	Enclose backflow preventer and irrigation controller.	5,000
	Locate and replace all thermal hydraulic valves.	3,000
<b>Del Mesa Park</b>	Replace existing wooden light poles to standard light poles.	15,000
<b>Estancia Park</b>	Install electronic locking mechanisms for both restroom doors.	15,000
	Install wiring to flow meter/master valve from irrigation controller.	8,000

**SUMMARY OF ADOPTED MAINTENANCE PROJECTS**  
**FISCAL YEAR 2013-2014**

	<b>Requested Project Description</b>	<b>Cost</b>
<b><u>PARKS (continued):</u></b>		
<b>Fairview Park</b>	Install hose bibb on the exterior of the restrooms.	\$ 2,000
<b>Heller Park</b>	Replace existing patio structure over benches. Paint 7 light poles.	20,000 1,500
<b>Lions Park</b>	Booster pump at Davis Field.	15,000
<b>Shiffer Park</b>	Repair and weather proof wood bridges.(change to TeWinkle Lakes)	6,000
<b>Suburbia II Park</b>	Replace existing electrical meter pedestal.	10,000
<b>Tanager Park</b>	Install flowmeter/master valve on irrigation main line. Enclose backflow preventers and irrigation controller.	5,000 4,000
<b>Tennis Center</b>	Replace rubber sidewalk with concrete.	3,000
<b>Tewinkle Park</b>	Replace metal roof on the Tewinkle Pump House. Eastside irrigation isolation valves. Install drainage on both sides of the walkway, west of Angels playground and west of the shelter.	20,000 20,000 15,000
<b>Tewinkle Sports Complex</b>	Install sunshade on 8 dugouts.	15,600
<b>Vista Park</b>	Relocate irrigation wiring from storage room to irrigation controller.	3,000
<b>Wakeham Park</b>	Sports court resurfacing (2 basketball courts).	10,000
<b>Various Locations</b>	Re-establish control wiring to irrigation stations, and remove battery operated irrigation devices: Balearic Center, Estancia Adobe, Lions Park, Shiffer Park and City Hall. Replace deteriorated irrigation controller cabinets: Sunflower Avenue, Sakioka Drive, Anton Avenue and Bristol Street. Install backflow protection cages: Fairview Road, Sunflower Avenue, and Bristol Street. Convert backflow preventer fittings from PVC to brass: Fairview Road, Sunflower Avenue, Bristol Street, Anton Avenue and Red Hill Avenue.	25,000 15,000 10,000 15,000
	<b>Total</b>	<b><u>\$ 497,940</u></b>

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
<b>TRANSPORTATION</b>				
<b>Traveled Ways</b>				
<b>Street Improvements</b>				
Bicycle Racks at Various City Facilities	\$ 39,050	\$ -	\$ -	\$ -
Bicycle Education at Elementary Schools	138,600	-	-	-
Bicycle Signal Project on Placentia Avenue	244,288	-	-	-
Bear St. / SR-73 N/B Ramp-2nd left-turn lane	-	-	-	-
Bristol St. / Baker St. Intersection Improvement	-	-	412,500	550,000
Bristol St. Medians (Baker St. to Newport Blvd.)	109,300	459,900	-	-
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. 19th St. Safe Routes to School Project	770,900	-	-	-
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 St. Improvements	-	-	975,000	975,000
Harbor Blvd./ Adams Ave. Intersection Improvements	-	-	-	-
Harbor Blvd. / Gisler Ave. Intersection Improvements	-	850,000	-	-
Harbor Blvd. / South Coast Dr. Intersection Improvement	-	-	-	-
Harbor Blvd. / Sunflower Ave. Intersection Improvement	-	-	-	-
Harbor Blvd. / Victoria St. E/B Right Turn	-	125,000	525,000	-
Harbor Blvd./ Wilson St. Intersection Street Improvements (2 Phases)	-	-	-	-
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. / 20th St. Crosswalk	158,900	-	-	-
Placentia Ave. Medians	105,800	738,400	-	-
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
Red Hill Ave. Medians (McCormick Ave. to Bristol St.)	102,700	768,600	-	-
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	-	-
<b>Subtotal Street Improvements</b>	<b>\$ 1,669,538</b>	<b>\$ 4,431,000</b>	<b>\$ 4,271,800</b>	<b>\$ 5,412,600</b>
<b>Street Maintenance</b>				
Adams Ave.- Harbor Blvd. To Santa Ana River	-	-	1,750,000	-
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	-	750,000
Additional Lighting in Public Alleys-Alley Improvements	100,000	-	-	-
Anaheim Ave. - Superior Ave. to 19th St.	-	-	180,000	-
Anton Blvd.- Sakioka Dr. to Sunflower Ave.	-	-	-	-
Anton Blvd.- Avenue of the Arts to Bristol St.	-	-	-	-
Arlington Dr. - Fairview Rd. to Newport Blvd.	-	-	-	-
Baker St. - Bear St. to Bristol St.	-	877,000	-	-
Baker St.- Bristol St. to Newport Blvd.	-	-	-	-
Baker St.- Bear St. to Harbor Blvd.	-	-	-	-

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>Total</b>
<b>TRANSPORTATION</b>				
<b>Traveled Ways</b>				
<b>Street Improvements</b>				
Bicycle Racks at Various City Facilities	\$ -	\$ -	\$ -	\$ 39,050
Bicycle Education at Elementary Schools	-	-	-	138,600
Bicycle Signal Project on Placentia Avenue	-	-	-	244,288
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. Medians (Baker St. to Newport Blvd.)	-	-	-	569,200
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. 19th St. Safe Routes to School Project	-	-	-	770,900
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 St. Improvements	-	-	-	1,950,000
Harbor Blvd./ Adams Ave. Intersection Improvements	-	-	850,000	850,000
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. / 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 Street Improvements (2 Phases)	-	100,000	300,000	400,000
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. / 20th St. Crosswalk	-	-	-	158,900
Placentia Ave. Medians	-	-	-	844,200
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
Red Hill Ave. Medians (McCormick Ave. to Bristol St.)	-	-	-	871,300
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
<b>Subtotal Street Improvements</b>	<b>\$ 3,487,950</b>	<b>\$ 4,923,150</b>	<b>\$ 5,279,500</b>	<b>\$ 29,475,538</b>
<b>Street Maintenance</b>				
Adams Ave.- Harbor Blvd. To Santa Ana River	-	-	-	1,750,000
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	-	750,000
Additional Lighting in Public Alleys-Alley Improvements	-	-	-	100,000
Anaheim Ave. - Superior Ave. to 19th St.	-	-	-	180,000
Anton Blvd.- Sakioka Dr. to Sunflower Ave.	-	506,000	-	506,000
Anton Blvd.- Avenue of the Arts to Bristol St.	-	252,000	-	252,000
Arlington Dr. - Fairview Rd. to Newport Blvd.	600,000	-	-	600,000
Baker St. - Bear St. to Bristol St.	-	-	-	877,000
Baker St.- Bristol St. to Newport Blvd.	-	483,000	-	483,000
Baker St.- Bear St. to Harbor Blvd.	-	-	1,338,000	1,338,000

