

**CITY OF COSTA MESA  
CALIFORNIA**



**ADOPTED  
OPERATING  
AND CAPITAL  
IMPROVEMENT  
BUDGET**



**Costa Mesa**  
FISCAL YEAR 2014-2015

**CITY OF COSTA MESA, CALIFORNIA**  
**ADOPTED OPERATING AND**  
**CAPITAL IMPROVEMENT BUDGET**  
**FISCAL YEAR 2014-2015**

**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 Department

**Stephen G. Dunivent**  
Interim Director of Finance



# 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

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Municipal Finance Officers**

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**City of Costa Mesa  
California**

For the Fiscal Year Beginning

**July 1, 2013**

Executive Director



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## CITY CHIEF EXECUTIVE OFFICER'S BUDGET MESSAGE



July 1, 2014

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

I am pleased to submit the Fiscal Year 2014-15 Adopted Operating and Capital Budget. The objectives used in developing this 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 presented, this represents a balanced budget for the coming fiscal year without the use of General Fund reserves and provides the highest level of service to the community within existing financial resources.

Unlike prior years, where the focus has been on reducing programs & services, the adopted budget maintains and, in a few areas, enhances the current level of service from FY 13-14. Having already reduced operating expenditures to a minimum base level in prior years, management decided to keep the FY 14-15 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. In December 2013, at the beginning of the budget process, management issued updated budget policies. These policies called for a budget that incorporated the following concepts:

- Consistency with Council and CEO priorities
- Balanced budgets with the exception of using fund balances for carry-over or one-time items
- Realistic assumptions for revenue forecasts
- A goal of 5% to 7.5% of General Fund revenues dedicated to funding capital projects
- A goal of at least 1% of General Fund revenues dedicated to increasing reserves
- A goal of \$1 million budgeted for contingencies
- Requests for budget increases being offset by reductions in lower priority items where possible
- Flexibility for department heads to reallocate resources in operating accounts during the fiscal year as long as they remain within the budgeted total amount and have the concurrence of the Finance Department

The first set of FY 14-15 operating budget requests submitted by the departments to the Finance Department totaled \$111.8 million; \$8.6 million or 8.4% over the prior year. A large part of this increase was due to an increase in retirement costs, new positions added mid-year, increased General Fund contribution to capital projects and other operating cost increases. In addition, departments requested \$1.9 million in budget increases and \$400,000 to fund four new positions for a total General Fund budget of \$114.1 million. During the month of March, the Budget Review Team held meetings with each department to review and discuss the budget requests.

The first set of FY 14-15 revenue estimates totaled \$108.7 million using the assumptions of modest economic growth, a stable real estate market and increasing development activity in the city. Revenue assumptions are discussed in detail in the Summaries of Financial Data section of this budget book.

The departmental budget requests and revenue estimates described above combined to create an initial budget gap of \$5.4 million. The budget gap was closed by making the following adjustments in concert with discussions with the CEO, Finance Department, departmental budget staff and department heads:

- Reduced duplication of part-time, contract and vacant positions saving about \$200,000
- Reviewed actual maintenance and operation accounts spending to see where requests for budget increases can be absorbed saving \$548,968
- Approved eight of 33 requested vehicles and suspended equipment rental charges to departments for one year saving \$977,814
- City Attorney budget set at current year amount rather than including a \$246,500 increase
- Public Services design and engineering costs budgeted directly in Measure M funds while still meeting the maintenance of effort requirements saving the General Fund \$709,000
- Fire truck lease to be paid off one year early by the Equipment Replacement Fund saving the General Fund \$219,641
- Deleted 12 vacant positions in the Fire department related to the new service delivery model approved by the City Council on May 7, 2013. The savings are partially offset by a \$300,000 increase in overtime for a net savings of \$758,000
- City-wide salary savings of \$1,750,000 was increased by \$1,075,187 to \$2,825,187 representing an average City-wide 3.5% vacancy factor for the entire fiscal year
- None of the five new requested positions were approved saving \$477,677
- Department heads met with the CEO on April 2, 2014 for a joint review of all requests for budget increases for further budget reductions of \$259,993
- Revenue projections were increased by \$575,000 based on updated year-to-date actuals and other items.

As a quick overview, here is the adopted budget for FY 14-15 for all funds compared to the FY 13-14 adopted budget:

<b>ADOPTED BUDGET - ALL FUNDS</b>				
Appropriations/ All Funds	<b>Adopted</b>	<b>Adopted</b>	<b>Increase (Decrease)</b>	
	<b><u>FY 13-14</u></b>	<b><u>FY 14-15</u></b>	<b><u>Amount</u></b>	<b><u>Percent</u></b>
Operating Budget	\$ 109,508,647	\$ 114,958,461	\$ 5,449,814	4.98%
Transfers Out	3,985,000	5,517,067	\$ 1,532,067	38.45%
Capital Budget	18,054,059	19,421,001	\$ 1,366,942	7.57%
Total	<u>\$ 131,547,706</u>	<u>\$ 139,896,529</u>	<u>\$ 8,348,823</u>	<u>6.35%</u>

### **GENERAL FUND ADOPTED BUDGET**

The General Fund provides 90.4% of the total operating budget for all governmental funds. The total adopted budget is \$109.5 million, an increase of \$6.2 million or 6.1% from the FY 13-14 adopted budget. Table 1 is a summary of the total resources and requirements for FY 14-15:

**Table 1**

<b>ADOPTED BUDGET - GENERAL FUND</b>				
	<b>Adopted</b>	<b>Adopted</b>	<b>Increase (Decrease)</b>	
	<b><u>FY 13-14</u></b>	<b><u>FY 14-15</u></b>	<b><u>Amount</u></b>	<b><u>Percent</u></b>
Estimated Revenues	\$ 103,250,486	\$ 109,451,662	\$ 6,201,176	6.00%
Transfer in	-	-	-	
Use of Fund Balance	(59,215)	-	59,215	100%
Total Resources	<u>\$ 103,191,271</u>	<u>\$ 109,451,662</u>	<u>\$ 6,260,391</u>	<u>6.07%</u>
Operating Budget	\$ 99,206,274	\$ 103,934,595	\$ 4,706,897	4.74%
Transfer Out	3,985,000	5,517,067	1,532,067	38.45%
Total Appropriations	<u>\$ 103,191,271</u>	<u>\$ 109,451,662</u>	<u>\$ 6,238,964</u>	<u>6.05%</u>

## **FINANCIAL OUTLOOK**

As a result of the continued improvement 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 14-15. The City will evaluate revenues and continue to find ways to mitigate costs. Doing so will continue to stabilize the City's budget, provide necessary services to the community and work towards re-building reserves.

The City remains 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 12-13 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 14-15.

## **HIGHLIGHTS OF THE ADOPTED BUDGET**

The FY 14-15 adopted budget contains funding for on-going services to the community. The following highlights reflect some of the changes and facts regarding the budget:

- The City's portion of employee retirement cost is \$21,564,578; an increase of \$2,753,606 or 14.6%
- The budget contains funding for an additional payment of \$500,000 toward reducing the unfunded liability associated with retirement costs
- The Council has also approved the prepayment of the City's cost of retirement benefits for miscellaneous employees at a savings of \$226,551. This savings combined with the additional payment of \$500,000 will be used to reduce the balance owed on the Fire Side Fund.
- All mid-year positions approved by the Council on January 21 and February 4, 2014 are included.
- General Fund contribution to Capital Projects is 5% of the General Fund budget: \$5,450,000 (an increase of \$1,615,000 or 42% over FY 13-14)
- Capital Projects include advance funding of a four-year level-pay plan for the next generation of the 800 MHz Coordinated Communication System at \$1,584,000 per year. The Police Department will use \$1,213,307 of Narcotics Asset Forfeiture funds toward this project.
- A newly created Information Technology Replacement Fund will receive \$100,000 from allocated charges to departments. This will begin the process of accumulating funds for future replacements and upgrades.

- An increase of \$300,000 is included for service improvements at the Senior Center.
- A 4% salary increase for Police Department is included consistent with the September 1, 2007 – August 31, 2010 CMPA and City side letter agreement.
- Phased-in conversion from City Jail staffing to G4S contract staffing
- Development Services permit & plan check revenue is estimated to increase by 10% based on projected development activity.
- Restructured and gives priority to repayment of the General Fund loan to the Park Development Fees Fund; annual repayment will be \$225,687 for 20 years.
- Contingency appropriations are \$1,000,000
- All management budget policy goals with the exception of increasing reserves are met.

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

The General Fund – Total Fund Balance was \$45.6 million as of June 30, 2013. The City continues to maintain a \$14.125 million emergency general operating reserve, along with reserves for workers' compensation, general liability claims, and compensated absences.

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

### **CAPITAL IMPROVEMENT PROJECTS**

The City is entering its third year of significant funding dedicated to infrastructure improvements in the capital improvement program. The capital budget is \$19.4 million. In reviewing the Capital Improvement budget, it is important to keep in mind that most projects are funded by restricted revenue sources or grants. Consequently, there will potentially be significant differences from year to year in both the numbers of projects adopted and the total dollars budgeted.

Approximately \$6.8 million or 35% of the total funding for capital projects comes from the Measure M Funds and another \$2.6 million or 13% comes from the Gas Tax Fund. Both the Measure M Funds 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, Drainage Fees, Narcotics Asset Forfeiture Funds, Traffic Impact Fees, other grants and the General Fund.

Significant street improvement and maintenance projects were completed in FY 13-14. Table 2 below illustrates the total capital projects funding by category planned for FY 14-15. It reflects an emphasis on streets, traffic planning and operations, storm drains, and the next generation of the 800 MHz Coordinated Communications System. This budget includes \$386,100 to restructure and make more efficient use of the Neighborhood Community Center and Library facilities. It also reflects a significant increase in General Funds dedicated to capital projects consistent with the goal of dedicating 5% of the General Fund revenues toward capital projects.

**Table 2**

<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>				
<b><u>Program Category</u></b>	<b>Adopted</b>	<b>Adopted</b>	<b>Increase (Decrease)</b>	
	<b><u>FY 13-14</u></b>	<b><u>FY 14-15</u></b>	<b><u>Amount</u></b>	<b><u>Percent</u></b>
Parkway & Median Improvements	\$ 300,000	\$ 813,900	\$ 513,900	171.30%
Street Improvements/Maintenance	8,716,962	5,038,307	(3,678,655)	-42.20%
Storm Drain Improvements	3,371,600	2,090,000	(1,281,600)	-38.01%
Curbs and Sidewalks	400,000	550,000	150,000	37.50%
Traffic Planning	1,669,538	3,257,000	1,587,462	95.08%
Traffic Operations	-	3,330,694	3,330,694	N/A
Park Development & Maintenance	3,095,959	1,116,100	(1,979,859)	-63.95%
Building Maintenance	500,000	1,641,000	1,141,000	228.20%
Next Gen 800 Mhz Comm System	-	1,584,000	1,584,000	N/A
Total	<u>\$ 18,054,059</u>	<u>\$ 19,421,001</u>	<u>\$ 1,366,942</u>	<u>7.57%</u>
General funds	3,835,000	5,450,000	1,615,000	42.11%
Other Funds	14,219,059	13,971,001	(248,058)	-1.74%
Total Appropriations	<u>\$ 18,054,059</u>	<u>\$ 19,421,001</u>	<u>\$ 1,366,942</u>	<u>7.57%</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 14-15:

Step 1 - Appropriations Limit for FY 13-14	\$ 190,458,330
Step 2 - Multiply the FY 13-14 Appropriations Limit by the cumulative growth factors for Orange County	1.0070
Appropriations Limit FY 14-15	<u>\$ 191,787,464</u>

The estimated proceeds from general tax revenues in FY 14-15 equal \$97.5 million, which is \$94.3 million or 49.2% 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, 2013. This is the fourteenth 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 13-14 Adopted Budget.

Staff believes the FY 14-15 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, this 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 proposed a balanced financial plan, without the use of fund balance or reserves, and maintains and in a few areas, enhances the current level of service.

## **ACKNOWLEDGEMENT**

The development of the adopted budget takes a great amount of staff time and effort, and has to be completed within a defined timeline. I sincerely appreciate the contribution made by all department directors, division managers, and departmental budget liaisons. Special recognition is extended to the Finance 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,

A handwritten signature in black ink that reads "Thomas R. Hatch". The signature is written in a cursive, flowing style.

Thomas R. Hatch  
Chief Executive Officer  
City of Costa Mesa

**ADOPTED OPERATING & CAPITAL BUDGET OVERVIEW**

The Fiscal Year 2014-15 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 \$139.9 million, an increase of \$8.3 million or 6.4% compared to the adopted budget for FY 13-14. Table 1 illustrates these changes.

**TABLE 1**

<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 14-15</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>	
Operating Budget	\$109,508,647	\$114,958,461	\$5,449,814	5.00%	82.20%
Transfers Out	\$3,985,000	\$5,517,067	\$1,532,067	38.50%	3.90%
Capital Budget	\$18,054,059	\$19,421,001	\$1,366,942	7.80%	3.90%
Total	<u>\$131,547,706</u>	<u>\$139,896,529</u>	<u>\$8,348,823</u>	<u>6.40%</u>	<u>100.00%</u>

**GENERAL FUND BUDGET OVERVIEW**

For all governmental funds, the General Fund comprises 95.2% of the *operating* budget and 81.5% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The adopted operating budget is \$109.5 million, an increase of \$6.3 million or 6.1% compared to the adopted budget in FY 13-14. Table 2 below illustrates the components and the changes of the adopted budget as compared to the prior year's budget.

**TABLE 2**

<b><u>GENERAL FUND OPERATING BUDGET</u></b>					
<b><u>Expenditure Category</u></b>	<b><u>Adopted FY 13-14</u></b>	<b><u>Adopted FY 14-15</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>	
Salaries & Benefits	\$74,400,478	\$78,839,624	\$4,439,146	6.00%	72.00%
Maintenance & Operations	\$24,746,093	\$24,992,819	\$246,726	1.00%	22.80%
Fixed Assets	\$59,700	\$102,152	\$42,452	71.10%	0.10%
Transfers Out	\$3,985,000	\$5,517,067	\$1,532,067	38.50%	5.00%
Total	<u>\$103,191,271</u>	<u>\$109,451,662</u>	<u>\$6,238,964</u>	<u>6.10%</u>	<u>100.00%</u>

## CITY OF COSTA MESA, CALIFORNIA

**Salaries & Benefits:** Personnel costs increased by \$4.4 million or 6.0%. 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.

The total adopted budget for retirement benefits is \$20.8 million which is a \$2.8 million increase compared to FY 13-14. The employer contribution rate for non-safety increased from 27.383% to 29.783%, fire-sworn personnel increased from 45.618% to 47.452%, and police-sworn personnel increased from 38.542% to 41.456%. These rates exclude the employee-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 \$25.0 million, a net increase of \$0.2 million or 1.0% compared to the FY 13-14 adopted budget. The largest expenditure increase is consulting of \$1.2 million offset by a decrease transfer to the Vehicle Replacement Fund of \$1.3 million and decrease of Support of Housing Project of \$0.5 million.

**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 item is budgeted as a fixed asset in the General Fund for FY 14-15:

- \$102,152 for Computer and Software for IT.

**CITY OF COSTA MESA, CALIFORNIA**

The total adopted FY 14-15 General Fund estimated revenue is \$109.5 million, an increase of \$3.5 million or 3.3% compared to projected estimated revenues for FY 13-14. Table 3 illustrates the General Fund revenue sources that fund City services.

**TABLE 3**

<b><u>GENERAL FUND ESTIMATED REVENUES</u></b>					
<b><u>Revenue Source</u></b>	<b><u>Projected FY 13-14</u></b>	<b><u>Adopted FY 14-15</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>	
Taxes	\$85,375,991	\$88,057,000	\$2,681,009	3.10%	80.50%
Licenses & Permits	1,822,949	1,977,500	\$154,551	8.50%	1.80%
Fines & Forfeitures	1,501,248	1,485,000	(\$16,248)	-1.10%	1.40%
Use of Money & Property	3,088,146	3,192,427	\$104,281	3.40%	2.90%
Other Governmental Agencies	10,020,499	10,188,000	\$167,501	1.70%	9.30%
Fees & Charges for Services	3,730,441	3,759,150	\$28,709	0.80%	3.40%
Other Revenues	461,705	792,585	\$330,880	71.70%	0.70%
<b>Total</b>	<b>\$106,000,979</b>	<b>\$109,451,662</b>	<b>\$3,450,683</b>	<b>3.30%</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 (FY 13-14) and expect those to continue in FY 14-15. 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 and is estimated at \$50.2 million or 45.9% of the total General Fund revenues estimated for FY 14-15. This amount represents an increase of \$1.6 million or 3.4% from the estimate for FY 13-14. 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.

Also, included as part of the \$50.2 million estimate is \$12.6 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.

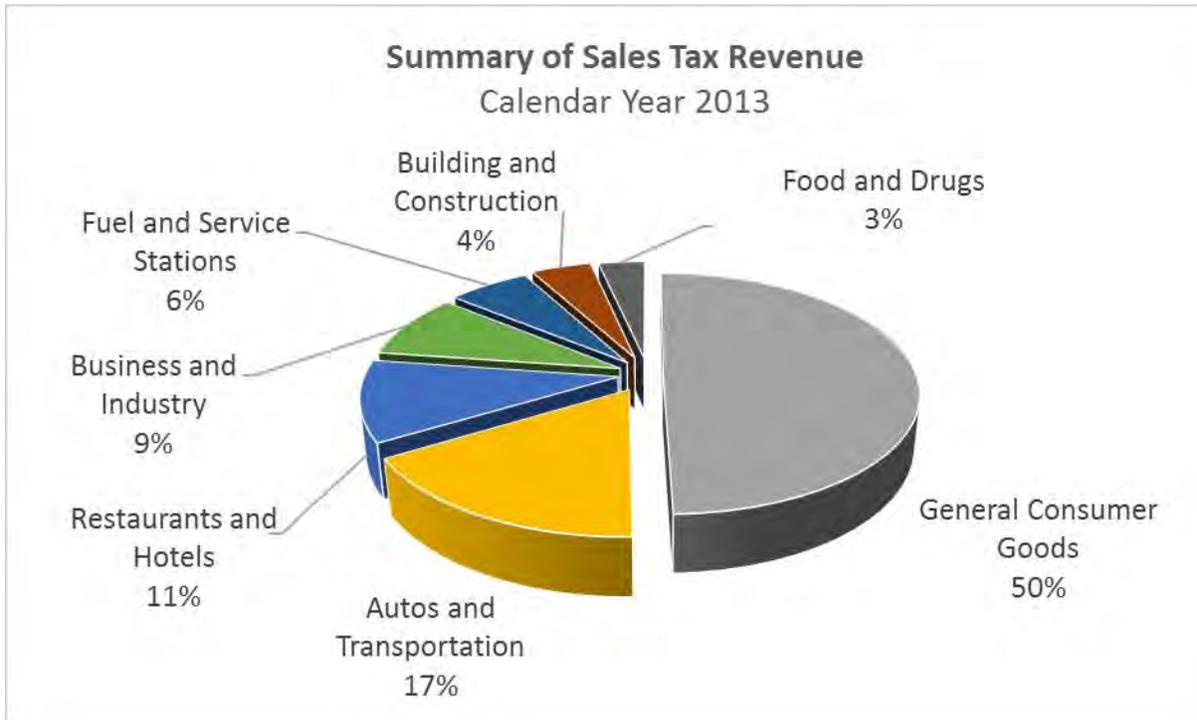
The State Board of Equalization administers sales taxes and remits funds to local governments: 30% for the first month of each quarter, another 30% the following month, and 40% at the end of the quarter with a "clean-up" payment. The "triple flip" portion is remitted only twice a year, in January and 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.

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.

## 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 2013.

### **GRAPH 1**



For FY 14-15, estimated revenue from Property Taxes is \$24.0 million, which represents 22.0% of the total General Fund revenue. This estimate is an increase of \$474,000 or 2.0% over the projected revenue for FY 13-14. 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 \$21.9 million, Unsecured Taxes at \$752,000, Supplemental Taxes at \$469,000; Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$160,000, Delinquent Taxes at \$60,000; and \$650,000 derived from Property Transfers (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).

For FY 14-15, preliminary estimated revenue from Motor Vehicle License Fee (VLF) is \$9.4 million, which represents 8.6% of the total General Fund revenue. This estimate reflects an increase of \$207,000 or 2.3% from the projected revenue in FY 13-14. The increase is due to the estimate from the VLF Swap which includes an increase based on the projected increases in assessed property values.

Transient Occupancy Tax (TOT) is the City's fourth largest revenue source. For FY 14-15, estimated revenue from TOT is \$8.0 million, which represents 7.4% of the total General Fund revenue. The projected amount reflects an increase of \$383,000 or 5.0% from the projected revenue in FY 13-14. Since the 2010, the City has seen a continued increase in TOT revenue when compared to the prior year.

For FY 14-15, preliminary estimated revenue from all Franchise Fees is \$4.9 million, which represents 4.5% of total General Fund revenues. The projected amounts reflect an increase of \$148,000 or 3.1% from the projected in FY 13-14.

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found on pages 29-37.

**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 14-15</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	\$109,451,662	\$6,260,391	6.1%	78.2%
Special Revenue Funds *	8,554,418	9,189,968	\$635,550	7.4%	6.6%
Capital Projects Funds *	13,677,200	14,456,200	\$779,000	5.7%	10.3%
Internal Service Funds	6,124,818	6,798,701	\$673,883	11.0%	4.9%
Total Governmental Funds	<u>\$131,547,707</u>	<u>\$139,896,531</u>	<u>\$8,348,824</u>	<u>6.3%</u>	<u>100.0%</u>
<i>*Includes transfers out</i>					

The following Table 5 illustrates the other governmental funds' resources and uses. A brief description of each fund is listed on pages 10-12. 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 14-15</u></b>	<b><u>Adopted Appropriations FY 14-15</u></b>	<b><u>Revenues Over (Under) Appropriations</u></b>
General Fund	\$ 109,451,662	\$ 109,451,662	\$ -
Gas Tax Fund	3,070,000	3,046,982	23,018
Prop 172 Fund	992,727	1,044,633	(51,906)
Air Quality Management District (AQMD) Fund	127,000	249,314	(122,314)
HOME Fund	503,821	648,716	(144,895)
Community Development Block Grant Fund	1,031,757	1,481,695	(449,938)
Park Development Fees Fund	235,700	-	235,700
Drainage Fees Fund	409,300	400,000	9,300
Supplemental Law Enforcement Services Fund	177,671	244,509	(66,838)
* Traffic Impact Fees Fund	118,550	-	118,550
Narcotics Forfeiture Fund	1,010,000	2,074,119	(1,064,119)
Fire System Development Fund	3,750	-	3,750
Capital Improvement Fund	1,893,700	7,337,000	(5,443,300)
Measure M Construction Fund	85,000	-	85,000
Measure M Turnback Fund	1,500	-	1,500
Measure M Regional Fund	4,786,380	4,786,380	-
Measure M Fairshare Fund	2,422,460	2,332,820	89,640
Vehicle Parking Dist 1 & 2 Fund	15,000	-	15,000
Equipment Replacement Fund	2,091,308	2,586,970	(495,662)
Self Insurance Fund	4,276,731	4,211,731	65,000
IT Replacement Fund	100,000	-	100,000
Total Other Governmental Funds	\$ 132,804,017	\$ 139,896,531	\$ (7,092,514)

\* 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 14-15, the adopted budget is \$2.6 million and the estimated revenue is \$2.1 million. The difference will be provided from the accumulated fund balance. The funding necessary to replace vehicles is accumulated in the ERF over a number of years based upon an established replacement schedule.

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

**b) Self-Insurance Fund** – This fund accounts for the Risk Management Program dealing with workers' compensation, general liability, and unemployment insurance. The FY 14-15 adopted budget totals \$4.2 million, a net decrease of \$163,000 or 4.0% compared to the FY 13-14 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 250-261. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. Forty-three capital improvement projects totaling \$19.4 million were adopted for funding in FY 14-15, an increase of \$1.4 million or 7.57% more than the adopted CIP in FY 13-14.

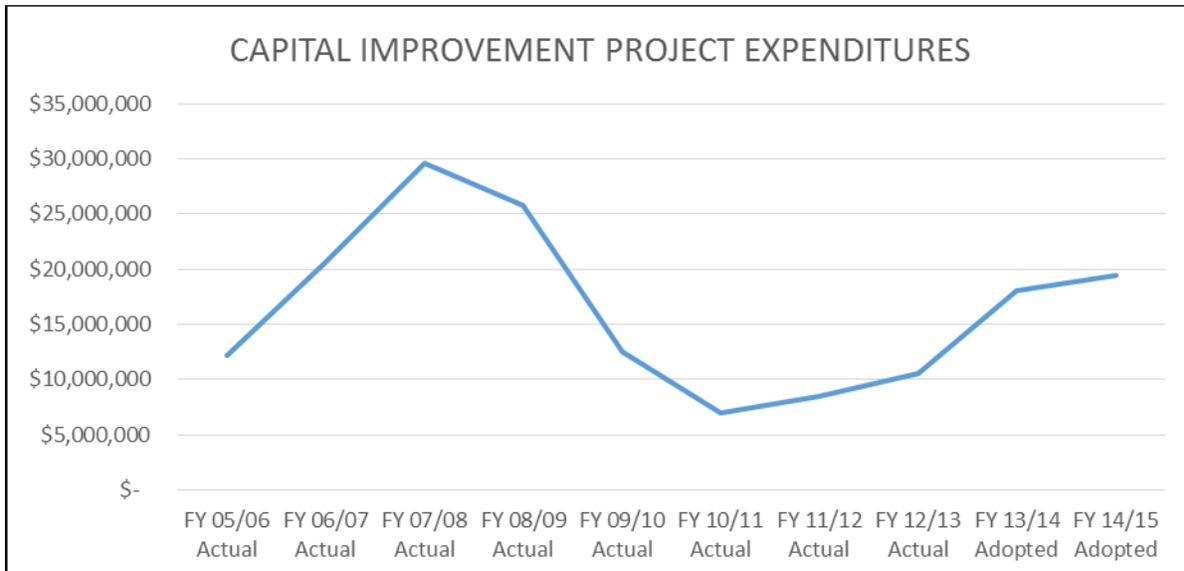
Table 6 is a summary of adopted projects by program category. Further detail of each CIP is included on pages 204-248.

**TABLE 6**

<b><u>CAPITAL IMPROVEMENT PROJECTS</u></b>	
<b><u>Program Category:</u></b>	<b><u>Adopted FY 14-15</u></b>
Street Improvements & Maintenance	\$ 5,038,307
Park Development & Maintenance	1,116,100
Storm Drain Improvements	2,090,000
Parkway & Median Improvements	813,900
Curbs & Sidewalks	550,000
Traffic Planning & Operations	6,587,694
Technical Support & Maintenance	1,584,000
Building Maintenance	1,641,000
Total	<u>\$ 19,421,001</u>

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 14-15 adopted budget.

**TABLE 7**

<b><u>ESTIMATED FUND BALANCES TO BE USED</u></b>	
<b><u>Fund</u></b>	<b><u>Amount</u></b>
Prop 172 Fund	\$ 51,906
Air Quality Management District Fund	122,314
HOME Program Fund	144,895
Community Development Block Grant Fund	449,938
Supplemental Law Enforcement Services Fund	66,838
Narcotics Forfeiture Fund	1,064,119
Capital Improvement Fund	5,443,300
Equipment Replacement Fund	495,662
Total Use of Fund Balances	<u>\$ 7,838,972</u>



**LISTING OF PUBLIC OFFICIALS**

**FISCAL YEAR 2014-2015**

---

Thomas R. Hatch  
Chief Executive Officer

Richard L. Francis  
Assistant Chief Executive Officer

Tamara S. Letourneau  
Assistant Chief Executive Officer

Gary Armstrong  
Economic  
and Development Services Director

Thomas Duarte  
City Attorney

Stephen G. Dunivent  
Interim Director of Finance

Steve Ely  
Director of Information Technology

Thomas E. Gazsi  
Police Chief

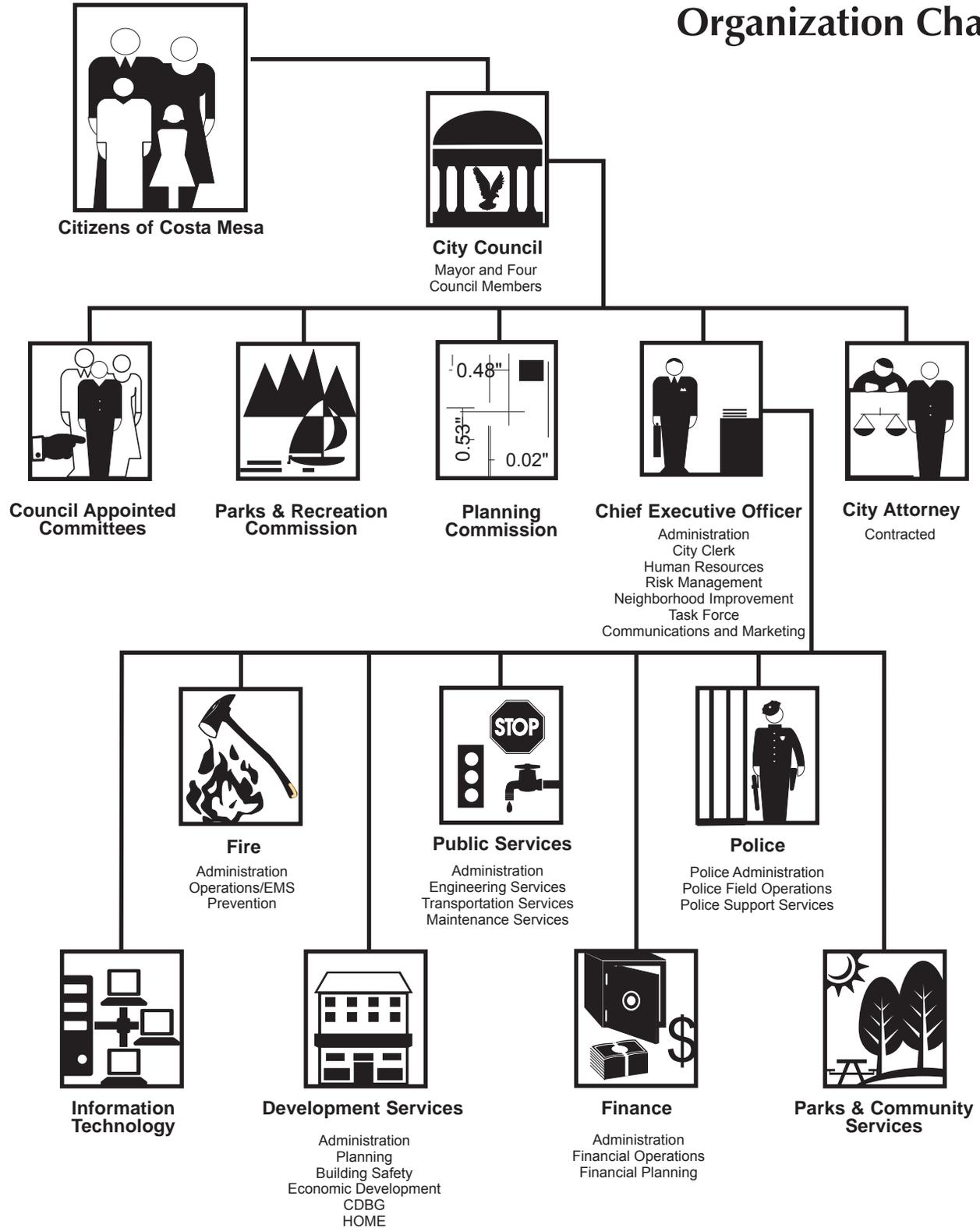
Ernesto Munoz  
Public Services Director

Daniel A. Stefano  
Fire Chief



# City of Costa Mesa, California

## Organization Chart



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

**RESOLUTION NO. 14-37**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2014-2015.**

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

WHEREAS, the Proposed Budget for Fiscal Year 2014-2015 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, 2014 and ending June 30, 2015 is hereby adopted as set forth in the Proposed 2014-2015 Budget.

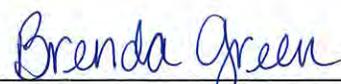
PASSED AND ADOPTED this 17th day of June, 2014.



---

James M. Righeimer, Mayor

ATTEST:



---

Brenda Green, City Clerk

APPROVED AS TO FORM:



---

Thomas P. 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. 14-37 and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 17th day of June, 2014, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS: Monahan, Mensinger, Righeimer

NOES: COUNCIL MEMBERS: Genis, Leece

ABSENT: COUNCIL MEMBERS: None

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Seal of the City of Costa Mesa this 18<sup>th</sup> day of June, 2014.

  
\_\_\_\_\_  
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 14-15.

**Special Revenue Funds:**

Fire System Development Fees Fund

Traffic Impact Fees Fund

**Capital Projects Funds:**

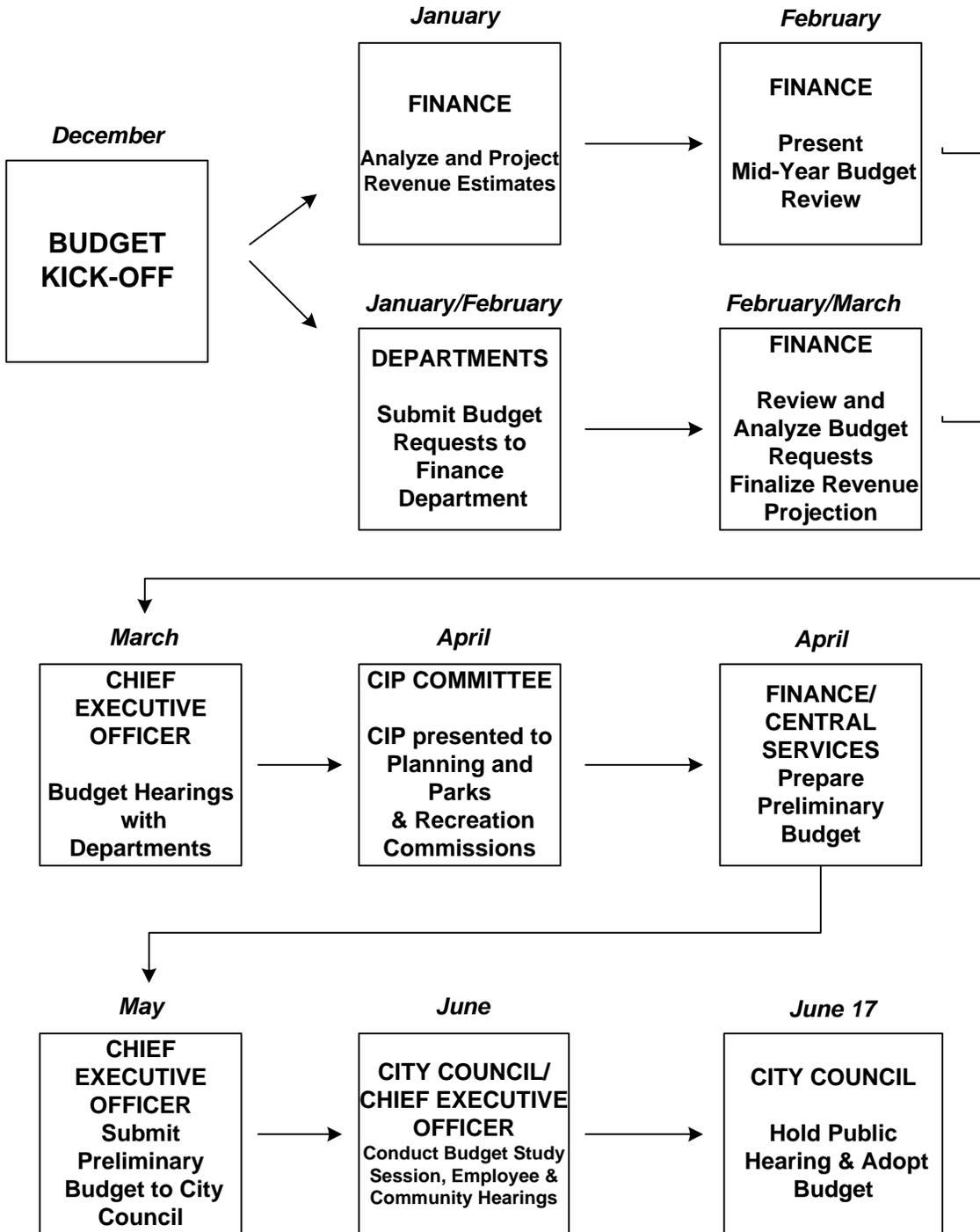
Measure "M" Turnback Fund

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 2014-2015**



**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.

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

## THE CITY'S FLOW OF FUNDS STRUCTURE

### REVENUE SOURCES:

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,  
Replacement of IT equipment,  
Payments for workers' compensation,  
general liability and unemployment claims  
against the City





Costa Mesa

SUMMARIES OF FINANCIAL DATA

# ***SUMMARIES OF FINANCIAL DATA***

**FISCAL YEAR 2014-2015**

**CALCULATION OF PROJECTED FUND BALANCES**  
for the Fiscal Year Ending June 30, 2015

Fund Description	Projected Balances 07/01/14	Estimated Revenues FY 14-15	Adopted Operating Budget FY 14-15
<b>General Fund*</b>	<b>\$ 11,961,114</b>	<b>\$ 109,451,662</b>	<b>\$ 103,913,168</b>
Gas Tax Fund	9,457,859	3,070,000	446,482
Proposition 172 Fund	61,147	992,727	1,044,633
Air Quality Management District Fund (AQMD)	205,343	127,000	15,000
HOME Program Fund	295,295	503,821	648,716
Community Development Block Grant Fund (CDBG)	450,000	1,031,757	682,195
Park Development Fees Fund	-	235,700	21,427
Drainage Fees Fund	1,444,724	409,300	-
Supplemental Law Enforcement Services Fund	-	177,671	244,509
Traffic Impact Fees Fund	2,823,284	118,550	-
Narcotics Forfeiture Fund	2,786,907	1,010,000	860,812
Fire System Development Fees Fund	743,077	3,750	-
<b>Subtotal Special Revenue Funds</b>	<b>\$ 18,267,636</b>	<b>\$ 7,680,276</b>	<b>\$ 3,963,774</b>
Capital Improvement Fund	-	1,893,700	-
Measure "M" Construction Fund	2,007,959	85,000	-
Measure "M" Turnback Fund	416,074	1,500	-
Measure "M2" Regional Fund	-	4,786,380	-
Measure "M2" Fairshare Fund	10,122	2,422,460	282,820
Vehicle Parking District 1&2 Funds	28,595	15,000	-
<b>Subtotal Capital Projects Funds</b>	<b>\$ 2,462,750</b>	<b>\$ 9,204,040</b>	<b>\$ 282,820</b>
<b>Total Governmental Funds</b>	<b>\$ 32,691,500</b>	<b>\$ 126,335,978</b>	<b>\$ 108,159,762</b>
Equipment Replacement Fund	10,190,463	2,091,308	2,586,970
Self Insurance Fund	6,070,250	4,276,731	4,211,731
IT Replacement Fund	-	100,000	-
<b>Total Internal Service Funds</b>	<b>\$ 16,260,713</b>	<b>\$ 6,468,039</b>	<b>\$ 6,798,701</b>
<b>GRAND TOTAL</b>	<b>\$ 48,952,213</b>	<b>\$ 132,804,017</b>	<b>\$ 114,958,463</b>

\* Calculated projected balance as of July 1, 2014 using total unassigned fund balance from the FY 12-13 CAFR plus projected FY 13-14 revenues and assuming full use of the modified budget from the February 18, 2014 mid-year budget report.

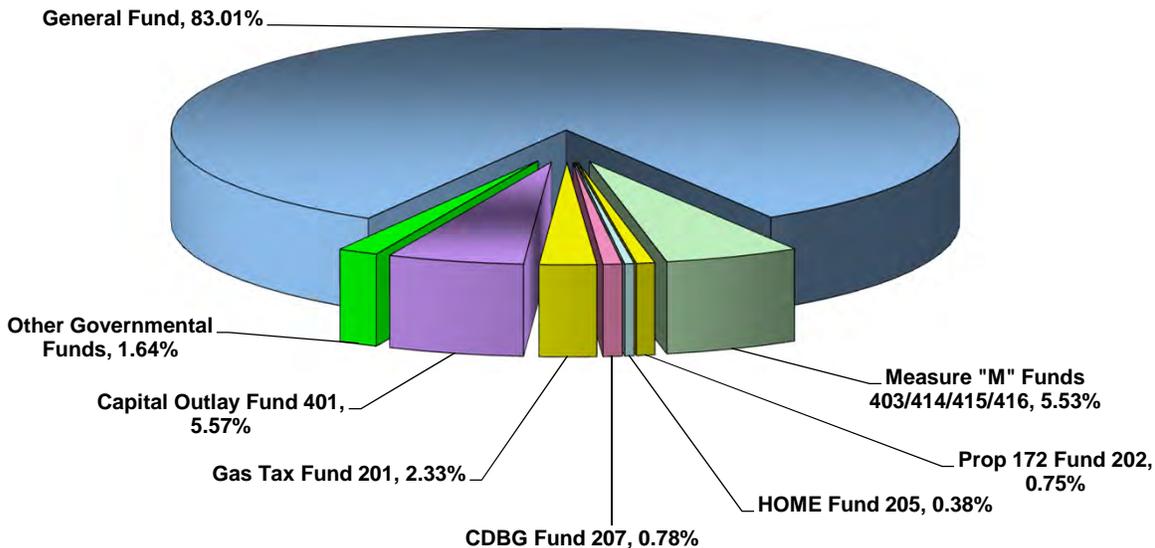
**CITY OF COSTA MESA, CALIFORNIA**

<b>Adopted Capital Budget FY 14-15</b>	<b>Total Adopted Budget FY 14-15</b>	<b>Estimated Revenues Over (Under) Adopted Budget</b>	<b>Transfers In</b>	<b>Transfers Out</b>	<b>Projected Balances 06/30/2015</b>
<b>\$ -</b>	<b>\$ 103,913,168</b>	<b>\$ 5,538,494</b>	<b>\$ -</b>	<b>\$ 5,517,067</b>	<b>\$ 11,982,541</b>
2,600,500	3,046,982	23,018	-	-	9,480,877
-	1,044,633	(51,906)	-	-	9,241
234,314	249,314	(122,314)	-	-	83,029
-	648,716	(144,895)	-	-	150,400
799,500	1,481,695	(449,938)	-	-	62
-	21,427	214,273	-	-	214,273
400,000	400,000	9,300	-	-	1,454,024
-	244,509	(66,838)	67,067	-	229
-	-	118,550	-	-	2,941,834
1,213,307	2,074,119	(1,064,119)	-	-	1,722,788
-	-	3,750	-	-	746,827
<b>\$ 5,247,621</b>	<b>\$ 9,211,395</b>	<b>\$ (1,531,119)</b>	<b>\$ 67,067</b>	<b>\$ -</b>	<b>\$ 16,803,584</b>
<b>\$ 7,337,000</b>	<b>\$ 7,337,000</b>	<b>\$ (5,443,300)</b>	<b>\$ 5,450,000</b>	<b>\$ -</b>	<b>\$ 6,700</b>
-	-	85,000	-	-	2,092,959
-	-	1,500	-	-	417,574
4,786,380	4,786,380	-	-	-	-
2,050,000	2,332,820	89,640	-	-	99,762
-	-	15,000	-	-	43,595
<b>\$ 14,173,380</b>	<b>\$ 14,456,200</b>	<b>\$ (5,252,160)</b>	<b>\$ 5,450,000</b>	<b>\$ -</b>	<b>\$ 2,660,590</b>
<b>\$ 19,421,001</b>	<b>\$ 127,580,763</b>	<b>\$ (1,244,785)</b>	<b>\$ 5,517,067</b>	<b>\$ 5,517,067</b>	<b>\$ 31,446,715</b>
<b>\$ -</b>	<b>\$ 2,586,970</b>	<b>\$ (495,662)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,694,801</b>
-	4,211,731	65,000	-	-	6,135,250
-	-	100,000	-	-	100,000
<b>\$ -</b>	<b>\$ 6,798,701</b>	<b>\$ (330,662)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 15,930,051</b>
<b>\$ 19,421,001</b>	<b>\$ 134,379,464</b>	<b>\$ (1,575,447)</b>	<b>\$ 5,517,067</b>	<b>\$ 5,517,067</b>	<b>\$ 47,376,766</b>

**TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS  
FISCAL YEAR 2014-2015**

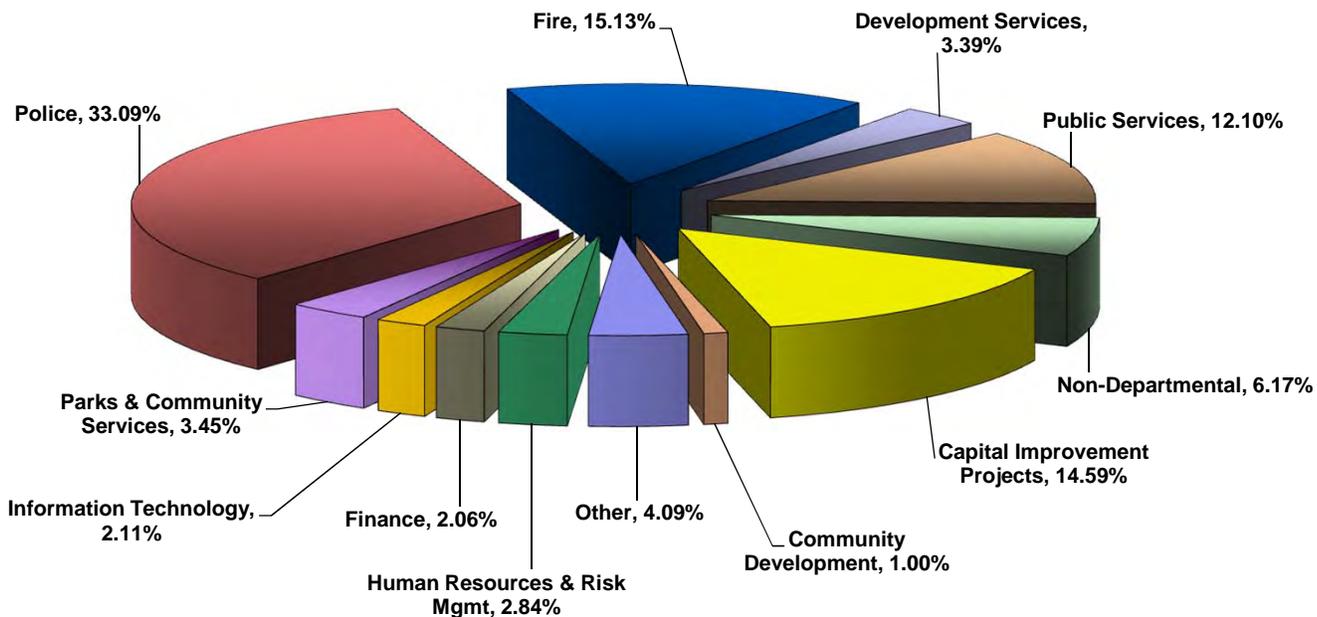
**TOTAL RESOURCES - \$131,853,045**

(Where Monies Come From)  
(Including Transfers In, Does not include Funds 601, 602 or 603)



**TOTAL APPROPRIATIONS - \$133,097,828**

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



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

**FISCAL YEARS 2011-2012 THROUGH 2014-2015**

The following is a four-year budget summary that includes all governmental and proprietary funds. The \$13.5 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 11-12 Actuals. The increase in Total Expenditures & Other Uses is attributed to the City's desire to maintain and in some cases,, enhances the current level of service from prior years to meet the Community and City Council's needs. Excess appropriations over total estimated resources were/will be funded from available fund balances.