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
Baker St.- Harbor Blvd. to Samar Dr.	-	-	-	-
Baker St.- Red Hill Ave. to Newport Blvd. (NB)	-	-	-	-
Bay St. - Harbor Blvd. to Newport Blvd.	-	275,000	-	-
Bear St. - I-405 to Baker St.	-	-	618,000	-
Bear St. - Baker St. to Bristol St.	-	-	-	200,000
Bear St. - Sunflower Ave. to I-405	-	690,000	-	-
Bristol St. from I-405 to Newport Frontage Rd.	-	2,099,444	-	-
Bristol St. from I-405 to Sunflower Ave.	-	-	-	320,000
California St. - Gisler Ave. to Nevada Ave.	-	-	-	-
CDBG Alley Improvement- Alley No.'s 16 & 17	151,962	-	-	-
CDBG Alley Improvement- Alley No.'s 120 & 121	315,000	-	-	-
Citywide Unimproved Alley Program (Alley No.'s 005, 051,119, & 125)	1,100,000	1,000,000	1,000,000	1,000,000
Citywide Street Improvements	6,800,000	3,000,000	3,000,000	3,000,000
Del Mar Ave. - N/B Newport Blvd. To Santa Ana Ave.	-	-	500,000	-
El Camino Dr. - Fairview Rd. to La Salle Ave.	-	-	-	-
Fair Dr. - Harbor Blvd. to Newport Blvd.	-	-	-	-
Fairview Rd. - I-405 to Sunflower Ave.	-	-	-	870,000
Fairview Rd. - I-405 to Adams Ave.	-	-	-	1,100,000
Fairview Rd. - Adams Ave. to Fair Dr.	-	-	-	-
Fairview Rd. - Fair Dr. to Newport Blvd.	-	-	-	-
Gisler Ave. - W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.	-	-	-	-
Hamilton St. - Charle St. to Harbor Blvd.	-	-	-	-
Harbor Blvd.- South Coast Dr. to Mac Arthur Blvd.	-	-	-	-
Harbor Blvd. Wilson St. to Baker St.	-	-	-	-
Irvine Ave. - 20th St. to S'ly City Limits	-	-	-	-
Mac Arthur Blvd.- Santa Ana River to Harbor Blvd.	-	-	-	-
Mesa Verde Dr. - Adams Ave. (E) to Harbor Blvd.	-	-	476,000	-
Mesa Verde Dr. - Newport Blvd. to Santa Ana Ave.	-	-	314,000	-
Merrimac Way - Fairview Rd. to Harbor Blvd.	-	-	-	-
Monrovia Ave. - From S'ly City Limits to 19th St.	-	-	-	-
Newport Blvd. Frontage Rd. (S/B)- from 15th St. to 17th St.	-	-	-	-
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.	-	-	-	-
Orange Ave. - 22nd St. to Del Mar Ave.	-	-	-	-
Paularino Ave.- Bear St. Bristol St.	-	-	-	-
Placentia Ave. - Bear St. to Bristol St.	-	-	-	-
Pomona Ave. - Victoria St. to 16th St.	-	-	845,000	-
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	-	730,000	-
Santa Ana Ave.- 22nd St. to 23rd St.	-	-	-	202,000
South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd	-	-	-	232,927
Sunflower Ave. - Cadillac Ave. to Hyland Ave.	-	-	350,000	-
Superior Ave. - 17th St. to 18th St.	-	190,000	-	-
Victoria St. - Santa Ana River to SR- 55	-	-	-	2,222,965
Wallace Ave. Rehabilitations	250,000	-	-	-
Westside Improvements	-	250,000	500,000	500,000
Wilson St - W'ly City Limits to Fairview Rd.	-	1,650,000	-	-
17th St. - From Irvine Ave. to W'ly City Limits	-	-	-	-
18th St. - From Irvine Ave. to W'ly City Limits	-	-	-	-
19th St. - From Irvine Ave. to W'ly City Limits	-	-	-	-
22nd St. Newport Blvd. to Santa Ana Ave.	-	-	-	270,000
<b>Subtotal Street Maintenance</b>	<b>\$ 8,716,962</b>	<b>\$ 10,031,444</b>	<b>\$ 10,263,000</b>	<b>\$ 10,667,892</b>

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>Total</b>
Baker St.- Harbor Blvd. to Samar Dr.	-	185,000	-	185,000
Baker St.- Red Hill Ave. to Newport Blvd. (NB)	-	280,000	-	280,000
Bay St. - Harbor Blvd. to Newport Blvd.	-	-	-	275,000
Bear St. - I-405 to Baker St.	-	-	-	618,000
Bear St. - Baker St. to Bristol St.	-	-	-	200,000
Bear St. - Sunflower Ave. to I-405	-	-	-	690,000
Bristol St. from I-405 to Newport Frontage Rd.	-	-	-	2,099,444
Bristol St. from I-405 to Sunflower Ave.	-	-	-	320,000
California St. - Gisler Ave. to Nevada Ave.	680,000	-	-	680,000
CDBG Alley Improvement- Alley No.'s 16 & 17	-	-	-	151,962
CDBG Alley Improvement- Alley No.'s 120 & 121	-	-	-	315,000
Citywide Unimproved Alley Program (Alley No.'s 005, 051,119, & 125)	1,000,000	200,000	200,000	5,500,000
Citywide Street Improvements	3,000,000	3,000,000	3,000,000	24,800,000
Del Mar Ave. - N/B Newport Blvd. To Santa Ana Ave.	-	-	-	500,000
El Camino Dr. - Fairview Rd. to La Salle Ave.	-	406,000	-	406,000
Fair Dr. - Harbor Blvd. to Newport Blvd.	-	-	1,095,000	1,095,000
Fairview Rd. - I-405 to Sunflower Ave.	-	-	-	870,000
Fairview Rd. - I-405 to Adams Ave.	-	-	-	1,100,000
Fairview Rd. - Adams Ave. to Fair Dr.	-	1,125,000	-	1,125,000
Fairview Rd. - Fair Dr. to Newport Blvd.	-	921,000	-	921,000
Gisler Ave. - W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.	-	453,000	-	453,000
Hamilton St. - Charle St. to Harbor Blvd.	-	65,000	-	65,000
Harbor Blvd.- South Coast Dr. to Mac Arthur Blvd.	488,000	-	-	488,000
Harbor Blvd. Wilson St. to Baker St.	2,250,000	-	-	2,250,000
Irvine Ave. - 20th St. to S'ly City Limits	650,000	-	-	650,000
Mac Arthur Blvd.- Santa Ana River to Harbor Blvd.	750,000	-	-	750,000
Mesa Verde Dr. - Adams Ave. (E) to Harbor Blvd.	-	-	-	476,000
Mesa Verde Dr. - Newport Blvd. to Santa Ana Ave.	-	-	-	314,000
Merrimac Way - Fairview Rd. to Harbor Blvd.	-	485,000	-	485,000
Monrovia Ave. - From S'ly City Limits to 19th St.	440,000	-	-	440,000
Newport Blvd. Frontage Rd. (S/B)- from 15th St. to 17th St.	290,000	-	-	290,000
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.	140,000	-	-	140,000
Orange Ave. - 22nd St. to Del Mar Ave.	-	627,000	-	627,000
Paularino Ave.- Bear St. Bristol St.	258,000	-	-	258,000
Placentia Ave. - Bear St. to Bristol St.	-	-	2,140,000	2,140,000
Pomona Ave. - Victoria St. to 16th St.	-	-	-	845,000
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	-	-	730,000
Santa Ana Ave.- 22nd St. to 23rd St.	-	-	-	202,000
South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd	-	-	-	232,927
Sunflower Ave. - Cadillac Ave. to Hyland Ave.	-	-	-	350,000
Superior Ave. - 17th St. to 18th St.	-	-	-	190,000
Victoria St. - Santa Ana River to SR- 55	-	-	-	2,222,965
Wallace Ave. Rehabilitations	-	-	-	250,000
Westside Improvements	500,000	500,000	-	2,250,000
Wilson St - W'ly City Limits to Fairview Rd.	-	-	-	1,650,000
17th St. - From Irvine Ave. to W'ly City Limits	-	-	1,200,000	1,200,000
18th St. - From Irvine Ave. to W'ly City Limits	-	860,000	-	860,000
19th St. - From Irvine Ave. to W'ly City Limits	-	-	1,400,000	1,400,000
22nd St. Newport Blvd. to Santa Ana Ave.	-	-	-	270,000
<b>Subtotal Street Maintenance</b>	<b>\$ 11,046,000</b>	<b>\$ 10,348,000</b>	<b>\$ 10,373,000</b>	<b>\$ 71,446,298</b>

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
 FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
<b>Storm Drain Improvements</b>				
Pomona Ave./Industrial Wy Water Quality & Storm Drain Design	\$ 3,371,600	\$ 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	-	-	-	-
Arlington Drive Bio-Swale and Dry Weather Diversion Project	-	750,000	-	-
Fairview Park Storm Water Infiltration System	-	1,000,000	-	-
E. 17th St. Storm Drain System	-	-	-	-
W. 18th St. Storm Drain System	-	-	-	653,490
W. 19th St. Storm Drain System	-	-	-	823,390
<b>Subtotal Storm Drain Improvements</b>	<b>\$ 3,371,600</b>	<b>\$ 2,250,000</b>	<b>\$ 1,293,040</b>	<b>\$ 1,976,880</b>
<b>Traffic Operations</b>				
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
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	-	250,000	250,000	250,000
Signal System Upgrade- Adams	-	450,000	-	-
Signal System Upgrade- Paularino	-	-	500,000	-
Signal System Upgrade- Bristol & Red Hill Ave.	-	-	500,000	-
Signal System Upgrade- Fair Dr. & Wilson St.	-	-	-	-
Signal System Upgrade- Harbor Phase II	-	-	-	500,000
Signal System Upgrade- Newport Blvd.	-	950,000	-	-
Signal System Upgrade- Sunflower Ave.	-	600,000	-	-
Traffic Signal Installation	-	180,000	-	190,000
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	25,000	-	-
<b>Subtotal Traffic Operations</b>	<b>\$ -</b>	<b>\$ 2,741,250</b>	<b>\$ 1,275,000</b>	<b>\$ 1,215,000</b>
<b>Curbs and Sidewalks</b>				
Citywide Sidewalk Repair		\$ 210,000	\$ -	\$ -
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
<b>Subtotal Curbs and Sidewalks</b>	<b>\$ 400,000</b>	<b>\$ 610,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>
<b>TOTAL TRANSPORTATION</b>	<b>\$ 14,158,100</b>	<b>\$ 20,063,694</b>	<b>\$ 17,502,840</b>	<b>\$ 19,672,372</b>
<b>COMMUNITY HEALTH &amp; ENVIRONMENT</b>				
<b>Beautification</b>				
<b>Parkway and Median Improvements</b>				
Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)	\$ -	\$ 1,000,000	\$ -	\$ -
Arlington Dr. at Newport Blvd. Streetscape		180,000	-	-
7' High Vinyl Fencing Installation (Alley No.'s 47,50,51 &125)		160,000	-	-
Harbor Blvd. Median Improvements	-	1,200,000	-	-
Gisler Avenue Bike Trail Landscape	-	-	165,000	-
Landscape Improvements- Coolidge Ave. and Filmore Wy.		60,000	-	-
Median Improvements- Adams Ave.		50,000	-	-
Median Improvements- California Ave.		69,000	-	-
Median Improvements- Del Mar Ave.	200,000	-	-	-
Median Improvements- Mesa Verde Dr.		1,386,000	-	-
Median Improvements- Red Hill Ave. (Pullman to McCormick Ave.)		140,000	-	-
Newport Blvd. Landscape - 19th St. to Bristol St.		-	1,000,000	-