<b>Revenues &amp; Other Sources</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 14-15 Adopted</b>
Taxes	75,558,635	82,930,852	86,195,903	89,063,527
Licenses & Permits	2,108,365	2,534,613	1,683,000	2,708,200
Fines & Forfeits	3,539,932	4,500,443	1,825,000	2,485,000
Intergovernmental	19,995,803	19,195,967	22,711,935	24,030,689
Charges for Services	10,096,049	10,098,437	10,198,511	10,085,189
Rental	2,290,977	2,588,206	2,884,500	2,917,427
Investment Income	1,764,118	709,120	530,554	561,400
Miscellaneous	1,350,282	4,731,285	613,100	952,585
Transfers In	290,864	5,235,912	3,985,000	5,517,067
<b>Total Revenues &amp; Other Sources</b>	<b>\$ 116,995,025</b>	<b>\$ 132,524,834</b>	<b>\$ 130,627,503</b>	<b>\$ 138,321,084</b>
<b>Expenditures &amp; Other Uses</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
Protection of Persons & Property	55,394,453	55,353,792	59,148,913	62,373,722
Community Health & Environment	8,583,753	8,963,202	9,869,456	10,507,590
Transportation	6,376,033	6,390,261	7,228,078	7,511,981
Leisure & Community Services	2,996,153	3,306,762	3,795,327	4,580,896
General Government Support	24,057,828	30,577,238	25,506,087	26,230,600
Capital Improvement Projects	8,395,126	10,737,551	18,054,059	19,421,001
Debt Service:				
Principal Payments*	3,870,739	2,482,050	2,646,335	2,540,000
Interest Payments*	1,768,324	1,623,051	1,314,451	1,213,672
Transfers Out*	283,872	2,685,094	3,985,000	5,517,067
<b>Total Expenditures &amp; Other Uses</b>	<b>\$ 111,726,281</b>	<b>\$ 122,118,997</b>	<b>\$ 131,547,707</b>	<b>\$ 139,896,530</b>
<b>Estimated Ending Balances</b>	<b>\$ 5,268,744</b>	<b>\$ 10,405,837</b>	<b>\$ (920,204)</b>	<b>\$ (1,575,446)</b>

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

**SCHEDULE OF INTERFUND TRANSFERS**

FISCAL YEAR 2014-2015

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ -	\$ 5,517,067 <sup>1 2</sup>
Supplemental Law Enforcement Fund - 213	67,067 <sup>1</sup>	-
Capital Improvement Fund - 401	5,450,000 <sup>2</sup>	-
Total	<u>\$ 5,517,067</u>	<u>\$ 5,517,067</u>

<sup>1</sup> Funding of \$67,067 for support of salaries in the Supplemental Law Enforcement Fund.

<sup>2</sup> Funding of \$5,450,000 for support of projects in the Capital Improvement Fund.

# ***REVENUE SUMMARIES***

**FISCAL YEAR 2014-2015**

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2011-2012 THROUGH FISCAL YEAR 2014-2015

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 13-14 Projected</b>	<b>FY 14-15 Adopted</b>
<b>Fund 101 - General Fund</b>					
Property Tax - Secured	\$ 19,117,808	\$ 21,419,701	\$ 21,700,000	\$ 21,506,671	\$ 21,936,000
Property Tax - Unsecured	779,644	724,694	850,000	737,742	752,000
Property Tax - Supplemental	101,030	302,262	200,000	460,000	469,000
Property Tax - Homeowners	166,412	163,116	170,000	160,370	160,000
Delinquent Tax - Penalties/Int	99,430	32,508	100,000	51,712	60,000
Property Transfer Tax	327,474	530,314	300,000	636,000	650,000
Sales & Use Tax	31,716,203	35,065,415	36,100,000	36,293,000	37,563,000
Sales Tax In-Lieu	10,518,104	10,764,695	12,950,000	12,232,699	12,606,000
Transient Occupancy Tax	6,524,510	7,257,695	7,400,000	7,657,000	8,040,000
Electric Franchise Fee	1,210,977	1,200,578	1,200,000	1,271,786	1,272,000
Cable TV Franchise Fee	1,154,628	1,494,340	1,100,000	1,266,994	1,300,000
PEG Cable Franchise Fee	75,159	83,219	100,000	80,143	100,000
Gas Franchise Fee	256,448	211,451	300,000	211,000	250,000
Solid Waste Hauler Franchise Fee	1,774,113	1,829,382	1,900,000	1,889,266	1,945,000
Business License	888,967	917,633	875,000	921,608	954,000
<b>Total Taxes</b>	<b>\$ 74,710,907</b>	<b>\$ 81,997,003</b>	<b>\$ 85,245,000</b>	<b>\$ 85,375,991</b>	<b>\$ 88,057,000</b>
Dog License	\$ 96,149	\$ 107,768	\$ 100,000	\$ 104,822	\$ 105,000
Fire Permits	97,362	98,872	100,000	96,399	100,000
Building Permits	931,682	943,047	700,000	1,009,751	1,111,000
Electrical Permits	133,005	148,319	100,000	157,284	173,000
Plumbing/Mechanical Permits	144,602	189,012	100,000	192,869	212,000
Street Permits	168,790	189,995	125,000	210,990	222,000
Special Business Permits	675	430	500	430	500
Home Occupation Permits	12,550	14,050	15,000	15,075	15,000
Operator's Permits	4,125	3,000	2,500	3,500	4,000
Other Permits	41,961	28,804	40,000	31,829	35,000
<b>Total Licenses &amp; Permits</b>	<b>\$ 1,630,901</b>	<b>\$ 1,723,297</b>	<b>\$ 1,283,000</b>	<b>\$ 1,822,949</b>	<b>\$ 1,977,500</b>
Municipal Code Violations	\$ 144,076	\$ 126,382	\$ 125,000	\$ 183,571	\$ 190,000
Vehicle Code Violations	614,517	587,139	500,000	549,728	515,000
Parking Citations	730,770	723,512	750,000	710,239	725,000
Red Light Camera Violations	54,972	69,907	50,000	57,710	55,000
<b>Total Fines &amp; Forfeitures</b>	<b>\$ 1,544,335</b>	<b>\$ 1,506,940</b>	<b>\$ 1,425,000</b>	<b>\$ 1,501,248</b>	<b>\$ 1,485,000</b>
Investment Earnings	\$ 300,113	\$ 299,797	\$ 75,000	\$ 253,008	\$ 275,000
GASB 31 Adjustment	(570,231)	(981,698)	-	-	-
Interest Earned - CMRA Note	821,806	783,574	-	-	-
Other Interest	-	-	75,000	-	21,427
Buildings/Grounds, Rental	196,912	197,095	200,000	205,797	213,000
Rental - Downtown Comm. Center	13,445	15,655	11,000	23,771	24,000
Rental - Balearic Center	14,651	10,964	10,000	9,096	13,000
Rental - Neighborhood Comm. Ctr.	173,637	125,743	160,000	119,536	135,000
Rental - Fields	116,295	117,231	100,000	135,069	135,000

**REVENUE & OTHER FINANCING SOURCES**  
**FROM FISCAL YEAR 2011-2012 THROUGH FISCAL YEAR 2014-2015**

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 13-14 Projected</b>	<b>FY 14-15 Adopted</b>
Rental - Tennis	40,900	43,355	28,500	42,891	43,000
Rental - Golf Course Operations	2,197,259	2,163,189	2,200,000	2,195,000	2,228,000
Rental - Bus Shelter Ads	108,110	113,098	100,000	103,978	105,000
<b>Total Use of Money &amp; Property</b>	<b>\$ 3,412,897</b>	<b>\$ 2,888,003</b>	<b>\$ 2,959,500</b>	<b>\$ 3,088,146</b>	<b>\$ 3,192,427</b>
Motor Vehicle In-Lieu Tax	\$ 57,971	\$ 60,068	\$ 50,000	\$ 49,713	\$ 50,000
Vehicle License Fee Swap - Property Tax	8,536,307	8,754,576	9,000,000	9,193,000	9,400,000
Other Federal Grants	524,868	521,764	558,810	555,042	460,000
POST Reimbursements	53,943	88,064	40,000	118,307	120,000
Beverage Container Program	60,622	-	30,850	-	30,000
SB 90 - State Mandated Costs	50,454	47,139	50,000	20,329	50,000
Other State Grants	20,000	52,986	-	-	-
OCTA - SAAV	51,549	12,155	20,000	-	-
Other County Grants	72,790	86,378	80,000	84,108	78,000
Reimbursement - ABLE	131,753	-	-	-	-
Reimb. from CMRA	-	-	250,000	-	-
Reimb. - Oth Governmental Agencies	7,426	-	7,500	-	-
<b>Total Other Govt. Agencies</b>	<b>\$ 9,567,683</b>	<b>\$ 9,623,130</b>	<b>\$ 10,087,160</b>	<b>\$ 10,020,499</b>	<b>\$ 10,188,000</b>
Zoning/Variance/CUP Fees	\$ 112,575	\$ 110,635	\$ 90,000	\$ 111,528	\$ 117,000
Subdivision Map Fees	20,130	24,460	10,000	22,340	20,000
Environmental Impact Fees	13,986	14,789	2,000	20,903	25,000
Plan Checking Fee	272,458	273,759	250,000	282,023	310,000
Vacation/Abandonment of ROW	300	150	500	150	150
Source Reduction/Recycling	\$ 14,030	\$ 18,080	\$ 10,000	\$ 52,007	\$ 25,000
Special Policing Fees	491,305	481,028	400,000	468,651	475,000
Vehicle Storage/Impound Fees	248,860	267,220	250,000	216,040	240,000
Vehicle Code Violation Fee		6,957	-	7,027	7,500
Repo Vehicle Release Fee	2,390	1,990	2,000	1,965	2,000
DUI/Emergency Response	34,830	27,060	50,000	47,189	50,000
Jail Booking Fees - City	133,259	136,703	150,000	130,963	135,000
Police False Alarms	193,371	201,592	150,000	167,389	170,000
Fingerprinting	39,658	44,779	40,000	49,855	50,000
Animal Pound Fees	-	-	100	-	-
Fire Inspections	3,310	4,120	5,000	6,190	5,000
Hazmat Disclosure Fee	98,212	96,949	100,000	100,155	100,000
EMS - First Responder Fee	253,104	233,930	200,000	234,802	250,000
Paramedic Fee - Advanced	299,981	252,306	150,000	259,463	250,000
Medical Supply Reimbursement	100,678	107,920	100,000	107,956	110,000
Fire False Alarms	12,150	7,290	20,000	2,620	7,500
Accident Cost Recovery	42,573	28,066	40,000	18,544	20,000
Dispatch/Phone Svc. in 911 Center	7,350	7,350	7,400	4,000	-
Park Permits	38,330	35,798	35,000	39,419	39,000
Park Improvements	2,863	5,946	2,500	11,180	8,000
Recreation - Aquatics	71,544	68,369	85,000	74,062	89,000
Recreation - Day Camp	144,903	149,631	170,000	147,006	151,000

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2011-2012 THROUGH FISCAL YEAR 2014-2015

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 13-14 Projected</b>	<b>FY 14-15 Adopted</b>
Playgrounds	173,075	256,130	144,176	280,687	251,000
Special Events	19,360	23,065	25,000	17,255	20,000
Recreation - Early Childhood	131,506	137,799	120,000	124,895	120,000
Instructional Classes	497,857	438,854	600,000	473,471	450,000
Recreation - Basketball	34,865	44,042	45,000	37,497	37,000
Adult Open Gym	3,800	3,899	2,000	2,638	3,500
Recreation - Softball	120,128	110,300	130,000	102,637	120,000
Teen Camp	20,657	68,292	29,000	33,615	33,000
Other Adult Sports	-	-	26,300	-	-
Photocopies	2,432	3,260	2,500	2,839	2,500
Police Reports	24,271	25,352	33,000	33,609	35,000
Police Clearance Letters	4,205	4,250	3,000	3,115	4,000
Sale - Maps & Publications	7,030	518	12,500	1,110	1,000
Sale - Miscellaneous Supplies	726	969	750	1,757	1,000
Central Services Reimb	87,750	13,371	25,000	-	-
Charges for Other Services	15,194	16,489	15,000	9,405	10,000
Special Assessments	28,252	29,909	15,000	22,484	15,000
<b>Total Fees &amp; Charges</b>	<b>\$ 3,823,258</b>	<b>\$ 3,783,376</b>	<b>\$ 3,547,726</b>	<b>\$ 3,730,441</b>	<b>\$ 3,759,150</b>
Contributions	\$ -	\$ -	\$ 2,500	\$ -	\$ 164,000
Sponsorship Naming Rights	34,585	34,585	33,000	34,965	34,585
Reimb. - Const. Permit Insp. Fees	47,360	52,396	20,000	66,116	73,000
Reimb. - Overtime Construction	6,316	-	2,600	-	-
City Labor on Projects	-	2,018	-	-	-
Damage to City Property	27,304	50,323	30,000	45,552	5,000
Civil Subpoena Costs	12,597	14,314	10,000	14,233	15,000
Settlements	-	550,000	-	-	-
Reimbursement from ABLE	-	2,528,392	-	-	-
Other Reimbursements	286,627	95,914	100,000	72,658	275,000
Sale - Other Equipment	620	856	5,000	4,662	1,000
Nonoperating Income - Other	-	902,623	-	-	-
Other	557,538	267,515	400,000	223,519	225,000
<b>Total Other Revenues</b>	<b>\$ 972,947</b>	<b>\$ 4,498,936</b>	<b>\$ 603,100</b>	<b>\$ 461,705</b>	<b>\$ 792,585</b>
<b>Total Revenues</b>	<b>\$ 95,662,928</b>	<b>\$ 106,020,685</b>	<b>\$ 105,150,486</b>	<b>\$ 106,000,979</b>	<b>\$ 109,451,662</b>
Operating Transfers In	\$ 7,060	\$ 148	\$ -	\$ 6	\$ -
<b>Total Other Financing Sources</b>	<b>\$ 7,060</b>	<b>\$ 148</b>	<b>\$ -</b>	<b>\$ 6</b>	<b>\$ -</b>
<b>Total Fund 101</b>	<b>\$ 95,669,988</b>	<b>\$ 106,020,833</b>	<b>\$ 105,150,486</b>	<b>\$ 106,000,985</b>	<b>\$ 109,451,662</b>
<b>Fund 201 - Gas Tax</b>					
Investment Earnings	\$ 182,538	\$ 101,205	\$ 125,000	\$ 27,304	\$ 50,000
Gas Tax - 2103	1,561,144	1,019,066	1,650,000	1,359,742	1,250,000
Gas Tax - 2105	538,714	515,197	547,000	473,963	525,000
Gas Tax - 2106	371,672	388,058	367,500	350,807	395,000
Gas Tax - 2107.1	795,513	817,086	815,000	804,064	840,000
Gas Tax - 2107.5	10,000	10,000	10,000	10,000	10,000
Other Governmental Agencies	7,000	-	-	-	-

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2011-2012 THROUGH FISCAL YEAR 2014-2015

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 13-14 Projected</b>	<b>FY 14-15 Adopted</b>
<b>Total Revenues</b>	<b>\$ 3,466,581</b>	<b>\$ 2,850,612</b>	<b>\$ 3,514,500</b>	<b>\$ 3,025,880</b>	<b>\$ 3,070,000</b>
Operating Transfers In	250,000	-	-	-	-
<b>Total Other Financing Sources</b>	<b>\$ 250,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Fund 201</b>	<b>\$ 3,716,581</b>	<b>\$ 2,850,612</b>	<b>\$ 3,514,500</b>	<b>\$ 3,025,880</b>	<b>\$ 3,070,000</b>
<b><u>Fund 202 - Prop 172</u></b>					
Investment Earnings	\$ 4,909	\$ 3,834	\$ 3,600	\$ 1,233	\$ 1,200
Sales Tax - Public Safety	843,542	913,688	950,000	957,997	991,527
<b>Total Fund 202</b>	<b>\$ 848,451</b>	<b>\$ 917,522</b>	<b>\$ 953,600</b>	<b>\$ 959,230</b>	<b>\$ 992,727</b>
<b><u>Fund 203 - Air Quality</u></b>					
Investment Earnings	\$ 8,350	\$ 5,272	\$ 5,900	\$ 3,240	\$ 2,000
AB 2766 - AQMD	138,167	133,608	140,000	134,988	125,000
Other Reimbursements	12,178	-	-	-	-
<b>Total Fund 203</b>	<b>\$ 158,695</b>	<b>\$ 138,880</b>	<b>\$ 145,900</b>	<b>\$ 138,228</b>	<b>\$ 127,000</b>
<b><u>Fund 205 - HOME</u></b>					
Investment Earnings	\$ 450	\$ 132	\$ -	\$ 432	\$ 400
Lien/Loan Repayment	123,988	151,104	-	268,000	150,000
HOME Invest/Partnership Grant	599,391	216,973	337,835	337,835	353,421
<b>Total Fund 205</b>	<b>\$ 723,829</b>	<b>\$ 368,209</b>	<b>\$ 337,835</b>	<b>\$ 606,267</b>	<b>\$ 503,821</b>
<b><u>Fund 207 - CDBG</u></b>					
Investment Earnings	\$ 67	\$ 10,476	\$ -	\$ 7	\$ -
Lien/Loan Repayment	10,555	-	-	60,000	-
Community Dev. Block Grant	1,364,808	1,012,378	1,056,094	1,056,094	1,031,757
Other Reimbursements	19,978	10,476	-	-	-
<b>Total Fund 207</b>	<b>\$ 1,395,408</b>	<b>\$ 1,033,330</b>	<b>\$ 1,056,094</b>	<b>\$ 1,116,101</b>	<b>\$ 1,031,757</b>
<b><u>Fund 208 - Park Development</u></b>					
Investment Earnings	\$ 21,498	\$ 11,230	\$ 14,500	\$ 5,418	\$ 5,000
Park Development Fees	27,894	149,806	50,000	149,662	230,700
<b>Total Fund 208</b>	<b>\$ 49,392</b>	<b>\$ 161,036</b>	<b>\$ 64,500</b>	<b>\$ 155,080</b>	<b>\$ 235,700</b>
<b><u>Fund 209 - Drainage Fees</u></b>					
Investment Earnings	\$ 15,732	\$ 12,483	\$ 12,000	\$ 7,020	\$ 9,300
Drainage Assessment Fees	352,222	529,104	200,000	398,657	400,000
<b>Total Fund 209</b>	<b>\$ 367,954</b>	<b>\$ 541,587</b>	<b>\$ 212,000</b>	<b>\$ 405,677</b>	<b>\$ 409,300</b>
<b><u>Fund 213 - SLESF</u></b>					
Investment Earnings	\$ -	\$ 7	\$ -	\$ -	\$ -
Citizens' Option for Public Safety (COPS)	182,481	136,896	175,000	177,671	177,671
<b>Total Revenues</b>	<b>\$ 182,481</b>	<b>\$ 136,903</b>	<b>\$ 175,000</b>	<b>\$ 177,671</b>	<b>\$ 177,671</b>
Operating Transfers In	33,226	94,805	50,000	66,125	67,067
<b>Total Other Financing Sources</b>	<b>\$ 33,226</b>	<b>\$ 94,805</b>	<b>\$ 50,000</b>	<b>\$ 66,125</b>	<b>\$ 67,067</b>
<b>Total Fund 213</b>	<b>\$ 215,707</b>	<b>\$ 231,708</b>	<b>\$ 225,000</b>	<b>\$ 243,796</b>	<b>\$ 244,738</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2011-2012 THROUGH FISCAL YEAR 2014-2015

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 13-14 Projected</b>	<b>FY 14-15 Adopted</b>
<b><u>Fund 214 - Traffic Impact Fees</u></b>					
Investment Earnings	\$ 55,896	\$ 30,240	\$ 38,500	\$ 14,035	\$ 18,550
Traffic Impact Fees	98,097	132,406	150,000	62,626	100,000
<b>Total Fund 214</b>	<b>\$ 153,993</b>	<b>\$ 162,646</b>	<b>\$ 188,500</b>	<b>\$ 76,661</b>	<b>\$ 118,550</b>
<b><u>Fund 216 - Rental Rehab</u></b>					
Operating Transfers In	\$ 578	\$ -	\$ -	\$ -	\$ -
<b>Total Fund 216</b>	<b>\$ 578</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Fund 217 - Narcotic Seizure</u></b>					
Asset Forfeiture - US Treasury	\$ -	\$ 218,053	\$ -	\$ 542,825	\$ -
Asset Forfeiture - DOJ	1,968,924	2,754,025	400,000	2,303,354	1,000,000
Asset Forfeiture - County/Other	1,803	4,223	-	10,602	-
Investment Earnings	21,575	27,208	21,500	21,790	10,000
Other Reimbursements	24,871	17,202	-	17,000	-
<b>Total Fund 217</b>	<b>\$ 2,017,173</b>	<b>\$ 3,020,711</b>	<b>\$ 421,500</b>	<b>\$ 2,895,571</b>	<b>\$ 1,010,000</b>
<b><u>Fund 218 - Fire System Dev.</u></b>					
Investment Earnings	\$ 10,834	\$ 5,717	\$ 7,300	\$ 3,638	\$ 3,750
<b>Total Fund 218</b>	<b>\$ 10,834</b>	<b>\$ 5,717</b>	<b>\$ 7,300</b>	<b>\$ 3,638</b>	<b>\$ 3,750</b>
<b><u>Fund 219 - LLEBG</u></b>					
Investment Earnings	\$ 506	\$ 149	\$ -	\$ -	\$ -
Local Law Enforcement Block Grant	1,565	39,066	-	-	-
<b>Total Fund 219</b>	<b>\$ 2,071</b>	<b>\$ 39,215</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Fund 220 - Office of Traffic Safety</u></b>					
OTS Grant	\$ 199,357	\$ 143,549	\$ -	\$ -	\$ -
<b>Total Fund 220</b>	<b>\$ 199,357</b>	<b>\$ 143,549</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Fund 221 - Homelessness Prevention</u></b>					
Other Federal Grants	\$ 173,200	\$ -	\$ -	\$ -	\$ -
<b>Total Fund 221</b>	<b>\$ 173,200</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Fund 401 - Capital Outlay</u></b>					
Investment Earnings	\$ 10,609	\$ 10,007	\$ 6,700	\$ 6,700	\$ 6,700
Other Federal Grants	1,440,632	1,076,060	1,538,787	1,538,787	1,797,000
Other State Grants	266,445	-	-	-	-
Other County Grants	-	-	835,959	-	90,000
Contributions	120,000	-	-	-	-
Other Reimbursements	35,000	30,000	-	-	-
Other	6,180	-	-	-	-
<b>Total Revenues</b>	<b>\$ 1,878,866</b>	<b>\$ 1,116,067</b>	<b>\$ 2,381,446</b>	<b>\$ 1,545,487</b>	<b>\$ 1,893,700</b>
Operating Transfers In	-	5,140,959	3,935,000	3,935,000	5,450,000
<b>Total Other Financing Sources</b>	<b>\$ -</b>	<b>\$ 5,140,959</b>	<b>\$ 3,935,000</b>	<b>\$ 3,935,000</b>	<b>\$ 5,450,000</b>
<b>Total Fund 401</b>	<b>\$ 1,878,866</b>	<b>\$ 6,257,026</b>	<b>\$ 6,316,446</b>	<b>\$ 5,480,487</b>	<b>\$ 7,343,700</b>

**REVENUE & OTHER FINANCING SOURCES**  
FROM FISCAL YEAR 2011-2012 THROUGH FISCAL YEAR 2014-2015

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 13-14 Projected</b>	<b>FY 14-15 Adopted</b>
<b><u>Fund 403 - Measure M Regional</u></b>					
Investment Earnings	\$ 73,292	\$ 34,002	\$ 46,000	\$ 37,363	\$ 40,000
Measure "M" Regional Grant	186,134	30,040	-	41,159	45,000
Other County Grants	85,000	-	-	-	-
Other	37,865	-	-	-	-
<b>Total Fund 403</b>	<b>\$ 382,291</b>	<b>\$ 64,042</b>	<b>\$ 46,000</b>	<b>\$ 78,522</b>	<b>\$ 85,000</b>
<b><u>Fund 414 - Measure M Turnback</u></b>					
Investment Earnings	\$ 37,235	\$ 15,545	\$ 24,000	\$ 2,874	\$ 1,500
Other Interest	(1,414)	-	-	-	-
<b>Total Revenues</b>	<b>\$ 35,821</b>	<b>\$ 15,545</b>	<b>\$ 24,000</b>	<b>\$ 2,874</b>	<b>\$ 1,500</b>
Operating Transfers In	-	-	-	-	-
<b>Total Other Financing Sources</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Fund 414</b>	<b>\$ 35,821</b>	<b>\$ 15,545</b>	<b>\$ 24,000</b>	<b>\$ 2,874</b>	<b>\$ 1,500</b>
<b><u>Fund 415 - Measure M2 Competitive</u></b>					
Measure "M2" Regional Grant	\$ 441,628	\$ -	\$ -	\$ -	\$ -
Measure "M" Regional Grant	-	516,025	-	585,848	-
Measure "M2" Regional Grant	-	1,511,178	2,871,600	758,171	4,786,380
Other Reimbursements	-	-	-	20,000	-
<b>Total Fund 415</b>	<b>\$ 441,628</b>	<b>\$ 2,027,203</b>	<b>\$ 2,871,600</b>	<b>\$ 1,364,019</b>	<b>\$ 4,786,380</b>
<b><u>Fund 416 - Measure M2 Fairshare</u></b>					
Investment Earnings	\$ 12,013	\$ 31,975	\$ 18,500	\$ 14,312	\$ 6,000
Measure "M2" Fairshare	2,015,225	2,007,657	2,280,000	2,264,673	2,416,460
<b>Total Fund 416</b>	<b>\$ 2,027,238</b>	<b>\$ 2,039,632</b>	<b>\$ 2,298,500</b>	<b>\$ 2,278,985</b>	<b>\$ 2,422,460</b>
<b><u>Fund 409 - Veh Prkg Dist. 1</u></b>					
Property Tax - Secured	\$ 1,564	\$ 6,147	\$ 450	\$ 4,878	\$ 5,000
Property Tax - Unsecured	16	15	20	-	-
Property Tax - Supplemental	2	6	3	-	-
Property Tax - Homeowners	3	3	3	-	-
Delinquent Tax - Penalties/Int	2	1	3	-	-
Investment Earnings	37	49	27	-	-
<b>Total Fund 409</b>	<b>\$ 1,624</b>	<b>\$ 6,222</b>	<b>\$ 506</b>	<b>\$ 4,878</b>	<b>\$ 5,000</b>
<b><u>Fund 410 - Veh Prkg Dist. 2</u></b>					
Property Tax - Secured	\$ 2,577	\$ 13,967	\$ 400	\$ 9,654	\$ 10,000
Property Tax - Unsecured	13	12	15	-	-
Property Tax - Supplemental	2	5	3	-	-
Property Tax - Homeowners	3	3	3	-	-
Delinquent Tax - Penalties/Int	2	1	3	-	-
Investment Earnings	34	81	27	-	-
<b>Total Fund 410</b>	<b>\$ 2,631</b>	<b>\$ 14,069</b>	<b>\$ 451</b>	<b>\$ 9,654</b>	<b>\$ 10,000</b>

**REVENUE & OTHER FINANCING SOURCES**  
**FROM FISCAL YEAR 2011-2012 THROUGH FISCAL YEAR 2014-2015**

<b>FUND/ACCT DESCRIPTION</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Amended</b>	<b>FY 13-14 Projected</b>	<b>FY 14-15 Adopted</b>
<b><u>Fund 601 - Equipment Replacement</u></b>					
Investment Earnings	\$ 91,497	\$ 56,789	\$ 67,000	\$ 67,000	\$ 67,000
Rental of Automotive Equip	3,137,837	2,399,561	3,080,980	3,080,980	2,014,308
Damage to City Property	10,604	-	-	490	-
Sale of Automotive Equipment	18,303	-	10,000	7,766	10,000
Other	18,467	20,073	-	3,167	-
<b>Total Fund 601</b>	<b>\$ 3,276,708</b>	<b>\$ 2,476,423</b>	<b>\$ 3,157,980</b>	<b>\$ 3,159,403</b>	<b>\$ 2,091,308</b>
<b><u>Fund 602 - Self Insurance</u></b>					
Investment Earnings	\$ 96,544	\$ 50,922	\$ 65,000	\$ 65,000	\$ 65,000
General Liability Premiums	1,112,381	1,534,900	1,387,971	1,387,971	1,820,143
Workers' Comp. Premiums	1,940,484	2,339,900	2,134,800	2,134,800	2,348,800
Unemployment Premiums	41,018	40,700	47,034	47,034	42,788
Other Reimbursements	54,580	20,696	-	-	-
<b>Total Fund 602</b>	<b>\$ 3,245,007</b>	<b>\$ 3,987,118</b>	<b>\$ 3,634,805</b>	<b>\$ 3,634,805</b>	<b>\$ 4,276,731</b>
<b><u>Fund 603 - IT Replacement Fund</u></b>					
Rental of IT Equipment	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<b>Total Fund 603</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100,000</b>
<b>TOTAL REVENUES</b>	<b>\$ 116,704,739</b>	<b>\$ 127,286,922</b>	<b>\$ 126,642,503</b>	<b>\$ 127,639,610</b>	<b>\$ 132,804,017</b>
<b>TOTAL OTHER SOURCES</b>	<b>\$ 290,286</b>	<b>\$ 5,235,912</b>	<b>\$ 3,985,000</b>	<b>\$ 4,001,131</b>	<b>\$ 5,517,067</b>
<b>GRAND TOTAL ALL FUNDS</b>	<b>\$ 116,995,025</b>	<b>\$ 132,522,834</b>	<b>\$ 130,627,503</b>	<b>\$ 131,640,741</b>	<b>\$ 138,321,084</b>

## SALES & USE TAX

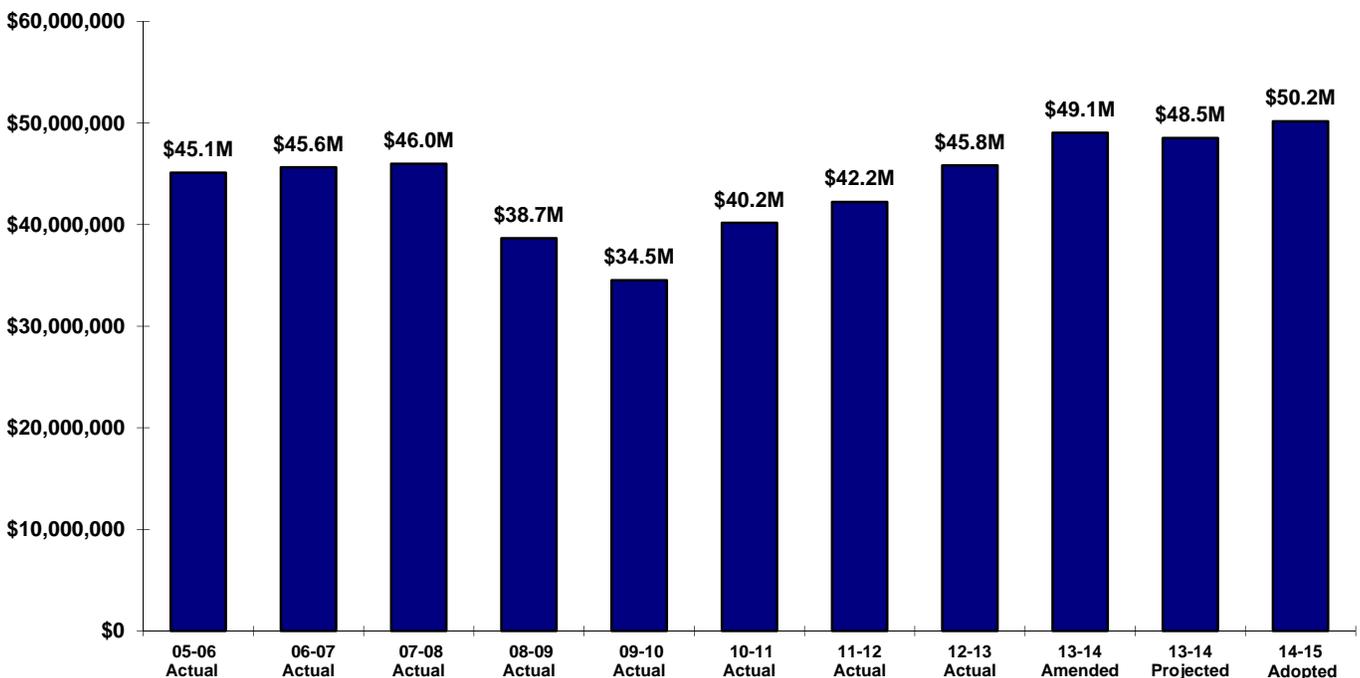
Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for Orange County is 8.00% and is broken down as follows:

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 \$50.2 million or 45.9% of the total General Fund revenues estimated for FY 14-15. This amount represents an increase of \$1.6 million or 3.4% from the estimate for FY 13-14. 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 \$50.2 million estimate is \$12.6 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.

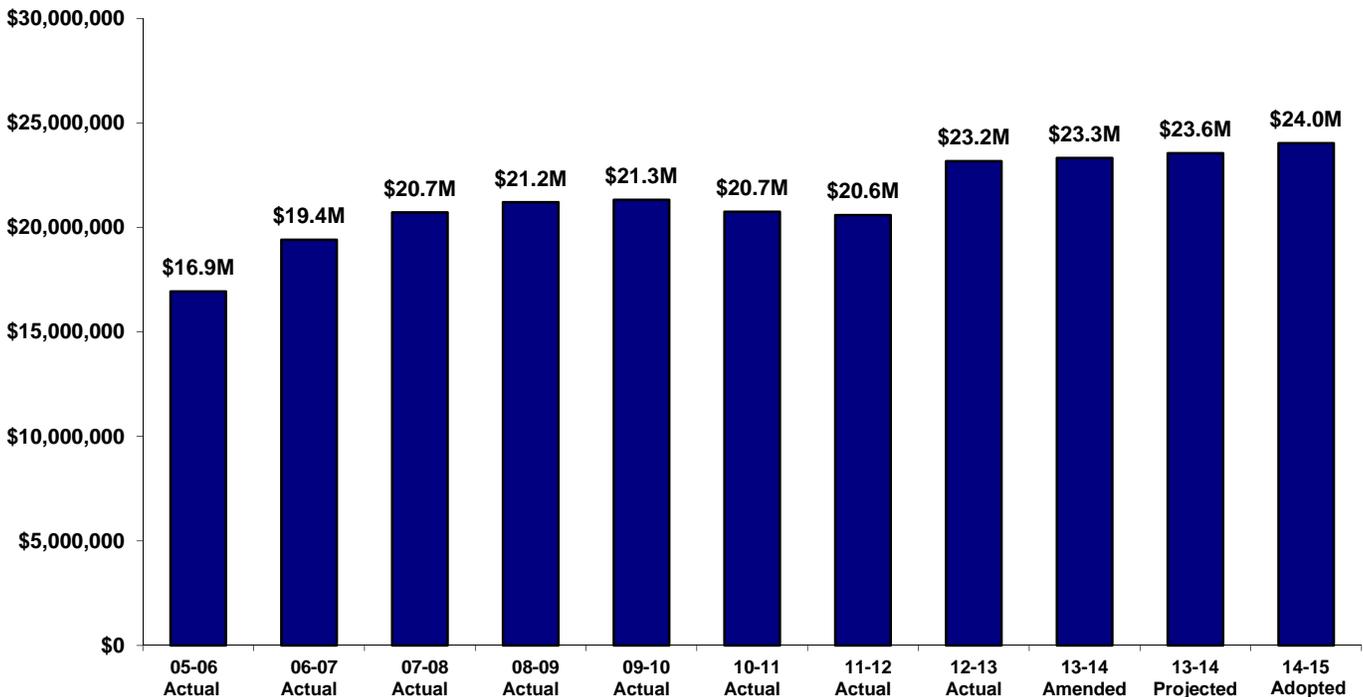


**PROPERTY TAX**

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 as well as some increase in supplemental and property transfer tax from re-sales and home improvements. These positive adjustments have balanced most reductions to properties previously assessed higher than the current market value. For FY 14-15, the CPI adjustment factor is a positive 2.0%, the maximum allow under Prop 13.

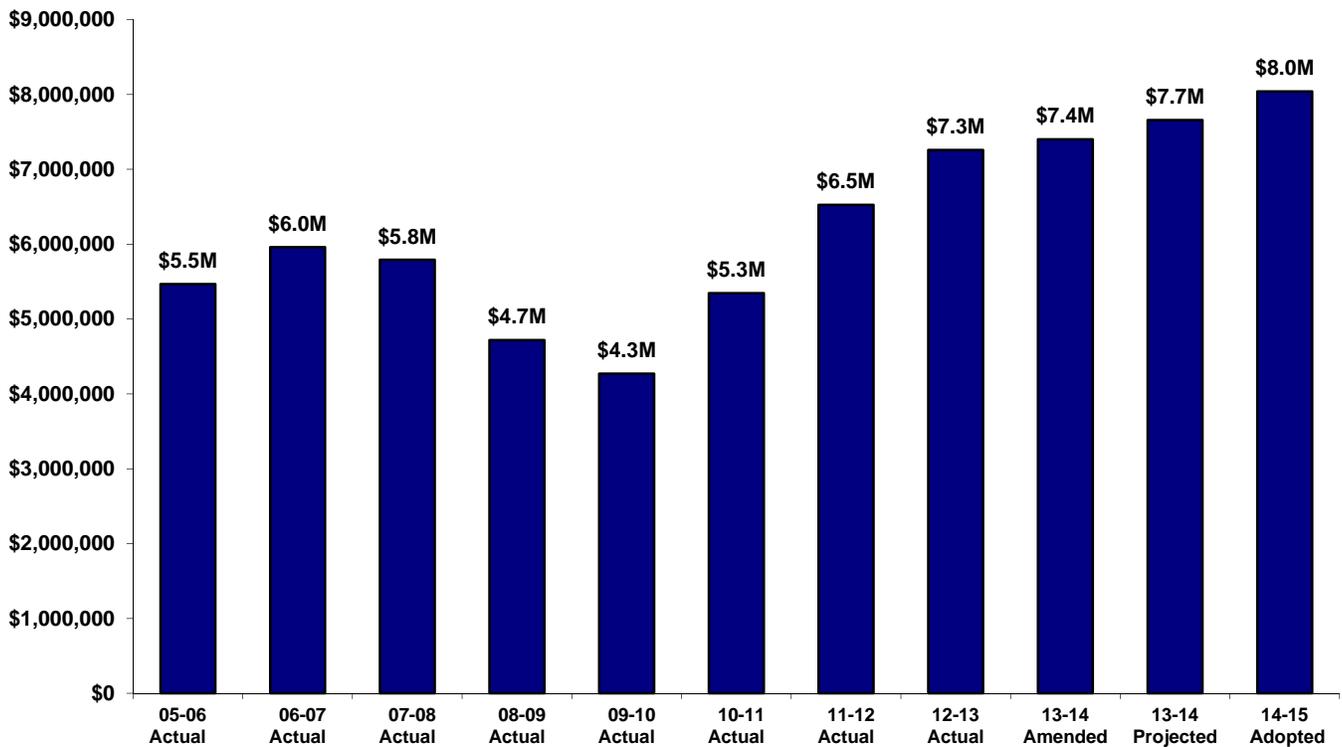
For FY 14-15, estimated revenue from Property Taxes is \$24.0 million, which represents 22.0% of the total General Fund revenue. This estimate is an increase of \$474,000 or 2.0% over the projected revenue for FY 13-14. The City is expecting an increase in revenue due to: property values increasing over the prior year, and with the dissolution of the Costa Mesa Redevelopment Agency. Included in the estimates are Secured Property Tax at \$21.9 million, Unsecured Taxes at \$752,000, Supplemental Taxes at \$469,000; Homeowner’s Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$160,000, Delinquent Taxes at \$60,000; and \$650,000 derived from Property Transfers (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).



**TRANSIENT OCCUPANCY TAX**

Transient Occupancy Tax (TOT) is imposed on persons staying 30 days or less in a hotel, inn, motel, tourist home or other lodging facilities. In November 2010, the voters of Costa Mesa approved a measure to increase the City's rate from 6% 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 14-15, estimated revenue from TOT is \$8.0 million, which represents 7.4% of the total General Fund revenue. The projected amount reflects an increase of \$383,000 or 5.0% from the projected revenue in FY 13-14. Since the 2010, the City has seen a continued increase in TOT revenue when compared to the prior year.



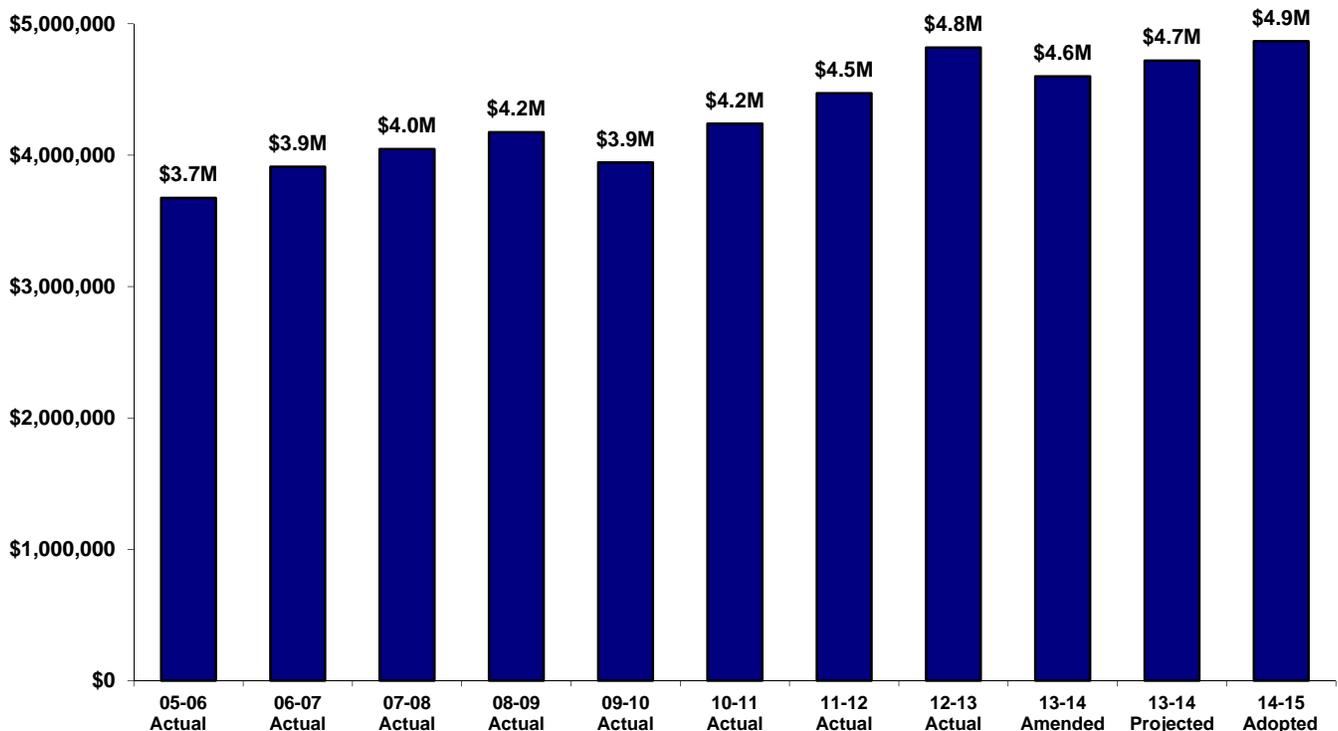
**FRANCHISE FEES**

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 14-15, preliminary estimated revenue from all Franchise Fees is \$4.9 million, which represents 4.5% of total General Fund revenues. The projected amounts reflect an increase of \$148,000 or 3.1% from the projected in FY 13-14.

These amounts include 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.

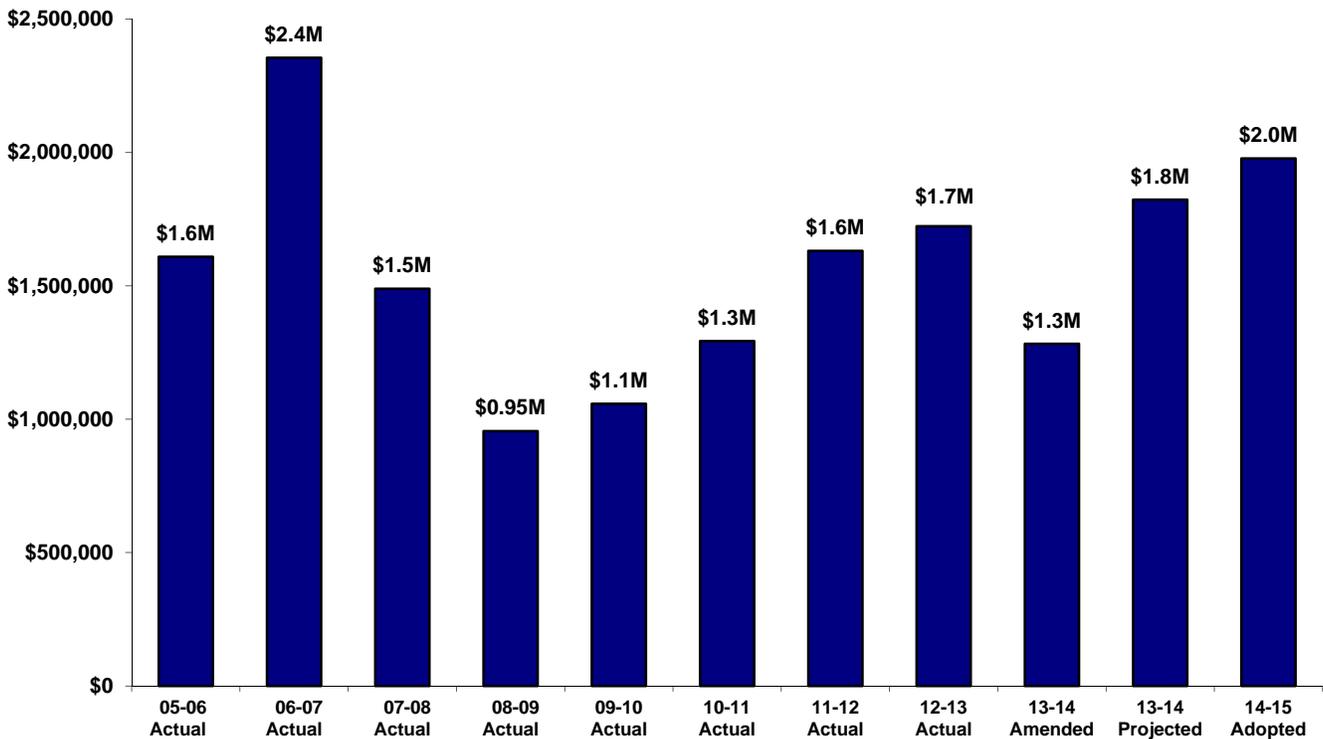


**LICENSES & PERMITS**

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 14-15, estimated revenue from Licenses & Permits is \$2.0 million, which represents 1.8% of total General Fund revenues. This estimate reflects an increase of \$154,551 or 8.5% from the projected revenue in FY 13-14. The largest component for this revenue source comes from building permits projected at \$1,111,000, based on City estimates of increased activity from building permits.