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>Total</b>
<b>Storm Drain Improvements</b>				
Pomona Ave./Industrial Wy Water Quality & Storm Drain Design	\$ 500,000	\$ 500,000	\$ 500,000	\$ 6,371,600
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
Arlington Drive Bio-Swale and Dry Weather Diversion Project	-	-	-	750,000
Fairview Park Storm Water Infiltration System	-	-	-	1,000,000
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
<b>Subtotal Storm Drain Improvements</b>	<b>\$ 1,676,785</b>	<b>\$ 3,221,600</b>	<b>\$ 2,509,360</b>	<b>\$ 16,299,265</b>
<b>Traffic Operations</b>				
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
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	250,000	250,000	250,000	1,500,000
Signal System Upgrade- Adams	-	-	-	450,000
Signal System Upgrade- Paularino	-	-	-	500,000
Signal System Upgrade- Bristol & Red Hill Ave.	500,000	-	-	1,000,000
Signal System Upgrade- Fair Dr. & Wilson St.	250,000	500,000	-	750,000
Signal System Upgrade- Harbor Phase II	250,000	-	-	750,000
Signal System Upgrade- Newport Blvd.	-	-	-	950,000
Signal System Upgrade- Sunflower Ave.	-	-	-	600,000
Traffic Signal Installation	-	200,000	-	570,000
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	-	-	25,000
<b>Subtotal Traffic Operations</b>	<b>\$ 1,525,000</b>	<b>\$ 1,225,000</b>	<b>\$ 525,000</b>	<b>\$ 8,506,250</b>
<b>Curbs and Sidewalks</b>				
Citywide Sidewalk Repair	\$ -	\$ -	\$ -	\$ 210,000
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
<b>Subtotal Curbs and Sidewalks</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 3,010,000</b>
<b>TOTAL TRANSPORTATION</b>	<b>\$ 18,135,735</b>	<b>\$ 20,117,750</b>	<b>\$ 19,086,860</b>	<b>\$ 128,737,351</b>

**COMMUNITY HEALTH & ENVIRONMENT**

**Beautification**

**Parkway and Median Improvements**

Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)	\$ -	\$ -	\$ -	\$ 1,000,000
Arlington Dr. at Newport Blvd. Streetscape	-	-	-	180,000
7' High Vinyl Fencing Installation (Alley No.'s 47,50,51 &125)	-	-	-	160,000
Harbor Blvd. Median Improvements	-	-	-	1,200,000
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Landscape Improvements- Coolidge Ave. and Filmore Wy.	-	-	-	60,000
Median Improvements- Adams Ave.	-	-	-	50,000
Median Improvements- California Ave.	-	-	-	69,000
Median Improvements- Del Mar Ave.	-	-	-	200,000
Median Improvements- Mesa Verde Dr.	-	-	-	1,386,000
Median Improvements- Red Hill Ave. (Pullman to McCormick Ave.)	-	-	-	140,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,000,000

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
Parkway Improvements- Gisler Ave.		100,900	-	-
Parkway Improvements- Victoria St.		784,000	-	-
Placentia Ave. Median Improvements (Wilson St. to S'ly City Limits)	-	1,500,000	-	-
Tree Planting Program	100,000	-	-	-
<b>Subtotal Parkway &amp; Median Improvements</b>	<b>\$ 300,000</b>	<b>\$ 6,629,900</b>	<b>\$ 1,165,000</b>	<b>\$ -</b>

**Park Development**

Bluff Stairs at South Fairview Park	\$ -	\$ 275,000	\$ -	\$ -
Brentwood Park -Playground Improvements	-	500,000	500,000	500,000
Canary Dr. Stairs	65,000	-	-	-
Canyon Park - New Restroom	-	-	-	650,000
Costa Mesa HS Field Design & Construction	500,000	1,000,000	2,000,000	-
Davis School Field Design & Construction	-	-	-	-
Estancia High School Sports Lighting	-	400,000	1,200,000	-
Fairview Developmental Center Sports Complex	-	-	-	500,000
Fairview Park Amphitheater	-	-	-	450,000
Fairview Park Improvements	-	250,000	250,000	250,000
Fairview Park Riparian Habitat Phase III	-	500,000	1,000,000	1,000,000
Fairview Park - Multipurpose Trail	835,959	-	-	-
Fence Along Placentia Ave.	-	330,000	-	-
Gisler Park - New Picnic Shelter	-	-	-	-
Harper Park - Expand Park	-	-	-	1,250,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	-
Jack Hammett Field 1 Upgrade	-	1,060,000	-	-
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	-
Lindbergh Park - Expand Park	-	-	-	-
Lions Park (Davis Field) Scoreboard	-	30,000	-	-
Lions Park Improvements	-	100,000	100,000	100,000
Marina View Park - 1 New Half Court Basketball Court	-	-	-	-
Mesa Del Mar Neighborhood Entryway	-	78,000	-	-
Moon Park - 1 New Half Court Basketball Court	-	-	-	-
Park Monument Signage	-	50,000	50,000	50,000
Park Security Lighting Replacement Program	475,000	-	400,000	400,000
Parking Lot Lighting at Fairview Park	650,000	-	-	-
Parsons School Field Lighting	20,000	420,000	-	-
Pinkley Park - 2 New Tennis Courts	-	-	-	-
Restroom North of Fairview Park Entrance	-	-	525,000	-
Smallwood Park Playground and Picnic Shelter	250,000	125,000	125,000	-
Smallwood Park Security Lighting	-	-	100,000	-
Talbert Nature Preserve	-	135,000	-	-
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	-	-	-	-
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	-	-	-	-
Vista Park-Veteran's Memorial	-	60,000	-	-

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>Total</b>
Parkway Improvements- Gisler Ave.	-	-	-	100,900
Parkway Improvements- Victoria St.	-	-	-	784,000
Placentia Ave. Median Improvements (Wilson St. to S'ly City Limits)	-	-	-	1,500,000
Tree Planting Program	-	-	-	100,000
<b>Subtotal Parkway &amp; Median Improvements</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,094,900</b>