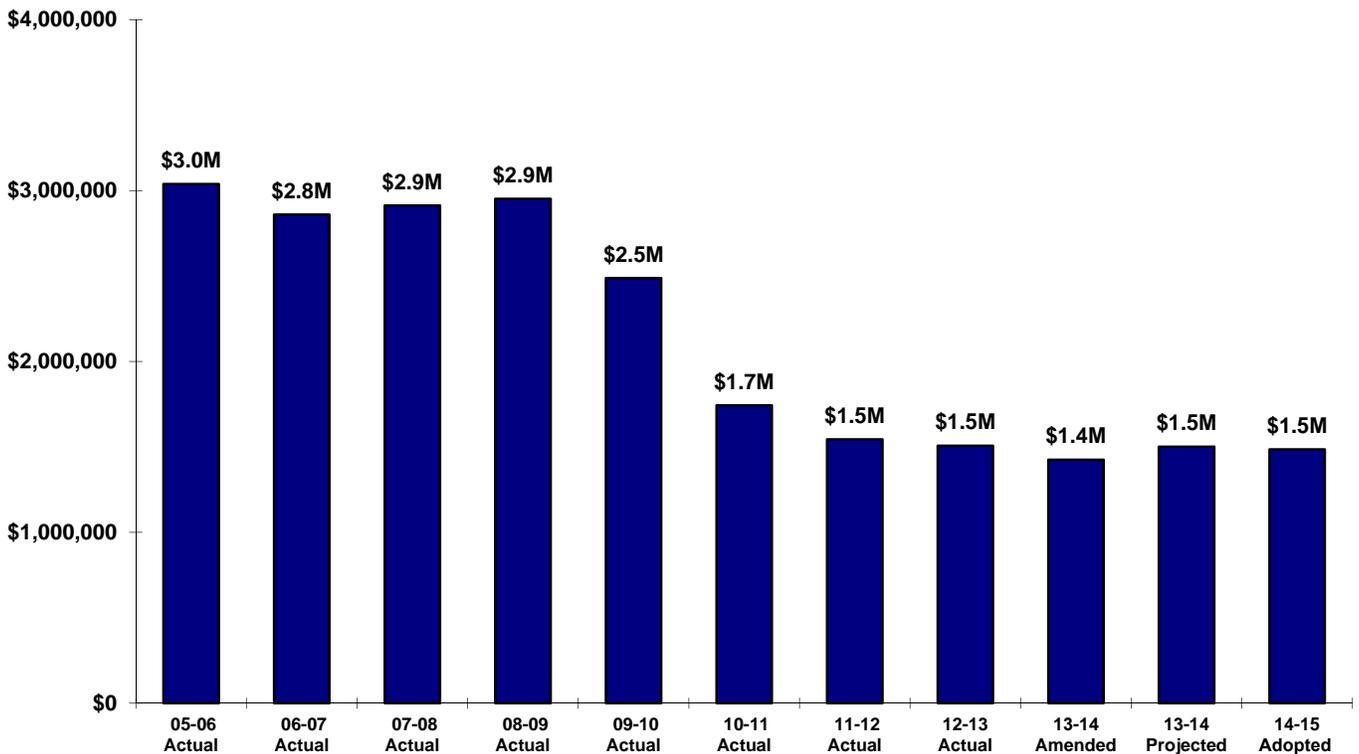


**FINES & FORFEITURES**

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

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

For FY 14-15, estimated revenue from Fines & Forfeitures is \$1.5 million, which represents 1.4% of the total General Fund revenue. The preliminary estimated amount reflects a decrease of \$16,000 or -1.1% from the projected revenue in FY 13-14. 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.



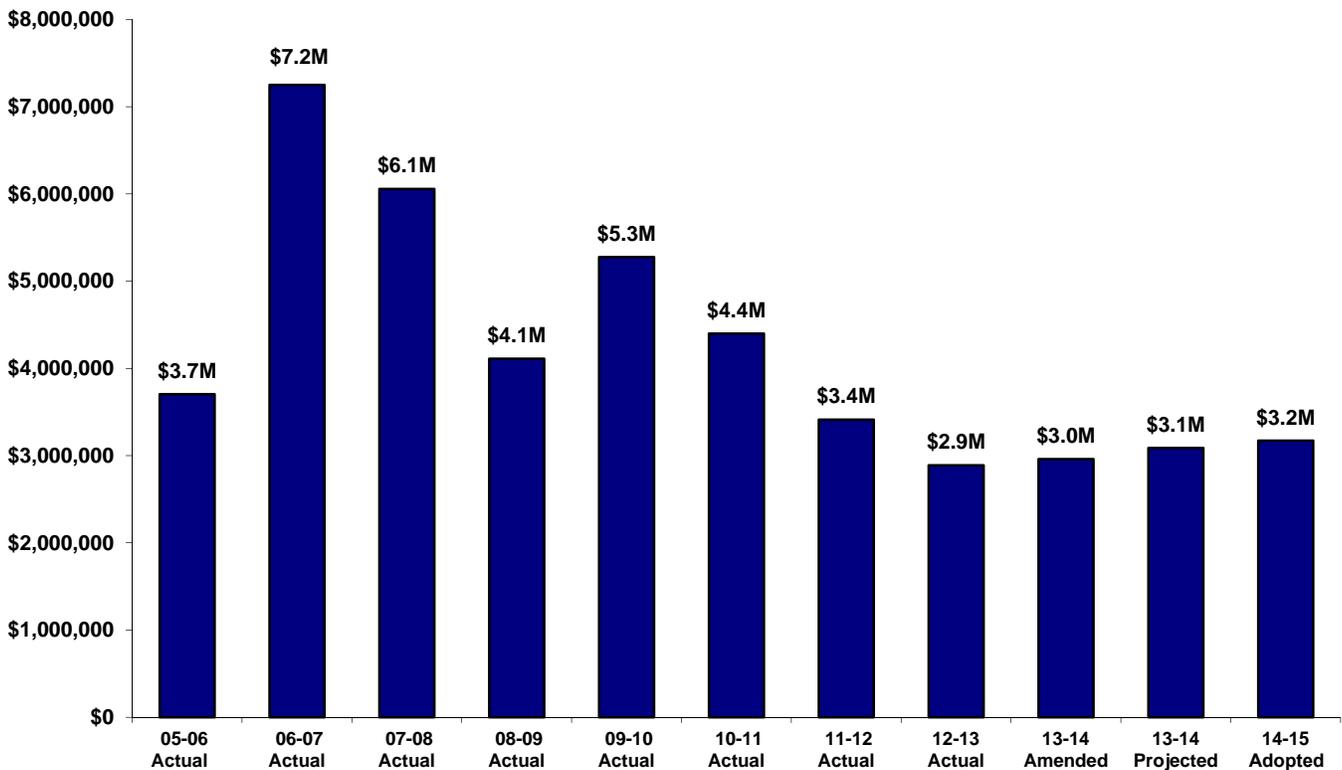
## USE OF MONEY & PROPERTY

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 14-15, preliminary estimated revenue from Use of Money & Property is \$3.2 million or 2.9% of the total General Fund revenue. The estimated revenue reflects an increase of \$83,000 or 2.7% from the projected amount in FY 13-14. The estimate includes projected investment earnings based on a weighted average rate of return (ROR) of 0.53% based on expectations of continued low interest rates and slightly higher cash balances. This rate reduces the rate of return on investment vehicles the City can purchase based on the City Investment Policy.

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.



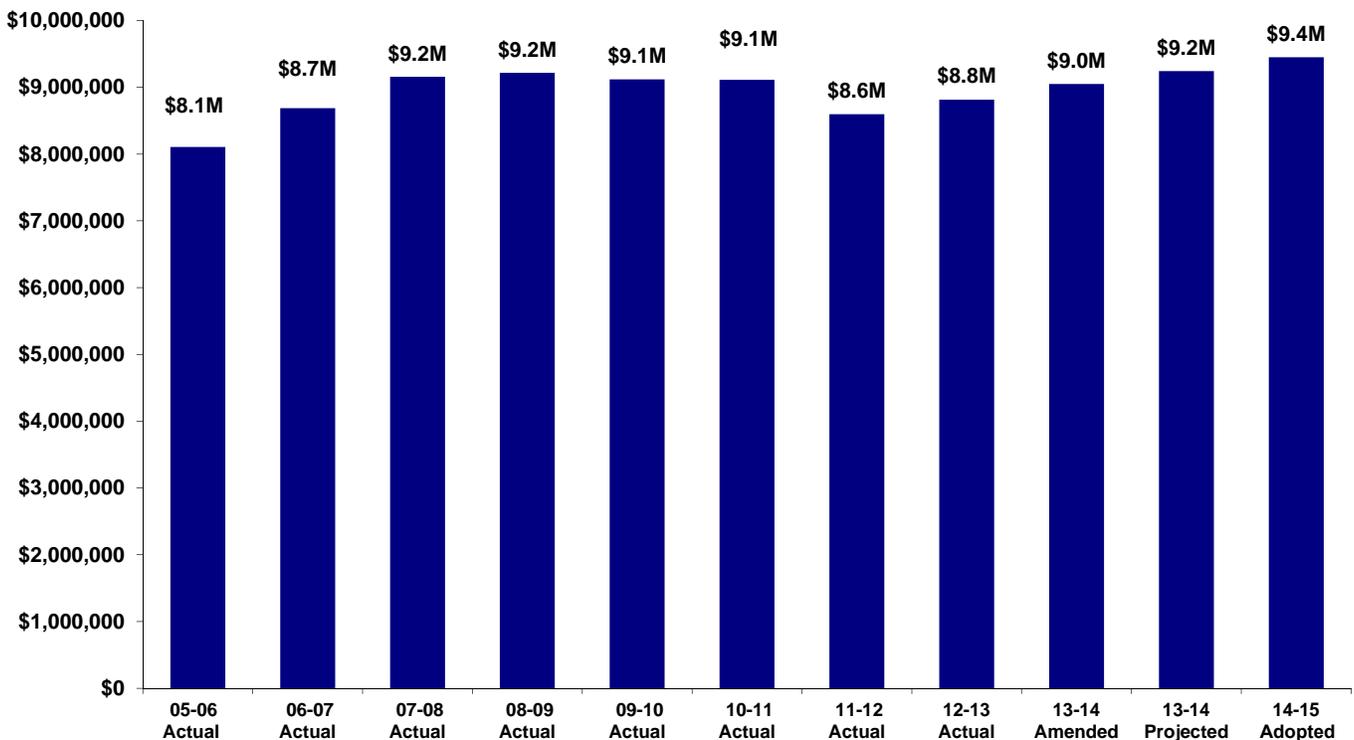
**MOTOR VEHICLE LICENSE FEES**

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 left intact the allocation of the backfill amount.

For FY 14-15, preliminary estimated revenue from VLF is \$9.4 million, which represents 8.6% of the total General Fund revenue. This estimate reflects an increase of \$207,000 or 2.3% from the projected revenue in FY 13-14. The increase is due to the estimate from the VLF Swap which includes an increase based on the projected increases in assessed property values.



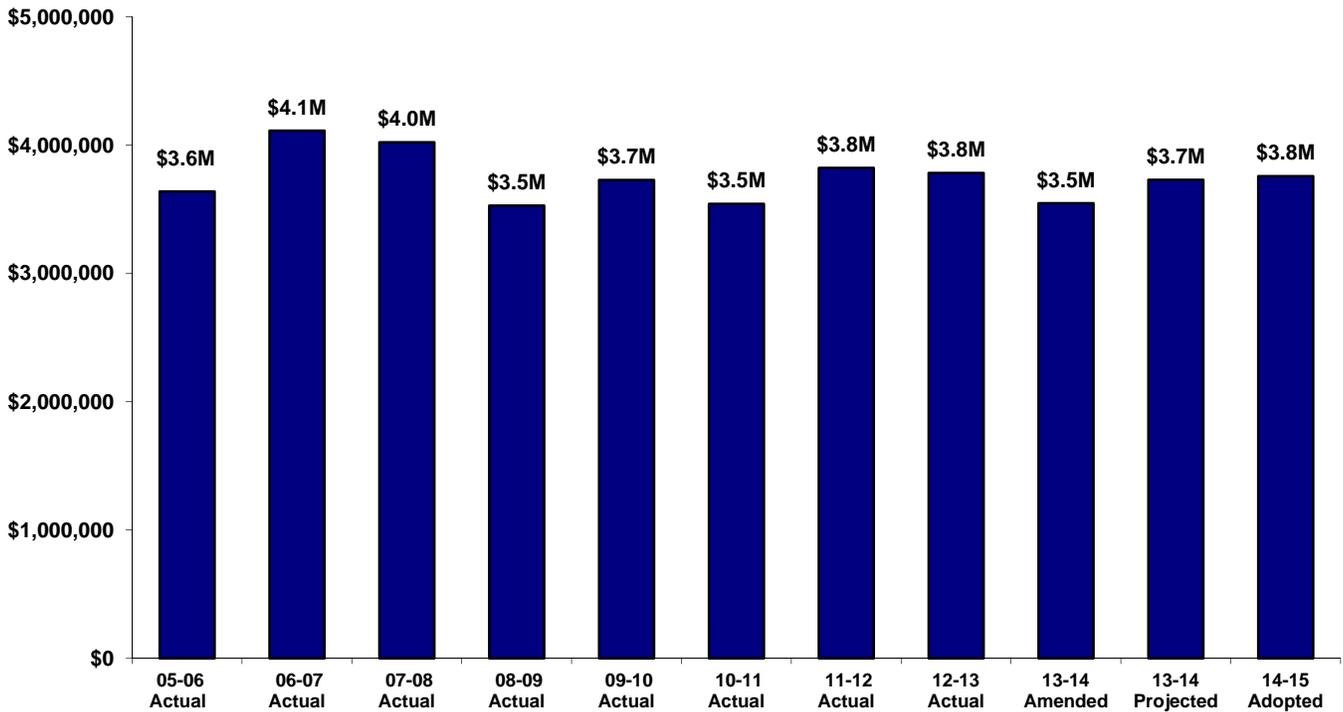
**FEES & CHARGES FOR SERVICES**

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 14-15, estimated revenue from Fees & Charges for Services is \$3.8 million, which represents 3.4% of the total General Fund revenue. The FY 14-15 preliminary estimated revenue amount reflects an increase of \$29,000 or 0.8% over the projected revenue in FY 13-14.





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

**FISCAL YEAR 2014-2015**



**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>
<b><u>General Fund (101)</u></b>				
City Council	\$ 222,285	\$ 440,740	\$ 315,799	\$ 360,087
Chief Executive Officer's Office	2,188,547	6,299,710	6,710,840	8,056,175
City Attorney's Office	955,916	1,037,306	803,000	803,000
Finance	2,255,918	2,524,143	2,675,983	2,742,504
Administrative Services	12,801,899	-	-	-
Parks & Community Services	-	3,313,730	-	4,587,546
Information Technology	-	2,406,622	2,386,428	2,802,980
Police	32,691,370	35,246,231	38,292,488	41,943,898
Fire	19,727,686	19,808,263	21,473,083	20,075,081
Development Services	2,807,265	3,774,595	3,789,761	4,515,319
Public Services	13,514,229	13,703,244	18,323,391	15,355,519
Non-Departmental	5,406,580	9,320,302	8,420,497	8,209,552
<b>Subtotal Fund 101</b>	<b>\$ 92,571,695</b>	<b>\$ 97,874,886</b>	<b>\$ 103,191,270</b>	<b>\$ 109,451,662</b>
<b><u>Gas Tax Fund (201)</u></b>				
Capital Improvement Projects	\$ 2,304,112	\$ 5,220,187	\$ 3,250,000	\$ 2,600,500
Public Services	186,991	365,010	510,750	446,482
<b>Subtotal Fund 201</b>	<b>\$ 2,491,103</b>	<b>\$ 5,585,197</b>	<b>\$ 3,760,750</b>	<b>\$ 3,046,982</b>
<b><u>Prop 172 Fund (202)</u></b>				
Police	\$ 965,897	\$ 704,745	\$ 1,182,606	\$ 986,419
Fire	-	40,606	58,214	58,214
<b>Subtotal Fund 202</b>	<b>\$ 965,897</b>	<b>\$ 745,351</b>	<b>\$ 1,240,820</b>	<b>\$ 1,044,633</b>
<b><u>AQMD Fund (203)</u></b>				
Capital Improvement Projects	\$ 151,044	\$ 8,397	\$ 74,851	\$ 234,314
Public Services	3,816	516	15,000	15,000
<b>Subtotal Fund 203</b>	<b>\$ 154,860</b>	<b>\$ 8,913</b>	<b>\$ 89,851</b>	<b>\$ 249,314</b>
<b><u>HOME Fund (205)</u></b>				
Chief Executive Officer's Office	\$ 544,252	\$ -	\$ -	\$ -
Development Services	-	328,713	343,315	648,716
<b>Subtotal Fund 205</b>	<b>\$ 544,252</b>	<b>\$ 328,713</b>	<b>\$ 343,315</b>	<b>\$ 648,716</b>
<b><u>CDBG Fund (207)</u></b>				
Chief Executive Officer's Office	\$ 631,191	\$ -	\$ -	\$ -
Development Services	242,395	697,368	654,422	682,195
Public Services	1,237	-	-	-
Capital Improvement Projects	483,349	346,149	716,962	799,500
<b>Subtotal Fund 207</b>	<b>\$ 1,358,172</b>	<b>\$ 1,043,517</b>	<b>\$ 1,371,384</b>	<b>\$ 1,481,695</b>
<b><u>Park Dev Fees Fund (208)</u></b>				
Capital Improvement Projects	\$ 50,155	\$ 237,583	\$ 475,000	\$ -
Non-Departmental	228,832	242,562	-	-
<b>Subtotal Fund 208</b>	<b>\$ 278,987</b>	<b>\$ 480,145</b>	<b>\$ 475,000</b>	<b>\$ -</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

Fund/Department	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Drainage Fees Fund (209)</u></b>				
Capital Improvement Projects	\$ 47,423	\$ 95,400	\$ 500,000	\$ 400,000
Subtotal Fund 209	<b>\$ 47,423</b>	<b>\$ 95,400</b>	<b>\$ 500,000</b>	<b>\$ 400,000</b>
<b><u>SLESF Fund (213)</u></b>				
Police	\$ 220,802	\$ 232,517	\$ 215,785	\$ 244,509
Subtotal Fund 213	<b>\$ 220,802</b>	<b>\$ 232,517</b>	<b>\$ 215,785</b>	<b>\$ 244,509</b>
<b><u>Traffic Impact Fees Fund (214)</u></b>				
Capital Improvement Projects	\$ 42,312	\$ 134,206	\$ -	\$ -
Subtotal Fund 214	<b>\$ 42,312</b>	<b>\$ 134,206</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Narcotics Forfeiture Fund (217)</u></b>				
Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 1,213,307
Police	699,408	1,157,038	557,513	860,812
Subtotal Fund 217	<b>\$ 699,408</b>	<b>\$ 1,157,038</b>	<b>\$ 557,513</b>	<b>\$ 2,074,119</b>
<b><u>Capital Outlay Fund (401)</u></b>				
Capital Improvement Projects	\$ 2,077,232	\$ 1,903,233	\$ 6,365,646	\$ 7,337,000
Public Services	2,124	-	-	-
Non-Departmental	250,000	-	-	-
Subtotal Fund 401	<b>\$ 2,329,356</b>	<b>\$ 1,903,233</b>	<b>\$ 6,365,646</b>	<b>\$ 7,337,000</b>
<b><u>Measure M Fund (403)</u></b>				
Capital Improvement Projects	\$ 153,596	\$ 534,620	\$ 800,000	\$ -
Public Services	51,265	220,694	-	-
Subtotal 403 Fund	<b>\$ 204,861</b>	<b>\$ 755,314</b>	<b>\$ 800,000</b>	<b>\$ -</b>
<b><u>Vehicle Prk Dist 1 Fund (409)</u></b>				
Non-Departmental	\$ 36	\$ 58	\$ -	\$ -
Subtotal Fund 409	<b>\$ 36</b>	<b>\$ 58</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Vehicle Prk Dist 2 Fund (410)</u></b>				
Non-Departmental	\$ 33	\$ 90	\$ -	\$ -
Subtotal Fund 410	<b>\$ 33</b>	<b>\$ 90</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Measure M Turnback Fund (414)</u></b>				
Capital Improvement Projects	\$ 1,279,392	\$ 1,004,647	\$ -	\$ -
Public Services	351,824	26,768	-	-
Subtotal Fund 414	<b>\$ 1,631,216</b>	<b>\$ 1,031,415</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Measure M 2 (415)</u></b>				
Capital Improvement Projects	\$ 1,806,511	\$ 1,253,129	\$ -	\$ 4,786,380
Public Services	12,322	73,675	126,719	-
Subtotal Fund 415	<b>\$ 1,818,833</b>	<b>\$ 1,326,804</b>	<b>\$ 126,719</b>	<b>\$ 4,786,380</b>

**BUDGET COMPARISON  
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>
<b><u>Measure M 2 Fair Share (416)</u></b>				
Capital Improvement Projects	\$ -	\$ -	\$ 5,871,600	\$ 2,050,000
Public Services	-	30,460	513,235	282,820
<b>Subtotal Fund 416</b>	<b>\$ -</b>	<b>\$ 30,460</b>	<b>\$ 6,384,835</b>	<b>\$ 2,332,820</b>
<b><u>Vehicle Repl Fund (601)</u></b>				
Public Services	\$ 2,443,718	\$ 2,569,987	\$ 1,856,437	\$ 2,586,970
Non-Departmental	37,454	30,513	219,638	-
<b>Subtotal Fund 601</b>	<b>\$ 2,481,172</b>	<b>\$ 2,600,500</b>	<b>\$ 2,076,075</b>	<b>\$ 2,586,970</b>
<b><u>Self-Insurance Fund (602)</u></b>				
Chief Executive Officer's Office	\$ -	\$ 6,785,240	\$ 4,048,743	\$ 4,211,731
Administrative Services	3,885,862	-	-	-
<b>Subtotal Fund 602</b>	<b>\$ 3,885,862</b>	<b>\$ 6,785,240</b>	<b>\$ 4,048,743</b>	<b>\$ 4,211,731</b>
<b><u>I.T. Replacement Fund (603)</u></b>				
Information Technology	-	-	-	-
<b>Subtotal Fund 603</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Grand Total</b>	<b><u>\$ 111,726,281</u></b>	<b><u>\$ 122,118,997</u></b>	<b><u>\$ 131,547,706</u></b>	<b><u>\$ 139,896,529</u></b>

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

**FY2014-2015 Adopted Budget**

<b>Fund</b>	<b>City Council</b>	<b>CEO Office</b>	<b>City Attorney</b>	<b>Finance</b>	<b>Parks &amp; Comm Svcs</b>	<b>I.T.</b>
General Fund - 101	\$ 360,087	\$ 8,056,175	\$ 803,000	\$ 2,742,504	\$ 4,587,546	\$ 2,802,980
Gas Tax Fund - 201	-	-	-	-	-	-
Prop 172 Fund - 202	-	-	-	-	-	-
AQMD Fund - 203	-	-	-	-	-	-
HOME Fund - 205	-	-	-	-	-	-
CDBG Fund - 207	-	-	-	-	-	-
Park Devel Fees Fund - 208	-	-	-	-	-	-
Drainage Fund - 209	-	-	-	-	-	-
SLESF Fund - 213	-	-	-	-	-	-
Traffic Impact Fees Fund - 214	-	-	-	-	-	-
Narcotics & Seizure Fund - 217	-	-	-	-	-	-
Fire System Devel Fund - 218	-	-	-	-	-	-
Capital Outlay Fund - 401	-	-	-	-	-	-
Measure M Fund - 403/415/416	-	-	-	-	-	-
Equipment Replacement Fund - 601	-	-	-	-	-	-
Self-Insurance Fund - 602	-	4,211,731	-	-	-	-
<b>Total</b>	<b>\$ 360,087</b>	<b>\$ 12,267,906</b>	<b>\$ 803,000</b>	<b>\$ 2,742,504</b>	<b>\$ 4,587,546</b>	<b>\$ 2,802,980</b>

\* Housed under the Public Services Department

**CITY OF COSTA MESA, CALIFORNIA**

<b>Police</b>	<b>Fire</b>	<b>Development Services</b>	<b>Public Services</b>	<b>Non- Departmental</b>	<b>CIP</b>	<b>Total</b>
\$ 41,943,898	\$ 20,075,081	\$ 4,515,319	\$ 15,355,519	\$ 8,188,125	\$ -	\$ 109,430,234
-	-	-	446,482	-	2,600,500	3,046,982
986,418	58,214	-	-	-	-	1,044,632
-	-	-	15,000	-	234,314	249,314
-	-	648,716	-	-	-	648,716
-	-	682,195	-	-	799,500	1,481,695
-	-	-	-	21,427	-	21,427
-	-	-	-	-	400,000	400,000
244,509	-	-	-	-	-	244,509
-	-	-	-	-	-	-
860,812	-	-	-	-	1,213,307	2,074,119
-	-	-	-	-	-	-
-	-	-	-	-	7,337,000	7,337,000
-	-	-	282,820	-	6,836,380	7,119,200
-	-	-	2,586,970	-	-	2,586,970
-	-	-	-	-	-	4,211,731
<b>\$ 44,035,637</b>	<b>\$ 20,133,295</b>	<b>\$ 5,846,230</b>	<b>\$ 18,686,791</b>	<b>\$ 8,209,552</b>	<b>\$ 19,421,001</b>	<b>\$ 139,896,529</b>

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

<b>Description</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
Regular Salaries - Sworn	\$ 21,198,356	\$ 19,782,313	\$ 22,186,611	\$ 22,478,464
Regular Salaries - Non-Sworn	16,495,049	15,879,425	16,604,284	16,410,884
Regular Salaries - Part-Time	2,544,691	3,098,493	3,242,581	3,830,535
Overtime	5,680,297	6,508,019	4,633,803	4,551,443
Accrual Payoff - Excess Max.	254,603	263,371	224,844	222,904
Vacation/Comp. Time Cash Out	218,022	178,074	134,069	138,069
Holiday Allowance	490,842	589,111	448,884	444,697
Separation Pay-Off	312,144	678,239	-	-
Other Compensation	2,419,957	2,310,071	2,576,718	2,543,260
Cafeteria Plan	3,727,678	3,604,000	4,166,976	4,400,976
Medicare	659,131	660,951	715,855	748,903
Retirement	14,270,580	14,520,680	18,810,972	21,564,578
Longevity	2,268	2,268	2,268	2,268
Professional Development	232,051	284,098	377,190	484,669
Auto Allowance	22,951	18,713	10,800	16,524
Unemployment	183,056	144,593	297,034	85,575
Workers' Compensation	3,291,930	4,350,514	3,990,600	4,404,599
Employer Contr.Retirees' Med.	1,760,388	1,753,902	1,829,312	1,824,360
<b>Salaries &amp; Benefits</b>	<b>\$ 73,763,995</b>	<b>\$ 74,626,835</b>	<b>\$ 80,252,801</b>	<b>\$ 84,152,709</b>
Stationery and Office	\$ 135,962	\$ 156,689	\$ 165,004	\$ 166,745
Multi-Media, Promos, Subscript.	162,041	311,682	293,856	287,477
Small Tools and Equipment	381,337	367,911	507,162	1,015,592
Uniforms and Clothing	257,510	245,604	318,560	350,910
Safety and Health	341,599	272,250	369,220	414,890
Maintenance and Construction	807,058	635,679	688,430	697,800
Agriculture	84,992	94,353	139,000	149,000
Fuel	713,472	681,320	700,200	700,200
Electricity - Buildings & Fac.	498,174	509,725	507,300	511,100
Electricity - Power	224,872	216,575	220,000	222,000
Electricity - Street Lights	1,018,412	1,013,312	1,100,000	1,100,000
Gas	39,010	37,771	40,000	47,000
Water - Domestic	101,522	132,734	98,800	128,965
Water - Parks and Parkways	533,091	628,815	565,000	700,250
Waste Disposal	149,974	147,605	170,000	152,350
Janitorial and Housekeeping	343,325	331,434	364,084	351,288
Postage	90,606	108,004	97,095	95,295
Legal Advertising/Filing Fees	216,898	184,235	272,100	220,100
Advertising and Public Info.	18,804	56,560	7,950	11,950
Telephone/Radio/Communications	194,583	223,698	235,600	288,410
Meetings and Conferences	-	74	-	-
Mileage Reimbursement	2,006	1,213	3,745	4,245
Board Member Fees	28,030	26,600	30,000	30,000
Buildings and Structures	351,179	661,838	89,725	107,525
Landscaping and Sprinklers	1,084,714	1,378,249	1,422,200	1,510,470
Underground Lines	17,380	11,087	5,000	5,000
Automotive Equipment	140,147	169,334	125,000	125,000
<b>Subtotal Maint. &amp; Operations</b>	<b>\$ 7,936,698</b>	<b>\$ 8,604,351</b>	<b>\$ 8,535,031</b>	<b>\$ 9,393,562</b>

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

Description	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted
Office Furniture	\$ 195	\$ 300	\$ 2,350	\$ 1,600
Office Equipment	811,778	637,773	983,791	789,671
Other Equipment	817,688	875,573	958,167	990,136
Streets, Alleys and Sidewalks	204,917	245,245	276,500	284,000
Employment	258,139	295,990	41,000	88,300
Consulting	2,161,974	2,899,401	2,487,875	3,733,013
Legal	324,271	342,092	258,800	254,984
Engineering and Architectural	357,154	642,046	607,120	382,580
Financial & Information Svcs.	158,700	157,245	271,300	196,600
Medical and Health Inspection	143,423	135,627	192,147	217,555
Law Enforcement	493,262	565,809	538,050	608,200
Recreation	440,588	437,511	511,820	526,320
Principal Payments	3,870,739	2,482,050	2,646,335	2,955,395
Interest Payments	1,768,324	1,623,051	1,314,451	1,233,730
External Rent	613,862	616,298	647,362	655,788
Grants, Loans and Subsidies	840,941	573,306	642,813	1,061,550
Depreciation	664,795	763,788	-	-
Central Services	85,289	84,462	107,254	103,900
Internal Rent - Maint. Charges	1,417,959	1,382,104	1,864,882	1,756,830
Internal Rent - Repl.Cost	1,719,878	1,000,000	1,551,851	257,478
Internal Rent - IT Replacement	-	-	-	100,000
General Liability	3,329,380	2,839,820	2,549,114	3,157,875
Special Liability	10,583	7,402	-	-
Buildings & Personal Property	284,080	320,136	450,000	376,500
Faithful Performance Bonds	12,868	-	7,800	7,500
Taxes and Assessments	127,488	135,711	97,235	97,235
Contingency	(155,155)	2,804,851	1,000,000	1,000,000
Other Costs	4,080	2,614,581	100,000	100,000
Assistance	-	-	-	20,000
Acquisition Costs	-	-	500,000	-
Operating Transfers Out	283,872	2,685,094	3,985,000	5,517,067
<b>Maintenance &amp; Operations</b>	<b>\$ 28,987,769</b>	<b>\$ 35,771,615</b>	<b>\$ 33,128,048</b>	<b>\$ 35,867,369</b>
Buildings and Structures	\$ -	\$ 213,275	\$ -	\$ -
Automotive Equipment	-	214,953	-	210,200
Office Equipment	-	279,662	-	102,152
Other Equipment	579,391	275,106	112,798	143,098
<b>Fixed Assets</b>	<b>\$ 579,391</b>	<b>\$ 982,996</b>	<b>\$ 112,798</b>	<b>\$ 455,450</b>
<b>Total Operating</b>	<b>\$103,331,155</b>	<b>\$111,381,446</b>	<b>\$113,493,647</b>	<b>\$120,475,528</b>
<b>Capital Improvements</b>	<b>\$ 8,395,126</b>	<b>\$ 10,737,551</b>	<b>\$ 18,054,059</b>	<b>\$ 19,421,001</b>
<b>Total Appropriations</b>	<b>\$111,726,281</b>	<b>\$122,118,997</b>	<b>\$131,547,706</b>	<b>\$139,896,529</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 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b>Police Protection</b>				
Police Administration - 50001	\$ 2,812,551	\$ 3,156,241	\$ 3,036,746	\$ 3,473,753
Field Area Policing - 10111	17,272,625	15,676,225	16,342,277	18,692,091
Helicopter Patrol - 10112	412,533	265,215	300,000	300,000
Traffic Enforcement - 10113	3,269,300	3,111,537	3,332,628	3,541,837
Contract & Special Event Policing - 10114	661,931	449,677	654,725	560,008
Crime Investigation - 10120	3,517,975	3,452,266	3,703,314	3,926,668
Special Investigation Unit - 10127	-	2,166,624	2,011,706	2,405,110
Records / Information Systems - 10131	1,880,652	1,916,715	2,191,750	2,101,298
Crime Scene Inv./Photographic Svcs - 10132	435,030	541,730	591,817	591,383
Training - 10133	625,929	520,948	594,876	622,967
Community Services - 10134	359	-	-	-
Youth Crime Intervention - 10135	1,620,117	1,081,473	1,532,876	1,723,211
Property and Evidence - 10136	301,786	294,805	378,909	387,330
Jail - 10137	1,319,706	989,635	1,280,187	1,720,191
Equipment Maintenance - 10138	31,267	32,466	21,846	20,388
Animal Control - 10139	349,793	338,910	364,004	364,105
RAID - 10143	65,955	53,471	64,455	55,025
<b>Total Police Protection</b>	<b>\$ 34,577,510</b>	<b>\$ 34,047,938</b>	<b>\$ 36,402,116</b>	<b>\$ 40,485,366</b>
<b>Fire Protection</b>				
Fire Administration - 50001	\$ 1,214,771	\$ 1,316,868	\$ 1,395,211	\$ 1,829,154
Response and Control - 10210	17,131,450	17,113,996	18,645,307	16,696,935
Fire Prevention - 10220	379,405	414,951	583,362	614,875
Emergency Medical Aid - 10230	1,002,060	1,003,054	907,416	992,331
<b>Total Fire Protection</b>	<b>\$ 19,727,686</b>	<b>\$ 19,848,869</b>	<b>\$ 21,531,297</b>	<b>\$ 20,133,295</b>
<b>Other Public Safety Services</b>				
Building Safety - 20410	\$ 1,089,257	\$ 1,456,985	\$ 1,215,500	\$ 1,755,061
<b>Total Other Public Safety Services</b>	<b>\$ 1,089,257</b>	<b>\$ 1,456,985</b>	<b>\$ 1,215,500</b>	<b>\$ 1,755,061</b>
<b>Total Protection of Persons and Property</b>	<b>\$ 55,394,453</b>	<b>\$ 55,353,792</b>	<b>\$ 59,148,913</b>	<b>\$ 62,373,722</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 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b>Beautification</b>				
Parkway and Median Maintenance - 20111	\$ 895,828	\$ 1,002,387	\$ 1,110,825	\$ 1,162,732
Street Cleaning - 20120	491,562	393,135	563,268	462,469
Graffiti Abatement - 20130	239,022	208,286	246,464	245,342
Park Maintenance - 40111	3,072,798	3,267,040	3,584,789	3,947,803
Park Development - 40112	299,566	304,980	342,838	213,435
<b>Total Beautification</b>	<b>\$ 4,998,777</b>	<b>\$ 5,175,828</b>	<b>\$ 5,848,184</b>	<b>\$ 6,031,780</b>
<b>Sanitation</b>				
Recycling - 20230	\$ 35,134	\$ 31,481	\$ 39,500	\$ 39,500
Water Quality - 20510	413,996	412,200	409,775	345,142
<b>Total Sanitation</b>	<b>\$ 449,130</b>	<b>\$ 443,681</b>	<b>\$ 449,275</b>	<b>\$ 384,642</b>
<b>Planning</b>				
Development Services Admin. - 50001	\$ 474,896	\$ 560,220	\$ 659,486	\$ 662,546
Current Planning - 20320	807,957	1,161,811	1,356,920	1,530,432
Code Enforcement - 20350	653,635	796,930	533,255	542,680
Planning Commission - 20360	23,915	25,115	24,600	24,600
Economic Development - 20370	-	25,098	-	-
<b>Total Planning</b>	<b>\$ 1,960,403</b>	<b>\$ 2,569,174</b>	<b>\$ 2,574,261</b>	<b>\$ 2,760,258</b>
<b>Housing and Community Development</b>				
Code Enforcement - 20350	\$ 23,139	\$ 25,975	\$ 305,704	\$ 321,080
Public Service Programs - 20421	243,741	166,070	137,500	154,764
Single Family Housing Rehabilitation - 20422	247,546	97,090	253,313	560,361
Neighborhood Improvement Program - 20425	253,277	138,612	-	-
Neighbors for Neighbors - 20426	74,151	73,566	-	-
CDBG Administration - 20427	288,599	179,736	211,218	206,351
CDBG Tool Rental Program - 20430	1,561	458	-	-
HOME Program -20440	43,429	93,012	39,289	35,342
HOME Projects -20445	-	-	50,713	53,013
<b>Total Housing &amp; Community Dev</b>	<b>\$ 1,175,443</b>	<b>\$ 774,519</b>	<b>\$ 997,736</b>	<b>\$ 1,330,911</b>
<b>Total Community Health &amp; Environment</b>	<b>\$ 8,583,753</b>	<b>\$ 8,963,202</b>	<b>\$ 9,869,456</b>	<b>\$ 10,507,590</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 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b>Administration</b>				
Development - 30310	\$ 103,949	\$ 108,600	\$ 155,661	\$ 81,076
Real Estate - 30320	106,537	109,527	32,149	48,055
Public Services Admin. - 50001	1,099,442	1,525,792	1,430,176	1,412,813
Construction Management - 50002	268,225	647,369	818,047	1,025,300
<b>Total Administration</b>	<b>\$ 1,578,152</b>	<b>\$ 2,391,288</b>	<b>\$ 2,436,034</b>	<b>\$ 2,567,244</b>
<b>Traveled Ways</b>				
Street Maintenance - 30111	\$ 1,005,958	\$ 670,182	\$ 879,456	\$ 757,170
Street Improvements - 30112	812,150	380,444	552,604	758,058
Storm Drain Maintenance - 30121	174,846	93,589	116,315	81,971
Storm Drain Improvements - 30122	105,924	92,042	224,819	235,928
<b>Total Traveled Ways</b>	<b>\$ 2,098,878</b>	<b>\$ 1,236,257</b>	<b>\$ 1,773,193</b>	<b>\$ 1,833,126</b>
<b>Traffic Safety</b>				
Traffic Planning - 30210	\$ 334,616	\$ 380,326	\$ 410,506	\$ 420,228
Traffic Operations - 30241	1,953,843	1,911,511	2,062,337	2,128,951
Signs and Markings - 30243	410,544	470,879	546,008	562,432
<b>Total Traffic Safety</b>	<b>\$ 2,699,002</b>	<b>\$ 2,762,716</b>	<b>\$ 3,018,851</b>	<b>\$ 3,111,611</b>
<b>Total Transportation</b>	<b>\$ 6,376,033</b>	<b>\$ 6,390,261</b>	<b>\$ 7,228,078</b>	<b>\$ 7,511,981</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 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b>Community Facilities</b>				
Downtown Recreation Center - 40121	\$ 146,759	\$ 171,574	\$ 187,380	\$ 188,654
Balearic Community Center - 40122	65,894	137,833	158,161	153,794
Neighborhood Community Center - 40123	287,406	281,178	284,372	297,107
<b>Total Community Facilities</b>	<b>\$ 500,058</b>	<b>\$ 590,585</b>	<b>\$ 629,913</b>	<b>\$ 639,555</b>
<b>Community Programs</b>				
Recreation Administration - 50001	\$ 407,134	\$ 573,271	\$ 607,177	\$ 865,260
Aquatics - 40212	134,419	126,374	139,553	242,715
Tennis - 40213	26,611	27,951	25,525	26,600
Adult Sports Basketball and Volleyball - 40214	41,263	44,966	45,230	45,138
Adult Sports Softball - 40215	66,326	68,994	76,319	76,226
Adult Sports Misc/Field Ambassadors - 40216	347,752	367,245	372,565	445,162
Youth Sports Basketball/Cheerleading - 40218	-	-	35,050	45,905
Youth Sports Football/Cheer/Soccer- 40219	494	-	-	-
Senior Citizens - 40231	330,648	327,566	348,230	645,790
Day Camp - 40232	151,598	166,444	186,623	185,398
Playgrounds - 40233	329,215	388,115	540,693	580,068
Teen Programs - 40236	95,419	99,637	136,845	173,313
Concert Programs - 40237	13,274	1,039	5,900	5,900
Early Childhood - 40241	133,349	121,422	139,136	134,873
Adult Instructional Classes - 40242	104,354	106,991	113,615	114,951
Youth Instructional Classes - 40243	314,241	296,089	392,743	353,830
Special Recreation Events - 40244	-	73	211	212
<b>Total Community Programs</b>	<b>\$ 2,496,095</b>	<b>\$ 2,716,177</b>	<b>\$ 3,165,414</b>	<b>\$ 3,941,341</b>
<b>Total Leisure and Community Services</b>	<b>\$ 2,996,153</b>	<b>\$ 3,306,762</b>	<b>\$ 3,795,327</b>	<b>\$ 4,580,896</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 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b>Representation</b>				
City Council - 50110	\$ 286,034	\$ 440,740	\$ 315,799	\$ 360,087
Elections - 50120	7,554	128,977	5,300	211,565
Parks & Recreation Comm. - 50125	4,276	3,188	6,650	6,650
Cultural Arts Committee - 50190	498	1,624	-	-
Historic Resources Committee - 50191	46	2,159	-	-
<b>Total Representation</b>	<b>\$ 298,408</b>	<b>\$ 576,688</b>	<b>\$ 327,749</b>	<b>\$ 578,302</b>
<b>Policy Formulation &amp; Implementation</b>				
Chief Executive Officer - 50001	\$ -	\$ 1,696,083	\$ 1,154,236	\$ 1,570,508
Chief Executive Officer - 50210	1,267,310	-	-	-
Nondepartmental - 50240	5,922,935	9,593,525	8,640,135	8,188,125
Neighborhood Impr Task Force - 50250	-	585	677,232	819,389
Public Communications - 51030	380,224	-	-	-
Communications and Marketing - 51050	-	847,519	1,174,355	1,252,978
<b>Total Policy Formulation &amp; Implement</b>	<b>\$ 7,570,468</b>	<b>\$ 12,137,712</b>	<b>\$ 11,645,959</b>	<b>\$ 11,831,001</b>
<b>Legal Services</b>				
General Legal Services - 50320	\$ 955,916	\$ 1,037,306	\$ 803,000	\$ 803,000
<b>Total Legal Services</b>	<b>\$ 955,916</b>	<b>\$ 1,037,306</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>
<b>City Clerk</b>				
City Council Meetings - 50410	\$ 384,496	\$ 352,543	\$ 280,155	\$ 223,167
Public Records - 50420	86,080	90,044	131,816	204,023
<b>Total City Clerk</b>	<b>\$ 470,576</b>	<b>\$ 442,587</b>	<b>\$ 411,972</b>	<b>\$ 427,190</b>
<b>Financial Services</b>				
Finance Administration - 50001	\$ 388,418	\$ 538,779	\$ 511,534	\$ 482,047
Accounting - 50510	783,488	762,072	836,609	804,710
Budget and Research - 50520	175,187	302,425	321,121	374,201
Purchasing - 50530	378,596	301,333	295,757	423,017
Treasury - 50540	532,864	619,534	710,962	658,529
<b>Total Financial Services</b>	<b>\$ 2,258,552</b>	<b>\$ 2,524,143</b>	<b>\$ 2,675,983</b>	<b>\$ 2,742,504</b>

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

ALL FUNDS (Excludes CIP)

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>
<b>Personnel Services</b>				
Administrative Services Admin. - 50001	\$ 563,822	\$ -	\$ -	\$ -
Human Resources Administration - 50610	724,711	888,735	989,580	1,314,572
Employee Benefit Administration - 50630	254,209	103,893	250,000	42,788
Post Employment Benefits - 50650	1,833,968	1,866,379	1,852,668	1,897,716
Insurance Administration - 50661	360,179	428,845	445,497	562,256
General Liability - 50662	2,181,419	4,457,749	1,663,943	1,820,143
Workers' Compensation- 50663	1,672,728	2,223,597	2,134,800	2,348,800
<b>Total Personnel Services</b>	<b>\$ 7,591,037</b>	<b>\$ 9,969,198</b>	<b>\$ 7,336,488</b>	<b>\$ 7,986,276</b>
<b>Computer Services</b>				
Computer Operations - 50710	\$ 1,599,337	\$ 1,732,171	\$ 1,685,488	\$ 1,952,654
Computer Systems Development - 50720	743,461	674,452	700,940	850,326
<b>Total Computer Services</b>	<b>\$ 2,342,798</b>	<b>\$ 2,406,623</b>	<b>\$ 2,386,428</b>	<b>\$ 2,802,980</b>
<b>Central Services</b>				
Printing and Graphics - 50810	\$ 317,679	\$ -	\$ -	\$ -
Photocopying - 50820	94,453	-	-	-
Mailing and Delivery - 50840	35,528	-	-	-
<b>Total Central Services</b>	<b>\$ 447,660</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Maintenance Services</b>				
Maintenance Services Admin. - 50001	\$ 288,677	\$ 300,750	\$ 295,874	\$ 335,624
Facility Maintenance - 50910	2,007,353	2,109,846	1,865,708	1,835,794
Fleet Services - 50920	2,444,923	2,569,987	1,856,437	2,586,970
<b>Total Maintenance Services</b>	<b>\$ 4,740,953</b>	<b>\$ 4,980,583</b>	<b>\$ 4,018,019</b>	<b>\$ 4,758,387</b>
<b>Telecommunications</b>				
Operations - 51010	\$ 2,444,054	\$ 2,738,629	\$ 3,142,508	\$ 2,887,695
Technical Support and Maintenance - 51020	821,483	426,930	461,584	458,857
Emergency Services - 51040	38,857	127,035	242,184	203,721
<b>Total Telecommunications</b>	<b>\$ 3,304,393</b>	<b>\$ 3,292,594</b>	<b>\$ 3,846,275</b>	<b>\$ 3,550,272</b>
<b>Total General Government Support</b>	<b>\$ 29,980,763</b>	<b>\$ 37,367,434</b>	<b>\$ 33,451,873</b>	<b>\$ 35,479,912</b>



**FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT**

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>City Council</u></b>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	-	1.00	1.00	1.00
<b>Total City Council</b>	<b>5.00</b>	<b>6.00</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	2.00
Administrative Secretary	1.00	1.00	-	1.00
Administrative Services Director	1.00	-	-	-
Assistant Recreation Supervisor	-	-	1.00	1.00
Central Services Supervisor	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	-	3.00	3.00
Deputy City Clerk	-	-	1.00	2.00
Executive Secretary	2.00	2.00	2.00	1.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Graphics Designer	2.00	1.00	1.00	1.00
Human Resources Administrator	2.00	-	-	-
Human Resources Analyst	3.00	2.00	2.00	3.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	1.00	1.00	1.00	1.00
Management Analyst	4.00	1.00	1.00	1.00
Office Specialist II	1.00	-	-	-
Offset Press Operator II	1.00	1.00	-	-
Principal Human Resources Analyst	1.00	2.00	2.00	2.00
Public Affairs Manager	-	2.00	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 CEO's Office</b>	<b>27.00</b>	<b>21.00</b>	<b>24.00</b>	<b>27.00</b>
<b><u>Finance Department</u></b>				
Director of Finance	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	3.00	3.00	3.00	3.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Budget & Research Officer	1.00	-	-	-
Budget Analyst	-	1.00	1.00	1.00
Budget Specialist	1.00	1.00	1.00	1.00
Buyer	-	-	1.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Payroll Coordinator	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	-	-
Tax Auditing Specialist	1.00	1.00	1.00	1.00
<b>Total Finance Department</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>18.00</b>

## FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Parks and Community Services Department</u></b>				
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Recreation Supervisor	2.00	2.00	2.00	2.00
Management Analyst	1.00	1.00	1.00	-
Recreation Coordinator	1.00	1.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00
Senior Center Program Administrator	-	-	-	1.00
Recreation Specialist	-	-	-	1.00
Recreation Supervisor	1.00	1.00	1.00	2.00
<b>Total Parks and Community Svcs Department</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>9.00</b>
<b><u>Information Technology Department</u></b>				
Information Technology Director	-	-	-	1.00
Information Technology Manager	1.00	-	-	-
Administrative Secretary	-	1.00	1.00	1.00
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00
Network Administrator	3.00	3.00	3.00	3.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
<b>Total Information Technology Department</b>	<b>9.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.00</b>
<b><u>Police Department</u></b>				
Police Chief	1.00	1.00	1.00	1.00
Administrative Secretary	2.00	1.00	1.00	1.00
Animal Control Officer	3.00	2.00	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	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Community Services Specialist	11.00	11.00	11.00	11.00
Corporal	1.00	1.00	-	-
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	-	1.00	1.00	1.00
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	3.00	3.00	3.00	3.00
Custody Officer	11.00	7.00	7.00	7.00
Electronics Technician	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	2.00
Logistical Support Manager	1.00	1.00	1.00	1.00
Office Specialist II	2.00	2.00	2.00	1.00
Police Administrative Svcs Commander	1.00	-	-	-
Police Captain	2.00	2.00	2.00	2.00
Police Helicopter Sergeant	1.00	-	-	-
Police Lieutenant	8.00	7.00	6.00	6.00
Police Officer	96.00	87.00	90.00	97.00
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	23.00	23.00	23.00
Police Training Assistant	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00

## FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
Property Evidence Supervisor	1.00	1.00	1.00	1.00
<b><u>Police Department continued</u></b>				
Range Master	1.00	1.00	1.00	1.00
Senior Police Officer	13.00	13.00	10.00	7.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Senior Communications Officer	2.00	2.00	1.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Special Events Coordinator	1.00	1.00	-	-
Telecommunications Manager	1.00	-	-	-
Volunteer Coordinator	1.00	-	-	-
<b>Total Police Department</b>	<b>234.00</b>	<b>216.00</b>	<b>213.00</b>	<b>217.00</b>
<b><u>Fire Department</u></b>				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief Administration	-	-	-	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Deputy Fire Chief	1.00	1.00	1.00	-
Emergency Medical Services Coordinator	1.00	-	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Captain	21.00	21.00	21.00	15.00
Fire Engineer	24.00	24.00	24.00	18.00
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	39.00	39.00	39.00	39.00
Management Analyst	1.00	1.00	1.00	1.00
<b>Total Fire Department</b>	<b>95.00</b>	<b>94.00</b>	<b>94.00</b>	<b>82.00</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	1.00
Assistant Planner	1.00	-	-	1.00
Associate Planner	1.00	1.00	1.00	2.00
Building/Combination Bldg. Inspector	1.00	-	-	5.00
Building Official	1.00	1.00	1.00	1.00
Building Technician	1.00	1.00	1.00	-
Building Technician II	-	-	-	2.00
Chief of Code Enforcement	-	1.00	1.00	1.00
Chief of Inspection	1.00	-	1.00	1.00
Code Enforcement Officer	4.00	6.00	5.00	5.00
Executive Secretary	1.00	2.00	2.00	1.00
Management Analyst	1.00	3.00	3.00	3.00
Neighborhood Improvement Manager	1.00	-	-	-
Office Coordinator	1.00	-	-	-
Office Specialist II	4.00	1.00	1.00	1.00
Permit Processing Specialist	-	-	-	1.00
Plan Check Engineer	1.00	1.00	1.00	1.00
Principal Planner	2.00	1.00	2.00	3.00
Senior Electrical Inspector	1.00	1.00	-	-
Senior Planner	2.00	2.00	2.00	2.00
<b>Total Development Services Department</b>	<b>26.00</b>	<b>24.00</b>	<b>24.00</b>	<b>33.00</b>

## FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Public Services Department</u></b>				
Public Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	4.00	3.00	3.00	3.00
Assistant Engineer	4.00	4.00	4.00	4.00
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
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	1.00	1.00	1.00	1.00
Engineering Technician I	-	-	-	-
Engineering Technician II	4.00	4.00	3.00	3.00
Engineering Technician III	2.00	2.00	4.00	4.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	3.00	2.00	2.00	2.00
Executive Secretary	1.00	1.00	1.00	2.00
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	7.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Supervisor	5.00	5.00	5.00	5.00
Maintenance Worker	12.00	10.00	10.00	10.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	-
Public Right of Way Coordinator	-	-	-	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	15.00	13.00	13.00	14.00
Transportation Services Manager	1.00	1.00	1.00	1.00
<b>Total Public Services Department</b>	<b>77.00</b>	<b>71.00</b>	<b>72.00</b>	<b>75.00</b>
<b>Total Full-time Employees</b>	<b>497.00</b>	<b>465.00</b>	<b>466.00</b>	<b>477.00</b>
<b><u>Part-time Employees FTE's (Full-time Equivalents)</u></b>				
City Council	-	-	-	-
CEO's Office	0.75	1.00	6.25	11.91
Finance Department	0.75	1.21	1.21	2.21
Parks and Community Services*	-	-	41.78	44.43
Information Technology Department	-	-	-	0.50
Administrative Services Department**	40.47	-	-	-
Police Department	12.68	19.60	24.18	18.91
Fire Department	1.44	1.44	1.75	2.75
Development Services Department	1.00	3.59	3.00	4.25

**FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT**

	<b>FY 11-12 Adopted</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b><u>Part-time Employees FTE's (Full-time Equivalents) continued</u></b>				
Public Services Department	3.25	36.99	3.65	8.37
Redevelopment	0.50	-	-	-
<b>Total Part-time FTE's</b>	<b>60.84</b>	<b>63.83</b>	<b>81.82</b>	<b>93.33</b>

\*Division title changed from Recreation in FY14-15. Was part of Public Services in prior year.

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



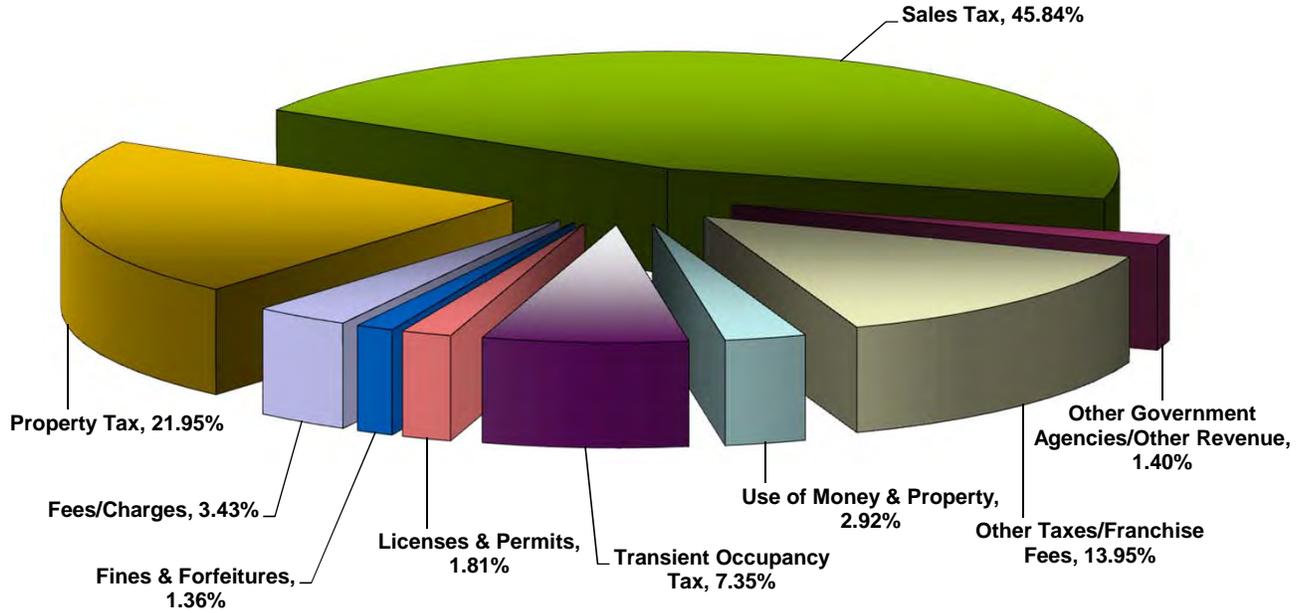
***APPROPRIATIONS SUMMARIES***

***GENERAL FUND***

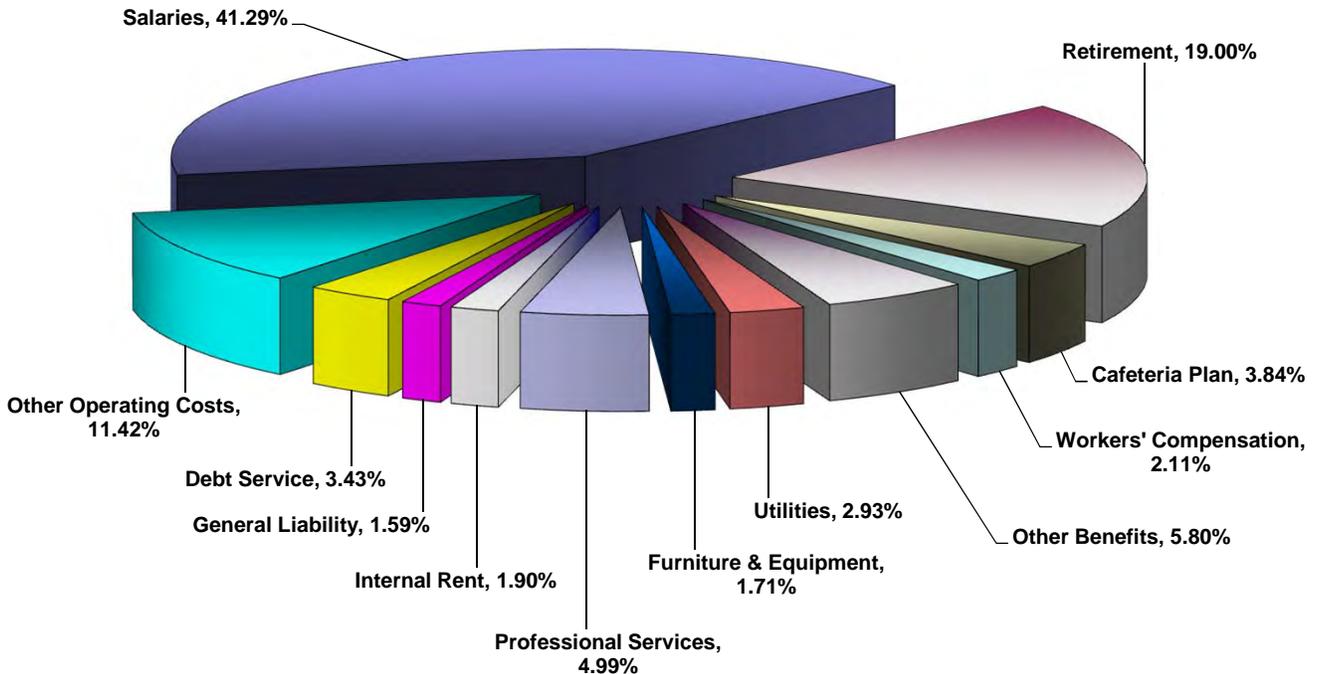
**FISCAL YEAR 2014-2015**

**CITY OF COSTA MESA, CALIFORNIA**  
**GENERAL FUND RESOURCES & APPROPRIATIONS**  
**FISCAL YEAR 2014-2015**

**GENERAL FUND RESOURCES - TOTAL \$109,451,662**  
(Including Transfers In)

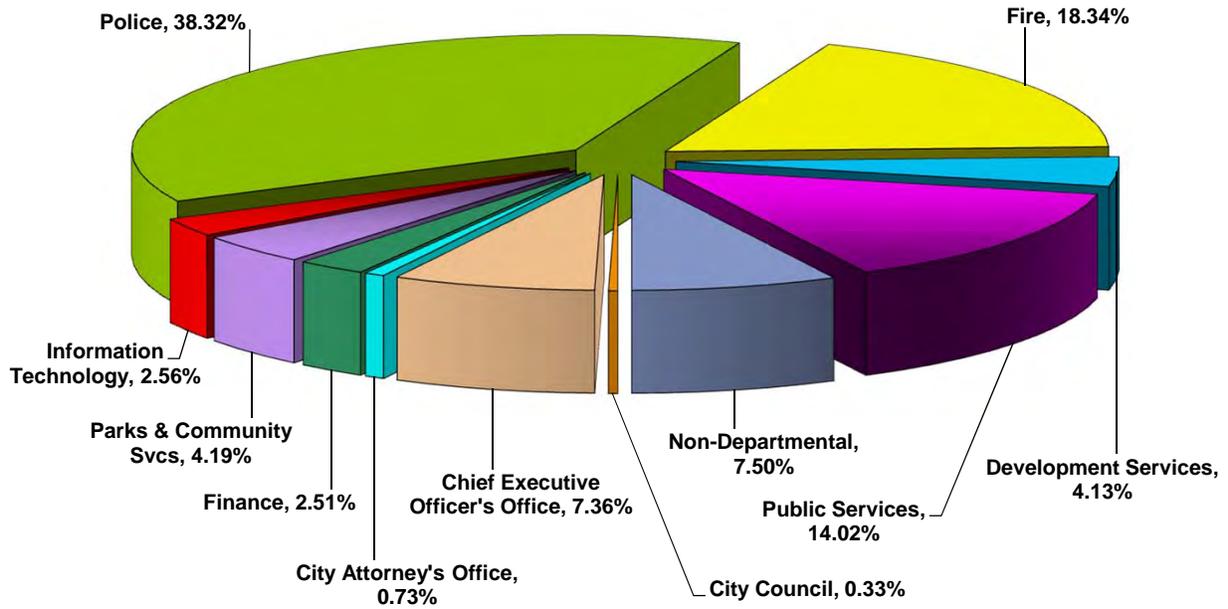


**GENERAL FUND APPROPRIATIONS - TOTAL \$109,451,662**

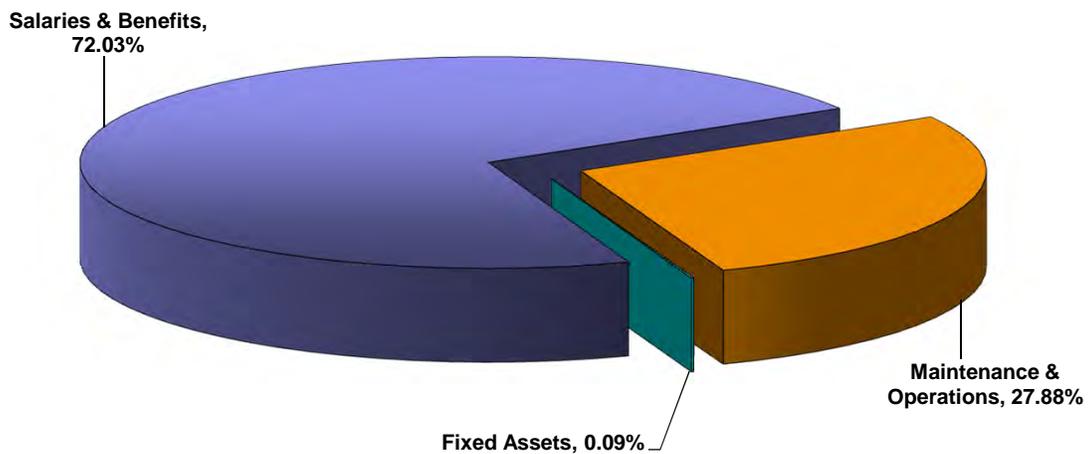


CITY OF COSTA MESA, CALIFORNIA  
**GENERAL FUND APPROPRIATIONS**  
 FISCAL YEAR 2014-2015

**GENERAL FUND APPROPRIATIONS by DEPARTMENT**  
 Total \$109,451,662



**GENERAL FUND APPROPRIATIONS by CATEGORY**  
 Total \$109,451,662



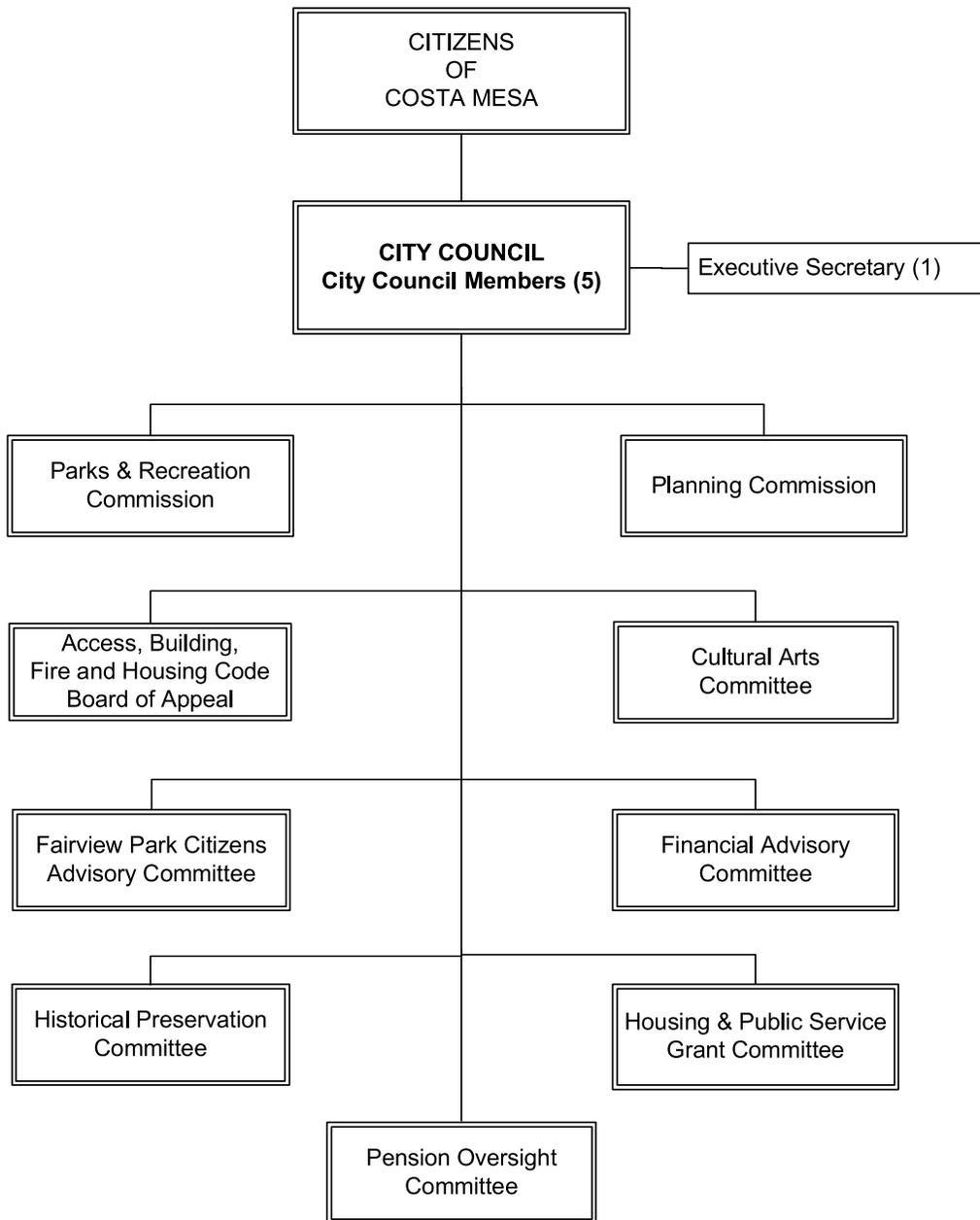
**SUMMARY OF APPROPRIATIONS  
BY ACCOUNT - GENERAL FUND ONLY**

Description	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted
Regular Salaries - Sworn	\$ 20,570,721	\$ 19,329,282	\$ 21,411,843	\$ 21,838,215
Regular Salaries - Non-Sworn	15,155,845	14,611,958	15,122,802	15,251,632
Regular Salaries - Part-Time	2,457,496	3,022,779	3,242,581	3,805,607
Overtime	5,160,905	6,046,162	4,380,636	4,294,443
Accrual Payoff - Excess Max.	245,627	257,415	220,044	218,104
Vacation/Comp. Time Cash Out	215,516	174,652	134,069	138,069
Holiday Allowance	490,541	575,871	448,884	444,697
Separation Pay-Off	308,379	659,159	-	-
Other Compensation	2,345,784	2,247,201	2,485,385	2,463,452
Cafeteria Plan	3,572,908	3,464,654	3,915,470	4,198,301
Medicare	635,978	641,349	680,242	717,512
Retirement	13,796,781	14,084,805	18,006,842	20,799,589
Longevity	2,268	2,268	2,268	2,268
Professional Development	225,346	276,307	373,827	480,556
Auto Allowance	22,951	18,713	10,800	16,524
Unemployment	40,235	39,440	45,919	41,811
Workers' Compensation	1,915,209	2,284,000	2,089,555	2,304,484
Employer Contr.Retirees' Med.	1,760,388	1,753,902	1,829,312	1,824,360
<b>Salaries &amp; Benefits</b>	<b>\$ 68,922,877</b>	<b>\$ 69,489,916</b>	<b>\$ 74,400,478</b>	<b>\$ 78,839,624</b>
Stationery and Office	\$ 131,682	\$ 151,655	\$ 158,936	\$ 162,049
Multi-Media, Promos, Subscript.	161,812	311,602	290,806	286,427
Small Tools and Equipment	311,054	282,801	354,796	559,560
Uniforms and Clothing	255,772	244,248	314,610	347,410
Safety and Health	341,599	271,677	369,220	414,890
Maintenance and Construction	549,292	351,461	416,800	426,800
Agriculture	84,992	94,353	139,000	149,000
Fuel	228	156	200	200
Electricity - Buildings & Fac.	498,174	509,725	507,300	511,100
Electricity - Power	224,872	216,575	220,000	222,000
Electricity - Street Lights	1,018,412	1,013,312	1,100,000	1,100,000
Gas	39,010	37,771	40,000	47,000
Water - Domestic	101,522	132,734	98,800	128,965
Water - Parks and Parkways	533,091	628,815	565,000	700,250
Waste Disposal	145,223	146,859	169,000	151,350
Janitorial and Housekeeping	342,489	330,614	363,084	350,268
Postage	88,491	107,026	93,245	94,045
Legal Advertising/Filing Fees	213,082	183,670	255,100	203,100
Advertising and Public Info.	15,855	55,993	5,750	10,750
Telephone/Radio/Communications	192,383	223,698	234,850	288,410
Meetings and Conferences	-	74	-	-
Mileage Reimbursement	1,407	993	2,745	2,745
Board Member Fees	28,030	26,600	30,000	30,000
Buildings and Structures	275,219	455,148	75,725	93,525
Landscaping and Sprinklers	1,084,714	1,378,249	1,422,200	1,510,470
Underground Lines	17,380	11,087	5,000	5,000
Office Furniture	195	-	1,600	1,600
Office Equipment	811,645	637,639	983,091	789,671
Other Equipment	802,076	844,669	948,167	980,136
<b>*Maintenance &amp; Operations (continued next page)</b>				

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

<b>Description</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
Streets, Alleys and Sidewalks	204,917	245,245	276,500	284,000
Employment	235,149	293,197	41,000	88,300
Consulting	1,824,301	2,560,055	2,108,875	3,269,445
Legal	315,256	309,506	233,000	245,000
Engineering and Architectural	339,022	592,486	558,120	333,580
Financial & Information Svcs.	158,700	157,245	271,300	196,600
Medical and Health Inspection	143,423	135,627	192,147	217,555
Law Enforcement	395,464	439,009	513,050	583,200
Recreation	440,588	437,511	511,820	526,320
Principal Payments	3,870,739	2,482,050	2,450,000	2,540,000
Interest Payments	1,502,038	1,349,976	1,291,148	1,213,672
External Rent	437,027	457,521	512,362	520,788
Grants, Loans and Subsidies	240,000	240,000	240,000	340,000
Central Services	82,779	83,965	102,900	102,900
Internal Rent - Maint. Charges	1,407,283	1,364,451	1,824,362	1,726,132
Internal Rent - Repl.Cost	1,693,248	983,600	1,525,393	253,231
Internal Rent - IT Replacement	-	-	-	100,000
General Liability	1,095,678	1,506,200	1,303,856	1,740,140
Buildings & Personal Property	284,080	-	-	-
Faithful Performance Bonds	12,868	-	-	-
Taxes and Assessments	79,429	84,704	25,235	25,235
Contingency	-	193,717	1,000,000	1,000,000
Other Costs	3,933	2,614,459	100,000	100,000
Assistance	-	-	-	20,000
Acquisition Costs	-	-	500,000	-
Operating Transfers Out	33,804	2,684,946	3,985,000	5,517,067
<b>Maintenance &amp; Operations</b>	<b>\$ 23,069,427</b>	<b>\$ 27,864,673</b>	<b>\$ 28,731,093</b>	<b>\$ 30,509,886</b>
Buildings and Structures	\$ -	\$ 1,711	\$ -	\$ -
Office Equipment	-	279,662	-	-
Other Equipment	579,391	238,924	59,700	102,152
<b>Fixed Assets</b>	<b>\$ 579,391</b>	<b>\$ 520,297</b>	<b>\$ 59,700</b>	<b>\$ 102,152</b>
<b>Total Appropriations</b>	<b>\$ 92,571,695</b>	<b>\$ 97,874,886</b>	<b>\$103,191,270</b>	<b>\$109,451,662</b>





## ***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 14-15 adopted budget for the City Council is \$360,087, an increase of \$44,288 or 14.02% as compared to the adopted budget for FY 13-14. The increase is primarily attributed to an increase in the cafeteria plan and retirement costs, as well as an increase in professional development.

### ***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.

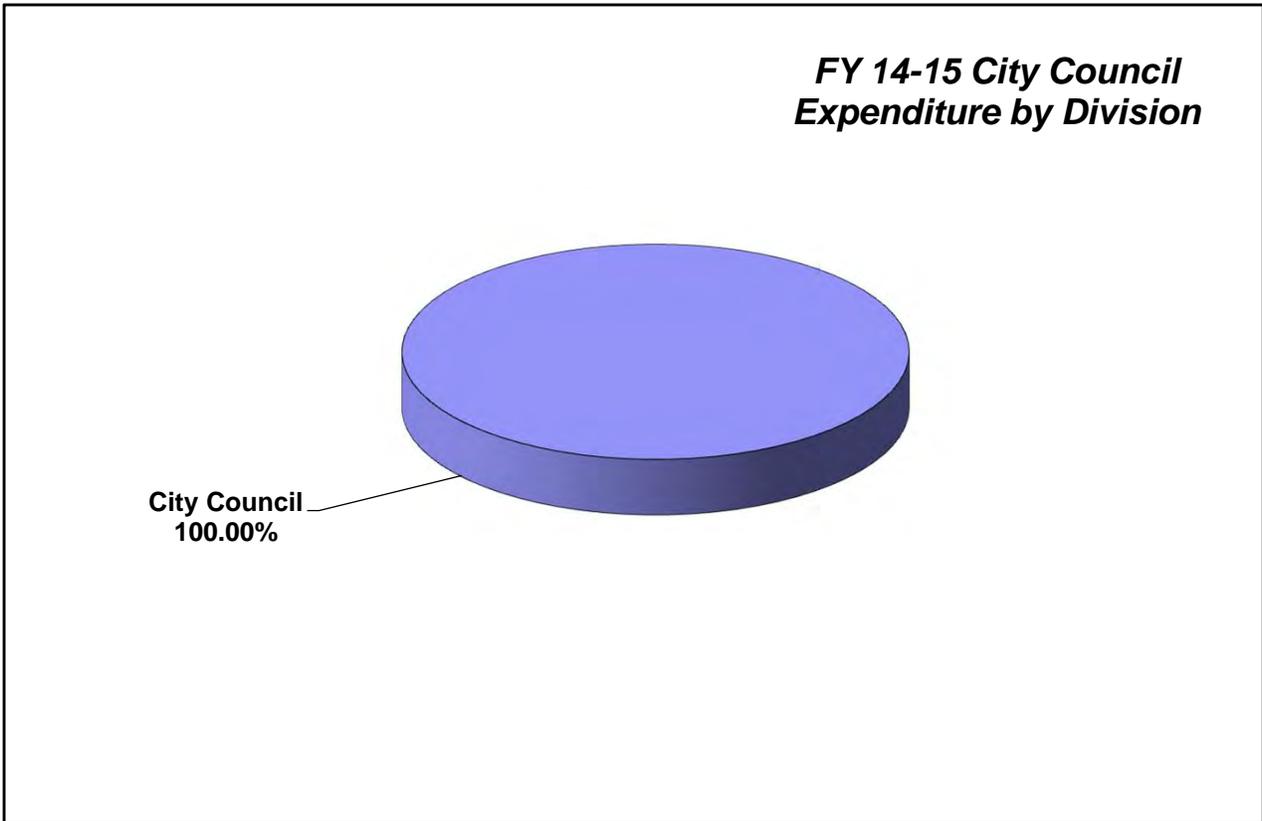


**CITY COUNCIL  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>City Council - 10100</u></b>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	-	1.00	1.00	1.00
<i>Subtotal City Council - 50110</i>	5.00	6.00	6.00	6.00
<b>Total Department Full-time Positions</b>	<b>5.00</b>	<b>6.00</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>6.00</b>	<b>6.00</b>	<b>6.00</b>

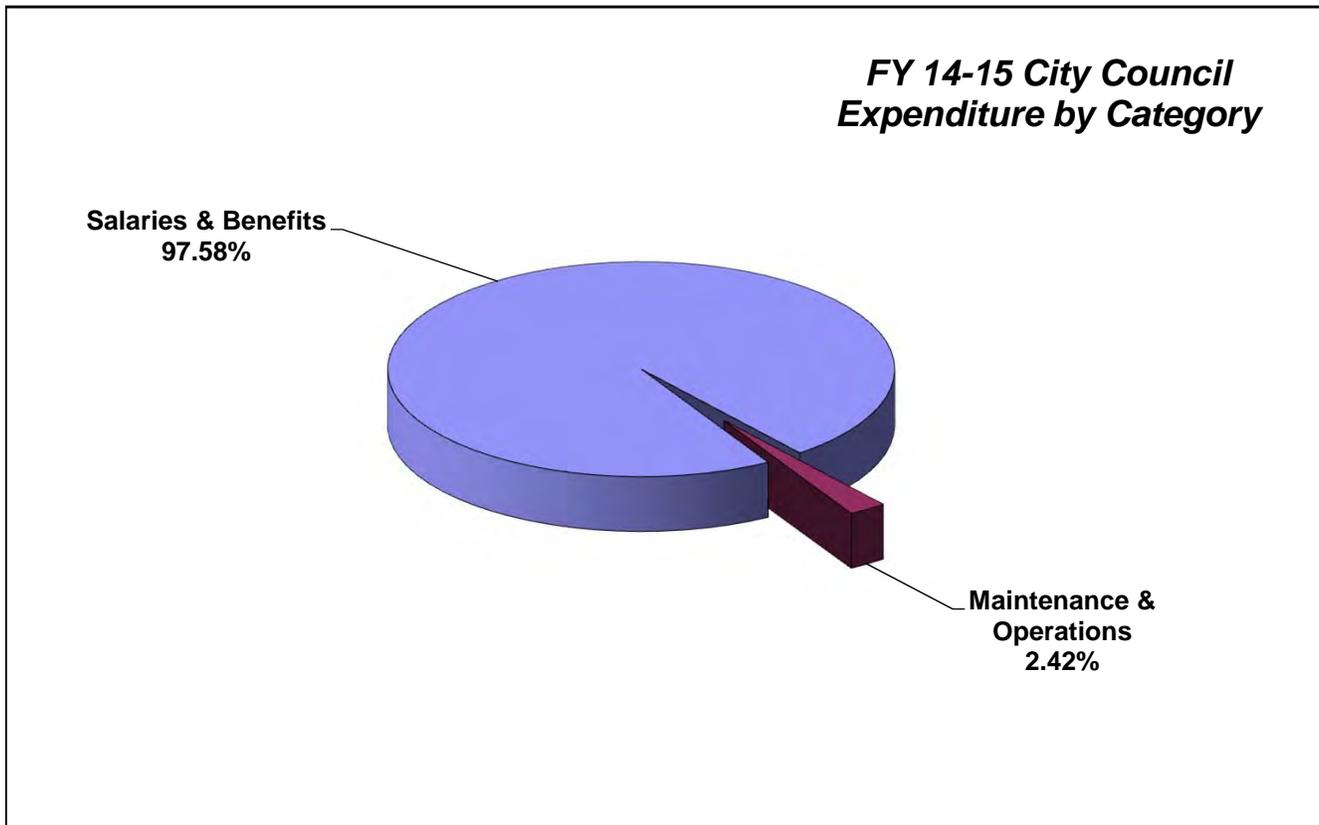
**CITY COUNCIL  
EXPENDITURE SUMMARY BY DIVISION**

<b><u>Expenditure by Division:</u></b>	<b><u>FY 11-12 Actual</u></b>	<b><u>FY 12-13 Actual</u></b>	<b><u>FY 13-14 Adopted</u></b>	<b><u>FY 14-15 Adopted</u></b>	<b><u>Percent Change</u></b>
City Council - 10100	\$ 222,285	\$ 440,740	\$ 315,799	\$ 360,087	14.02%
<b>Total Expenditures</b>	<b>\$ 222,285</b>	<b>\$ 440,740</b>	<b>\$ 315,799</b>	<b>\$ 360,087</b>	<b>14.02%</b>



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

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 189,809	\$ 310,077	\$ 306,574	\$ 351,362	14.61%
Maintenance & Operations	32,477	130,663	9,225	8,725	-5.42%
Fixed Assets	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 222,285</b>	<b>\$ 440,740</b>	<b>\$ 315,799</b>	<b>\$ 360,087</b>	<b>14.02%</b>



	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent of Total</u>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 222,285	\$ 440,740	\$ 315,799	\$ 360,087	100.00%
<b>Total Funding Sources</b>	<b>\$ 222,285</b>	<b>\$ 440,740</b>	<b>\$ 315,799</b>	<b>\$ 360,087</b>	<b>100.00%</b>

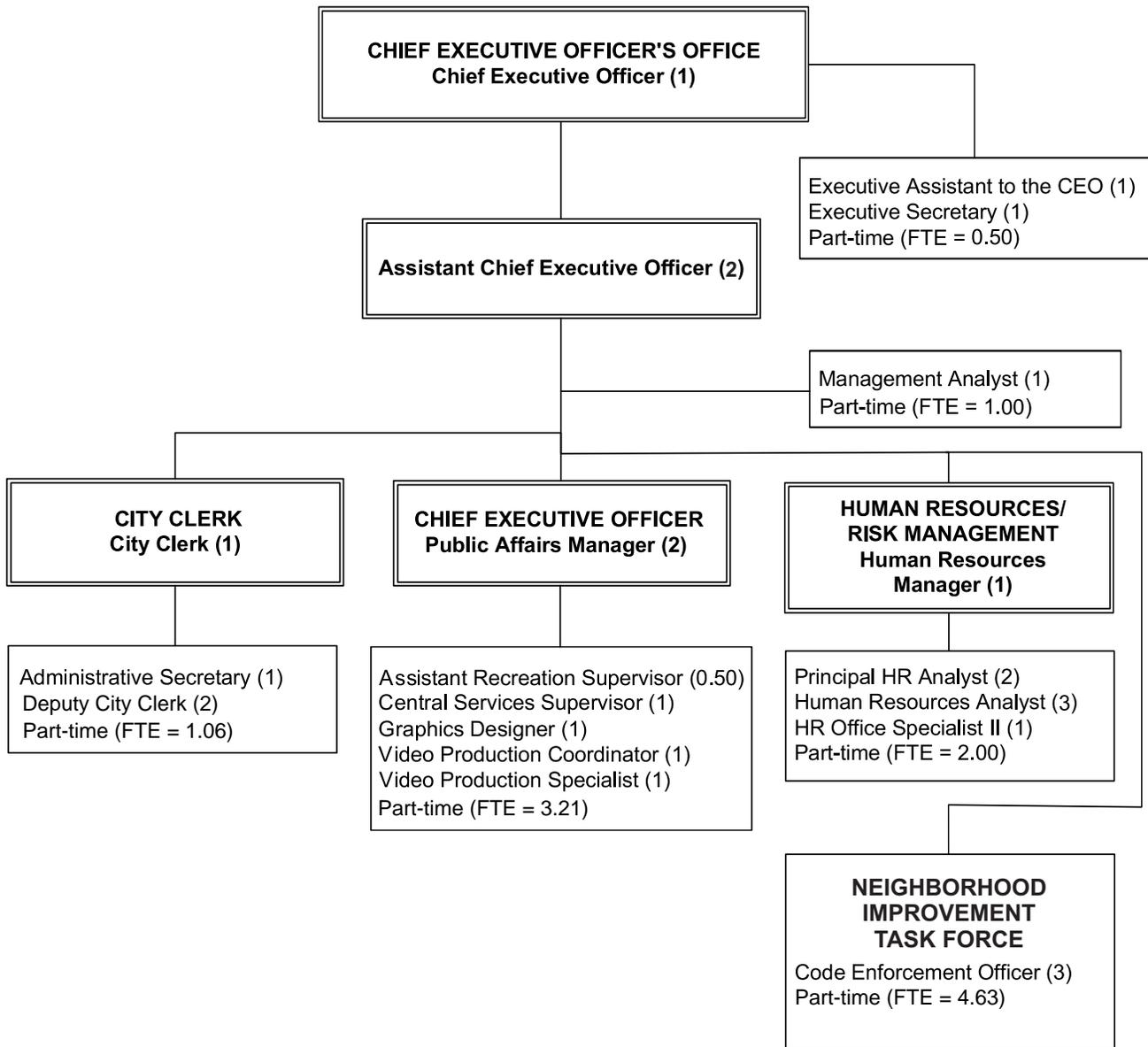
CITY OF COSTA MESA, CALIFORNIA

**CITY COUNCIL  
EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account #</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Non Sworn	501200	\$ 54,265	\$ 121,204	\$ 122,076	\$ 122,076	0%
Regular Salaries - Part time	501300	-	5,336	-	-	0%
Overtime	501400	-	3,260	-	-	0%
Cafeteria Plan	505100	77,413	94,736	98,340	120,668	23%
Medicare	505200	1,552	2,549	1,770	1,770	0%
Retirement	505300	9,552	26,536	32,354	38,414	19%
Professional Development	505500	47,027	56,454	52,034	68,434	32%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 189,809</b>	<b>\$ 310,077</b>	<b>\$ 306,574</b>	<b>\$ 351,362</b>	<b>15%</b>
Stationery and Office	510100	\$ 67	\$ 144	\$ 1,250	\$ 1,250	0%
Multi-Media, Promotions and Subs	510200	1,979	104,402	1,875	1,875	0%
Small Tools and Equipment	510300	3,714	460	2,000	2,000	0%
Uniform & Clothing	510400	-	1,753	500	500	0%
Postage	520100	12,163	694	600	600	0%
Advertising and Public Info.	520300	7,962	19,241	-	-	0%
Telephone/Radio/Communications	520400	-	-	500	-	-100%
Board Member Fees	520800	630	-	-	-	0%
Office Equipment	525700	-	-	500	500	0%
Consulting	530200	-	2,600	-	-	0%
External Rent	535400	719	1,017	500	500	0%
Central Services	535800	5,243	352	1,500	1,500	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 32,477</b>	<b>\$ 130,663</b>	<b>\$ 9,225</b>	<b>\$ 8,725</b>	<b>-5%</b>
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 222,285</b>	<b>\$ 440,740</b>	<b>\$ 315,799</b>	<b>\$ 360,087</b>	<b>14%</b>

**CITY COUNCIL  
EXPENDITURE SUMMARY BY PROGRAM**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b>CITY COUNCIL - 10100</b>					
<b>City Council - 50110</b>					
Salaries & Benefits	\$ 189,809	\$ 310,077	\$ 306,574	\$ 351,362	15%
Maintenance & Operations	32,477	130,663	9,225	8,725	-5%
Fixed Assets	-	-	-	-	0%
<b>Subtotal City Council</b>	<b>\$ 222,285</b>	<b>\$ 440,740</b>	<b>\$ 315,799</b>	<b>\$ 360,087</b>	<b>14%</b>
<b>Total Expenditures</b>	<b>\$ 222,285</b>	<b>\$ 440,740</b>	<b>\$ 315,799</b>	<b>\$ 360,087</b>	<b>14%</b>



CHIEF EXECUTIVE OFFICER'S OFFICE

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

The Chief Executive Officer's Office is a General Government Support function. The Department is comprised of four divisions, split into different programs and has 26.5 full-time staff members composed of eight management, sixteen professional, and three clerical positions. Part-time staffing consists of 11.91 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 supported by one part-time Management Analyst. There are three full-time Code Enforcement Officers who are responsible for the implementation and monitoring of community improvement programs. The current community improvement programs are as follows: improvement and maintenance of streets, alleys and private properties for 163 multi-family dwellings located near the intersection of West Baker and Mendoza; inspection and monitoring of lodging establishments that are an excessive drain on City resources; and the monitoring and enforcement of possible nuisance properties. The Neighborhood Improvement Task Force Division also includes an additional part-time Management Analyst and two part-time Community Outreach Workers who assist Costa Mesa homeless residents in an effort to obtain housing and end their homelessness. The Neighborhood Improvement Task Force consists of staff liaisons from all departments, as well as key stakeholders within the community and mental health workers from the County of Orange. The team meets weekly to discuss strategies to remediate homelessness and 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 3); 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**

Administration of the retiree medical program.

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

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

### **Liability - 50662**

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

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

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

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

### **BUDGET NARRATIVE**

The FY 14-15 adopted budget for the C.E.O.'s Office is \$12.3 million, an increase of \$1.5 million or 14.02%, compared to the adopted budget for FY 13-14. Increases in salary and benefit costs of \$1.07 million are due to the addition of two new full time positions combined with an increase in part-time personnel/hours and an overall increase in retirement costs.

Increases in maintenance and operations accounts primarily consist of costs for general liability which is a component of the Risk Management Division and is funded by the Self Insurance Fund. Additional increases include advertising, hiring and testing for Law Enforcement.

### **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 3, 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 multiple 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.
- Continued the Costa Mesa Minute. A daily on-line informational show hosted by CMTV to announce current daily community news via electronic media.
- Televised and made available online 64 public meetings.
- Prepared over 200 plus press releases informing both the public and all media outlets regarding all relevant City Information.
- The City Clerk's office facilitated 18 Charter Committee Meetings.
- Successfully processed and completed over 400 total requests for print/copy services every month.
- Reduced paper usage by relocating and reusing old paper inventory as a result of the print shop closure.
- Successfully transitioned outsourcing of the City's print shop.
- Continued to assist the 1/5 Support Group in fundraising and awareness efforts for the City's adopted 1<sup>st</sup> Battalion, 5<sup>th</sup> Marine Regiment.
- 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)**

- In partnership with the Police Department, implemented an ongoing recruitment process to proactively attract and hire Police Recruits, Police Academy Graduate, Police Officers and Police Reserve Officers.
- Provided validated and innovative staffing solutions to departments when the filling of permanent positions have been frozen or placed on hold.
- Increased efforts to recruit and employ part-time employees and volunteers 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.
- Provided assistance to the City's Chief Negotiator with the Costa Mesa City Employee Association (CMCEA) regarding wages, hours, terms and conditions of employment.
- Implemented negotiated salary increases for the classifications represented by the Costa Mesa Police Association (CMPA) and Costa Mesa Police Management Association (CMPMA).
- 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.
- Implemented measures recommended by Workers' Compensation Organizational Review:
  - Enhanced Process Improvements
  - Enhanced Communication
  - Technology and Data Tracking Improvements
  - Increased Education and Training
  - Improved Employee Accountability
  - Comprehensive Workers Comp Policies
  - Third Party Administrator Accountability
- Implemented Administrative Regulation 2.34 in compliance with the Affordable Care Act.
- Implemented Administrative Regulation 2.35 for a Drug and Alcohol Free Workplace.
- Coordinated the purchase, coordination and processing of a new City I.D. Security Access System. In conjunction Implemented Administrative Regulation 2.33 City Identification Badge.
- Completed the RFP process for the City's Industrial Clinic and Medical Review.
- Completed open enrollment for over 400 full time employees.
- Conducted 23 retirement benefits orientations.
- Proactively managed the City's DOT Drug and Alcohol Testing Policy and Program.
- 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.
- Submitted application to the Orange County Local Agency Formation Commission and initiated the process for annexation of what is known as the Santa Ana/Colleen Island into the City of Costa Mesa.
- Adopted the Public Nuisance Abatement and Excessive Use of Resources Ordinances.
- Attended monthly evening neighborhood association meetings in order to update residents on new programs and development community partnerships.
- Out of 163 properties in the community improvement area, 23 properties were brought into compliance and 73 properties are "work-in-progress".
- The Code Enforcement Officers completed personal safety training with the Costa Mesa Police Department and attended the California Association of Code Enforcement Officer's (CACEO) substandard buildings/hoarders/receiverships seminar.
- Completed a certification course for Crime Free Multi-housing.
- Completed 28 hours of credit for attending CACEO's annual conference.
- Inspected a total of 30 hotels/motels and approximately 500 rooms, attaining a 50% decrease in average violations per room in comparison to FY 12-13.

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

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

- Completed over 110 inspections/investigations regarding possible nuisance properties.
- Completed the first neighborhood cleanup event.
- Crafted a framework for the supportive housing project.
- A total of 15 Costa Mesa homeless residents were placed into permanent housing, 7 homeless residents were placed into temporary housing, and 176 linkages to social services were made.

### **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.
- Identify and evaluate risk and loss exposures to the City in order to efficiently and appropriately mitigate and finance those exposures. Minimize the risk of loss, financial or otherwise through the protection of City resources which include employees, members of the public and property. Thus insuring compliance with State and Federal regulations/laws and reducing/minimizing long term liabilities to the City. In conjunction, proactively implement procedures, guidelines and training to reduce and mitigate workers' compensation and general liability costs. Provide and maintain a full range of quality benefit programs at a reasonable cost.
- Provide 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.
- Empower residents to form community groups in an effort to build pride and accountability for their neighborhoods.
- Identify next community improvement assessment area.
- Ensure that properties are repaired and maintained at the highest standards.
- Continue to identify possible nuisance properties through police reports, NITF meetings, field observations, and community complaints.
- Continue training on pertinent local and State laws, codes and ordinances.
- Provide assistance to Mayor's Preserve our Neighborhood Committee.
- Continue to work toward identifying possible site(s) for supportive housing project.
- Develop and refine internal reporting systems to allow for tracking compliance with new ordinances.
- Establish realistic strategies and make recommendations that address the needs of the Costa Mesa community, residents, businesses, and the homeless.
- Forge additional partnerships in the community and strengthen those that already exist through community outreach, engagement, and integration of services with existing partners.
- Work toward increased cooperation from homeless service providers to focus efforts on Costa Mesa homeless.

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

### **OBJECTIVES**

- Assist the City Council in guiding municipal operations, coordinate Council's activities and meeting requests, and prepare documents and materials as requested.
- Ensure that policies/directives and program objectives set by the City Council are executed effectively and efficiently.
- Respond to inquiries from the public in a highly responsive manner.
- 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.
- 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 70% compliance rate for improving properties in the current community improvement assessment area.
- Enforce the newly adopted Excessive Use of Resources Ordinance.
- Enhance inspections at 9 problem motels.
- Work with the community to identify and abate public nuisances.
- Narrow down sites for supportive housing project and conduct studies on financial feasibility of possible sites.
- Engage Costa Mesa homeless residents who have a high probability of successfully ending their homelessness through implementation of ongoing case management. This includes securing or linking them to services through a service provider and connecting them to resources needed to allow stable reintegration into permanent housing.
- Create a homeless mentor/volunteer program to ensure that there are adequate volunteer resources in the community to help Costa Mesa homeless residents.
- Streamline an in-house approach to case management to ensure that seamless service provision is offered even with part-time personnel and a myriad of different clients.
- Follow up on all formerly homeless residents to ensure that they remain housed.
- 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.

**CHIEF EXECUTIVE OFFICER'S OFFICE**

**OBJECTIVES (Continued)**

- 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.
- Continue to provide highly responsive and cost effective printing, duplicating and postal services to all City departments.
- Improve services to include oversize printing, laminating, finishing and mounting to meet the growing demand for oversize display materials.
- Develop a master library of form templates that enable users to locate all city forms, indicate revisions and submit to graphics online in conjunction with an online proofing system for corrections to be verified to improve turnaround time for revisions and corrections and increase efficiency for design and marketing projects.
- Continue to provide advice and consultation to all departments on a variety of print projects to help implement cost cutting measures and offer comparable solutions or more appropriate alternatives when necessary.
- Continue to provide support to implement a City-wide document imaging solutions.

<b>Performance Measures/Workload Indicators:</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <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:	80%	80%	100%
Public record requests to the City Clerk responded to within prescribed time:	95%	95%	100%
Employee turnover rate (non retirements):	6%	5%	5%
Percentage of eligibility lists established within ten (10) weeks of administrative authorization to fill:	10%	80%	80%
Percentage of promotional eligibility lists established within Five (5) weeks of administrative authorization to fill:	30%	80%	80%
Percentage of work related injuries reported to third party administrator within 24 hours of notice of injury	100%	100%	100%
Percentage of insurance certificate verification requests reviewed within five business days:	90%	90%	90%
Percentage of claims filed that are closed without litigation:	81%	80%	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%	100%

**CHIEF EXECUTIVE OFFICER'S OFFICE**

<b>Performance Measures/Workload Indicators:</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <u>Adopted</u></b>
<b><u>Performance Measures (Continued):</u></b>			
Percentage of Hotels/Motel violations mitigated within 60 days of the inspection:	100%	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:	100%	90%	90%
Percentage of complaints regarding homeless issues responded to within 5 days:	*	100%	100%
<b><u>Workload Indicators:</u></b>			
Number of correspondence letters prepared on legislation:	15	10	10
Number of complaints requiring formal written response (including email letters):	100	110	150
Number of weekly informal complaints/inquiries received/processed:	600	650	800
Press releases & information pieces processed including CEO ebrief:	500	750	800
Number of Council requests and projects processed:	1000	1,200	1,500
Number of proclamations, certificates, speeches, tours, response/ Congratulatory letters prepared and other Council-related support activities:	300	500	600
Number of formal and informal records requests & phone calls processed:	4,750	5,000	5,100
Number of Costa Mesa Minute and Costa Mesa Works Episodes Produced:	268	200	250
Number of recruitments processed:	47	35	50
Number of qualified job applicants placed onto an eligibility list:	244	625	700
Number of volunteers participating in City programs:	85	85	70
Number of job applicants processed:	6,927	5,000	8,000
Number of outgoing mail metered in-house:	114,000	115,000	120,000
Number of copies produced by Central Service:	1,800,000	1,968,000	2,000,000
Number of enforcement letters sent to Neighborhood Improvement Area:	0	250	250
Number of inspections of hotels/motels:	10	30	30
Number of meetings with Home Owner Associations and property stakeholders:	*	12	8
Number of inspections of properties in Neighborhood Improvement Area:	163	487	487
Number of possible nuisance property complaint inspections/investigations:	*	100	100
Number of individuals placed into permanent housing:	*	10	10
Number of individuals placed into temporary housing:	*	12	12
Number of linkages to social services made:	*	110	110

\* No figures

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

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Chief Executive Officer - 11100</u></b>				
Chief Executive Officer/CEO	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	1.00	1.00	1.00	1.00
Executive Secretary	0.50	1.00	1.00	1.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Management Analyst	0.50	1.00	1.00	1.00
<i>Subtotal CEO Administration - 50001</i>	<u>4.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Executive Secretary	0.50	-	-	-
<i>Subtotal City Council - 50110</i>	<u>0.50</u>	<u>-</u>	<u>-</u>	<u>-</u>
Code Enforcement Officer	-	-	3.00	3.00
<i>Subtotal Neighborhood Impr Task Force - 50250</i>	<u>-</u>	<u>-</u>	<u>3.00</u>	<u>3.00</u>
Assistant Recreation Supervisor	-	-	0.50	0.50 *
Central Services Supervisor	1.00	1.00	1.00	1.00
Graphics Designer	2.00	1.00	1.00	1.00
Offset Press Operator II	1.00	1.00	-	-
Public Affairs Manager	-	2.00	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
<i>Subtotal Communications and Marketing - 51050</i>	<u>6.00</u>	<u>7.00</u>	<u>6.50</u>	<u>6.50</u>
<b>Total Chief Executive Officer Full-time Positions</b>	<b><u>10.50</u></b>	<b><u>12.00</u></b>	<b><u>14.50</u></b>	<b><u>14.50</u></b>
<b>Total Chief Executive Officer Part-time (in FTE's)</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>3.79</u></b>	<b><u>8.85</u></b>
<b><u>City Clerk - 11200</u></b>				
City Clerk	-	0.10	-	0.50
Deputy City Clerk	-	-	-	0.20
<i>Subtotal Elections - 50120</i>	<u>-</u>	<u>0.10</u>	<u>-</u>	<u>0.70</u>
City Clerk	0.80	0.70	0.70	0.25
Deputy City Clerk	-	-	0.80	0.90
Administrative Secretary	0.80	0.80	-	0.50
Executive Secretary	-	0.80	0.50	-
<i>Subtotal City Council Meetings - 50410</i>	<u>1.60</u>	<u>2.30</u>	<u>2.00</u>	<u>1.65</u>
City Clerk	0.20	0.20	0.30	0.25
Deputy City Clerk	-	-	0.20	0.90
Administrative Secretary	0.20	0.20	-	0.50
Executive Secretary	-	0.20	0.50	-
<i>Subtotal Public Records - 50420</i>	<u>0.40</u>	<u>0.60</u>	<u>1.00</u>	<u>1.65</u>
<b>Total City Clerk Full-time Positions</b>	<b><u>2.00</u></b>	<b><u>3.00</u></b>	<b><u>3.00</u></b>	<b><u>4.00</u></b>
<b>Total City Clerk Part-time Positions (in FTE's)</b>	<b><u>0.75</u></b>	<b><u>0.50</u></b>	<b><u>0.46</u></b>	<b><u>1.06</u></b>

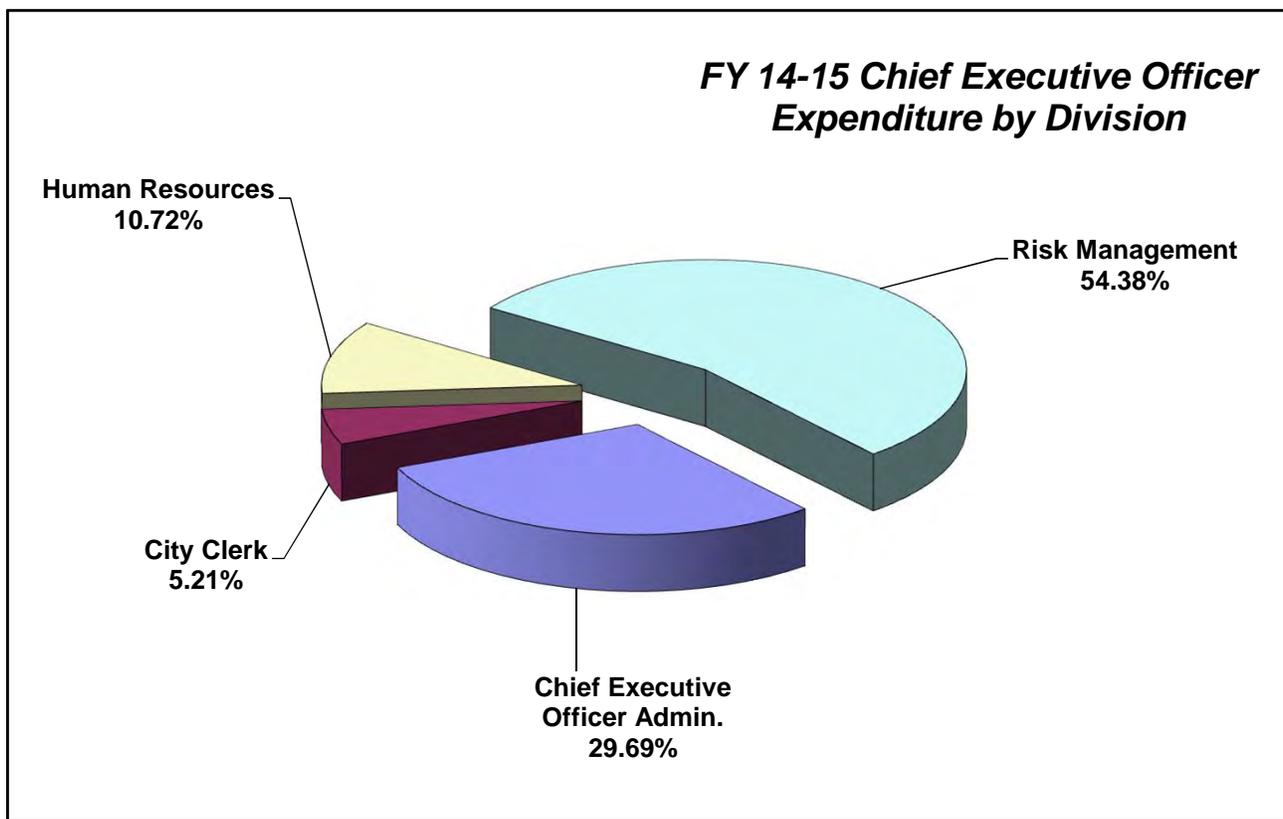
**CHIEF EXECUTIVE OFFICER'S OFFICE  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Administrative Services Administration - 14050</u></b>				
Administrative Services Director	1.00	-	-	-
<i>Subtotal Administration - 50001</i>	1.00	-	-	-
<b>Total Admin Svcs Admin Full-time Positions</b>	<b>1.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b><u>Human Resources - 14100</u></b>				
Assistant Chief Executive Officer	-	-	-	0.50
Human Resources Manager	0.60	0.60	0.60	0.65
Human Resources Administrator	1.00	-	-	-
Human Resources Analyst	1.00	1.00	1.00	2.00
Human Resources Office Specialist II	1.00	0.70	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	3.30	3.30	4.85
<b>Total Human Resources Full-Time Positions</b>	<b>4.60</b>	<b>3.30</b>	<b>3.30</b>	<b>4.85</b>
<b>Total HR Part-time Positions (in FTE's)</b>	<b>-</b>	<b>-</b>	<b>1.50</b>	<b>1.45</b>
<b><u>Risk Management - 14400</u></b>				
Human Resources Manager	0.10	-	-	-
Human Resources Administrator	0.15	-	-	-
Human Resources Analyst	0.65	-	-	-
<i>Subtotal Employee Benefit Admin - 50630</i>	0.90	-	-	-
Assistant Chief Executive Officer	-	-	-	0.50
Human Resources Manager	0.05	0.40	0.40	0.35
Human Resources Administrator	0.35	-	-	-
Human Resources Analyst	0.25	1.00	1.00	1.00
Human Resources Office Specialist II	-	0.30	0.30	0.30
Principal Human Resources Analyst	-	1.00	1.00	1.00
<i>Subtotal Risk Management Admin - 50661</i>	0.65	2.70	2.70	3.15
Human Resources Manager	0.15	-	-	-
Human Resources Administrator	0.10	-	-	-
Human Resources Analyst	0.35	-	-	-
<i>Subtotal Liability - 50662</i>	0.60	-	-	-
Human Resources Manager	0.10	-	-	-
Human Resources Administrator	0.40	-	-	-
Human Resources Analyst	0.75	-	-	-
<i>Subtotal Workers' Compensation - 50663</i>	1.25	-	-	-
<b>Total Risk Management Full-time Positions</b>	<b>3.40</b>	<b>2.70</b>	<b>2.70</b>	<b>3.15</b>
<b>Total Risk Mgmt Part-time Positions (in FTE's)</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>	<b>0.55</b>
<b>Total Department Full-time Positions</b>	<b>21.50</b>	<b>21.00</b>	<b>23.50</b>	<b>26.50</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>0.75</b>	<b>1.00</b>	<b>6.25</b>	<b>11.91</b>
<b>TOTAL DEPARTMENT</b>	<b>22.25</b>	<b>22.00</b>	<b>29.75</b>	<b>38.41</b>

\*Position also budgeted in Police Program #10114

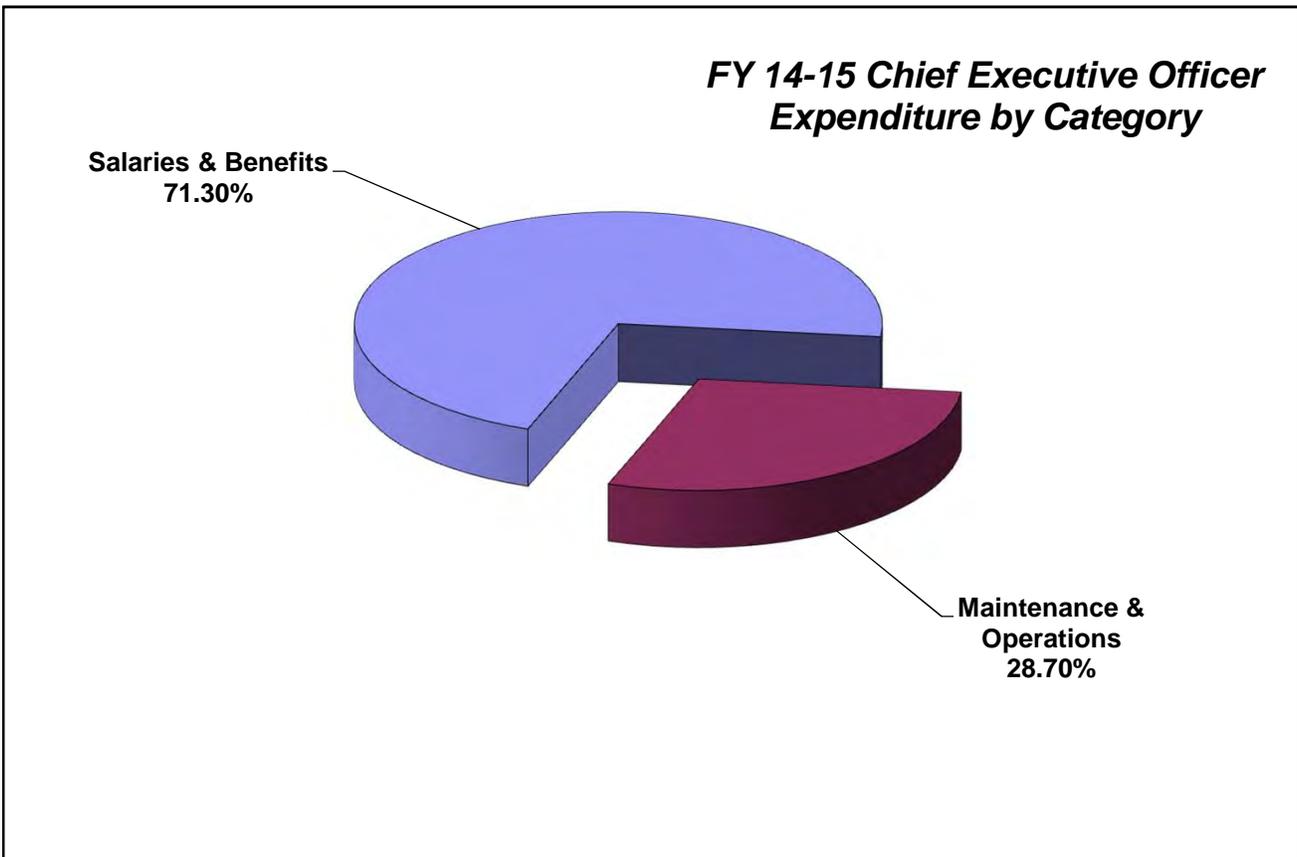
**CHIEF EXECUTIVE OFFICER'S OFFICE  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
CEO Admin. - 11100	\$ 2,158,943	\$ 2,544,188	\$ 3,005,824	\$ 3,642,876	21.19%
City Clerk - 11200	478,130	571,563	417,272	638,755	53.08%
Admin Svs. Admin. - 14050	563,822	-	-	-	0.00%
Human Resources - 14100	724,711	888,735	989,580	1,314,572	32.84%
Risk Management -14400	6,302,504	9,080,463	6,346,908	6,671,703	5.12%
<b>Total Expenditures</b>	<b>\$ 10,228,110</b>	<b>\$ 13,084,949</b>	<b>\$ 10,759,583</b>	<b>\$ 12,267,906</b>	<b>14.02%</b>



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 6,526,110	\$ 7,226,159	\$ 7,677,012	\$ 8,747,498	13.94%
Maintenance & Operations	3,686,971	5,811,270	3,062,871	3,520,408	14.94%
Fixed Assets	15,029	47,521	19,700	-	-100.00%
<b>Total Expenditures</b>	<b>\$ 10,228,110</b>	<b>\$ 13,084,949</b>	<b>\$ 10,759,583</b>	<b>\$ 12,267,906</b>	<b>14.02%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 6,342,248	\$ 6,299,710	\$ 6,710,840	\$ 8,056,175	65.67%
Self-Insurance Fund - 602	3,885,862	6,785,240	4,048,743	4,211,731	34.34%
<b>Total Funding Sources</b>	<b>\$ 10,228,110</b>	<b>\$ 13,084,949</b>	<b>\$ 10,759,583</b>	<b>\$ 12,267,906</b>	<b>100.00%</b>

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

<b>Account Description</b>	<b>Account Number</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Non Sworn	501200	\$ 1,996,868	\$ 1,929,440	\$ 2,248,035	\$ 2,541,491	13%
Regular Salaries - Part time	501300	116,743	265,483	357,837	724,033	102%
Overtime	501400	55,735	72,874	22,000	29,000	32%
Accrual Payoff - Excess Maximum	501500	11,190	10,571	3,400	3,400	0%
Vacation/Comp. Time Cash Out	501600	23,027	31,466	11,200	11,200	0%
Holiday Allowance	501700	-	722	-	-	0%
Separation Pay-Off	501800	-	30,175	-	-	0%
Other Compensation	501900	6,388	6,784	6,322	7,131	13%
Cafeteria Plan	505100	243,082	233,060	273,198	341,626	25%
Medicare	505200	32,243	34,496	38,196	47,874	25%
Retirement	505300	516,867	647,123	712,491	1,000,809	40%
Professional Development	505500	19,948	35,406	42,191	46,550	10%
Auto Allowance	505600	9,136	11,448	10,800	10,800	0%
Unemployment	505800	147,577	105,793	252,186	44,704	-82%
Workers' Compensation	505900	1,586,918	2,057,415	1,919,844	2,114,520	10%
Employer Contr.Retirees' Med.	506100	1,760,388	1,753,902	1,779,312	1,824,360	3%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 6,526,110</b>	<b>\$ 7,226,159</b>	<b>\$ 7,677,012</b>	<b>\$ 8,747,498</b>	<b>14%</b>
Stationery and Office	510100	\$ 12,397	\$ 28,386	\$ 15,950	\$ 16,450	3%
Multi-Media, Promotions and Subs	510200	64,072	97,107	98,100	102,250	4%
Small Tools and Equipment	510300	18,140	45,024	25,200	27,900	11%
Uniform & Clothing	510400	208	1,255	2,800	1,300	-54%
Safety and Health	510500	-	-	250	250	0%
Maintenance & Construction	510600	90	174	500	500	0%
Waste Disposal	515700	2,001	792	2,000	750	-63%
Janitorial and Housekeeping	515800	387	102	400	102	-75%
Postage	520100	15,502	33,575	11,025	11,325	3%
Legal Advertising/Filing Fees	520200	7,901	8,304	10,000	10,000	0%
Advertising and Public Info.	520300	7,396	22,983	5,300	10,300	94%
Telephone/Radio/Communications	520400	1,236	848	1,250	850	-32%
Mileage Reimbursement	520600	708	221	1,125	1,125	0%
Buildings and Structures	525100	11,180	185,199	-	-	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	30	158	800	800	0%
Other Equipment	525800	5,313	6,790	14,500	14,500	0%
Employment	530100	26,898	83,432	16,000	21,800	36%
Consulting	530200	605,835	593,642	758,970	786,700	4%
Legal	530300	116,819	112,351	58,000	85,000	47%
Medical and Health Inspection	530600	42,468	35,347	75,840	95,600	26%
Law Enforcement	530700	42,642	68,327	48,550	118,700	144%
External Rent	535400	36,958	39,324	44,320	44,320	0%
Grants, Loans and Subsidies	535500	-	-	-	100,000	0%
Central Services	535800	14,576	17,201	14,150	14,150	0%
Internal Rent - Maint. Charges	536100	1,531	6,347	4,154	4,439	7%
Internal Rent - Repl.Cost	536200	5,767	5,400	7,687	3,082	-60%
Internal Rent - IT Replacement	536300	-	-	-	10,953	0%
General Liability	540100	2,457,829	1,443,020	1,327,700	1,572,762	18%
Special Liability	540200	10,583	7,402	-	-	0%
Buildings & Personal Property	540500	284,080	320,136	450,000	376,500	-16%
Faithful Performance Bonds	540600	12,868	-	7,800	7,500	-4%
Taxes & Assessments	540700	36,672	37,228	60,000	60,000	0%
Contingency	540800	(155,155)	2,611,134	-	-	0%
Other Costs	540900	41	62	-	-	0%
Assistance	545300	-	-	-	20,000	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 3,686,971</b>	<b>\$ 5,811,270</b>	<b>\$ 3,062,871</b>	<b>\$ 3,520,408</b>	<b>15%</b>
Other Equipment	590800	\$ 15,029	\$ 47,521	\$ 19,700	\$ -	-100%
<b>Subtotal Fixed Assets</b>		<b>\$ 15,029</b>	<b>\$ 47,521</b>	<b>\$ 19,700</b>	<b>\$ -</b>	<b>-100%</b>
<b>Total Expenditures</b>		<b>\$ 10,228,110</b>	<b>\$ 13,084,949</b>	<b>\$ 10,759,583</b>	<b>\$ 12,267,906</b>	<b>14%</b>

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

	<u>FY 11-12</u> <u>Actual</u>	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<b><u>ADMINISTRATION - 11100</u></b>					
<b><u>C.E.O. Administration - 50001</u></b>					
Salaries & Benefits	\$ 1,003,561	\$ 1,224,059	\$ 957,046	\$ 1,143,072	19%
Maintenance & Operations	263,748	472,025	197,190	427,436	117%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal City Manager</i></b>	<b>\$ 1,267,310</b>	<b>\$ 1,696,083</b>	<b>\$ 1,154,236</b>	<b>\$ 1,570,508</b>	<b>36%</b>
<b><u>City Council - 50110</u></b>					
Salaries & Benefits	\$ 63,749	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal City Council</i></b>	<b>\$ 63,749</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>Neighborhood Improvement Task Force - 50250</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ 494,332	\$ 712,689	44%
Maintenance & Operations	-	585	175,700	106,700	-39%
Fixed Assets	-	-	7,200	-	-100%
<b><i>Subtotal Neighborhood Task Force</i></b>	<b>\$ -</b>	<b>\$ 585</b>	<b>\$ 677,232</b>	<b>\$ 819,389</b>	<b>21%</b>
<b><u>Communications and Marketing - 51050</u></b>					
Salaries & Benefits	\$ 702,182	\$ 698,387	\$ 929,072	\$ 1,025,694	10%
Maintenance & Operations	110,674	108,616	232,783	227,284	-2%
Fixed Assets	15,029	40,516	12,500	-	-100%
<b><i>Subtotal Comm and Marketing</i></b>	<b>\$ 827,885</b>	<b>\$ 847,519</b>	<b>\$ 1,174,355</b>	<b>\$ 1,252,978</b>	<b>7%</b>
<b><u>CITY CLERK - 11200</u></b>					
<b><u>Elections - 50120</u></b>					
Salaries & Benefits	\$ -	\$ 17,088	\$ -	\$ 116,265	0%
Maintenance & Operations	7,554	111,889	5,300	95,300	1698%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Elections</i></b>	<b>\$ 7,554</b>	<b>\$ 128,977</b>	<b>\$ 5,300</b>	<b>\$ 211,565</b>	<b>3892%</b>
<b><u>City Council Meetings - 50410</u></b>					
Salaries & Benefits	\$ 362,877	\$ 326,904	\$ 262,505	\$ 205,517	-22%
Maintenance & Operations	21,619	25,640	17,650	17,650	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal City Council Meetings</i></b>	<b>\$ 384,496</b>	<b>\$ 352,543</b>	<b>\$ 280,155</b>	<b>\$ 223,167</b>	<b>-20%</b>

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

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><u>Public Records - 50420</u></b>					
Salaries & Benefits	\$ 73,706	\$ 79,413	\$ 119,676	\$ 188,383	57%
Maintenance & Operations	12,375	10,630	12,140	15,640	29%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Public Records</b>	<b>\$ 86,080</b>	<b>\$ 90,044</b>	<b>\$ 131,816</b>	<b>\$ 204,023</b>	<b>55%</b>
<b><u>ADMIN SVCS ADMIN - 14050</u></b>					
<b><u>Administrative Svcs Admin - 50001</u></b>					
Salaries & Benefits	\$ 246,102	\$ -	\$ -	\$ -	0%
Maintenance & Operations	317,720	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Admin Svcs Admin</b>	<b>\$ 563,822</b>	<b>\$ -</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	\$ 461,964	\$ 518,439	\$ 563,510	\$ 851,792	51%
Maintenance & Operations	262,747	363,291	426,070	462,780	9%
Fixed Assets	-	7,004	-	-	0%
<b>Subtotal Human Resources Admin</b>	<b>\$ 724,711</b>	<b>\$ 888,735</b>	<b>\$ 989,580</b>	<b>\$ 1,314,572</b>	<b>33%</b>
<b><u>RISK MANAGEMENT - 14400</u></b>					
<b><u>Employee Benefit Admin - 50630</u></b>					
Salaries & Benefits	\$ 227,709	\$ 103,893	\$ 250,000	\$ 42,788	-83%
Maintenance & Operations	26,500	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Employee Benefit Admin</b>	<b>\$ 254,209</b>	<b>\$ 103,893</b>	<b>\$ 250,000</b>	<b>\$ 42,788</b>	<b>-83%</b>
<b><u>Post-Employment Benefits - 50650</u></b>					
Salaries & Benefits	\$ 1,832,843	\$ 1,865,404	\$ 1,851,768	\$ 1,896,816	2%
Maintenance & Operations	1,125	975	900	900	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Post Employment Benefits</b>	<b>\$ 1,833,968</b>	<b>\$ 1,866,379</b>	<b>\$ 1,852,668</b>	<b>\$ 1,897,716</b>	<b>2%</b>
<b><u>Risk Mgmt Admin - 50661</u></b>					
Salaries & Benefits	\$ 32,245	\$ 381,910	\$ 393,302	\$ 508,681	29%
Maintenance & Operations	327,935	46,935	52,195	53,575	3%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Risk Mgmt Admin</b>	<b>\$ 360,179</b>	<b>\$ 428,845</b>	<b>\$ 445,497</b>	<b>\$ 562,256</b>	<b>26%</b>

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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Liability - 50662</u></b>					
Salaries & Benefits	\$ 56,939	\$ 48	\$ -	\$ -	0%
Maintenance & Operations	2,124,480	4,457,702	1,663,943	1,820,143	9%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Liability</i></b>	<b>\$ 2,181,419</b>	<b>\$ 4,457,749</b>	<b>\$ 1,663,943</b>	<b>\$ 1,820,143</b>	<b>9%</b>
<b><u>Workers' Comp - 50663</u></b>					
Salaries & Benefits	\$ 1,462,234	\$ 2,010,615	\$ 1,855,800	\$ 2,055,800	11%
Maintenance & Operations	210,494	212,982	279,000	293,000	5%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Workers' Comp</i></b>	<b>\$ 1,672,728</b>	<b>\$ 2,223,597</b>	<b>\$ 2,134,800</b>	<b>\$ 2,348,800</b>	<b>10%</b>
<b>Total Expenditures</b>	<b>\$10,228,110</b>	<b>\$13,084,949</b>	<b>\$10,759,583</b>	<b>\$ 12,267,906</b>	<b>14%</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 14-15 adopted budget for the City Attorney's Office is \$803,000, which is consistent with the FY 13-14 adopted budget. This amount consists of \$650,000 for consulting as the City's Attorney, and \$150,000 for legal costs, related to civil and criminal litigation.

Additionally, departments budget legal costs within their own budgets for specific departmental uses. These are not included in the City Attorney's budget but are displayed in the table below to give a complete overview of legal costs for the City.

	<b>General Fund</b>	<b>Other Fund</b>	<b>Total</b>	<b>Other Fund Description</b>
<u>By Department/Division</u>				
Dev Services/HCD		9,592	9,592	Fund 207 CDBG
Dev Services/HCD		392	392	Fund 205 HOME Program
Dev Services/Planning	10,000		10,000	
City Attorney	800,000		800,000	
CEO/Human Resources	75,000		75,000	
CEO/Risk Management	10,000	650,000	660,000	Fund 602 Self Insurance
<b>Total</b>	<b>\$895,000</b>	<b>\$659,984</b>	<b>\$1,554,984</b>	
<u>By Account</u>				
Legal	245,000	9,984	254,984	
Consulting	650,000		650,000	
General Liability		650,000	650,000	
<b>Total</b>	<b>\$895,000</b>	<b>\$659,984</b>	<b>\$1,554,984</b>	



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

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Division:</u></b>					
City Attorney - 12100	\$ 955,916	\$ 1,037,306	\$ 803,000	\$ 803,000	0.00%
<b>Total Expenditures</b>	<b>\$ 955,916</b>	<b>\$ 1,037,306</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 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	955,916	1,037,306	803,000	803,000	0.00%
Fixed Assets	-	-	-	-	-
<b>Total Expenditures</b>	<b>\$ 955,916</b>	<b>\$ 1,037,306</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0.00%</b>

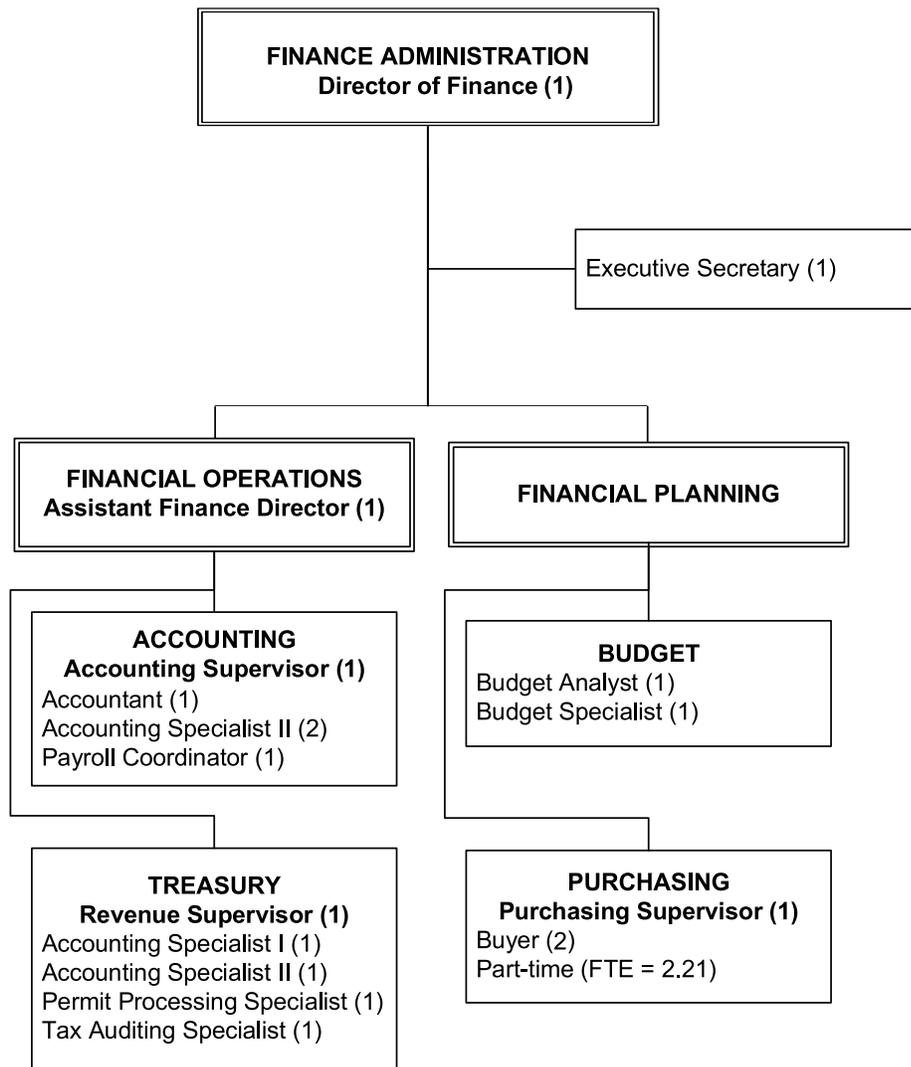
	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent of Total</u>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 955,916	\$ 1,037,306	\$ 803,000	\$ 803,000	100.00%
Self-Insurance Fund - 602	-	-	-	-	0.00%
<b>Total Funding Sources</b>	<b>\$ 955,916</b>	<b>\$ 1,037,306</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 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Chg</b>
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
Multi-Media, Promotions and Subs	510200	\$ 83	\$ -	\$ 3,000	\$ 3,000	0%
Postage	520100	-	5	-	-	0%
Consulting	530200	757,397	840,146	650,000	650,000	0%
Legal	530300	198,437	197,155	150,000	150,000	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 955,916</b>	<b>\$ 1,037,306</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>\$ 955,916</b>	<b>\$ 1,037,306</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0%</b>

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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b>CITY ATTORNEY'S OFFICE - 12100</b>					
<b>Legal Services - 50320</b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	955,916	1,037,306	803,000	803,000	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Legal Services</b>	<b>\$ 955,916</b>	<b>\$ 1,037,306</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>\$ 955,916</b>	<b>\$ 1,037,306</b>	<b>\$ 803,000</b>	<b>\$ 803,000</b>	<b>0%</b>



## ***FINANCE DEPARTMENT***

The Finance Department is a General Government Support function, including Operations, Planning and Information Technology. The Department has 18 full-time staff members composed of two management, three supervisory, twelve professional staff and one clerical position, plus 2.21 part-time positions to assist in the purchasing and budget functions. The department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

- \* ***Finance Administration***
- \* ***Financial Operations***
- \* ***Financial Planning***

### ***FINANCE ADMINISTRATION - 13100***

#### **Administration - 50001**

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

### ***FINANCIAL OPERATIONS - 13200***

#### **Accounting - 50510**

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

### **BUDGET NARRATIVE**

The FY 14-15 adopted budget for the Finance Department is \$2,742,504, an increase of \$66,521 or 2.49% compared to the adopted budget for FY 13-14. The increase is primarily a result of salary and benefit costs due to the new buyer position that was approved in FY13-14. The full cost of the new position was offset by decreases in other areas of the Department, as the Maintenance and Operations accounts saw a decrease of \$47,000 due to the reduction of one time only costs from the prior year related to the new dog and business license systems.

### **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.

### **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.

**FINANCE DEPARTMENT**

<b>PERFORMANCE MEASURES/WORKLOAD INDICATORS</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY14-15 <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	TBD	100%	100%
Accuracy Forecasting Revenues – General Fund	TBD	100%	100%
Average days to process purchase order (informal bids)	7	7	32
Percentage of items posted/sold via online auction	10%	75%	5%
Inventory turnover ratio per fiscal year	3.75	4.00	4.00
<b><u>Workload indicators:</u></b>			
City Budgeted Funds Monitored (Millions)	\$132.6	\$157.4	\$139.7
Number of budget adjustments processed	30	35	35
Number of budget transfers processed (new for 14-15)	N/A	N/A	25
Accounts Payable Checks Issued	9,560	10,500	10,500
Number of payroll checks issued	14,593	15,000	15,500
Number of purchase orders issued	643	650	700
Number of contracts issued	105	140	120
Number of Transient Occupancy Tax (TOT) audits	7	4	10
Number of business license renewals processed	10,708	12,500	12,500
Number of new business license applications processed	2,074	*	2100
Number of delinquent business licenses processed	2,684	*	2700
Number of dog license renewlas processed	4,332	*	4400
Number of delinquent dog licenses processed	1,784	*	1800
Number of accounts receivable invoices processed	3,288	2,900	3,100
Dollar value of online auction sales	3,179	3,000**	0

\*Item not previously tracked. New measure/indicator.

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

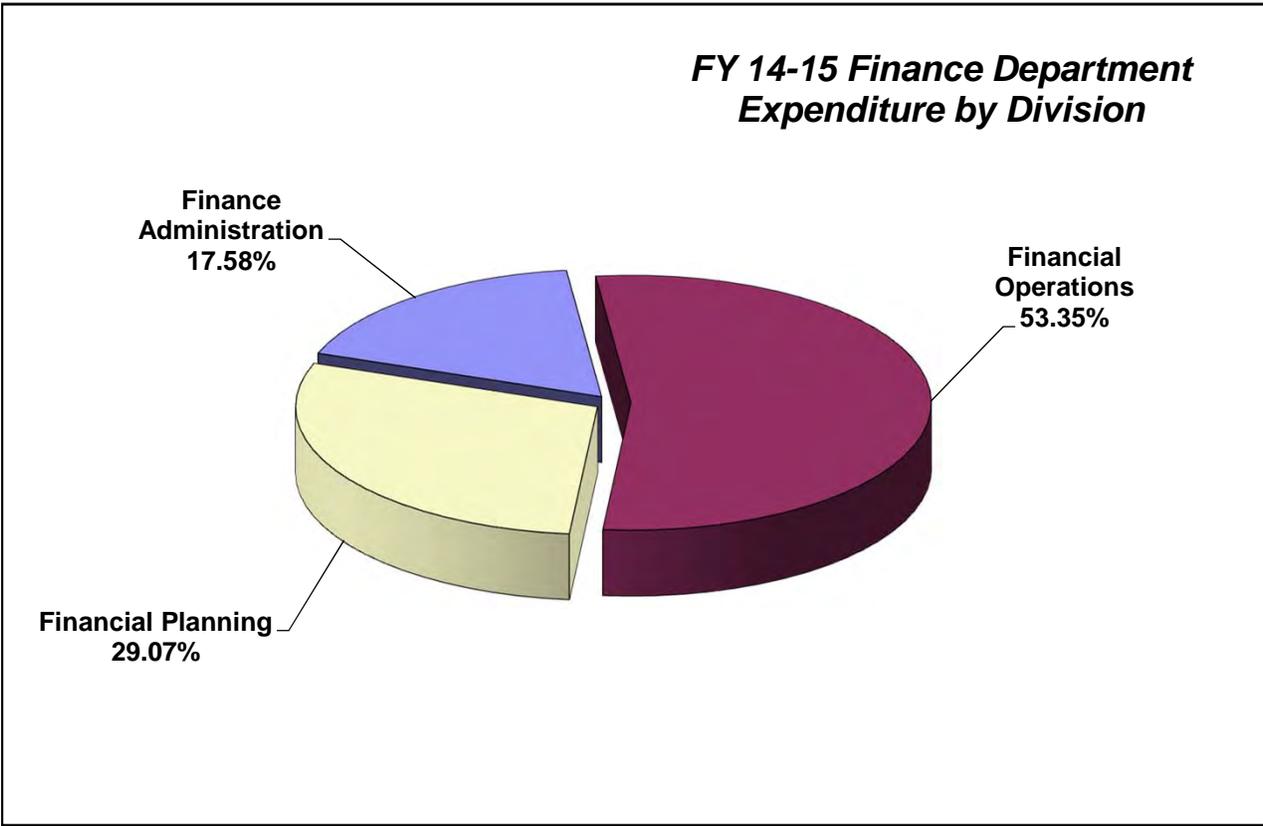


**FINANCE DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 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	-	-	-
Budget Analyst	-	1.00	1.00	1.00
Budget Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Budget &amp; Research - 50520</i>	1.75	2.00	2.00	2.00
Budget & Research Officer	0.25	-	-	-
Buyer	-	-	1.00	2.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	-	-
<i>Subtotal Purchasing - 50530</i>	2.25	2.00	2.00	3.00
<b>Total Financial Planning Full-time Positions</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>	<b>5.00</b>
<b>Total Fin Planning Part-time Positions (in FTE's)</b>	<b>0.75</b>	<b>1.21</b>	<b>1.21</b>	<b>2.21</b>
<b>Total Department Full-time Positions</b>	<b>17.00</b>	<b>17.00</b>	<b>17.00</b>	<b>18.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>0.75</b>	<b>1.21</b>	<b>1.21</b>	<b>2.21</b>
<b>TOTAL DEPARTMENT</b>	<b>17.75</b>	<b>18.21</b>	<b>18.21</b>	<b>20.21</b>

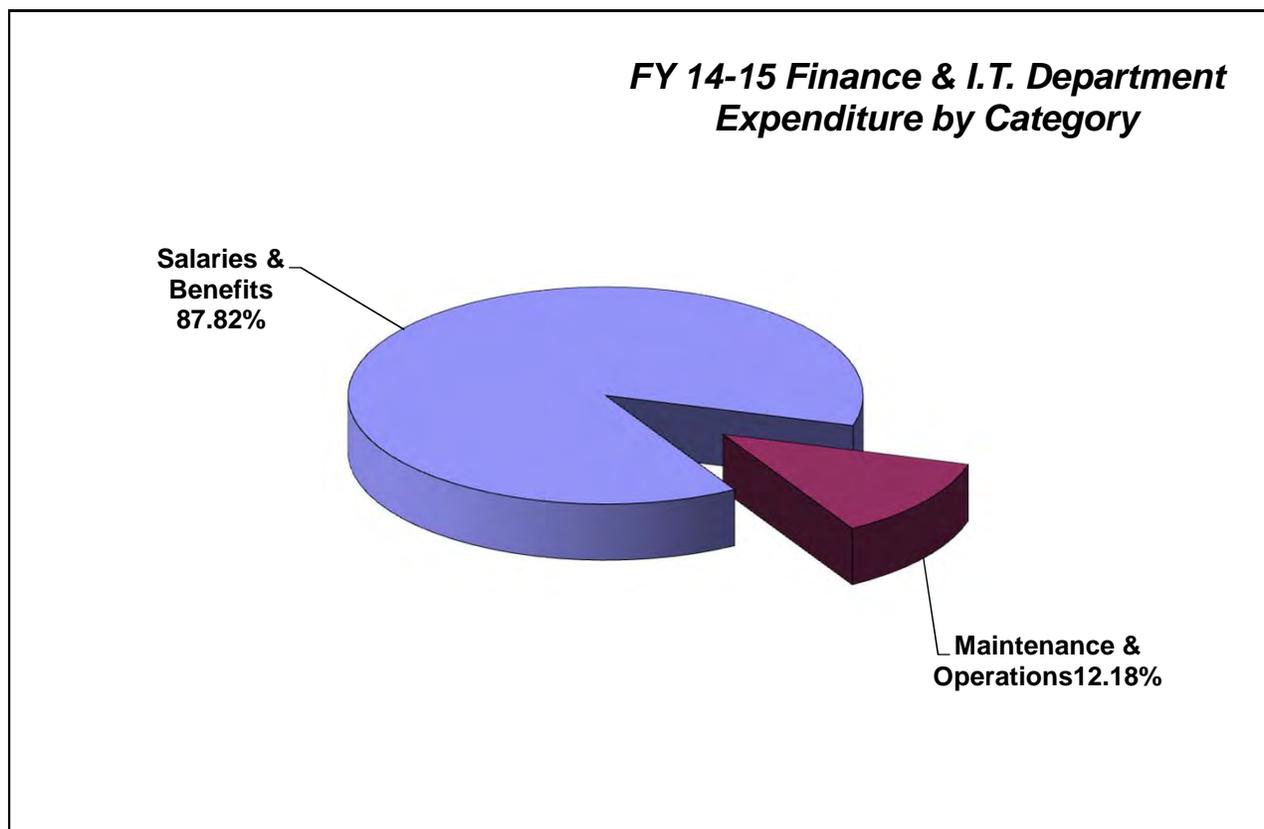
**FINANCE DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
Finance Admin. - 13100	\$ 388,418	\$ 538,779	\$ 511,534	\$ 482,047	-5.76%
Financial Operations - 13200	1,316,351	1,381,607	1,547,572	1,463,239	-5.45%
Financial Planning - 13300	553,783	603,758	616,878	797,218	29.23%
<b>Total Expenditures</b>	<b>\$ 2,258,552</b>	<b>\$ 2,524,144</b>	<b>\$ 2,675,983</b>	<b>\$ 2,742,504</b>	<b>2.49%</b>