**Park Development**

Bluff Stairs at South Fairview Park	\$ -	\$ -	\$ -	\$ 275,000
Brentwood Park -Playground Improvements	-	-	-	1,500,000
Canary Dr. Stairs	-	-	-	65,000
Canyon Park - New Restroom	-	-	-	650,000
Costa Mesa HS Field Design & Construction	1,500,000	-	8,000,000	13,000,000
Davis School Field Design & Construction	-	2,500,000	-	2,500,000
Estancia High School Sports Lighting	-	-	-	1,600,000
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	250,000	250,000	250,000	1,500,000
Fairview Park Riparian Habitat Phase III	-	-	-	2,500,000
Fairview Park - Multipurpose Trail	-	-	-	835,959
Fence Along Placentia Ave.	-	-	-	330,000
Gisler Park - New Picnic Shelter	185,000	-	-	185,000
Harper Park - Expand Park	-	-	-	1,250,000
Heller Park - 2 New Lighted Basketball Courts	275,000	-	-	275,000
Jack Hammett Field 1 Upgrade	-	-	-	1,060,000
Lindbergh Park - 1 New Half Court Basketball Court	75,000	-	-	75,000
Lindbergh Park - Expand Park	1,300,000	-	-	1,300,000
Lions Park (Davis Field) Scoreboard	-	-	-	30,000
Lions Park Improvements	100,000	-	-	400,000
Marina View Park - 1 New Half Court Basketball Court	-	80,000	-	80,000
Mesa Del Mar Neighborhood Entryway	-	-	-	78,000
Moon Park - 1 New Half Court Basketball Court	-	80,000	-	80,000
Park Monument Signage	-	-	-	150,000
Park Security Lighting Replacement Program	400,000	-	-	1,675,000
Parking Lot Lighting at Fairview Park	-	-	-	650,000
Parsons School Field Lighting	-	-	-	440,000
Pinkley Park - 2 New Tennis Courts	150,000	-	-	150,000
Restroom North of Fairview Park Entrance	-	-	-	525,000
Smallwood Park Playground and Picnic Shelter	-	-	-	500,000
Smallwood Park Security Lighting	-	-	-	100,000
Talbert Nature Preserve	-	-	-	135,000
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
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
Vista Park-Veteran's Memorial	-	-	-	60,000

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
Wakeham Park - 2 New Tennis Courts	-	-	-	-
West Bluff Cable Railing at Fairview Park	-	50,000	-	-
Youth Sports- Costa Mesa United	-	100,000	100,000	100,000
<b>Subtotal Park Improvements</b>	<b>\$ 2,795,959</b>	<b>\$ 5,463,000</b>	<b>\$ 6,350,000</b>	<b>\$ 8,850,000</b>

**Park Maintenance**

Del Mesa Park - Replace Walkway Lights	-	45,000	-	-
Gisler Park - Replace Shelter	-	65,000	-	-
Heller Park - New Shelter Near Tot Lot	-	-	-	40,000
Heller Park - Replace Security Lighting	-	-	125,000	-
Heller Park- Replace Existing Restroom	-	-	600,000	-
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- Middle Lake Repairs-Design	50,000	-	-	-
TeWinkle Park Lake- Middle Lake Repairs-Construction	-	250,000	-	-
Vista Park- Installation of Perimeter Trail Fence	-	40,000	-	-
Wakeham Park - Tot- Lot Renovation Project	-	190,000	-	-
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	200,000	-
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
Rehabilitate Parking Lot - Various Locations	200,000	25,000	25,000	25,000
<b>Subtotal Park Maintenance</b>	<b>\$ 300,000</b>	<b>\$ 790,000</b>	<b>\$ 1,085,000</b>	<b>\$ 175,000</b>

**Sanitation****Water Quality**

NPDES Best Management Practices Implementation	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
<b>Subtotal Water Quality</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**TOTAL COMMUNITY HEALTH & ENVIRONMENT**

<b>\$ 3,395,959</b>	<b>\$ 12,932,900</b>	<b>\$ 8,650,000</b>	<b>\$ 9,075,000</b>
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**LEISURE & COMMUNITY SERVICES****Community Programs**

Recreation Use Concept Plans, Various Properties	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
<b>Subtotal Community Programs</b>	<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>

**TOTAL LEISURE & COMMUNITY SERVICES**

<b>\$ -</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>
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**GENERAL GOVERNMENT SUPPORT****Facilities Maintenance**

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ -	\$ 150,000
Balearic Center - Fire Protection Sprinklers	-	-	-	-
Balearic Center - HVAC Unit - Heating Furnace	-	-	60,000	-
Building Maintenance Projects	500,000	500,000	500,000	500,000
City Hall - HVAC Control System Upgrade	-	-	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 - Curtain Walls Double Pane Glass (1 floor per year)	-	-	125,000	130,000
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	-	-

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>Total</b>
Wakeham Park - 2 New Tennis Courts	150,000	-	-	150,000
West Bluff Cable Railing at Fairview Park	-	-	-	50,000
Youth Sports- Costa Mesa United	100,000	100,000	-	500,000
<b>Subtotal Park Improvements</b>	<b>\$ 9,935,000</b>	<b>\$ 8,925,000</b>	<b>\$ 10,900,000</b>	<b>\$ 53,218,959</b>

**Park Maintenance**

Del Mesa Park - Replace Walkway Lights	-	-	-	45,000
Gisler Park - Replace Shelter	-	-	-	65,000
Heller Park - New Shelter Near Tot Lot	-	-	-	40,000
Heller Park - Replace Security Lighting	-	-	-	125,000
Heller Park- Replace Existing Restroom	-	-	-	600,000
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- Middle Lake Repairs-Design	-	-	-	50,000
TeWinkle Park Lake- Middle Lake Repairs-Construction	-	-	-	250,000
Vista Park- Installation of Perimeter Trail Fence	-	-	-	40,000
Wakeham Park - Tot- Lot Renovation Project	-	-	-	190,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	-	200,000
Concrete Walkway Replacement - Various Locations	-	-	-	275,000
Various Vacant Tree Sites- Installments of 300 Trees	35,000	35,000	35,000	210,000
Rehabilitate Parking Lot - Various Locations	25,000	-	-	300,000
<b>Subtotal Park Maintenance</b>	<b>\$ 235,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 2,655,000</b>

**Sanitation****Water Quality**

NPDES Best Management Practices Implementation	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
<b>Subtotal Water Quality</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 300,000</b>