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 1,800,306	\$ 2,094,719	\$ 2,294,515	\$ 2,408,451	4.97%
Maintenance & Operations	458,246	429,424	381,468	334,053	-12.43%
Fixed Assets	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 2,258,552</b>	<b>\$ 2,524,144</b>	<b>\$ 2,675,983</b>	<b>\$ 2,742,504</b>	<b>2.49%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 2,258,552	\$ 2,524,144	\$ 2,675,983	\$ 2,742,504	100.00%
<b>Total Funding Sources</b>	<b>\$ 2,258,552</b>	<b>\$ 2,524,144</b>	<b>\$ 2,675,983</b>	<b>\$ 2,742,504</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

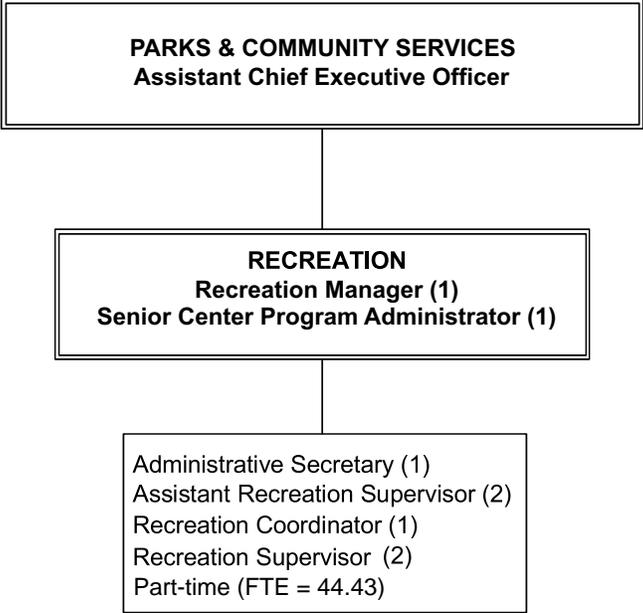
**FINANCE DEPARTMENT**  
**EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Chg</b>
Regular Salaries - Non Sworn	501200	\$ 1,201,601	\$ 1,336,979	\$ 1,462,849	\$ 1,454,887	-1%
Regular Salaries - Part time	501300	96,748	105,248	94,890	174,627	84%
Overtime	501400	2,562	4,145	5,000	5,000	0%
Accrual Payoff - Excess Maximum	501500	4,966	4,767	-	-	0%
Vacation/Comp. Time Cash Out	501600	18,183	6,860	-	-	0%
Separation Pay-Off	501800	5,024	-	-	-	0%
Other Compensation	501900	5,050	9,827	10,905	7,401	-32%
Cafeteria Plan	505100	151,346	161,696	179,028	197,627	10%
Medicare	505200	19,316	21,193	22,818	23,808	4%
Retirement	505300	251,656	335,354	417,120	491,524	18%
Professional Development	505500	3,812	6,826	14,150	16,900	19%
Auto Allowance	505600	5,724	5,724	-	-	0%
Unemployment	505800	1,329	2,500	2,364	1,446	-39%
Workers' Compensation	505900	32,988	93,600	85,392	35,232	-59%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 1,800,306</b>	<b>\$ 2,094,719</b>	<b>\$ 2,294,515</b>	<b>\$ 2,408,451</b>	<b>5%</b>
Stationery and Office	510100	\$ 10,630	\$ 6,703	\$ 14,050	\$ 14,050	0%
Multi-Media, Promotions and Subs	510200	3,845	4,529	2,000	4,000	100%
Small Tools and Equipment	510300	42	200	1,250	1,350	8%
Uniform & Clothing	510400	112	125	250	250	0%
Safety and Health	510500	-	7,500	-	-	0%
Maintenance & Construction	510600	31,535	-	-	-	0%
Waste Disposal	515700	-	672	-	-	0%
Postage	520100	23,902	24,291	23,000	23,000	0%
Legal Advertising/Filing Fees	520200	1,226	380	1,000	1,000	0%
Mileage Reimbursement	520600	29	11	-	-	0%
Office Equipment	525700	4,487	4,024	4,100	4,350	6%
Employment	530100	173,911	140,368	-	41,500	0%
Consulting	530200	18,800	15,983	-	-	0%
Financial & Information Svcs	530500	157,915	157,245	271,300	196,600	-28%
External Rent	535400	1,874	1,888	2,600	2,600	0%
Central Services	535800	10,386	9,491	10,000	10,000	0%
Internal Rent - Maint. Charges	536100	1,566	4,443	3,610	3,922	9%
Internal Rent - Repl.Cost	536200	6,549	3,200	6,669	-	-100%
Internal Rent - IT Replacement	536300	-	-	-	4,129	0%
General Liability	540100	11,124	46,100	41,639	27,302	-34%
Other Costs	540900	315	2,271	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 458,246</b>	<b>\$ 429,424</b>	<b>\$ 381,468</b>	<b>\$ 334,053</b>	<b>-12%</b>
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 2,258,552</b>	<b>\$ 2,524,144</b>	<b>\$ 2,675,983</b>	<b>\$ 2,742,504</b>	<b>2%</b>

**FINANCE DEPARTMENT**  
**EXPENDITURE SUMMARY BY PROGRAM**

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b>FINANCE ADMINISTRATION - 13100</b>					
<b><u>Finance Admin - 50001</u></b>					
Salaries & Benefits	\$ 332,997	\$ 426,548	\$ 424,645	\$ 359,866	-15%
Maintenance & Operations	55,421	112,231	86,889	122,181	41%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Finance Administration</b>	<b>\$ 388,418</b>	<b>\$ 538,779</b>	<b>\$ 511,534</b>	<b>\$ 482,047</b>	<b>-6%</b>
<b>FINANCIAL OPERATIONS - 13200</b>					
<b><u>Acctg. &amp; Financial Rprt. - 50510</u></b>					
Salaries & Benefits	\$ 642,125	\$ 668,835	\$ 692,659	\$ 707,410	2%
Maintenance & Operations	141,363	93,238	143,950	97,300	-32%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Acct. &amp; Financial Rprt.</b>	<b>\$ 783,488</b>	<b>\$ 762,072</b>	<b>\$ 836,609</b>	<b>\$ 804,710</b>	<b>-4%</b>
<b><u>Treasury - 50540</u></b>					
Salaries & Benefits	\$ 519,332	\$ 551,687	\$ 585,862	\$ 565,129	-4%
Maintenance & Operations	13,532	67,848	125,100	93,400	-25%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Treasury</b>	<b>\$ 532,864</b>	<b>\$ 619,534</b>	<b>\$ 710,962</b>	<b>\$ 658,529</b>	<b>-7%</b>
<b>FINANCIAL PLANNING - 13300</b>					
<b><u>Budget &amp; Research - 50520</u></b>					
Salaries & Benefits	\$ 162,918	\$ 290,516	\$ 307,871	\$ 360,951	17%
Maintenance & Operations	12,269	11,909	13,250	13,250	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Budget &amp; Research</b>	<b>\$ 175,187</b>	<b>\$ 302,425</b>	<b>\$ 321,121</b>	<b>\$ 374,201</b>	<b>17%</b>
<b><u>Purchasing - 50530</u></b>					
Salaries & Benefits	\$ 142,934	\$ 157,134	\$ 283,478	\$ 415,095	46%
Maintenance & Operations	235,661	144,199	12,279	7,922	-35%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Purchasing</b>	<b>\$ 378,596</b>	<b>\$ 301,333</b>	<b>\$ 295,757</b>	<b>\$ 423,017</b>	<b>43%</b>
<b>Total Expenditures</b>	<b>\$2,258,552</b>	<b>\$2,524,144</b>	<b>\$2,675,983</b>	<b>\$2,742,504</b>	<b>2%</b>





## ***PARKS AND COMMUNITY SERVICES DEPARTMENT***

The Parks and Community Services Department provides the citizens of Costa Mesa with a diverse variety of high quality Recreation facilities, programs and services. The Division operates three community centers 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. The Department has 9 full time staff members, composed of two management, two supervisory, four professional staff and one clerical. Part time staffing consists of 44.43 full time equivalents – many of whom are employed on a seasonal basis only.

### ***RECREATION – 14300***

#### **Recreation Administration - 50001**

Serves as the administrator of parks and facility reservations, model aircraft fly permits, recreation programs and activities. Provides staff support to the Parks and Recreation Commission, 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 one gymnasium, one gymnastics room and one 25 yard outdoor pool, two multi-purpose rooms, and one kitchen. This facility provides a variety of programs some free and others fee based. The gymnasium provides free open gym time for youth to play basketball, fee-based drop-in basketball and volleyball for adults, City Recreational Adult Basketball League, and is suitable for rentals. Rentals have included City Recreation Youth Basketball League, NLA Sports Dodgeball, Blizzard Volleyball, and the MIKA C3 Tournament. The gymnasium is also utilized year round for contract classes such as volleyball and basketball clinics/classes.

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

The other multi-purpose rooms is suitable for meetings. During the school year a free Teen Center is offered to teens (7-12 grade) and during the summer a free nine week summer program for children (1-6<sup>th</sup> grade).

#### **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 five (5) smaller meeting and conference rooms available for the community, educational meetings, and contract classes.

**PARKS AND COMMUNITY SERVICES DEPARTMENT**

**RECREATION – 14300 (Continued)**

**Aquatics - 40212**

Provides seasonally operated year round aquatics programming, including adult and youth swim instruction, for beginners to advanced fitness swimmers, Aqua Zumba adult and senior lap swim, senior aquatics and aquatics therapy, youth open swim, guard start, summer youth aquatics camp and water safety activities. Aquatics will also begin offering water aerobics, preparation classes for junior lifeguarding at the beach, and advanced youth lessons geared towards an introduction to competitive swimming. This program also provides American Red Cross-certified First Aid and Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) 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.

**Adult Sports Basketball and Volleyball - 40214**

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

**Adult Sports Softball - 40215**

Provides year round recreational softball league play for men, women, and co-ed teams at the TeWinkle Park Athletic Complex held Sunday through Friday.

**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.

This program also assists Park Rangers in patrolling areas such as Lions Park to ensure the safety of the facility users and at Fairview Park to ensure that the protected areas remain unused. Other duties include the monthly car show, the Armory Transportation Program, and other special events as assigned.

**Youth Sports Basketball – 40218**

Provides clinics, practices, and eight (8) weeks of league play (January through March) for youth basketball players in grades one through six. The program encourages skill development, teamwork, healthy competition and sportsmanship.

**Senior Center - 40231**

Administers the lease agreement for the Costa Mesa Senior Center, located at 695 West 19<sup>th</sup> Street. The Center, opens Monday through Friday for senior services, and Saturdays for room rentals, 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).

**PARKS AND COMMUNITY SERVICES DEPARTMENT**

***RECREATION – 14300 (Continued)***

**Day Camp - 40232**

Provides day camp programs for children at Estancia Park (9-week summer camp) and the Balearic Community Center (Winter Recess, 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 a fee-based after school programs for children in grades one through six at ten (10) Newport-Mesa Unified School District (NMUSD) elementary schools. Provides children in grades one through six free summer activities for nine (9) weeks at three (3) locations. This program focuses on four areas: educational activities, fitness, recreation, and enrichment activities in a structured environment. The program also provides staff for a free afterschool program at the Orange County Fair Grounds Centennial Farm for children interested in basic fundamentals of gardening and farm animals.

**Teen Programs - 40236**

Provides free after school activities at three (3) locations 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.

**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.

## ***PARKS AND COMMUNITY SERVICES DEPARTMENT***

### ***RECREATION – 14300 (Continued)***

#### **Special 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.

### ***BUDGET NARRATIVE***

The FY 14-15 adopted budget for the Parks and Community Services Department is \$4,587,546, an increase of \$785,569 or 20.66%, compared to the adopted budget for FY 13-14. Increases in salary and benefit costs of \$393,832 are primarily due to an increase in part-time personnel/hours for new/expanded programs, and an overall increase in retirement, cafeteria plan and medicare costs.

Increases in maintenance and operations accounts primarily consist of an increase in consulting (\$300,000) for costs related to the Senior Center acquisition. Also included in the total figure is an increase in the department's share of workers compensation and general liability costs which were transferred over from the Public Services Department as part of the creation of the new department.

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

- Provided staff support for City of Costa Mesa Special Events and community programs.
- Offered a total of 820 youth classes with a combined total enrollment of 6,966 participants.
- Out of 341 adult classes offered only 15% were cancelled due to low enrollment.
- Managed eight (8).R. O.C.K.S. after school program sites during the 2012-2013 school year.
- Worked with three (3) NMUSD Principals to add one (1) additional site to start in the summer 2013 program and two (2) additional sites to start in the 2014-2015 afterschool program.
- Cultural Arts Committee conducted an Art Walk during the three-day 60<sup>th</sup> Anniversary event. The Committee partnered with businesses and non-profits (As Issued, Engard Art, Kaykreative, Mesa Art and Framing, PangeaSeed West Coast, SOY and SOCALPAPA) to create live murals (48'x 48" wooden panels) during the event.

## **PARKS AND COMMUNITY SERVICES DEPARTMENT**

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

- Cultural Arts Committee partnered with SOBCEA on the "Art Walk" event held the last Tuesday of each month from 6-10 p.m. The Committee assisted with providing art in the ARTery for the months of January, February, March, June, July and October.
- Historical Preservation Committee partnered with the Historical Society and OC Fairgrounds to install a plaque which commemorated the Santa Ana Army Air Base.
- Historical Preservation Committee installed a "Historical Site Marker" to recognize Broadway Street.

### **GOALS**

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

### **OBJECTIVES**

- Provide facilities for the community including community centers, athletic fields and facilities, parks and picnic shelters, and ensure there is an equitable allocation process for these facilities through the Open Space Master Plan of Parks and Recreation process.
- Evaluate existing recreation-oriented lease agreements of City assets to non-profits/community organizations to determine if City assets are fully meeting the needs of the community. The evaluation includes performance evaluation audits for the Costa Mesa Senior Center, Costa Mesa Country Club, and Costa Mesa Tennis Center.
- Evaluate the condition and community use, and Letter Of Understanding (LOU) between the City and Costa Mesa Bark Park Volunteer Foundation.
- Review and update the City's Athletic Field Use and Allocation Policy.
- Maintain an average program or activity satisfaction rating by participants of "4" ("above average") on a 1-5 scale.
- Increase community participation in recreational programs and provide access to City facilities by giving priority to local groups.
- Work with Costa Mesa resident athletic programs to utilize the TeWinkle Sports Complex.
- Develop educational programs for the Fairview Park Wetlands area.
- Coordinate with local non-profit agencies on after school, arts, music and recreational program opportunities.
- Coordinate with NMUSD staff and coaches to develop youth skills camps and training programs.

**PARKS AND COMMUNITY SERVICES DEPARTMENT**

<b>Performance Measures/Workload Indicators:</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <u>Adopted</u></b>
<b><u>Performance Measures:</u></b>			
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%
Average monthly ridership on City Senior Mobility Program (SMP)	900	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	935/20%/13%	850/10%	935/20%
Number of children served in Day Camp Programs	900	1,000	1,000
Number of children in Drop-In Recreation Programs	15,600	15,075*	20,000
Number of children served in the ROCKS Program	79,251	70,000	90,000
Resident: Non-resident park reservations issued	816:60 (7%)	650:50(8%)	780:50(6%)

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

	<b>FY 11-12 Adopted</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b><u>Parks &amp; Community Services - 14300</u></b>				
Recreation Manager	1.00	1.00	1.00	1.00
Senior Center Program Administrator	-	-	-	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	-
Recreation Supervisor	1.00	1.00	1.00	2.00
<i>Subtotal Administration - 50001</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
Assistant Recreation Supervisor	0.20	0.20	0.20	0.20
<i>Subtotal Downtown Recreation Center - 40121</i>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>
Assistant Recreation Supervisor	0.10	0.40	0.40	0.30
<i>Subtotal Balearic Community Center - 40122</i>	<u>0.10</u>	<u>0.40</u>	<u>0.40</u>	<u>0.30</u>
Assistant Recreation Supervisor	0.05	-	-	-
Recreation Coordinator	0.80	0.60	0.60	0.60
<i>Subtotal Neighborhood Community Ctr - 40123</i>	<u>0.85</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Assistant Recreation Supervisor	0.10	0.10	0.10	0.10
Recreation Specialist	-	-	-	1.00
<i>Subtotal Aquatics - 40212</i>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>1.10</u>
Assistant Recreation Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Adult Basketball&amp;Volleyball - 40214</i>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Adult Sports Softball - 40215</i>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.30	0.50	0.50	0.50
<i>Subtotal Fields/Field Ambassadors - 40216</i>	<u>0.30</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Assistant Recreation Supervisor	-	-	-	0.10
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Day Camp - 40232</i>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal ROCKS (Playgrounds) - 40233</i>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Assistant Recreation Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Teen Programs - 40236</i>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.15	0.15	0.15	0.15
<i>Subtotal Early Childhood - 40241</i>	<u>0.15</u>	<u>0.15</u>	<u>0.15</u>	<u>0.15</u>
Assistant Recreation Supervisor	0.20	-	-	-
Recreation Coordinator	0.10	0.20	0.20	0.20
<i>Subtotal Adult Instructional Classes - 40242</i>	<u>0.30</u>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>

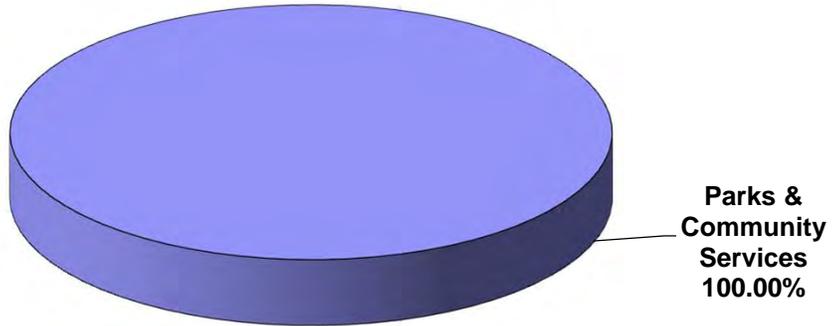
**PARKS & COMMUNITY SERVICES DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	<b>FY 11-12 Adopted</b>	<b>FY 12-13 Adopted</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b><u>Parks &amp; Community Services - 14300</u></b> (continued)				
Assistant Recreation Supervisor	0.25	-	-	-
Recreation Coordinator	0.10	0.20	0.20	0.20
<i>Subtotal Youth Instructional Classes - 40243</i>	0.35	0.20	0.20	0.20
<b>Total Department Full-time Positions</b>	<b>7.00</b>	<b>7.00</b>	<b>7.00</b>	<b>9.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>35.19</b>	<b>33.49</b>	<b>41.78</b>	<b>44.43</b>
<b>TOTAL DEPARTMENT</b>	<b>42.19</b>	<b>40.49</b>	<b>48.78</b>	<b>53.43</b>

**PARKS & COMMUNITY SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

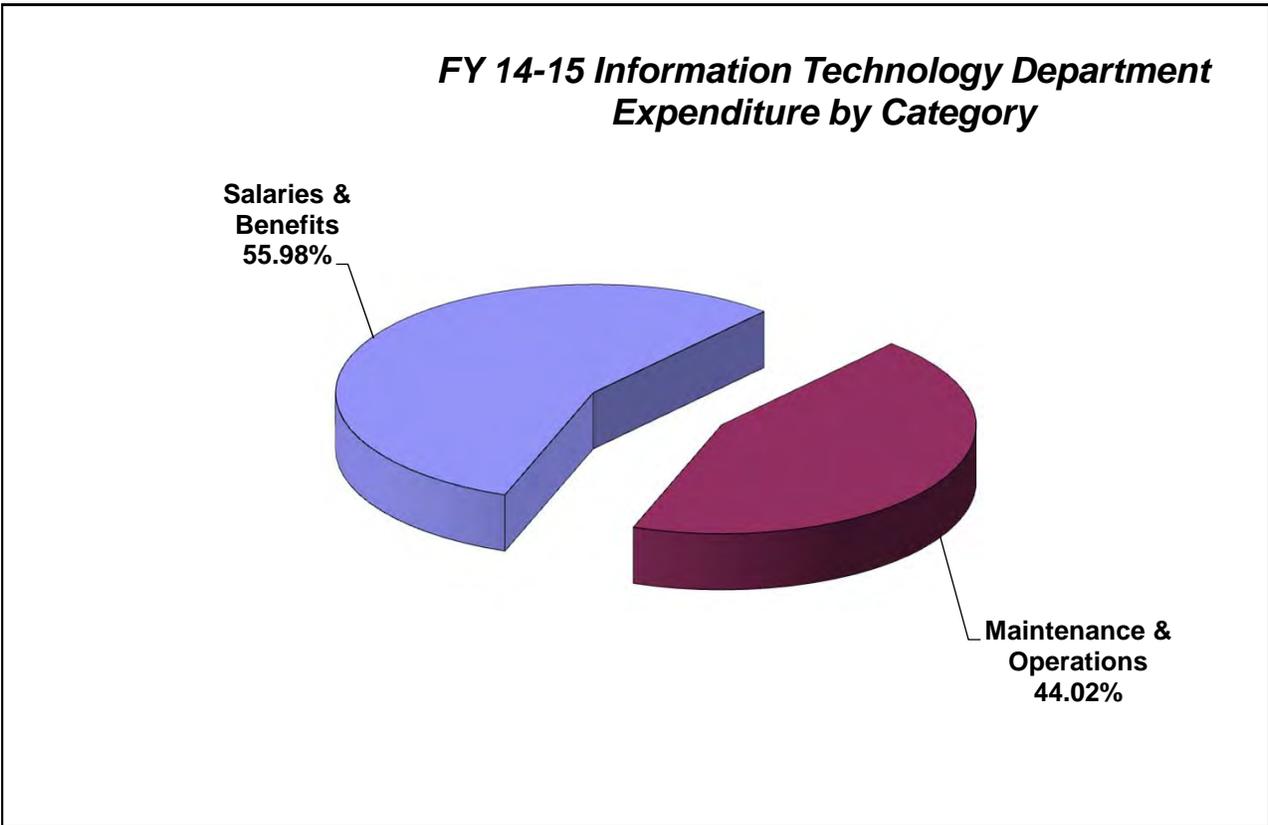
	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Division:</u></b>					
Parks & Comm Svcs - 14300	\$ 3,000,973	\$ 3,313,730	\$ 3,801,977	\$ 4,587,546	20.66%
<b>Total Expenditures</b>	<b>\$ 3,000,973</b>	<b>\$ 3,313,730</b>	<b>\$ 3,801,977</b>	<b>\$ 4,587,546</b>	<b>20.66%</b>

***FY 14-15 Parks & Community Services Department  
Expenditure by Division***



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 1,619,572	\$ 1,880,298	\$ 2,174,200	\$ 2,568,032	18.11%
Maintenance & Operations	1,381,401	1,433,432	1,627,777	2,019,514	24.07%
Fixed Assets	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 3,000,973</b>	<b>\$ 3,313,730</b>	<b>\$ 3,801,977</b>	<b>\$ 4,587,546</b>	<b>20.66%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 3,000,973	\$ 3,313,730	\$ 3,801,977	\$ 4,587,546	100.00%
<b>Total Funding Sources</b>	<b>\$ 3,000,973</b>	<b>\$ 3,313,730</b>	<b>\$ 3,801,977</b>	<b>\$ 4,587,546</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

**PARKS & COMMUNITY SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Chg</b>
Regular Salaries - Non Sworn	501200	\$ 416,433	\$ 450,912	\$ 514,023	\$ 554,289	8%
Regular Salaries - Part time	501300	896,048	1,021,170	1,214,866	1,400,828	15%
Overtime	501400	4,649	4,118	-	-	0%
Accrual Payoff - Excess Maximum	501500	1,977	994	-	-	0%
Holiday Allowance	501700	-	234	-	-	0%
Separation Pay-Off	501800	6,676	18,429	-	-	0%
Other Compensation	501900	-	1,157	528	554	5%
Cafeteria Plan	505100	55,315	66,303	75,024	89,119	19%
Medicare	505200	18,168	21,149	25,077	28,357	13%
Retirement	505300	218,220	287,541	336,152	387,337	15%
Professional Development	505500	2,085	8,292	8,530	12,120	42%
Unemployment	505800	-	-	-	1,476	0%
Workers' Compensation	505900	-	-	-	93,952	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 1,619,572</b>	<b>\$ 1,880,298</b>	<b>\$ 2,174,200</b>	<b>\$ 2,568,032</b>	<b>18%</b>
Stationery and Office	510100	\$ 16,957	\$ 19,572	\$ 19,600	\$ 19,600	0%
Multi-Media, Promotions and Subs	510200	23,984	33,252	42,910	42,910	0%
Small Tools and Equipment	510300	38,226	32,428	69,127	69,127	0%
Uniform & Clothing	510400	17,654	17,941	26,710	30,710	15%
Safety and Health	510500	10,214	10,258	12,550	12,550	0%
Maintenance & Construction	510600	4,100	5,035	6,450	6,450	0%
Electricity - Buildings & Fac.	515100	70,566	79,071	76,000	79,400	4%
Electricity - Power	515200	24,534	24,981	23,000	24,000	4%
Gas	515400	14,001	12,750	14,000	21,000	50%
Water - Domestic	515500	14,098	17,060	13,800	17,115	24%
Janitorial and Housekeeping	515800	66,623	66,618	68,000	69,360	2%
Postage	520100	14,349	25,575	29,100	29,100	0%
Advertising and Public Info.	520300	498	3,769	200	200	0%
Telephone/Radio/Communications	520400	6,884	2,658	7,800	2,700	-65%
Mileage Reimbursement	520600	18	-	-	-	0%
Board Member Fees	520800	3,800	2,200	6,000	6,000	0%
Buildings and Structures	525100	-	-	1,475	1,475	0%
Landscaping and Sprinklers	525200	-	-	-	12,000	0%
Office Furniture	525600	-	-	250	250	0%
Office Equipment	525700	806	979	1,725	1,725	0%
Other Equipment	525800	5,277	5,091	17,472	23,972	37%
Employment	530100	-	1,090	-	-	0%
Consulting	530200	-	-	-	300,000	0%
Medical and Health Inspection	530600	377	373	807	807	0%
Recreation	530800	440,588	437,511	511,820	526,320	3%
External Rent	535400	295,103	315,722	340,695	340,395	0%
Grants, Loans and Subsidies	535500	240,000	240,000	240,000	240,000	0%
Central Services	535800	10,044	13,358	12,000	12,000	0%
Internal Rent - Maint. Charges	536100	30,818	39,482	52,607	50,247	-4%
Internal Rent - Repl.Cost	536200	18,622	8,400	19,244	6,574	-66%
Internal Rent - IT Replacement	536300	-	-	-	4,488	0%
General Liability	540100	-	-	-	54,604	0%
Taxes & Assessments	540700	13,237	18,239	14,435	14,435	0%
Other Costs	540900	23	21	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 1,381,401</b>	<b>\$ 1,433,432</b>	<b>\$ 1,627,777</b>	<b>\$ 2,019,514</b>	<b>24%</b>
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 3,000,973</b>	<b>\$ 3,313,730</b>	<b>\$ 3,801,977</b>	<b>\$ 4,587,546</b>	<b>21%</b>

**PARKS & COMMUNITY SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><i>PARKS &amp; COMMUNITY SERVICES - 14300</i></b>					
<b><u>Recreation Admin - 50001</u></b>					
Salaries & Benefits	\$ 357,155	\$ 538,152	\$ 571,517	\$ 717,008	25%
Maintenance & Operations	49,979	35,119	35,660	148,252	316%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b>\$ 407,134</b>	<b>\$ 573,271</b>	<b>\$ 607,177</b>	<b>\$ 865,260</b>	<b>43%</b>
<b><u>Downtown Recreation Ctr - 40121</u></b>					
Salaries & Benefits	\$ 52,989	\$ 77,726	\$ 88,020	\$ 81,914	-7%
Maintenance & Operations	93,770	93,848	99,360	106,740	7%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Downtown Rec Ctr</i></b>	<b>\$ 146,759</b>	<b>\$ 171,574</b>	<b>\$ 187,380</b>	<b>\$ 188,654</b>	<b>1%</b>
<b><u>Balearic Community Ctr - 40122</u></b>					
Salaries & Benefits	\$ 32,076	\$ 58,115	\$ 72,817	\$ 58,577	-20%
Maintenance & Operations	33,818	79,718	85,344	95,217	12%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Balearic Community Ctr</i></b>	<b>\$ 65,894</b>	<b>\$ 137,833</b>	<b>\$ 158,161</b>	<b>\$ 153,794</b>	<b>-3%</b>
<b><u>Neighborhood Comm Ctr - 40123</u></b>					
Salaries & Benefits	\$ 200,109	\$ 187,963	\$ 190,893	\$ 196,998	3%
Maintenance & Operations	87,297	93,215	93,479	100,109	7%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Neighborhood Comm Ctr</i></b>	<b>\$ 287,406</b>	<b>\$ 281,178</b>	<b>\$ 284,372</b>	<b>\$ 297,107</b>	<b>4%</b>
<b><u>Aquatics - 40212</u></b>					
Salaries & Benefits	\$ 129,384	\$ 122,435	\$ 131,228	\$ 234,390	79%
Maintenance & Operations	5,035	3,939	8,325	8,325	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Aquatics</i></b>	<b>\$ 134,419</b>	<b>\$ 126,374</b>	<b>\$ 139,553</b>	<b>\$ 242,715</b>	<b>74%</b>
<b><u>Tennis - 40213</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	26,611	27,951	25,525	26,600	4%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Tennis</i></b>	<b>\$ 26,611</b>	<b>\$ 27,951</b>	<b>\$ 25,525</b>	<b>\$ 26,600</b>	<b>4%</b>
<b><u>Adult Sports Basketball/Volleyball - 40214</u></b>					
Salaries & Benefits	\$ 26,271	\$ 29,034	\$ 28,360	\$ 28,268	0%
Maintenance & Operations	14,991	15,931	16,870	16,870	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Adult Basketball/Volleyball</i></b>	<b>\$ 41,263</b>	<b>\$ 44,966</b>	<b>\$ 45,230</b>	<b>\$ 45,138</b>	<b>0%</b>

**PARKS & COMMUNITY SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><u>Adult Sports Softball - 40215</u></b>					
Salaries & Benefits	\$ 29,863	\$ 32,031	\$ 31,689	\$ 31,596	0%
Maintenance & Operations	36,463	36,963	44,630	44,630	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Adult Sports Softball</b>	<b>\$ 66,326</b>	<b>\$ 68,994</b>	<b>\$ 76,319</b>	<b>\$ 76,226</b>	<b>0%</b>
<b><u>Fields/Field Ambassadors - 40216</u></b>					
Salaries & Benefits	\$ 113,597	\$ 141,137	\$ 144,270	\$ 220,047	53%
Maintenance & Operations	234,155	226,108	228,295	225,115	-1%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Fields/Field Ambassadors</b>	<b>\$ 347,752</b>	<b>\$ 367,245</b>	<b>\$ 372,565</b>	<b>\$ 445,162</b>	<b>19%</b>
<b><u>Youth Sports Basketball/Cheerleading - 40218</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ 25,000	\$ 35,855	43%
Maintenance & Operations	-	-	10,050	10,050	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Youth Basketball/Cheer</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 35,050</b>	<b>\$ 45,905</b>	<b>31%</b>
<b><u>Youth Sports Flag Football/Cheerleading/Soccer - 40219</u></b>					
Salaries & Benefits	\$ 494	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Youth Sports FF/C/S</b>	<b>\$ 494</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>Senior Citizens Center - 40231</u></b>					
Salaries & Benefits	\$ 447	\$ -	\$ -	\$ -	0%
Maintenance & Operations	330,200	327,566	348,230	645,790	85%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Senior Citizens Center</b>	<b>\$ 330,648</b>	<b>\$ 327,566</b>	<b>\$ 348,230</b>	<b>\$ 645,790</b>	<b>85%</b>
<b><u>Day Camp - 40232</u></b>					
Salaries & Benefits	\$ 81,792	\$ 84,978	\$ 107,037	\$ 106,006	-1%
Maintenance & Operations	69,806	81,465	79,586	79,392	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Day Camp</b>	<b>\$ 151,598</b>	<b>\$ 166,444</b>	<b>\$ 186,623</b>	<b>\$ 185,398</b>	<b>-1%</b>
<b><u>ROCKS (Playgrounds) - 40233</u></b>					
Salaries & Benefits	\$ 311,970	\$ 367,242	\$ 498,681	\$ 538,056	8%
Maintenance & Operations	17,245	20,873	42,012	42,012	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal ROCKS (Playgrounds)</b>	<b>\$ 329,215</b>	<b>\$ 388,115</b>	<b>\$ 540,693</b>	<b>\$ 580,068</b>	<b>7%</b>

**PARKS & COMMUNITY SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 11-12</u> Actual	<u>FY 12-13</u> Actual	<u>FY 13-14</u> Adopted	<u>FY 14-15</u> Adopted	<u>Percent</u> <u>Change</u>
<b><u>Teen Programs - 40236</u></b>					
Salaries & Benefits	\$ 73,776	\$ 75,970	\$ 97,895	\$ 134,363	37%
Maintenance & Operations	21,643	23,666	38,950	38,950	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Teen Programs</b>	<b>\$ 95,419</b>	<b>\$ 99,637</b>	<b>\$ 136,845</b>	<b>\$ 173,313</b>	<b>27%</b>
<b><u>Concerts - 40237</u></b>					
Salaries & Benefits	\$ 3,330	\$ 1,039	\$ -	\$ -	0%
Maintenance & Operations	9,944	-	5,900	5,900	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Concerts</b>	<b>\$ 13,274</b>	<b>\$ 1,039</b>	<b>\$ 5,900</b>	<b>\$ 5,900</b>	<b>0%</b>
<b><u>Early Childhood - 40241</u></b>					
Salaries & Benefits	\$ 125,504	\$ 113,388	\$ 131,286	\$ 127,023	-3%
Maintenance & Operations	7,844	8,033	7,850	7,850	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Early Childhood</b>	<b>\$ 133,349</b>	<b>\$ 121,422</b>	<b>\$ 139,136</b>	<b>\$ 134,873</b>	<b>-3%</b>
<b><u>Adult Instructional Classes - 40242</u></b>					
Salaries & Benefits	\$ 31,644	\$ 25,327	\$ 20,965	\$ 22,301	6%
Maintenance & Operations	72,709	81,665	92,650	92,650	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Adult Instructional</b>	<b>\$ 104,353</b>	<b>\$ 106,991</b>	<b>\$ 113,615</b>	<b>\$ 114,951</b>	<b>1%</b>
<b><u>Youth Instructional Classes - 40243</u></b>					
Salaries & Benefits	\$ 48,997	\$ 25,294	\$ 34,343	\$ 35,430	3%
Maintenance & Operations	265,244	270,795	358,400	318,400	-11%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Youth Instructional</b>	<b>\$ 314,241</b>	<b>\$ 296,089</b>	<b>\$ 392,743</b>	<b>\$ 353,830</b>	<b>-10%</b>
<b><u>Special Recreation Events - 40244</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	73	211	212	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Special Recreation Events</b>	<b>\$ -</b>	<b>\$ 73</b>	<b>\$ 211</b>	<b>\$ 212</b>	<b>0%</b>
<b><u>Parks &amp; Recreation Commission - 50125</u></b>					
Salaries & Benefits	\$ 175	\$ 466	\$ 200	\$ 200	0%
Maintenance & Operations	4,101	2,722	6,450	6,450	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Parks &amp; Recreation Comm.</b>	<b>\$ 4,276</b>	<b>\$ 3,188</b>	<b>\$ 6,650</b>	<b>\$ 6,650</b>	<b>0%</b>

**PARKS & COMMUNITY SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 11-12</u> <u>Actual</u>	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<b><u>Cultural Arts Committee - 50190</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	498	1,624	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Cultural Arts Committee</b>	<b>\$ 498</b>	<b>\$ 1,624</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>Historical Preservation Committee - 50191</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	46	2,159	-	-	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Historic Resources Comm</b>	<b>\$ 46</b>	<b>\$ 2,159</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>	<b>\$3,000,973</b>	<b>\$3,313,730</b>	<b>\$3,801,977</b>	<b>\$4,587,546</b>	<b>21%</b>



**INFORMATION TECHNOLOGY**  
**Information Technology Director (1)**

Administrative Secretary (1)  
Computer Operations & Networking  
Supervisor (1)  
Network Administrator (3)  
Senior Programmer Analyst (3)  
Systems & Programming  
Supervisor (1)  
Part-time (FTE = 0.50)



**INFORMATION TECHNOLOGY DEPARTMENT**

## **INFORMATION TECHNOLOGY DEPARTMENT**

The Information Technology Department is responsible for network administration; software development and installation; maintenance of hardware and software, including upgrade and replacement; database management; and the support and oversight of all technology-related products and services for all departments of the City of Costa Mesa. Its daily activities include, but are not limited to, maintenance of all computer systems; making sure that virus protection software are up-to-date and functioning properly; maintenance of a help desk to help troubleshoot computer-related problems; and ensuring that employees are connected and the City websites are working properly and safely. This department is further responsible for operation, maintenance, deployment, and utilization of all City computers. The department has 10 full-time positions composed of one management, two supervisory; six professional; and one clerical position. Part-time staffing consists of .5 full-time equivalents. The department has only one division:

- Information Technology Services

### **INFORMATION TECHNOLOGY SERVICES– 14600**

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

#### **Computer Operations - 50710**

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

#### **Computer Systems Development - 50720**

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

### **BUDGET NARRATIVE**

The FY 14-15 adopted budget for the I.T. Department is \$2.8 million, an increase of \$416,552 or 17.46%, compared to the adopted budget for FY 13-14. The increase in salary and benefit costs (\$255,481) is primarily due to the new I.T. Director position created on October 1, 2013 when the I.T. Department was established and separated from the Finance Department. Additional increases include retirement and professional development.

The Maintenance and Operations accounts only increased modestly by 6% overall, and includes increases in consulting for contract network assistance.

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

- Created and implemented Incidents and Calls for Service Map for PD.
- Created Crime Analysis Program, new Patrol Status Report, and CrimeMap Public website for PD.
- Restructured PERS Report Program to reflect new Employer Rate.
- Created GIS maps for Fire Department.
- Created Complete Improvement Area Map for Code Enforcement.
- Upgraded the routers and the firewalls and upgraded the entire network infrastructure.
- Installed and configured new servers in preparation for VMWare environment.
- Implemented VMWare environment for both PD and City Hall.
- Implemented new SAN solution for PD and City Hall.
- Rolled out new PCs to the desktop for all personnel.

**INFORMATION TECHNOLOGY DEPARTMENT**

**GOALS**

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

**OBJECTIVES**

- Continue to provide professional, timely, and cost effective services, and support City and PD staff's programming needs.
- Continue to provide cost effective maintenance and development software applications to City and PD staff.
- Continue to provide professional, timely, and cost effective services to the community via internet technology.
- Keep Help Desk response time at current levels or better.
- Upgrade current network.
- Deploy new version of Microsoft Office.

<b>Performance Measures/Workload Indicators:</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <u>Adopted</u></b>
Number of Printers/Terminals maintained	110/430	110/430	110/430
Help Desk requests resolved	3442	3456	3000
Number of City developed software applications	3	2	3
Number of servers maintained	80	80	80
Number of miscellaneous devices maintained	30	30	30
Number of vendor software applications maintained	1000	1000	1000

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

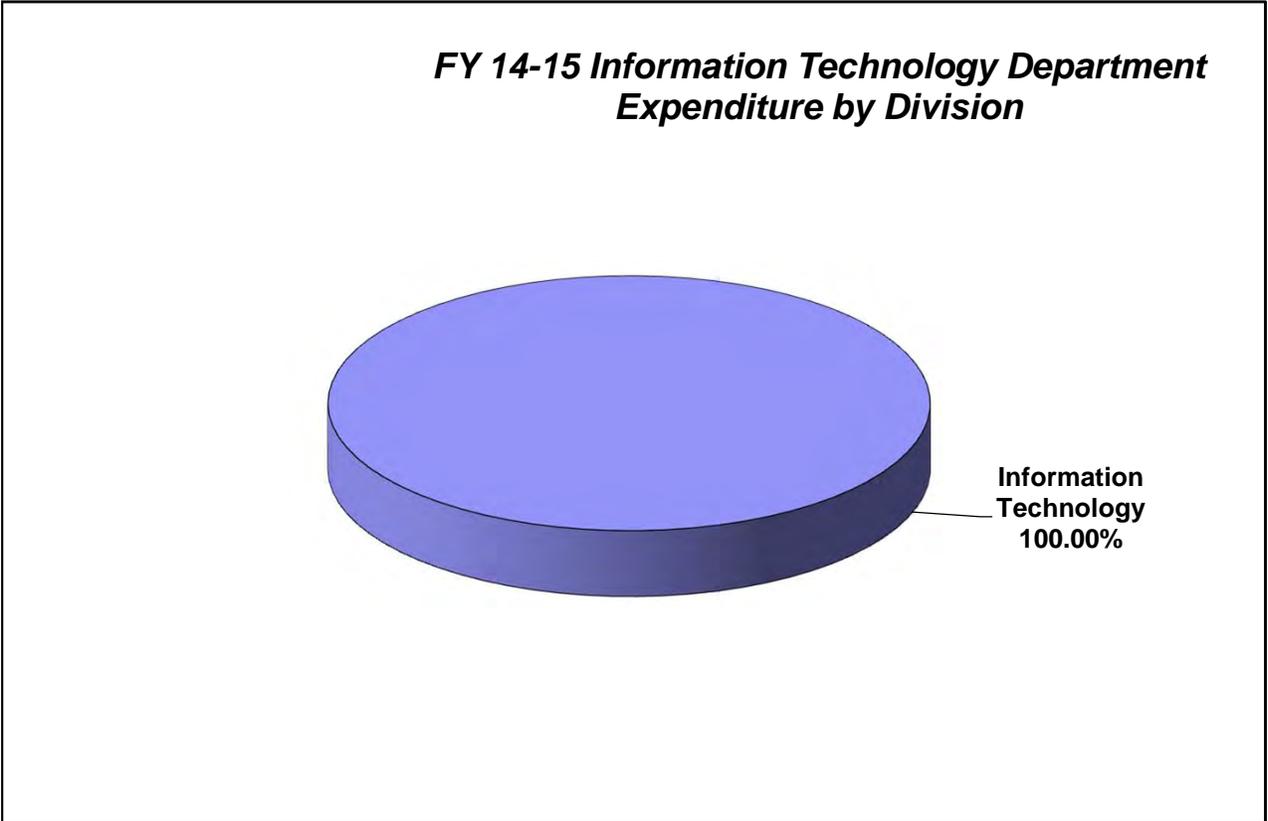
**INFORMATION TECHNOLOGY DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Information Technology - 14600</u></b>				
Information Technology Director	-	-	-	0.50
Information Technology Manager	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>	5.00	4.50	4.50	5.00
Information Technology Director	-	-	-	0.50
Information Technology Manager	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>	5.00	4.50	4.50	5.00
<b>Total Department Full-time Positions</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.00</b>
<b>Total Department Part-time Positions</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.50</b>
<b>TOTAL DEPARTMENT</b>	<b>10.00</b>	<b>9.00</b>	<b>9.00</b>	<b>10.50</b>



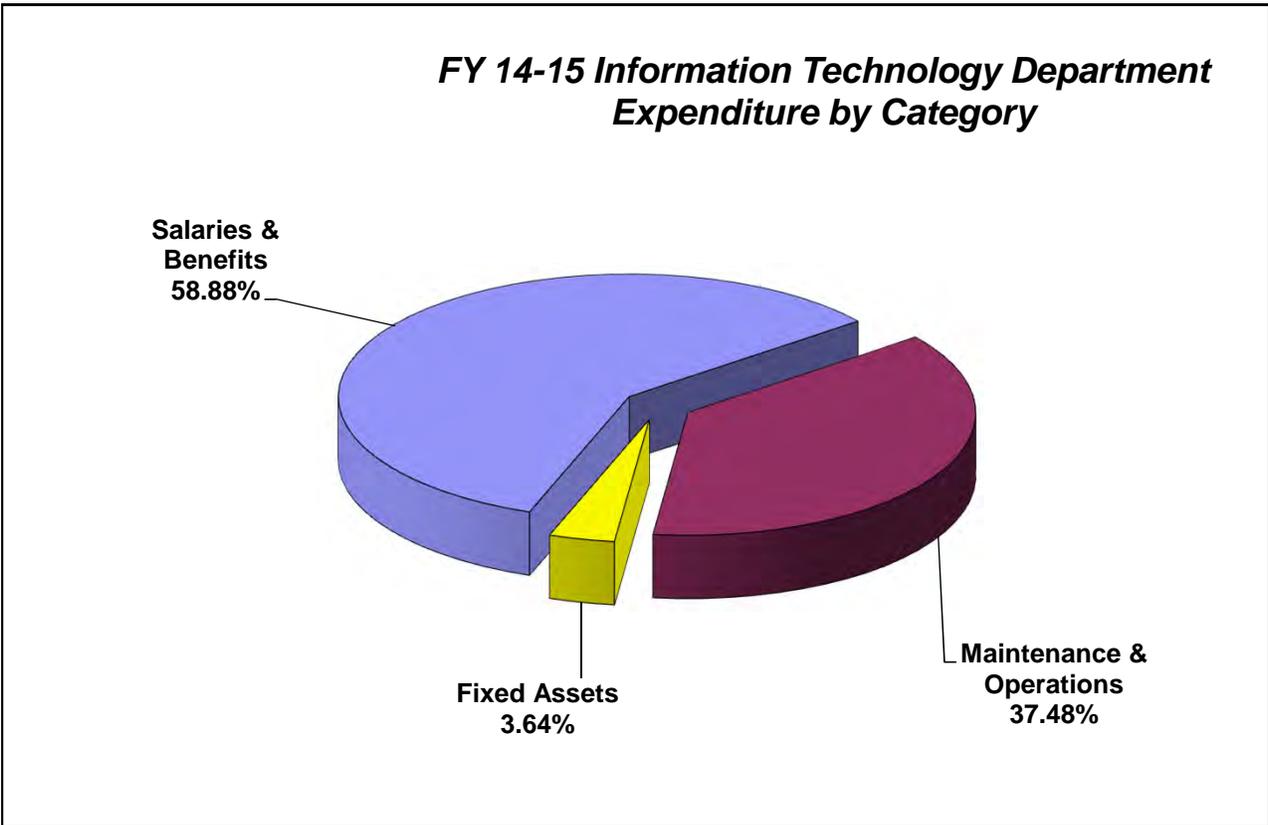
**INFORMATION TECHNOLOGY DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Division:</u></b>					
Information Technology - 14600	\$ 2,342,798	\$ 2,406,623	\$ 2,386,428	\$ 2,802,980	17.46%
<b>Total Expenditures</b>	<b>\$ 2,342,798</b>	<b>\$ 2,406,623</b>	<b>\$ 2,386,428</b>	<b>\$ 2,802,980</b>	<b>17.46%</b>



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 1,416,725	\$ 1,306,422	\$ 1,394,823	\$ 1,650,304	18.32%
Maintenance & Operations	866,825	749,548	991,605	1,050,524	5.94%
Fixed Assets	59,248	350,652	-	102,152	0.00%
<b>Total Expenditures</b>	<b>\$ 2,342,798</b>	<b>\$ 2,406,623</b>	<b>\$ 2,386,428</b>	<b>\$ 2,802,980</b>	<b>17.46%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 2,342,798	\$ 2,406,623	\$ 2,386,428	\$ 2,802,980	100.00%
<b>Total Funding Sources</b>	<b>\$ 2,342,798</b>	<b>\$ 2,406,623</b>	<b>\$ 2,386,428</b>	<b>\$ 2,802,980</b>	<b>100.00%</b>

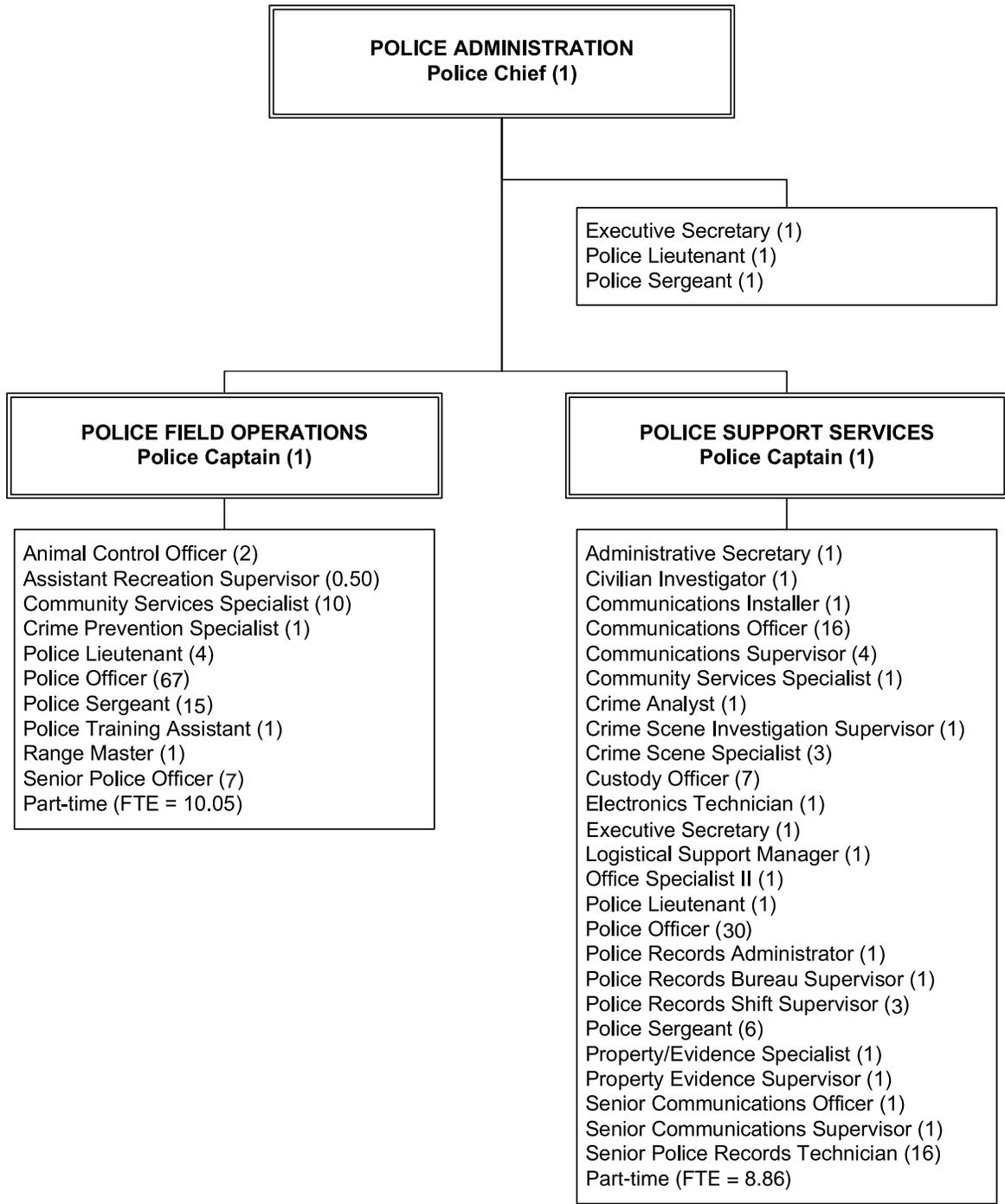
CITY OF COSTA MESA, CALIFORNIA

**INFORMATION TECHNOLOGY DEPARTMENT  
EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Chg</b>
Regular Salaries - Non Sworn	501200	\$ 1,029,672	\$ 868,999	\$ 902,040	\$ 1,017,564	13%
Regular Salaries - Part time	501300	-	-	-	17,056	0%
Overtime	501400	40,103	60,730	116,893	75,242	-36%
Accrual Payoff - Excess Maximum	501500	10,950	8,602	-	-	0%
Vacation/Comp. Time Cash Out	501600	3,468	6,186	6,919	6,919	0%
Holiday Allowance	501700	-	-	-	1,471	0%
Separation Pay-Off	501800	-	63,176	-	-	0%
Other Compensation	501900	6,820	4,692	6,182	2,244	-64%
Cafeteria Plan	505100	103,788	84,319	86,292	108,508	26%
Medicare	505200	13,522	12,418	13,068	16,126	23%
Retirement	505300	207,921	197,300	248,698	330,538	33%
Professional Development	505500	480	-	14,730	26,730	81%
Unemployment	505800	-	-	-	930	0%
Workers' Compensation	505900	-	-	-	46,976	0%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 1,416,725</b>	<b>\$ 1,306,422</b>	<b>\$ 1,394,823</b>	<b>\$ 1,650,304</b>	<b>18%</b>
Stationery and Office	510100	\$ 2,690	\$ 1,954	\$ 1,986	\$ 3,599	81%
Multi-Media, Promotions and Subs	510200	268	395	285	576	102%
Small Tools and Equipment	510300	34,901	41,500	50,218	50,218	0%
Postage	520100	2	19	200	200	0%
Telephone/Radio/Communications	520400	4,565	10,253	4,000	42,000	950%
Mileage Reimbursement	520600	-	24	-	-	0%
Office Equipment	525700	782,957	600,054	929,034	744,864	-20%
Employment	530100	-	15,827	-	-	0%
Consulting	530200	36,826	74,962	-	150,000	0%
External Rent	535400	4,587	4,516	5,782	5,508	-5%
Central Services	535800	25	45	100	100	0%
Internal Rent - IT Replacement	536300	-	-	-	17,056	0%
General Liability	540100	-	-	-	36,403	0%
Other Costs	540900	5	-	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 866,825</b>	<b>\$ 749,548</b>	<b>\$ 991,605</b>	<b>\$ 1,050,524</b>	<b>6%</b>
Office Equipment	590700	\$ -	\$ 279,662	\$ -	\$ -	0%
Other Equipment	590800	59,248	70,990	-	102,152	0%
<b>Subtotal Fixed Assets</b>		<b>\$ 59,248</b>	<b>\$ 350,652</b>	<b>\$ -</b>	<b>\$ 102,152</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 2,342,798</b>	<b>\$ 2,406,623</b>	<b>\$ 2,386,428</b>	<b>\$ 2,802,980</b>	<b>17%</b>

**INFORMATION TECHNOLOGY DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 11-12</u> <u>Actual</u>	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<b>INFORMATION TECHNOLOGY - 14600</b>					
<b><u>Computer Operations - 50710</u></b>					
Salaries & Benefits	\$ 673,264	\$ 631,970	\$ 693,883	\$ 800,269	15%
Maintenance & Operations	866,825	749,548	991,605	1,050,233	6%
Fixed Assets	59,248	350,652	-	102,152	0%
<b><i>Subtotal Computer Operations</i></b>	<b><u>\$1,599,337</u></b>	<b><u>\$1,732,171</u></b>	<b><u>\$1,685,488</u></b>	<b><u>\$1,952,654</u></b>	<b><u>16%</u></b>
<b><u>Computer Systems Development - 50720</u></b>					
Salaries & Benefits	\$ 743,461	\$ 674,452	\$ 700,940	\$ 850,035	21%
Maintenance & Operations	-	-	-	291	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Computer Systems Dev</i></b>	<b><u>\$ 743,461</u></b>	<b><u>\$ 674,452</u></b>	<b><u>\$ 700,940</u></b>	<b><u>\$ 850,326</u></b>	<b><u>21%</u></b>
<b>Total Expenditures</b>	<b><u>\$2,342,798</u></b>	<b><u>\$2,406,623</u></b>	<b><u>\$2,386,428</u></b>	<b><u>\$2,802,980</u></b>	<b><u>17%</u></b>



## ***POLICE DEPARTMENT***

The Police Department is tasked with protecting life and property while preserving the peace. The department has 217.5 full-time positions, of which 136 are sworn and 81.5 are professional staff. Full-time staffing is composed of 11 management positions, 35 supervisory, and 171.5 line-level positions. Part-time staffing consists of 18.91 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; and conducts department budget and grant administration.

#### **Contract & Special Events - 10114**

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

#### **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.

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

#### **Youth Crime Intervention - 10135**

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

#### **Property & Evidence - 10136**

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

#### **Jail - 10137**

Provides 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 14-15 adopted budget for the Police Department totals \$44,035,638 which reflects an increase of \$3,787,246 or 9.41% compared to the FY 13-14 adopted budget. Salaries and benefit accounts increased by \$2.7 million primarily due to a side-letter agreement that provided a 4% salary increase for sworn personnel, based on city revenue growth. Also included is an increase in the department's share of workers compensation (\$164,124),

Maintenance & operation (M&O) reflects an increase of \$999,172. This increase is primarily due to the cost of the G4S contract (\$750,000) to take over operation of the jail which is reflected in the Consulting account. Also included is an increase for Small Tools & Equipment (\$300,000) in the Narcotics Asset Forfeiture Fund (Fund 217) for use by the Department for various needs, including special events and projects. The budget also includes funding of police helicopter support from the City of Huntington Beach – consistent with prior years.

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

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

- Evaluated Department reorganization under a two-command model, and determined it adequately served needs of the Department and community
- Evaluated Hybrid 4/10 Patrol scheduling model for efficiencies
- Adopted and implemented citywide Emergency Preparedness Program
- Began implementation of succession plan (currently in-progress)
- Collaborated with Neighborhood Improvement Task Force to begin efforts towards addressing Homeless Task Force objectives, and issues with problem hotels/motels and dispensaries
- Maintained staffing of Reserve, Volunteer and Explorer programs
- Evaluated RFP's, for budget efficiencies, for jail services and replacement CAD/RMS system; evaluated RFQ's, for budget efficiencies, for MDC's and police car emergency equipment
- Expanded press and community relations utilizing contemporary social media resources (e.g. Nixle, Facebook, Kelly's Corner)

## ***POLICE DEPARTMENT***

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

- Developed Crime Statistical Data Systems and Crime Mapping – enabling real-time public access, and for development of “hot spot” police enforcement strategies
- Began development of strategic IT plan for Department: CAD/RMS, Automated Property System, Document Imaging, Early Warning Systems and ILJAOC participation/compliance
- Identified replacement patrol sedan
- Achieved 100% compliance with all State and legislative training mandates for department personnel
- Met all Peace Officers Standards and Training (POST) mandates with 100% compliance
- Obtained grant awards (*UASI, JAG, & OTS*) to fund Department training and initiatives during the fiscal year

### ***GOALS***

- 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***

- Effectively manage recent contraction of Patrol staffing and specialty details (Gang Investigators, Student Resource Officers, etc.)
- Develop ways to reinforce efficiencies realized through current Hybrid 4/10 Patrol scheduling model – e.g. evaluate feasibility of implementing traditional 3/12 Patrol schedule model as a temporary strategic solution
- Seek additional resources (training, technological and contingency-planning) to more fully develop citywide Emergency Preparedness Program
- Continue development of succession planning efforts
- Effectively administer police department’s decentralized approach, collaborating with Neighborhood Improvement Task Force
- Continue active recruitment of qualified applicants for Reserve, Volunteer and Explorer programs
- Evaluate RFP’s for possible budget efficiencies
- Continue developing press and community relations using established social media resources
- Effectively utilize Crime Statistical Data Systems and Crime Mapping to develop focused crime enforcement and problem abatement strategies
- Continue development and implementation of strategic IT plan for Department: CAD/RMS, Automated Property System, Document Imaging, Early Warning Systems and ILJAOC participation/compliance
- Complete replacement of patrol vehicle fleet with newly selected sedan(s)
- Achieve 100% compliance with all State and legislative training mandates for department personnel
- Meet all Peace Officers Standards and Training (POST) mandates with 100% compliance
- Obtain grant awards (*UASI, JAG, & OTS*) to fund Department training and initiatives during the fiscal year

**POLICE DEPARTMENT**

<b>Performance Measures/Workload Indicators:</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <u>Adopted</u></b>
• Records Bureau Cases/Arrest Reports Processed	16,384	18,133	15,128
• Custody Bookings	3,811	3,500	3,692
• Crime Scene Investigation – Photo/Prints Made	3,970	4,500	4,250
• Property and Evidence – Total Items Booked	8,741	7,900	7,694
• Emergency calls	1,204	1,180	1,330
Responded within 5 minutes	937	968	1,020
Effectiveness	78%	82%	77%
• Non-emergency calls	75,877	64,000	72,298
Responded within 15 minutes	71,604	60,080	67,864
Effectiveness	94%	95%	94%
• Responded within 30 minutes	74,864	63,360	71,128
Effectiveness	99%	99%	99%
• Hit-and-run investigations	204	380	200
Cases cleared	152	247	200
Effectiveness	75%	65%	100%
• Traffic customer survey rating good or better	79%	90%	79%
• Assigned robbery cases	84	100	100
Cases cleared	43	35	35
Effectiveness	51%	35%	35%
• Assigned crimes against persons cases	143	120	150
Cases cleared	116	84	105
Effectiveness	81%	70%	70%
• Assigned burglary cases	354	800	350
Cases cleared	255	320	140
Effectiveness	72%	40%	40%
• Assigned theft cases	1,016	1,000	1,000
Cases cleared	635	400	400
Effectiveness	63%	40%	40%
• Assigned juvenile cases	206	205	220
Cases cleared	209	184	198
Effectiveness	101%	90%	90%
• Economic/identity theft cases	135	300	200
Cases cleared	76	120	80
Effectiveness	56%	40%	40%

***POLICE DEPARTMENT***

<b>Performance Measures/Workload Indicators (Continued):</b>	<b><u>FY 12-13 Actual</u></b>	<b><u>FY 13-14 Adopted</u></b>	<b><u>FY 14-15 Adopted</u></b>
• 911 Emergency/Public Safety calls received	55,681	53,500	52,216
• 911 calls answered within 10 seconds	95%	97%	94%
• Calls for Service	99,184	99,000	97,492
• Telephone Calls Received	N/A	239,000	N/A
• Telecomm Quest Link	658	600	622
• Animal Control – Calls for Service	3,769	3,200	3,594
• Animal Control – Impounds	1,943	1,300	1,662

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

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 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	7.00	10.00	10.00	10.00
Corporal	1.00	1.00	-	-
Crime Prevention Specialist	-	1.00	1.00	1.00
Police Lieutenant	4.00	4.00	4.00	4.00
Police Officer	64.00	50.00	49.00	54.00
Police Sergeant	14.00	14.00	13.00	13.00
Senior Police Officer	8.00	9.00	8.00	7.00
Volunteer Coordinator	1.00	-	-	-
<i>Subtotal Field Area Policing - 10111</i>	100.00	90.00	86.00	90.00
Community Services Specialist	4.00	-	-	-
Police Lieutenant	1.00	-	-	-
Police Officer	12.00	12.00	12.00	12.00
Police Sergeant	1.00	2.00	2.00	2.00
<i>Subtotal Traffic Enforcement - 10113</i>	18.00	14.00	14.00	14.00
Assistant Recreation Supervisor*	1.00	1.00	0.50	0.50
Police Officer	-	-	1.00	1.00
Police Sergeant	1.00	-	-	-
Senior Police Officer	1.00	1.00	-	-
<i>Subtotal Contract &amp; Special Events - 10114</i>	3.00	2.00	1.50	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	-	-	-
<i>Subtotal Training - 10133</i>	4.00	3.00	3.00	3.00
Animal Control Officer	3.00	2.00	2.00	2.00
<i>Subtotal Animal Control - 10139</i>	3.00	2.00	2.00	2.00
<b>Total Police Field Operations Full-time Positions</b>	<b>128.00</b>	<b>111.00</b>	<b>106.50</b>	<b>110.50</b>
<b>Total Police Fld Ops Part-time Positions (in FTE's)</b>	<b>6.05</b>	<b>10.05</b>	<b>10.05</b>	<b>10.05</b>

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

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b>Police Support Services - 15400</b>				
Police Administrative Svcs Commander	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	1.00
Police Lieutenant	1.00	-	-	-
<i>Subtotal Administration - 50001</i>	5.00	3.00	3.00	3.00
Police Captain	-	-	-	-
Police Helicopter Sergeant	1.00	-	-	-
Police Helicopter Pilot	-	-	-	-
Police Sergeant	-	-	-	-
<i>Subtotal Helicopter Patrol - 10112</i>	1.00	-	-	-
Police Captain	-	-	-	-
Civilian Investigator	1.00	1.00	1.00	1.00
Community Services Specialist	-	-	-	-
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	12.00	12.00	13.00	15.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	3.00	2.00	2.00	-
<i>Subtotal Crime Investigation - 10120</i>	21.00	20.00	21.00	21.00
Community Services Specialist	-	1.00	1.00	1.00
Police Officer	-	6.00	7.00	7.00
Police Sergeant	-	1.00	1.00	1.00
<i>Subtotal Special Investigation Unit - 10127</i>	-	8.00	9.00	9.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Information System Specialist	-	-	-	-
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	3.00	3.00	3.00	3.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	4.00	4.00	4.00	4.00
Executive Secretary	-	-	-	1.00
Office Specialist II	1.00	1.00	1.00	-
Police Officer	7.00	7.00	8.00	8.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	1.00	1.00	1.00	-
<i>Subtotal Youth Crime Intervention - 10135</i>	10.00	10.00	11.00	10.00

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

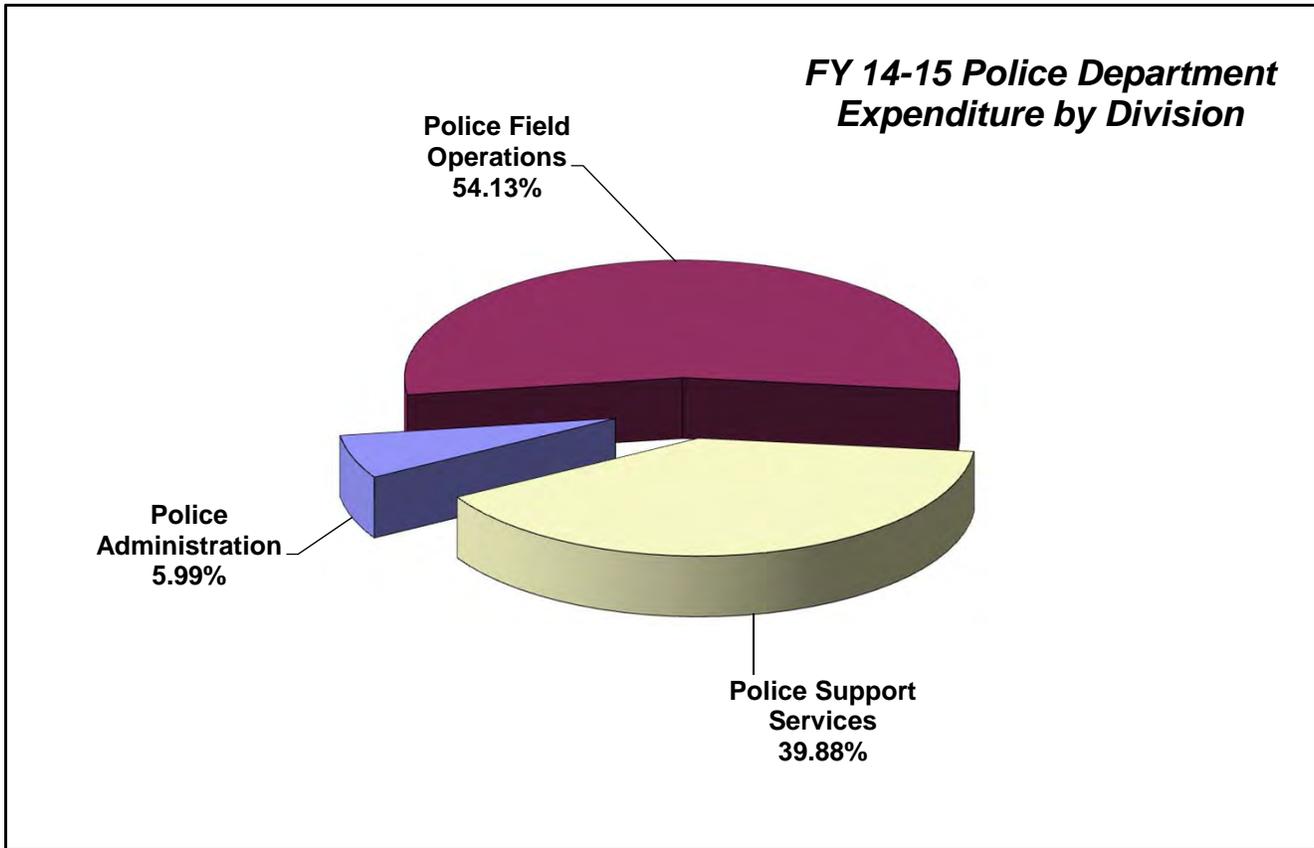
	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Police Support Services - 15400 continued</u></b>				
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Property &amp; Evidence - 10136</i>	2.00	2.00	2.00	2.00
Police Sergeant	1.00	-	-	1.00
Custody Officer	11.00	7.00	7.00	7.00
<i>Subtotal Jail - 10137</i>	12.00	7.00	7.00	8.00
Police Lieutenant	-	1.00	-	-
Telecommunications Manager	0.40	-	-	-
Communications Officer	15.00	15.00	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Administrative Secretary	0.60	-	-	-
Senior Communications Officer	2.00	2.00	1.00	1.00
Senior Communications Supervisor	0.80	1.00	1.00	1.00
<i>Subtotal Telecomm Operations - 51010</i>	22.80	23.00	22.00	22.00
Telecommunications Manager	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	-	-	-
Senior Communications Supervisor	0.10	-	-	-
<i>Subtotal Technical Support/Maint - 51020</i>	2.70	2.00	2.00	2.00
Police Sergeant	-	1.00	1.00	1.00
Telecommunications Manager	0.30	-	-	-
Administrative Secretary	0.10	-	-	-
Senior Communications Supervisor	0.10	-	-	-
<i>Subtotal Emergency Services - 51040</i>	0.50	1.00	1.00	1.00
<b>Total Police Support Services Full-time Positions</b>	<b>102.00</b>	<b>101.00</b>	<b>103.00</b>	<b>103.00</b>
<b>Total Police Supt Svcs Part-time Positions (in FTE's)</b>	<b>11.91</b>	<b>9.55</b>	<b>14.13</b>	<b>8.86</b>
<b>Total Department Full-time Positions</b>	<b>234.00</b>	<b>216.00</b>	<b>213.50</b>	<b>217.50</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>17.96</b>	<b>19.60</b>	<b>24.18</b>	<b>18.91</b>
<b>TOTAL DEPARTMENT</b>	<b>251.96</b>	<b>235.60</b>	<b>237.68</b>	<b>236.41</b>

\*Position previously titled "Special Events Coordinator"



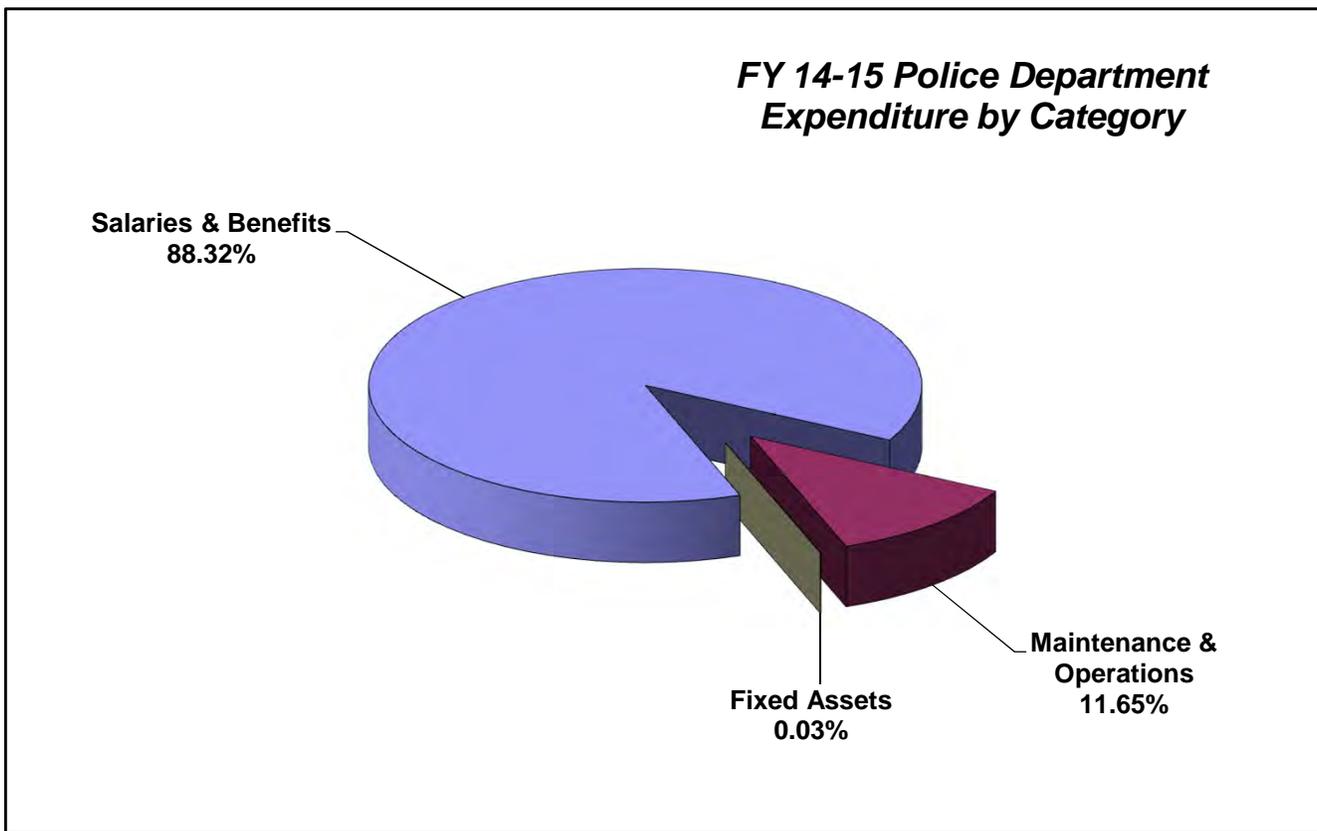
**POLICE DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b>Expenditure by Division:</b>					
Police Administration - 15100	\$ 2,105,687	\$ 2,509,957	\$ 2,249,754	\$ 2,639,693	17.33%
Police Field Operations - 15300	22,245,892	20,150,767	21,352,966	23,836,033	11.63%
Police Support Services - 15400	13,530,324	14,679,808	16,645,671	17,559,912	5.49%
<b>Total Expenditures</b>	<b>\$ 37,881,903</b>	<b>\$ 37,340,531</b>	<b>\$ 40,248,392</b>	<b>\$ 44,035,638</b>	<b>9.41%</b>



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b>Expenditure by Category:</b>					
Salaries & Benefits	\$ 33,804,729	\$ 33,143,712	\$ 36,102,331	\$ 38,890,405	7.72%
Maintenance & Operations	3,666,897	3,670,792	4,130,061	5,129,233	24.19%
Fixed Assets	410,277	526,027	16,000	16,000	0.00%
<b>Total Expenditures</b>	<b>\$ 37,881,903</b>	<b>\$ 37,340,531</b>	<b>\$ 40,248,392</b>	<b>\$ 44,035,638</b>	<b>9.41%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b>Funding Sources:</b>					
General Fund - 101	\$ 35,995,796	\$ 35,246,231	\$ 38,292,488	\$ 41,943,898	95.14%
Prop 172 Fund - 202	965,897	704,745	1,182,606	986,418	2.94%
SLESF Fund - 213	220,802	232,517	215,785	244,509	0.54%
Narcotics Forfeiture Fund - 217	699,408	1,157,038	557,513	860,812	1.39%
<b>Total Funding Sources</b>	<b>\$ 37,881,903</b>	<b>\$ 37,340,531</b>	<b>\$ 40,248,392</b>	<b>\$ 44,035,638</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 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Sworn	501100	\$ 13,403,216	\$ 12,134,384	\$ 13,402,992	\$ 14,671,883	9%
Regular Salaries - Non Sworn	501200	4,866,303	4,645,615	5,226,070	5,088,195	-3%
Regular Salaries - Part time	501300	594,583	899,493	1,275,552	971,869	-24%
Overtime	501400	2,194,796	2,489,245	2,259,043	1,924,501	-15%
Accrual Payoff - Excess Maximum	501500	158,302	167,702	182,600	179,400	-2%
Vacation/Comp. Time Cash Out	501600	112,268	62,305	79,550	78,550	-1%
Holiday Allowance	501700	112,148	240,743	89,800	79,800	-11%
Separation Pay-Off	501800	160,882	394,922	-	-	0%
Other Compensation	501900	1,852,715	1,717,583	1,844,690	1,877,520	2%
Cafeteria Plan	505100	1,675,154	1,591,015	1,800,270	1,801,217	0%
Medicare	505200	304,282	299,091	333,111	341,415	2%
Retirement	505300	7,375,113	7,304,717	8,530,599	10,634,206	25%
Professional Development	505500	97,402	101,318	117,745	117,745	0%
Unemployment	505800	18,526	19,280	20,997	20,167	-4%
Workers' Compensation	505900	879,039	1,076,299	939,312	1,103,936	18%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 33,804,729</b>	<b>\$ 33,143,712</b>	<b>\$ 36,102,331</b>	<b>\$ 38,890,405</b>	<b>8%</b>
Stationery and Office	510100	\$ 117,987	\$ 55,141	\$ 68,700	\$ 68,700	0%
Multi-Media, Promotions and Subs	510200	41,472	40,414	72,070	72,070	0%
Small Tools and Equipment	510300	77,793	137,031	206,580	506,580	145%
Uniform & Clothing	510400	131,917	129,964	154,050	154,050	0%
Safety and Health	510500	140,589	92,162	195,695	195,695	0%
Maintenance & Construction	510600	23,651	6,197	6,250	6,250	0%
Waste Disposal	515700	1,430	1,022	1,500	1,300	-13%
Janitorial and Housekeeping	515800	95,800	96,850	97,000	98,940	2%
Postage	520100	8,585	9,777	15,120	15,120	0%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Telephone/Radio/Communications	520400	149,584	198,883	185,000	232,160	25%
Meetings & Conferences	520500	-	74	-	-	0%
Mileage Reimbursement	520600	497	652	1,100	1,100	0%
Buildings and Structures	525100	334	9,168	3,750	3,750	0%
Office Furniture	525600	195	-	250	250	0%
Office Equipment	525700	20,834	29,549	38,450	28,450	-26%
Other Equipment	525800	157,350	171,466	211,000	186,000	-12%
Consulting	530200	306,268	341,034	431,500	1,126,500	161%
Financial & Information Svcs	530500	785	-	-	-	0%
Medical and Health Inspection	530600	97,386	96,456	110,500	110,500	0%
Law Enforcement	530700	450,620	497,482	489,500	489,500	0%
External Rent	535400	253,445	251,635	246,715	246,715	0%
Central Services	535800	8,030	17,282	21,000	21,000	0%
Internal Rent - Maint. Charges	536100	714,387	715,230	912,664	862,277	-6%
Internal Rent - Repl.Cost	536200	556,077	281,800	293,755	154,193	-48%
Internal Rent - IT Replacement	536300	-	-	-	36,804	0%
General Liability	540100	311,467	491,200	367,812	511,229	39%
Other Costs	540900	412	322	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 3,666,897</b>	<b>\$ 3,670,792</b>	<b>\$ 4,130,061</b>	<b>\$ 5,129,233</b>	<b>24%</b>
Buildings and Structures	590400	\$ -	\$ 213,275	\$ -	\$ -	0%
Automotive Equipment	590500	-	214,953	-	-	0%
Other Equipment	590800	\$ 410,277	\$ 97,799	\$ 16,000	\$ 16,000	0%
<b>Subtotal Fixed Assets</b>		<b>\$ 410,277</b>	<b>\$ 526,027</b>	<b>\$ 16,000</b>	<b>\$ 16,000</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 37,881,903</b>	<b>\$ 37,340,531</b>	<b>\$ 40,248,392</b>	<b>\$ 44,035,638</b>	<b>9%</b>

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

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><i>POLICE ADMINISTRATION - 15100</i></b>					
<b><u>Police Administration - 50001</u></b>					
Salaries & Benefits	\$ 1,714,129	\$ 1,957,691	\$ 1,806,449	\$ 2,062,056	14%
Maintenance & Operations	391,558	552,266	443,305	577,637	30%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b><u>\$ 2,105,687</u></b>	<b><u>\$ 2,509,957</u></b>	<b><u>\$ 2,249,754</u></b>	<b><u>\$ 2,639,693</u></b>	<b><u>17%</u></b>
<b><i>POLICE FIELD OPERATIONS - 15300</i></b>					
<b><u>Field Area Policing - 10111</u></b>					
Salaries & Benefits	\$16,095,547	\$14,935,387	\$15,532,907	\$17,939,744	15%
Maintenance & Operations	1,177,078	740,838	809,370	752,347	-7%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Field Area Policing</i></b>	<b><u>\$ 17,272,625</u></b>	<b><u>\$ 15,676,225</u></b>	<b><u>\$ 16,342,277</u></b>	<b><u>\$ 18,692,091</u></b>	<b><u>14%</u></b>
<b><u>Traffic Enforcement - 10113</u></b>					
Salaries & Benefits	\$ 2,685,017	\$ 2,588,637	\$ 2,657,893	\$ 2,932,926	10%
Maintenance & Operations	584,283	522,900	674,735	608,911	-10%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Traffic Enforcement</i></b>	<b><u>\$ 3,269,300</u></b>	<b><u>\$ 3,111,537</u></b>	<b><u>\$ 3,332,628</u></b>	<b><u>\$ 3,541,837</u></b>	<b><u>6%</u></b>
<b><u>Contract &amp; Special Events - 10114</u></b>					
Salaries & Benefits	\$ 661,931	\$ 449,677	\$ 654,725	\$ 560,008	-14%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Contract &amp; Special Events</i></b>	<b><u>\$ 661,931</u></b>	<b><u>\$ 449,677</u></b>	<b><u>\$ 654,725</u></b>	<b><u>\$ 560,008</u></b>	<b><u>-14%</u></b>
<b><u>Training - 10133</u></b>					
Salaries & Benefits	\$ 572,858	\$ 475,652	\$ 527,586	\$ 562,090	7%
Maintenance & Operations	53,071	45,296	67,290	60,877	-10%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Training</i></b>	<b><u>\$ 625,929</u></b>	<b><u>\$ 520,948</u></b>	<b><u>\$ 594,876</u></b>	<b><u>\$ 622,967</u></b>	<b><u>5%</u></b>
<b><u>Community Services - 10134</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	359	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Community Services</i></b>	<b><u>\$ 359</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>0%</u></b>

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

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><u>Animal Control - 10139</u></b>					
Salaries & Benefits	\$ 245,904	\$ 244,284	\$ 241,983	\$ 249,314	3%
Maintenance & Operations	103,888	94,626	122,021	114,791	-6%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Animal Control</b>	<b>\$ 349,793</b>	<b>\$ 338,910</b>	<b>\$ 364,004</b>	<b>\$ 364,105</b>	<b>0%</b>
<b><u>RAID - 10143</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	65,955	53,471	64,455	55,025	-15%
Fixed Assets	-	-	-	-	0%
<b>Subtotal RAID</b>	<b>\$ 65,955</b>	<b>\$ 53,471</b>	<b>\$ 64,455</b>	<b>\$ 55,025</b>	<b>-15%</b>
<b><u>POLICE SUPPORT SERVICES - 15400</u></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 584,141	\$ 463,661	\$ 585,281	\$ 635,520	9%
Maintenance & Operations	122,723	182,623	201,710	198,540	-2%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Administration</b>	<b>\$ 706,864</b>	<b>\$ 646,284</b>	<b>\$ 786,991</b>	<b>\$ 834,060</b>	<b>6%</b>
<b><u>Helicopter Patrol - 10112</u></b>					
Salaries & Benefits	\$ 121,081	\$ 1,916	\$ -	\$ -	0%
Maintenance & Operations	291,452	263,299	300,000	300,000	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Helicopter Patrol</b>	<b>\$ 412,533</b>	<b>\$ 265,215</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>0%</b>
<b><u>Crime Investigation - 10120</u></b>					
Salaries & Benefits	\$ 3,339,240	\$ 3,340,376	\$ 3,564,821	\$ 3,810,606	7%
Maintenance & Operations	178,735	111,890	138,493	116,062	-16%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Crime Investigation</b>	<b>\$ 3,517,975</b>	<b>\$ 3,452,266</b>	<b>\$ 3,703,314</b>	<b>\$ 3,926,668</b>	<b>6%</b>
<b><u>Special Investigation Unit - 10127</u></b>					
Salaries & Benefits	\$ -	\$ 1,356,109	\$ 1,602,723	\$ 1,696,445	6%
Maintenance & Operations	-	382,287	392,983	692,665	76%
Fixed Assets	-	428,228	16,000	16,000	0%
<b>Subtotal Vice &amp; Narcotics</b>	<b>\$ -</b>	<b>\$ 2,166,624</b>	<b>\$ 2,011,706</b>	<b>\$ 2,405,110</b>	<b>20%</b>

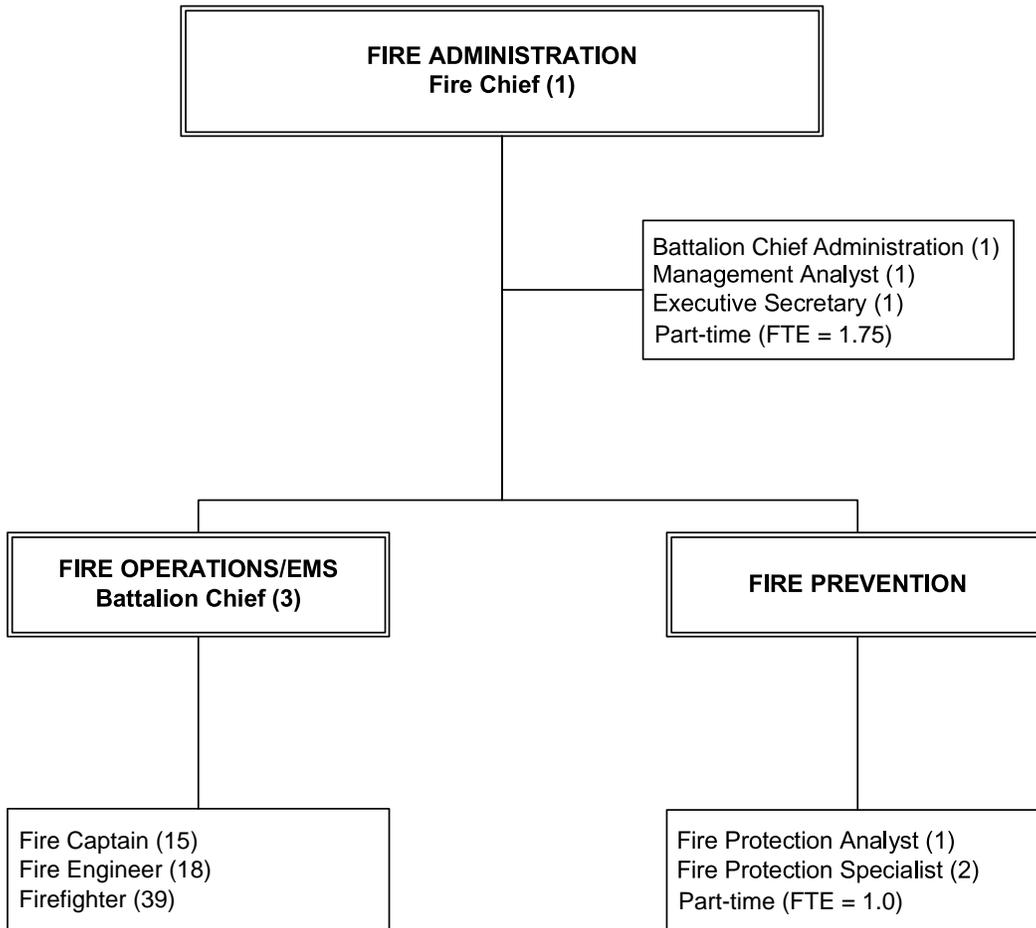
**POLICE DEPARTMENT**  
**EXPENDITURE SUMMARY BY PROGRAM**

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><u>Records/Information Systems - 10131</u></b>					
Salaries & Benefits	\$ 1,786,312	\$ 1,808,021	\$ 2,043,000	\$ 1,952,548	-4%
Maintenance & Operations	94,341	108,695	148,750	148,750	0%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Records/Info Systems</b>	<b>\$ 1,880,652</b>	<b>\$ 1,916,715</b>	<b>\$ 2,191,750</b>	<b>\$ 2,101,298</b>	<b>-4%</b>
<b><u>Crime Scene Investigation/Photos - 10132</u></b>					
Salaries & Benefits	\$ 371,127	\$ 486,239	\$ 517,063	\$ 524,727	1%
Maintenance & Operations	63,902	55,490	74,754	66,656	-11%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Crime Scene Inv/Photos</b>	<b>\$ 435,030</b>	<b>\$ 541,730</b>	<b>\$ 591,817</b>	<b>\$ 591,383</b>	<b>0%</b>
<b><u>Youth Crime Intervention - 10135</u></b>					
Salaries & Benefits	\$ 1,591,792	\$ 1,052,478	\$ 1,502,575	\$ 1,687,499	12%
Maintenance & Operations	28,325	28,995	30,301	35,712	18%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Youth Crime Intervention</b>	<b>\$ 1,620,117</b>	<b>\$ 1,081,473</b>	<b>\$ 1,532,876</b>	<b>\$ 1,723,211</b>	<b>12%</b>
<b><u>Property &amp; Evidence - 10136</u></b>					
Salaries & Benefits	\$ 243,331	\$ 241,733	\$ 314,127	\$ 326,295	4%
Maintenance & Operations	58,456	53,072	64,782	61,035	-6%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Property &amp; Evidence</b>	<b>\$ 301,786</b>	<b>\$ 294,805</b>	<b>\$ 378,909</b>	<b>\$ 387,330</b>	<b>2%</b>
<b><u>Jail - 10137</u></b>					
Salaries & Benefits	\$ 1,269,984	\$ 930,843	\$ 1,221,162	\$ 915,026	-25%
Maintenance & Operations	49,723	58,792	59,025	805,165	1264%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Jail</b>	<b>\$ 1,319,706</b>	<b>\$ 989,635</b>	<b>\$ 1,280,187</b>	<b>\$ 1,720,191</b>	<b>34%</b>
<b><u>Equipment Maintenance - 10138</u></b>					
Salaries & Benefits	\$ 16,521	\$ 19,174	\$ -	\$ -	0%
Maintenance & Operations	14,745	13,292	21,846	20,388	-7%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Equipment Maintenance</b>	<b>\$ 31,267</b>	<b>\$ 32,466</b>	<b>\$ 21,846</b>	<b>\$ 20,388</b>	<b>-7%</b>

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

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><u>Telecomm Operations - 51010</u></b>					
Salaries & Benefits	\$ 2,286,295	\$ 2,532,944	\$ 2,917,288	\$ 2,635,115	-10%
Maintenance & Operations	157,758	205,685	225,220	252,580	12%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Telecomm Operations</i></b>	<b>\$ 2,444,054</b>	<b>\$ 2,738,629</b>	<b>\$ 3,142,508</b>	<b>\$ 2,887,695</b>	<b>-8%</b>
<b><u>Technical Support/Maint - 51020</u></b>					
Salaries & Benefits	\$ 186,514	\$ 134,533	\$ 209,413	\$ 220,615	5%
Maintenance & Operations	224,691	194,598	252,171	238,242	-6%
Fixed Assets	410,277	97,799	-	-	0%
<b><i>Subtotal Tech Support/Maint</i></b>	<b>\$ 821,483</b>	<b>\$ 426,930</b>	<b>\$ 461,584</b>	<b>\$ 458,857</b>	<b>-1%</b>
<b><u>Emergency Services - 51040</u></b>					
Salaries & Benefits	\$ 33,004	\$ 124,357	\$ 203,334	\$ 179,871	-12%
Maintenance & Operations	5,853	2,678	38,850	23,850	-39%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Emergency Services</i></b>	<b>\$ 38,857</b>	<b>\$ 127,035</b>	<b>\$ 242,184</b>	<b>\$ 203,721</b>	<b>-16%</b>
<b>Total Expenditures</b>	<b>\$37,881,903</b>	<b>\$37,340,531</b>	<b>\$40,248,392</b>	<b>\$44,035,638</b>	<b>9%</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 82 full-time staff members, 77 sworn positions and 5 non-sworn positions. Part-time staffing consists of 2.75 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; provides oversight and coordination for department training and education; represents the Department on countywide fire/rescue/emergency medical services committees; coordinates ordering and purchasing; manages the department's human resources; manages the department's records and 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 14-15 adopted budget for the Fire Department is \$20,133,295, a decrease of \$1,398,002 or -6.49%, compared to the FY 13-14 adopted budget. The decrease is mostly attributed to the Department's adoption of a new service delivery model approved by the City Council on May 7, 2013. The new model resulted in the reduction of 12 full time vacant positions. An offset to this decrease was a \$300,000 increase in overtime which resulted in a net savings of \$758,000.

Decreases in maintenance and operations costs of \$335,293 are mostly attributed to a temporary decrease of internal rent vehicle replacement costs which is being slightly offset by increases in the supplies accounts for the Fire Rescue/Emergency Medical Services Division.