**TOTAL COMMUNITY HEALTH & ENVIRONMENT**

<b>\$ 10,220,000</b>	<b>\$ 9,010,000</b>	<b>\$ 10,985,000</b>	<b>\$ 64,268,859</b>
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**LEISURE & COMMUNITY SERVICES****Community Programs**

Recreation Use Concept Plans, Various Properties	\$ -	\$ -	\$ -	\$ 150,000
<b>Subtotal Community Programs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>

**TOTAL LEISURE & COMMUNITY SERVICES**

<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>
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**GENERAL GOVERNMENT SUPPORT****Facilities Maintenance**

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ -	\$ 150,000
Balearic Center - Fire Protection Sprinklers	120,000	-	-	120,000
Balearic Center - HVAC Unit - Heating Furnace	-	-	-	60,000
Building Maintenance Projects	500,000	500,000	500,000	3,500,000
City Hall - HVAC Control System Upgrade	-	-	-	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 - Curtain Walls Double Pane Glass (1 floor per year)	135,000	140,000	145,000	675,000
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

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 13-14</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>
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 - Paint Exterior	-	-	-	-
Corp Yard - Replace Failed Concrete	-	-	125,000	-
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	-	-	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	-	-	-	-
Council Chambers & Broadcast Systems A/V Upgrades	-	1,250,000	-	-
Downtown Recreation Center - Replace Swimming Pool Plaster	-	100,000	-	-
Downtown Recreation Center - Repair Concrete Pool Deck	-	50,000	-	-
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	-	65,000
Fire Station #1 - Replace HVAC & Underground Duct	-	-	50,000	-
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Replace Roof	-	94,000	-	-
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	-	-	-
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	-	45,000	-	-
Fire Station #4 - Replace Emergency Generator	-	90,000	-	-
Fire Station #6 - Replace 3 HVAC Rooftop Units	-	38,000	-	-
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	180,000	-
Mesa Verde Library - Interior Paint & Carpet	-	50,000	-	-
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	-	60,000	-	-
Police Station - Replace Backup Generator/Remove UST & Install	-	300,000	-	-
Police Substation - ADA Restrooms	-	-	175,000	-
Police Substation - Interior Floor Finishes	-	-	-	-
Police Substation - Interior Wall Finishes	-	-	-	-
<b>TOTAL GENERAL GOVERNMENT SUPPORT</b>	<b>\$ 500,000</b>	<b>\$ 3,332,000</b>	<b>\$ 3,465,000</b>	<b>\$ 2,385,000</b>
<b>GRAND TOTAL</b>	<b>\$ 18,054,059</b>	<b>\$ 36,378,594</b>	<b>\$ 29,667,840</b>	<b>\$ 31,182,372</b>

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2013-2014 through FISCAL YEAR 2019-2020**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 17-18</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>Total</b>
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 - Paint Exterior	-	-	80,000	80,000
Corp Yard - Replace Failed Concrete	-	-	-	125,000
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
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
Council Chambers & Broadcast Systems A/V Upgrades	-	-	-	1,250,000
Downtown Recreation Center - Replace Swimming Pool Plaster	-	-	-	100,000
Downtown Recreation Center - Repair Concrete Pool Deck	-	-	-	50,000
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	-	65,000
Fire Station #1 - Replace HVAC & Underground Duct	-	-	-	50,000
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Replace Roof	-	-	-	94,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	135,000	-	-	135,000
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	-	-	-	45,000
Fire Station #4 - Replace Emergency Generator	-	-	-	90,000
Fire Station #6 - Replace 3 HVAC Rooftop Units	-	-	-	38,000
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	-	180,000
Mesa Verde Library - Interior Paint & Carpet	-	-	-	50,000
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	-	-	-	60,000
Police Station - Replace Backup Generator/Remove UST & Install	-	-	-	300,000
Police Substation - ADA Restrooms	-	-	-	175,000
Police Substation - Interior Floor Finishes	80,000	-	-	80,000
Police Substation - Interior Wall Finishes	-	40,000	-	40,000
<b>TOTAL GENERAL GOVERNMENT SUPPORT</b>	<b>\$ 2,570,000</b>	<b>\$ 797,000</b>	<b>\$ 815,000</b>	<b>\$ 13,864,000</b>
<b>GRAND TOTAL</b>	<b>\$ 30,925,735</b>	<b>\$ 29,924,750</b>	<b>\$ 30,886,860</b>	<b>\$ 207,020,210</b>





## ***HISTORY OF COSTA MESA***

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

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

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

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

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

Today, Costa Mesa is a major commercial and industrial center of Orange County. The City, which formally adopted the slogan "The City of the Arts" in late 1984, is home to the Orange County Performing Arts Center and the Tony Award-winning South Coast Repertory Theatre. The Center includes a 3,000-seat facility, which was completed in 1985. And in September 2006, the 2,000-seat Henry and Renee Segerstrom Concert Hall and 500-seat Samueli Theatre opened with great 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 2013-2014**

**General**

Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	110,757
Acres Zoned for Industry	1,146
Acres of Open Space	1,957
Post Offices	2
Number of Full-Time Employees	466

**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	132
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**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

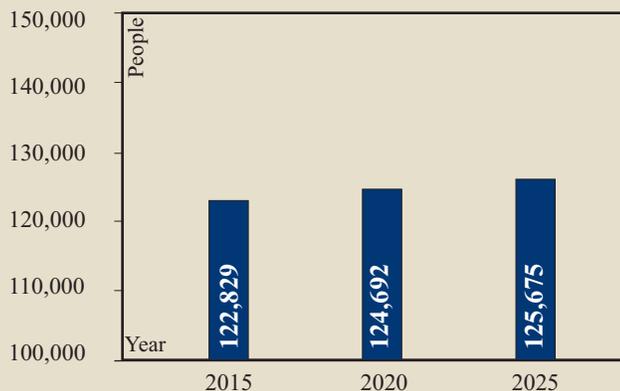
Incorporated in June, 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, the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

## Population Characteristics

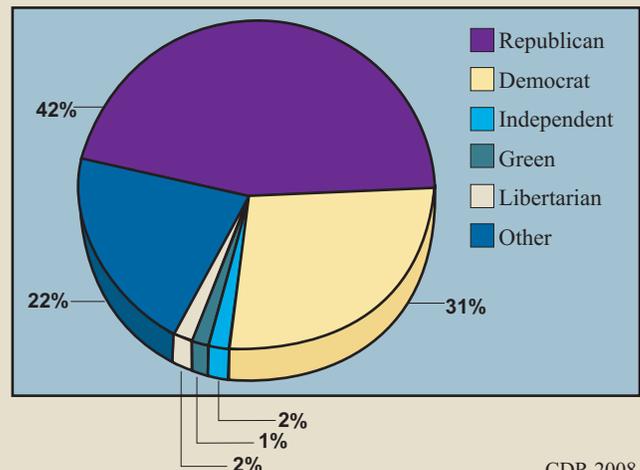
Population:	110,757
Median Age:	33
Average Household Size:	2.69
Average Family Size:	3.30

Source: 2010 U. S. Census

### POPULATION PROJECTIONS



### VOTER REGISTRATION



CDR 2008

## Growth and Trends

	1980	1999	2010	2015	2020
<b>Population Orange County<sup>1</sup></b>	1,932,709	2,788,767	3,010,232	3,451,757	3,533,935
<b>Population Costa Mesa</b>	82,562	106,103	109,960	122,829	124,692
<b>Costa Mesa Retail Sales Tax Revenue<sup>2</sup></b>	\$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.<sup>3</sup>

3. Costa Mesa General Plan (2000)

### Property Sales Prices in Costa Mesa<sup>4</sup>

	2012	2013
<b>Homes</b>		
Highest	\$ 1,400,000	\$ 1,700,000
Median	\$ 571,093	\$ 536,700
Lowest	\$ 251,750	\$ 292,000
<b>Condominiums</b>		
Highest	\$ 689,000	\$ 750,000
Median	\$ 344,180	\$ 355,000
Lowest	\$ 124,900	\$ 87,600

4. Torelli Realty

### Orange County Fair Market Rental Rates<sup>6</sup>

Studio apartments	\$ 1,126
One-bedroom apartments	\$ 1,294
Two-bedroom apartments	\$ 1,621

6. Department of Housing and Urban Development (2010)

2010 Housing Units Distribution <sup>5</sup>	Units	%
<b>Single Detached:</b>	16,005	38.2%
<b>Single Attached:</b>	4,296	10.2%
<b>2 to 4 units/ structure:</b>	6,107	14.6%
<b>5+ units/ structure:</b>	14,320	34.1%
<b>Mobile homes:</b>	1,141	2.7%
<b>Other</b>	72	.2%
<b>Total housing units:</b>	41,941	100.0%
<b>Occupied units:</b>	40,104	95.6%
<b>Vacant units:</b>	1,837	4.4%
<b>Persons per unit:</b>	2.69	

5. US Census

2010 Households <sup>7</sup>	Units	%
Owner occupied	17,421	43.4%
Renter occupied	22,683	56.6%

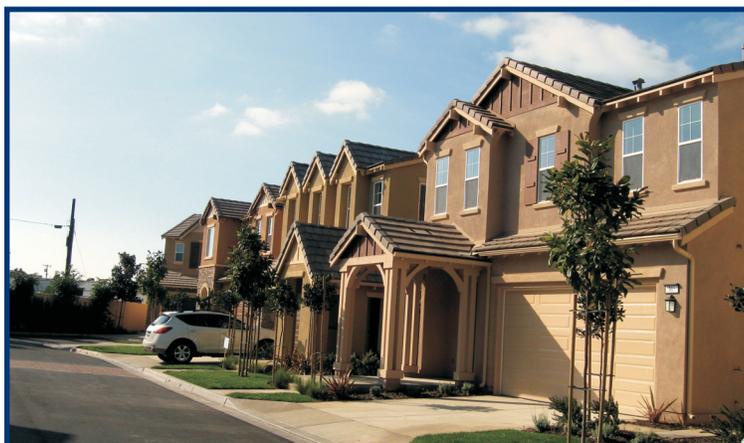
7. US Census

## Property Valuation

In 2012-2013, 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 categories<sup>8</sup>.

<b>Single family</b>	\$ 6.3 billion
<b>Multi-family</b>	\$ 2.3 billion
<b>Commercial</b>	\$ 4.3 billion
<b>Industrial</b>	\$ 1.2 billion
<b>Other</b>	\$ 0.5 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 2020<sup>3</sup>. 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	Percent
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 Market<sup>2</sup>

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 1<sup>5</sup>** (40 acres) – east of Sakioka Dr., north of Anton Blvd., and south of Sunflower Ave.

**Sakioka Farms Lot 2<sup>5</sup>** (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 2012-2013 is \$132,576,299. The General Fund portion of the budget is \$101,119,710. The approved budget is effective from July 1, 2012 through June 30, 2013.

## Transportation

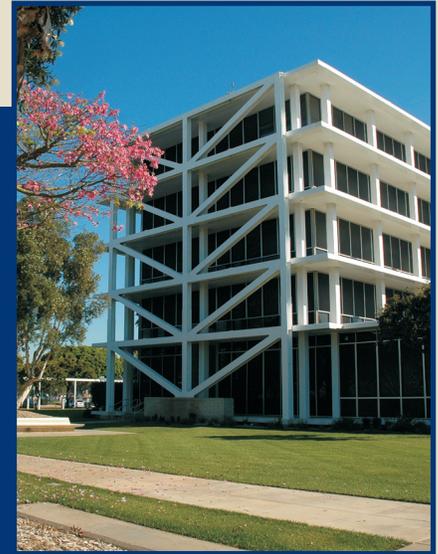
- Rail:** AMTRAK stations at the Irvine Transportation Center (949) 753-9713 and the Santa Ana Transportation Center (714) 547-8389
- Air:** John Wayne Orange County Airport (949) 252-5200 and Los Angeles International Airport (310) 646-5252
- Bus:** Orange County Transportation Authority, Dial-A-Ride, 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 Department of Education (714) 966-4000



## 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
- Recreation (714) 754-5300

**Housing & Community Dev.** (714) 754-5635

*This brochure was prepared by the City of Costa Mesa Planning Division  
Visit our Website at [www.costamesaca.gov](http://www.costamesaca.gov)*

## ***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 13-14, the \$14.125 million is equivalent to 14.28% of the General Fund budget or 12.68% 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.

**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

**RMS:** Records Management System

**ROCKS:** Recreation on Campus for Kids

**ROR:** Rate of Return

**ROW:** Right-of-Way

**RRIP:** Residential Remodel Incentive Program

**SAAV:** Service Authority for Abandoned Vehicles

**SB:** Senate Bill

**SBOE:** State Board of Equalization

**SCBA:** Self-Contained Breathing Apparatus

**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>
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%
2011-12	\$ 14,117,917,712	\$ 1,454,830	0.01%

Source: HDL Coren &amp; Cone

**COMPUTATION OF LEGAL DEBT MARGIN**  
**Fiscal Year Ended June 30, 2012**

ASSESSED VALUE		<u>\$ 14,117,917,712</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 529,421,914
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	<u>\$ 3,615,000</u>	
LESS: Assets in Debt Service Fund (Net)	<u>704,300</u>	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		<u>\$ 2,910,700</u>
LEGAL DEBT MARGIN		<u><u>\$ 526,511,214</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 <sup>(1)</sup></u>	<u>Assessed Value <sup>(2)</sup></u>	<u>Gross Bonded Debt</u>	
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	
2011-12	110,757	14,117,917,712	3,615,000	
<u>Fiscal Year</u>	<u>Less Debt Service Fund <sup>(3)</sup></u>	<u>Net Bonded Debt</u>	<u>Ratio of Net Bonded Debt to Assessed Value</u>	<u>Net Bonded Debt Per Capita</u>
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
2011-12	704,300	2,910,700	0.00021	26.28

(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>
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%
2011-12				108,877,893	0.00%

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

## **DESCRIPTION OF THE CITY'S CURRENT DEBT OBLIGATIONS**

**2003 Refunding Certificates of Participation (COP)** – On October 1, 2003, the Costa Mesa Public Financing Authority issued a \$14,340,000 COP to refund the 1993 Refunding Revenue Bonds (which was an advance refunding of the 1966 bonds) and the 1988 Lease Revenue Bonds. The 1966 bonds were issued for the construction of the Civic Center, including City Hall, Police Facility, Telecommunications Center, and Fire Station 5, while the 1988 bonds were issued for the widening project of Victoria Street. The certificates mature serially from October 1, 2004 to October 1, 2018 and bear interest rates ranging from 2.00% to 4.20%. The debt service payments are funded by the General Fund.

**2006 Refunding Revenue Bonds** – On June 1, 2006, the Costa Mesa Public Financing Authority issued \$2,365,000 of Revenue Refunding Bonds, Series 2006A, which was to advance refund the \$3,225,000 of the 1991 Lease Revenue Bonds issued on November 1, 1991. The original bonds were issued to provide monies to enable the Authority to acquire the City of Costa Mesa Community Facilities District 91-1 (Plaza Tower Public Improvements) 1991 Special Tax Bonds, issued under the Mello-Roos Community Facilities Act of 1982. The bonds mature serially from August 1, 2007 through August 1, 2022 in annual principal payments ranging from \$120,000 to \$210,000 and bear interest rates ranging from 3.85% to 5.10%. The debt service payments are funded by the General Fund.

**2007 Certificates of Participation (COP) Police Facility Expansion** – On January 18, 2007, the Costa Mesa Public Financing Authority issued a \$29,960,000 COP to fund the Police Facility Expansion Project. The project includes: renovation, expansion and seismic retrofitting of the City's Police Department facility; a new 11,342 sq. ft. single story addition to house expanded Property and Evidence sections; state of the art Crime Scene Investigation facilities; a large auditorium; a new Emergency Operation Center and dedicated training rooms. The Authority leases back the Project to the City. The certificates mature serially from October 1, 2007 through October 1, 2026 in annual principal payments ranging from \$745,000 to \$2,180,000 and bear interest rates ranging from 3.75% to 4.30%. The debt service payments are funded by the General Fund.

**Impact on the General Fund operating budget:** The total estimated debt service payments for FY 13-14 is \$3.7 million, which is equivalent to 3.78% 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, 2013, are as follows (excluding loans payable and advances from other funds for which minimum annual payments have not been established):

Year Ending June 30	Financing Authority 2003 Refunding Certificates of Participation	Financing Authority 2006 Refunding Revenue	Financing Authority 2007 Certificates of Participation	Totals
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
<hr/>				
Total principal and interest	\$ 7,487,782	\$ 1,961,021	\$ 31,462,064	\$ 40,910,867
Less interest payments	<u>(1,223,645)</u>	<u>(462,032)</u>	<u>(8,593,568)</u>	<u>(10,310,495)</u>
Outstanding principal	<u>\$ 6,264,137</u>	<u>\$ 1,498,989</u>	<u>\$ 22,868,496</u>	<u>\$ 30,600,372</u>

Thank you to the following staff members for their contribution in preparing the  
Fiscal Year 2013-2014 Adopted Budget:

**Budget Team:**

Alma Penalosa  
Sheri Sanders

**Departmental Budget Liaisons:**

Suzy Burns	Fire
Dan Baker	City Council/CEO's Office
Silvia Kennerson	Housing and Community Development
Alfa Lopez	Public Services
Alma Reyes	Public Services/Recreation
Lora Ross	Fire
Greg Scott	Police
Hilda Veturis	Development Services

**Additional Assistance From:**

Victoria Barner	Finance/Information Technology
Dane Bora	CEO's Office/Public Communications
Willa Bouwens-Killeen	Development Services
Leigh Chalkley	CEO's Office/Central Services
Sylvia Chalmers	CEO's Office
Gina Clark	CEO's Office/Central Services
Keith Clarke	CEO's Office
Christine Cordon	CEO's Office
Gant Corum	Public Services/Maintenance Services
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
Dan Joyce	CEO's Office/Public Communications
Bob Knapp	Public Services/Recreation
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
Bart Mejia	Public Services
Lance Nakamoto	CEO's Office/Human Resources
Khanh Nguyen	Development Services
Colleen O'Donoghue	Finance/Information Technology
Jim Ortiz	Public Services/Maintenance Services
Sharon Rodelius	CEO's Office
Greg Scott	Police
Fred Seguin	Fire
Raja Sethuraman	Public Services
Robert Sharpnack	Police
Kelly Shelton	CEO's Office
Adam Silva	Finance/Information Technology
Rick Simons	Public Services
Jennifer Sommers	CEO's Office/Risk Management
Marian Stueve	Public Services/Maintenance Services
Kathy Ulrich	Finance/Information Technology
Bill Verderber	Finance/Information Technology
Corrie Viera	Public Services