**PRIOR YEAR'S ACCOMPLISHMENTS**

**Fire Operations**

- Successfully sent two firefighters to paramedic school.
- Replaced 10 year old mattresses at every fire station through a generous donation from Sit n' Sleep and Tempur-pedic; approximate retail value \$68,000.
- Implemented Phase 1 of Fire Department re-organization plan, saving \$40,000 per pay period in overtime costs alone, and eliminated six positions for additional salary savings and a reduction of overtime of an average of \$40k a pay period.
- Through Prop 172 funds, replaced permanent stickers to identify fire apparatus with interchangeable slide out unit identification placards. This resulted in the eliminating the cost of re-stickering a fire apparatus when it is redeployed to a new fire station.
- Utilized a grant through Fireman Fund's for David Clark Emergency Communication Headsets. These headsets outfitted two reserve engines, enabling communication capabilities among crew members while responding to and from an incident and day-to-day operations.
- First Fire Department in OC to be 100% electronic transitioning from paper pre-hospital care reporting to electronic (ePCR).
- Acquired GIS Data Analytics software.
- Implemented Phase 1 of the development of a public portal for Fire CAD Mapping software.

<u>Community Education</u>	<u>Participants</u>
• Stations Tours:	402
• Engine Visits:	6212
• Presentations:	1791
• CERT/Teen CERT:	98
• Citizen's Fire Academy	23
• Special Events:	16,575
<b>TOTAL:</b>	<b>25,101</b>

<b>Volunteer Hours - CERT</b>	<b>4044hrs</b>
<b>Volunteer Hours - Fire Prevention</b>	<b>350hrs</b>

**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 has been implemented to improve workflow and data efficiency.

**Fire/Rescue/Emergency Medical Services**

The Fire Department recently implemented phase one of the department's reorganization by leasing two paramedic ambulances. Under City Council approval, the Fire Department purchased six new rescue ambulances (RA's) of which four of the six RA's are scheduled to be placed in service in 2014.

## ***FIRE DEPARTMENT***

### ***PRIOR YEAR'S ACCOMPLISHMENTS (cont'd)***

#### **Fire Prevention**

Costa Mesa has over 230 businesses enrolled in the Hazardous Materials Disclosure program. The program has migrated to a new electronic version that is more efficient and provides a more accurate inventory of hazardous materials in businesses. Through the acquisition of a Hazardous Material Grant, the City purchased tablets for use in the field by first responders; these tablets provide instant access to that program information. 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 identified that will provide timely and coordinated inspections including new construction, hazardous materials operations, special events and care facilities.

#### **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 1 minute 25 seconds for EMS calls and Code 3 responses.
- Turn-out time less than 1 minute 47 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 12-13</b>	<b>FY 13-14</b>	<b>FY14-15</b>
	<u>Actual</u>	<u>Adopted</u>	<u>Adopted</u>
Number of Fire Incidents	212	218	214
Number of Rupture Explosions	*	5	5
Number of EMS & Rescue Incidents	7,430	n/a	n/a
Number of EMS	*	7,014	7,250
Number of Rescue	*	674	842
Number of Hazardous Conditions	*	139	145
Number of Service Calls	*	597	650
Number of Good Intent Calls	*	1,820	1,900
Number of False Calls	*	263	300
Number of Serve Weather Calls	*	1	3
Number of Other Calls	*	5	5
Number of Calls for Service	10,655	10,732	11,100
Number of Suppression Business / Apartment Inspections	5,944	6,837	7,000
<b>Fire Prevention Bureau</b>			
<u>Plan Checks</u>			
Fire System Plans	286	301	325
Architectural Plans / Life Safety	480	480	480
Planning and Development Review	68	101	115
Fire Code Permit Review	26	26	26
Special Event Permit Review	41	41	41
Film Permit Review	8	8	8

**FIRE DEPARTMENT**

<b><i>WORKLOAD INDICATORS (cont'd)</i></b>	<b>FY 12-13</b>	<b>FY 13-14</b>	<b>FY14-15</b>
	<b><u>Actual</u></b>	<b><u>Adopted</u></b>	<b><u>Adopted</u></b>
<b><u>Inspections</u></b>			
Fire Prevention Inspections	964	904	935
Sprinkler	*	418	420
Fire Alarm	*	98	100
Life Safety	*	83	85
New Business	*	7	10
Pyrotechnic	*	6	10
Hood Systems	*	24	25
Knox Box / Entry Systems	*	77	80
Motel (N.I.F.T.)	*	55	60
850 Clearances (Annual)	*	24	25
850 Clearances (New)	*	59	60
<b><u>Hazardous Material Program</u></b>			
Business Plan Reviewed / Inspected	242	251	275
Haz-Mat Incident Cost Recovery	\$18,504	\$14,870	\$16,000
Haz-Mat Disclosure Program	\$146,264	\$150,000	\$150,000
<b><u>Community Education Programs</u></b>			
Presentation to Costa Mesa Groups & Residents	45	60	65
Engine Company Visits	44	50	52
Station Tours	8	16	20
CPR in High Schools	0	N/A	N/A
"Team Fire Force" Participants	123	800	1000
Citizens Fire Academy	0	45	45
Community Emergency Response Team (CERT) Events	30	40	42
Child Passenger Safety	70	70	70
Special Events	21	25	25

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

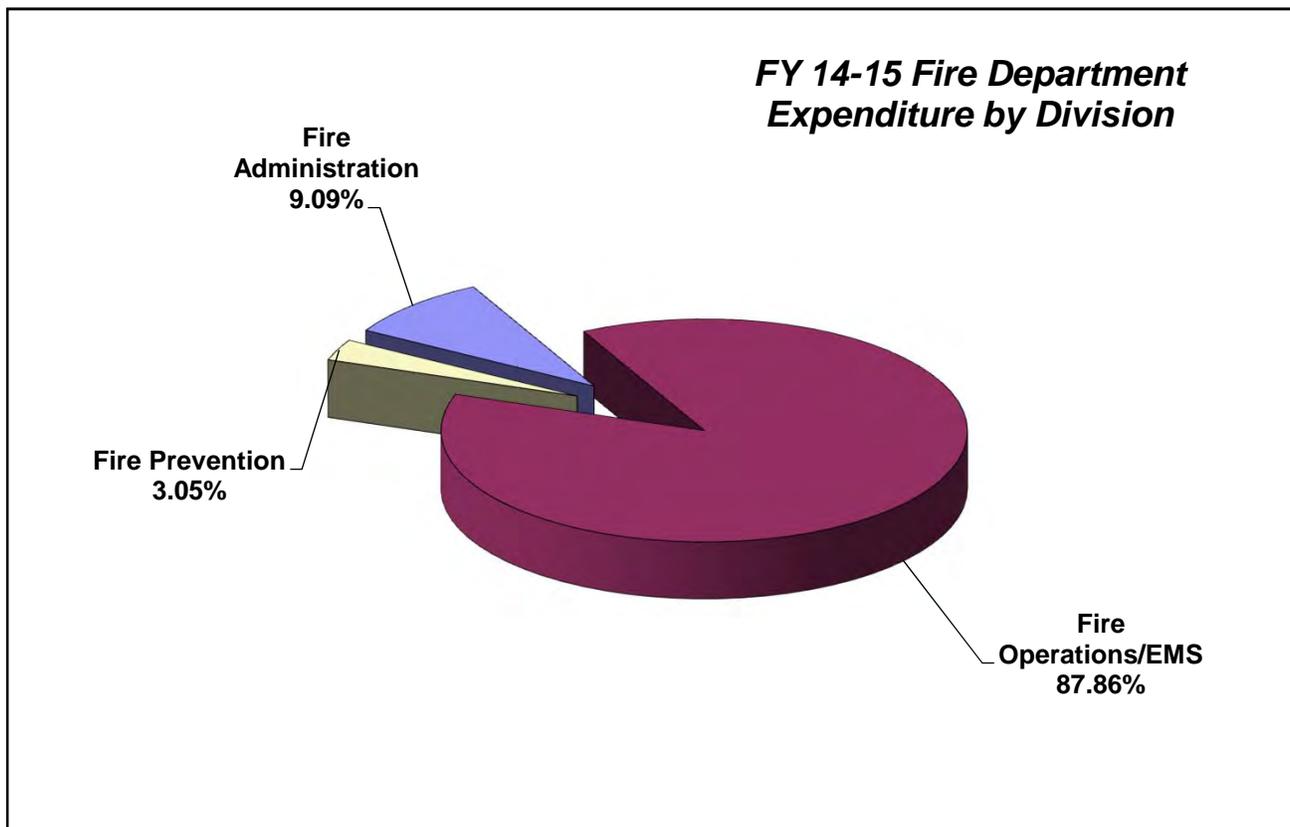


**FIRE DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 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	-
Battalion Chief Administration	-	-	-	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	1.00	-	-
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	5.00	5.00	4.00	4.00
Emergency Medical Services Coordinator	1.00	-	-	-
<i>Subtotal Emergency Medical Services - 10230</i>	1.00	-	-	-
<b>Total Fire Administration Full-time Positions</b>	<b>6.00</b>	<b>5.00</b>	<b>4.00</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>1.25</b>	<b>1.75</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	15.00
Fire Engineer	24.00	24.00	24.00	18.00
Firefighter	35.00	35.00	35.00	35.00
<i>Subtotal Fire Rescue/Operations - 10210</i>	83.00	83.00	83.00	71.00
Firefighter	4.00	4.00	4.00	4.00
<i>Subtotal Emergency Medical Services - 10230</i>	4.00	4.00	4.00	4.00
<b>Total Fire Operations/EMS Full-time Positions</b>	<b>87.00</b>	<b>87.00</b>	<b>87.00</b>	<b>75.00</b>
<b><u>Fire Prevention - 16300</u></b>				
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	1.00	2.00	2.00
<i>Subtotal Fire Prevention - 10220</i>	2.00	2.00	3.00	3.00
<b>Total Fire Prevention Full-time Positions</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</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>0.50</b>	<b>1.00</b>
<b>Total Department Full-time Positions</b>	<b>95.00</b>	<b>94.00</b>	<b>94.00</b>	<b>82.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>1.44</b>	<b>1.44</b>	<b>1.75</b>	<b>2.75</b>
<b>TOTAL DEPARTMENT</b>	<b>96.44</b>	<b>95.44</b>	<b>95.75</b>	<b>84.75</b>

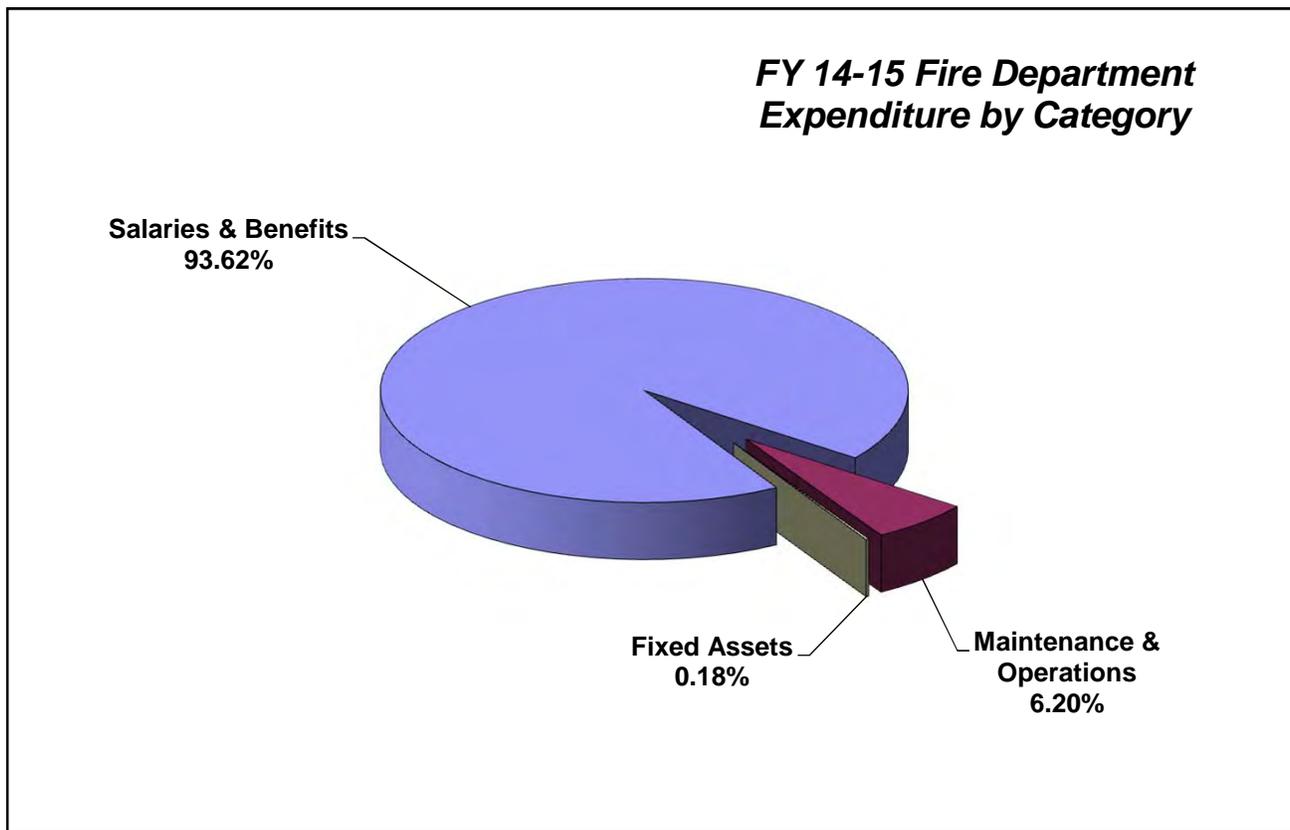
**FIRE DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
Fire Administration - 16100	\$ 1,238,953	\$ 1,316,868	\$ 1,395,211	\$ 1,829,154	31.10%
Fire Operations/EMS - 16200	18,109,328	18,117,050	19,552,724	17,689,266	-9.53%
Fire Prevention - 16300	379,405	414,951	583,362	614,875	5.40%
<b>Total Expenditures</b>	<b>\$ 19,727,686</b>	<b>\$ 19,848,869</b>	<b>\$ 21,531,297</b>	<b>\$ 20,133,295</b>	<b>-6.49%</b>



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 18,250,276	\$ 18,521,733	\$ 19,911,604	\$ 18,848,895	-5.34%
Maintenance & Operations	1,452,748	1,275,741	1,582,595	1,247,302	-21.19%
Fixed Assets	24,662	51,396	37,098	37,098	0.00%
<b>Total Expenditures</b>	<b>\$ 19,727,686</b>	<b>\$ 19,848,869</b>	<b>\$ 21,531,297</b>	<b>\$ 20,133,295</b>	<b>-6.49%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 19,727,686	\$ 19,808,263	\$ 21,473,083	\$ 20,075,081	99.71%
Prop. 172 Fund - 202	-	40,606	58,214	58,214	0.29%
<b>Total Funding Sources</b>	<b>\$ 19,727,686</b>	<b>\$ 19,848,869</b>	<b>\$ 21,531,297</b>	<b>\$ 20,133,295</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

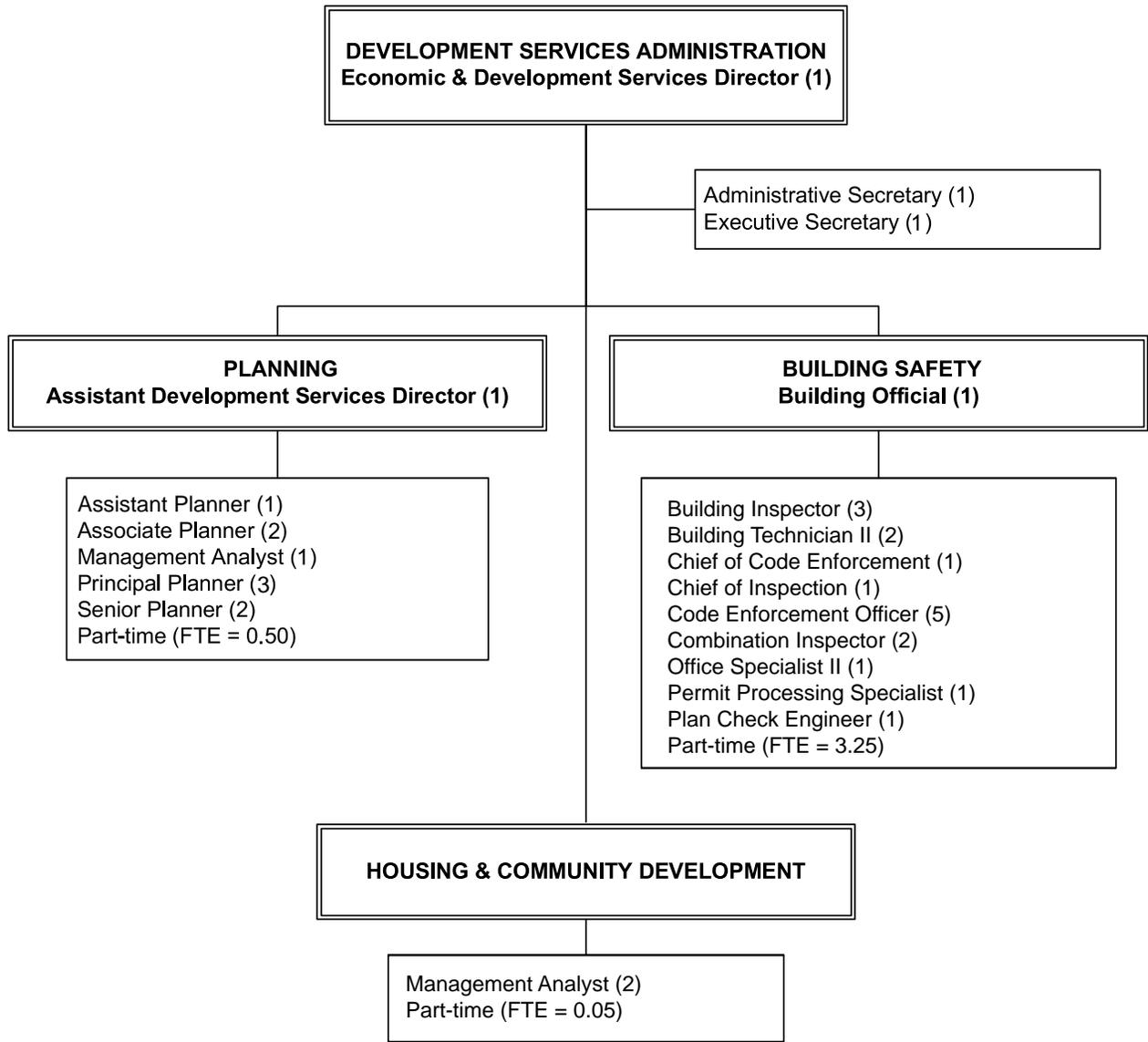
**FIRE DEPARTMENT**  
**EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Sworn	501100	\$ 7,795,140	\$ 7,647,929	\$ 8,783,619	\$ 7,806,581	-11%
Regular Salaries - Non Sworn	501200	335,092	277,793	374,716	381,848	2%
Regular Salaries - Part time	501300	194,448	177,934	59,051	105,477	79%
Overtime	501400	3,287,560	3,744,521	2,102,000	2,402,000	14%
Accrual Payoff - Excess Maximum	501500	20,820	23,820	19,950	19,950	0%
Vacation/Comp. Time Cash Out	501600	29,895	31,757	20,700	20,700	0%
Holiday Allowance	501700	378,171	344,721	358,184	358,184	0%
Separation Pay-Off	501800	59,842	61,488	-	-	0%
Other Compensation	501900	474,683	493,625	613,559	559,743	-9%
Cafeteria Plan	505100	578,006	572,048	678,588	638,552	-6%
Medicare	505200	168,287	171,700	173,981	164,591	-5%
Retirement	505300	4,291,212	4,182,117	5,917,794	5,477,416	-7%
Longevity	505400	2,268	2,268	2,268	2,268	0%
Professional Development	505500	45,444	55,491	91,106	148,121	63%
Unemployment	505800	9,204	9,120	11,604	11,848	2%
Workers' Compensation	505900	580,205	725,400	704,484	751,616	7%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 18,250,276</b>	<b>\$ 18,521,733</b>	<b>\$ 19,911,604</b>	<b>\$ 18,848,895</b>	<b>-5%</b>
Stationery and Office	510100	\$ 7,757	\$ 9,582	\$ 12,000	\$ 12,000	0%
Multi-Media, Promotions and Subs	510200	18,145	23,728	44,966	32,146	-29%
Small Tools and Equipment	510300	83,646	63,213	86,287	104,321	21%
Uniform & Clothing	510400	87,590	73,865	110,000	140,300	28%
Safety and Health	510500	190,415	161,235	158,425	204,095	29%
Maintenance & Construction	510600	24,894	25,385	32,500	32,500	0%
Fuel	510800	-	156	200	200	0%
Waste Disposal	515700	215	1,262	500	2,000	300%
Janitorial and Housekeeping	515800	7,470	6,527	7,500	7,650	2%
Postage	520100	1,204	1,114	1,500	1,500	0%
Advertising and Public Info.	520300	-	-	250	250	0%
Telephone/Radio/Communications	520400	9,201	7,263	15,000	7,000	-53%
Buildings and Structures	525100	54	-	500	6,000	1100%
Office Equipment	525700	861	950	1,832	1,832	0%
Other Equipment	525800	26,184	27,522	29,480	29,480	0%
Consulting	530200	117,294	119,160	122,200	122,950	1%
Engineering and Architectural	530400	11,449	54,183	75,000	75,000	0%
Medical and Health Inspection	530600	3,191	3,451	5,000	10,648	113%
Central Services	535800	8,251	6,766	11,200	11,200	0%
Internal Rent - Maint. Charges	536100	235,408	249,114	301,969	292,720	-3%
Internal Rent - Repl.Cost	536200	567,153	350,100	499,967	62,364	-88%
Internal Rent - IT Replacement	536300	-	-	-	7,540	0%
General Liability	540100	38,933	76,700	55,519	72,806	31%
Taxes & Assessments	540700	12,109	13,145	10,800	10,800	0%
Other Costs	540900	1,324	1,319	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 1,452,748</b>	<b>\$ 1,275,741</b>	<b>\$ 1,582,595</b>	<b>\$ 1,247,302</b>	<b>-21%</b>
Other Equipment	590800	\$ 24,662	\$ 51,396	\$ 37,098	\$ 37,098	0%
<b>Subtotal Fixed Assets</b>		<b>\$ 24,662</b>	<b>\$ 51,396</b>	<b>\$ 37,098</b>	<b>\$ 37,098</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 19,727,686</b>	<b>\$ 19,848,869</b>	<b>\$ 21,531,297</b>	<b>\$ 20,133,295</b>	<b>-6%</b>

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

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><i>FIRE ADMINISTRATION - 16100</i></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 1,134,738	\$ 1,201,657	\$ 1,282,556	\$ 1,702,198	33%
Maintenance & Operations	80,033	115,211	112,655	126,956	13%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b>\$ 1,214,771</b>	<b>\$ 1,316,868</b>	<b>\$ 1,395,211</b>	<b>\$ 1,829,154</b>	<b>31%</b>
<b><u>Emergency Medical Aid - 10230</u></b>					
Salaries & Benefits	\$ 24,182	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Emergency Medical Aid</i></b>	<b>\$ 24,182</b>	<b>\$ -</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	\$16,024,325	\$16,227,825	\$17,517,368	\$15,935,857	-9%
Maintenance & Operations	1,098,613	849,988	1,090,841	723,980	-34%
Fixed Assets	8,512	36,182	37,098	37,098	0%
<b><i>Subtotal Response &amp; Control</i></b>	<b>\$ 17,131,450</b>	<b>\$ 17,113,996</b>	<b>\$ 18,645,307</b>	<b>\$ 16,696,935</b>	<b>-10%</b>
<b><u>Emergency Medical Aid - 10230</u></b>					
Salaries & Benefits	\$ 834,641	\$ 853,320	\$ 751,614	\$ 803,856	7%
Maintenance & Operations	127,087	134,520	155,802	188,475	21%
Fixed Assets	16,150	15,214	-	-	0%
<b><i>Subtotal Emergency Medical Aid</i></b>	<b>\$ 977,878</b>	<b>\$ 1,003,054</b>	<b>\$ 907,416</b>	<b>\$ 992,331</b>	<b>9%</b>
<b><i>FIRE PREVENTION - 16300</i></b>					
<b><u>Fire Prevention - 10220</u></b>					
Salaries & Benefits	\$ 232,391	\$ 238,930	\$ 360,065	\$ 406,984	13%
Maintenance & Operations	147,014	176,021	223,297	207,891	-7%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Fire Prevention</i></b>	<b>\$ 379,405</b>	<b>\$ 414,951</b>	<b>\$ 583,362</b>	<b>\$ 614,875</b>	<b>5%</b>
<b>Total Expenditures</b>	<b>\$19,727,686</b>	<b>\$19,848,869</b>	<b>\$21,531,297</b>	<b>\$20,133,295</b>	<b>-6%</b>





## ***DEVELOPMENT SERVICES DEPARTMENT***

The Development Services Department is a community health and environment function. During FY13-14, Council approved 12.5 new positions in Development Services. The Department now has 33 full-time positions; composed of three management, five supervisory, twenty-two professional, and three clerical positions, with some positions remaining vacant. Part-time staffing consists of 4.25 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, new development, and improvements to existing developments; also provides staff support to City Council, Planning Commission, and Council-appointed committees. Planning Division 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 proactively 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 proactively initiated by code enforcement officers on a proactive basis.

#### **Public Services Programs - 20421**

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

#### **Single-Family Housing Rehabilitation - 20422**

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

#### **CDBG Administration - 20427**

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

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

**BUDGET NARRATIVE –**

The FY 14-15 adopted budget for the Development Services Department totals \$5,846,229, an increase of \$1,058,731 or 22.11% compared to the FY 13-14 adopted budget. The increase is primarily a result of salary and benefit costs due to the 12.5 new positions, as well as an increase in part-time personnel/hours. The Maintenance and Operations accounts only increased modestly by 5% overall.

The FY 14-15 CDBG Grant appropriation is \$1,031,757, a decrease of 2.3% from the prior year. An additional \$450,000 in prior years' funds is also available for a total of \$1,481,757. The FY 14-15 HOME Program Grant appropriation is \$353,421, a 4.6% increase from the prior year. Additional HOME funds being budgeted include \$295,295 of prior years' funds, for a total HOME budget of \$648,716.

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

- Completed inspection on 37 tenant improvement projects at South Coast Plaza with an average valuation of \$300,000.
- As part of a major renovation of "The Triangle", at Harbor Boulevard and 19<sup>th</sup> Street, several new restaurants were approved, inspected and opened. The new restaurants included El Corazon, Saddle Ranch, Black Knight (restaurant and club), and H2O Sushi.
- Inspected the new clubhouse and community room as well as ongoing major renovations of over 200 units of Villa Venetia Apartments located at 2775 Mesa Verde Drive East and the 200 units at Pine Brook Apartments located at 1555 Mesa Verde Drive East.
- Azulon, the 224-unit senior housing development at 1500 Mesa Verde Drive East, received building permits and is currently under construction.
- Fairfield, a 113-unit apartment development and parking structure on Monrovia received building permits and is currently under construction.
- The General Plan/Housing Element Update process for the 2013-2021 cycle was initiated with several community workshops. The Housing Element was approved by City Council in January 2014.
- As directed by the City Council, the Great Reach was initiated for public input related to the General Plan update. Workshops and road shows were held in 2013. Several other workshops and community meetings were scheduled for the remainder of the fiscal year.
- A 60-unit live/work project proposed at a former mobile home park site was approved and building permits issued for construction.
- Inspections of MBK Homes have been completed of the model homes and continued with phase one construction of Sea House, a live/work development on the west side. Additional phases are under construction.
- Model homes for Bungalow 7, the 30-unit residential complex at 372 Victoria Street, is near completion by the new developer, Taylor Morrison LLC, with the next phase submitted for plan development.
- Promoted the City's Business Community through a five-page supplemental in the Orange County Business Journal in conjunction with the City's 60<sup>th</sup> Anniversary Celebration.
- A third "Residential Neighborhood Enhancement Program" containing 82 properties was completed in the Shalimar neighborhood.
- Promoted the City's Business Community through a five-page supplemental in the Orange County Business Journal in conjunction with the City's 60<sup>th</sup> Anniversary Celebration.
- A fourth "Residential Neighborhood Enhancement Program" was initiated in the area bordered by Placentia Avenue, West Wilson Street, Joann Street, and Miner Street containing properties.
- Issued 430 citations in FY 2012-2013.
- Continued coordination with social service providers, Costa Mesa Police, City Staff and other community groups resulting as part of the Neighborhood Improvement Task Force.
- Administered and monitored 10 public service grants to local nonprofits.
- Completed inspections and re-certifications of 132 affordable 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 12 weeks of applications being deemed complete.
- Hold a minimum of one monthly Planning Commission meeting.
- Notify applicants and authorized agents of the conditions of approval for planning applications within five working days of the scheduled public hearing or decision date.
- Archive and digitize all Planning records five years and older.
- Complete zoning verification letters within 10 working days of receipt.
- Issue over-the-counter plan reviews within five working days of submittal.
- Complete minor plan reviews within five working days of submittal.
- Review projects up to \$1 million valuation within 15 working days of submittal.
- Plan review all projects with \$1 million or more valuation within 20 working days of submittal.
- Respond to requests for inspections for all phases of new construction requiring a building permit within 24 hours.
- Respond to citizen complaints within two working days from receipt of complaint.
- Conduct property maintenance observations at least once per year for all the properties in the City.
- Provide staff support and assistance to citizens, 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 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <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 Amendments/Rezoning processed within 16 weeks of application deemed complete	90%	90%	90%
Planning, Zoning, and Subdivision Applications processed within 12 weeks of application deemed complete	90%	90%	90%
Development Reviews and Lot Line Adjustments processed within 8 weeks of completed applications	90%	90%	90%
Sign permits reviewed and issued within 3 working days	90%	90%	90%
Percentage of minor plan checks reviewed for zoning compliance within 5 working days	90%	90%	90%
Percentage of zoning verification letters processed within 10 working days	90%	90%	90%
<b>Workload Indicators:</b>			
Number of Planning Commission meetings per year	13	20	23
Planning Commission minutes prepared	13	20	23
Number of report items for Council action or direction	20	24	28
Number of phone calls to Planning per day (average)	30	30	35
Number of emails for Planning per day (average)	N/A	N/A	120
Number of Public Records Request	N/A	N/A	50
Number of counter contacts to Planning counter per day (average)	25	25	28
General Plan Amendments/Rezoning/ Zoning Code amendments processed	4	4	4
Planning Applications (not including above), Zoning Administrator, and Development Review Applications processed	110	110	110
Applicants notified within 5 working days of meeting	110	110	110
Lot Line Adjustments and Subdivision Applications processed	10	10	6
Minor plan checks reviewed for zoning compliance	375	375	500
Sign Permits processed	100	100	120
Zoning Verification Letters processed	35	35	35

**DEVELOPMENT SERVICES DEPARTMENT**

	<b>FY12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b><u>Building Safety</u></b>			
<b>Performance Measures:</b>			
Wait time at counter less than 20 minutes	80%	80%	70%
Trade permits issued within 20 minutes of application	90%	90%	90%
Percentage of minor plan checks reviewed within 5 working days	75%	80%	75%
Percentage of moderate plan check projects reviewed within 15 days	90%	95%	95%
Percentage of major plan check projects reviewed within 20 days	90%	95%	95%
Inspection requests performed within 24 hours	95%	97%	96%
Building and Code Enforcement code violations response within 2 working days	90%	90%	85%
<b>Workload Indicators:</b>			
Number of calls to general building lines per day	60	50	65
Minor plan checks reviewed	305	300	300
Moderate plan check projects (less than \$1M) reviewed	611	600	600
Major plan check projects (greater than \$1M) reviewed	9	4	10
Inspection requests received	15,100	18,000	23,500
Building permits finalized	3,380	3,400	3,500
Building and Code Enforcement code violations received/observed/inspecting	15,100	15,100	15,000
Number of Code Violations cleared	15,100	15,100	15,000
<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	315	420	420
Press releases & information pieces processed	50	10	10
Number of requests for homeless and/or affordable housing assistance	200	200	200

**DEVELOPMENT SERVICES DEPARTMENT**

	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>
<b><u>Housing and Community Development</u></b>			
<b>Workload Indicators (WL):</b>			
Number of residents served via Public Services programs	1,547	1,840	1,500
Number of resident households served via the Homeless Prevention and Rapid Rehousing Programs (HPRP)	N/A	N/A	N/A
Number of First Time Home Buyers/Rehab loan payoffs and subordinations	5	4	N/A
Homes sold to an eligible first time homebuyer utilizing NSP	N/A	N/A	N/A
Single Family Rehab Grants completed	8	9	10
Single Family Rehab Loans completed	3	2	2
Neighbors for Neighbors	2	N/A	N/A
Tool Rental Grants completed:	0	N/A	N/A
Completed monitoring of projects:			
a. Housing quality standard inspections of rental units	154	154	154
b. Recerts of Rental Units	162	162	162
c. Occupancy monitoring of first time home buyer loans	28	31	26
d. Residual Receipts Monitoring	5	5	5
e. Occupancy monitoring of owner- occupied Rehab units	46	46	46
f. Occupancy monitoring of rental rehab units	2	2	2
g. Public Service Grants	11	10	10

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

First Time Home Buyer Program was eliminated in FY 2009-2010, Neighbors for Neighbors and the Tool Rental Programs were eliminated in FY2013-2014.

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

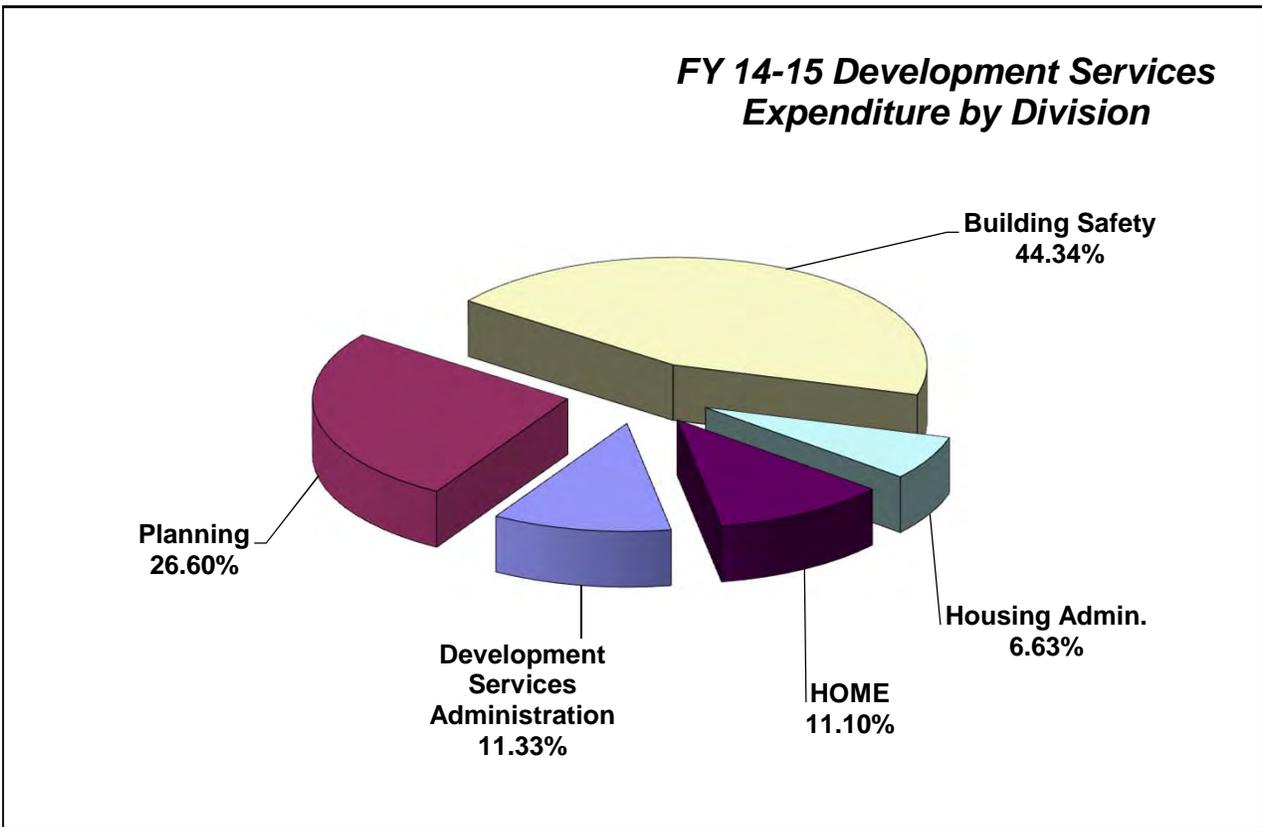
	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Development Svcs Admin - 18100</u></b>				
Economic & Development Services Director	0.75	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	2.00	1.00
<i>Subtotal Administration - 50001</i>	<u>2.75</u>	<u>3.00</u>	<u>4.00</u>	<u>3.00</u>
<b>Total Development Svcs Admin Full-time Positions</b>	<b>2.75</b>	<b>3.00</b>	<b>4.00</b>	<b>3.00</b>
<b><u>Planning - 18200</u></b>				
Assistant Development Services Director	-	1.00	1.00	1.00
Assistant Planner	0.97	-	-	1.00
Associate Planner	0.97	1.00	1.00	2.00
Management Analyst	0.40	1.00	2.03	2.00
Office Specialist II	1.00	-	-	-
Principal Planner	1.72	1.00	2.00	3.00
Senior Planner	1.94	2.00	2.00	2.00
<i>Subtotal Planning - 20320</i>	<u>7.00</u>	<u>6.00</u>	<u>8.03</u>	<u>11.00</u>
<b>Total Planning Full-time Positions</b>	<b>7.00</b>	<b>6.00</b>	<b>8.03</b>	<b>11.00</b>
<b>Total Planning Part-time Positions (in FTE's)</b>	<b>-</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>
<b><u>Building Safety - 18300</u></b>				
Chief of Code Enforcement	-	1.00	1.00	1.00
Code Enforcement Officer	4.00	6.00	5.00	5.00
Office Specialist II	3.00	1.00	1.00	1.00
<i>Subtotal Code Enforcement - 20350</i>	<u>7.00</u>	<u>8.00</u>	<u>7.00</u>	<u>7.00</u>
Building Official	0.87	1.00	1.00	1.00
Building Inspector	-	-	-	3.00
Building Technician	0.97	1.00	1.00	-
Building Technician II	-	-	-	2.00
Chief of Inspection	0.97	-	1.00	1.00
Combination Inspector	0.97	-	-	2.00
Office Coordinator	1.00	-	-	-
Permit Processing Specialist	-	-	-	1.00
Plan Check Engineer	0.97	1.00	1.00	1.00
Senior Electrical Inspector	0.97	1.00	-	-
<i>Subtotal Building Safety - 20410</i>	<u>6.72</u>	<u>4.00</u>	<u>4.00</u>	<u>11.00</u>
<b>Total Building Safety Full-time Positions</b>	<b>13.72</b>	<b>12.00</b>	<b>11.00</b>	<b>18.00</b>
<b>Total Building Safety Part-time Positions (in FTE's)</b>	<b>1.00</b>	<b>2.34</b>	<b>2.50</b>	<b>3.25</b>
<b><u>Housing &amp; Community Development - 11310/11320</u></b>				
Executive Secretary	0.10	0.25	-	-
Management Analyst	-	-	0.18	0.18
Office Specialist II	0.25	-	-	-
<i>Subtotal Code Enforcement - 20350</i>	<u>0.35</u>	<u>0.25</u>	<u>0.18</u>	<u>0.18</u>

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

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Housing &amp; Community Development - 11310/11320 continued</u></b>				
Management Analyst	-	-	0.33	0.34
<i>Subtotal Single Family Housing Rehab - 20422</i>	-	-	0.33	0.34
Management Analyst	0.85	0.50	-	-
<i>Subtotal Neighborhood Improvement - 20425</i>	0.85	0.50	-	-
Neighborhood Improvement Manager	0.05	-	-	-
Management Analyst	0.45	0.50	-	-
Office Specialist II	0.10	-	-	-
<i>Subtotal Neighbors for Neighbors - 20426</i>	0.60	0.50	-	-
Neighborhood Improvement Manager	0.15	-	-	-
Executive Secretary	0.10	0.75	-	-
Management Analyst	0.40	0.30	0.39	0.42
<i>Subtotal CDBG Administration - 20427</i>	0.65	1.05	0.39	0.42
Neighborhood Improvement Manager	0.30	-	-	-
Management Analyst	0.05	0.70	0.07	0.06
Office Specialist II	0.05	-	-	-
<i>Subtotal HOME Administration - 20440</i>	0.40	0.70	0.07	0.06
Executive Secretary	0.60	-	-	-
Management Analyst	0.75	-	-	-
Principal Planner	0.28	-	-	-
<i>Subtotal Redevelopment Admin - 60100</i>	1.63	-	-	-
Management Analyst	0.95	-	-	-
Office Specialist II	0.60	-	-	-
<i>Subtotal RDA Low/Mod Projects - 60300</i>	1.55	-	-	-
Neighborhood Improvement Manager	0.35	-	-	-
Executive Secretary	0.20	-	-	-
Management Analyst	0.65	-	-	-
<i>Subtotal RDA Low/Mod Administration - 60500</i>	1.20	-	-	-
<b>Total Housing &amp; Comm Devel Full-time Positions</b>	<b>7.23</b>	<b>3.00</b>	<b>0.97</b>	<b>1.00</b>
<b>Total HCD Part-time Positions (in FTE's)</b>	<b>-</b>	<b>0.75</b>	<b>-</b>	<b>0.50</b>
<b>Total Department Full-time Positions</b>	<b>30.70</b>	<b>24.00</b>	<b>24.00</b>	<b>33.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>1.00</b>	<b>3.59</b>	<b>3.00</b>	<b>4.25</b>
<b>TOTAL DEPARTMENT</b>	<b>31.70</b>	<b>27.59</b>	<b>27.00</b>	<b>37.25</b>

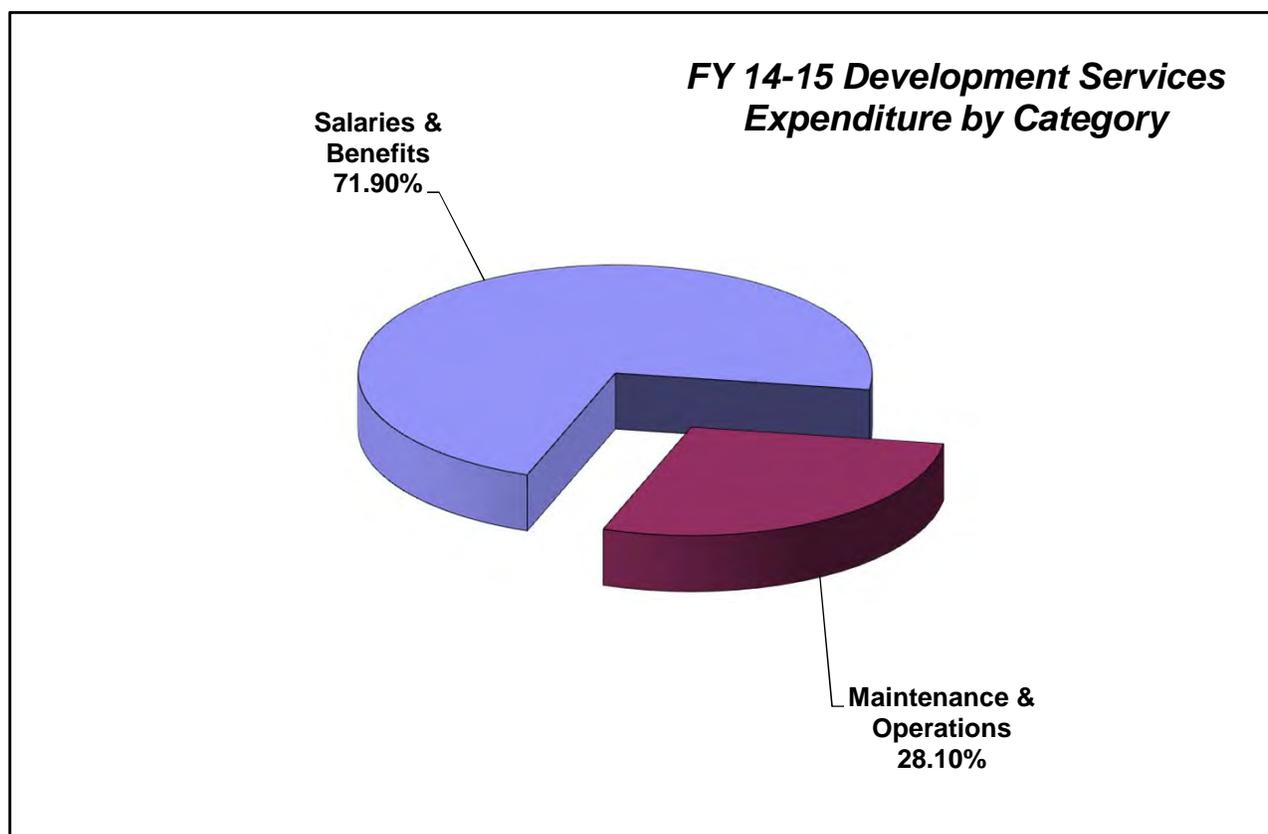
**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Division:</u></b>					
Dev. Svcs. Admin. - 18100	\$ 474,896	\$ 585,317	\$ 659,486	\$ 662,546	0.46%
Planning - 18200	831,872	1,186,926	1,381,520	1,555,032	12.56%
Building Safety - 18300	1,742,892	2,253,916	2,029,249	2,592,508	27.76%
Housing Admin. - 11310	631,191	445,804	373,928	387,428	3.61%
HOME - 11320	544,252	328,713	343,315	648,716	88.96%
<b>Total Expenditures</b>	<b>\$ 4,225,104</b>	<b>\$ 4,800,676</b>	<b>\$ 4,787,498</b>	<b>\$ 5,846,229</b>	<b>22.11%</b>



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

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 2,750,877	\$ 2,996,456	\$ 3,226,114	\$ 4,203,473	30.30%
Maintenance & Operations	1,404,053	1,796,820	1,561,384	1,642,756	5.21%
Fixed Assets	70,174	7,400	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 4,225,104</b>	<b>\$ 4,800,676</b>	<b>\$ 4,787,498</b>	<b>\$ 5,846,229</b>	<b>22.11%</b>



	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent of Total</u>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 2,807,265	\$ 3,774,595	\$ 3,789,761	\$ 4,515,319	77.23%
HOME Fund - 205	544,252	328,713	343,315	648,716	11.10%
CDBG Fund - 207	873,586	697,368	654,422	682,195	11.67%
<b>Total Funding Sources</b>	<b>\$ 4,225,104</b>	<b>\$ 4,800,676</b>	<b>\$ 4,787,498</b>	<b>\$ 5,846,229</b>	<b>100.00%</b>

## DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 1,711,234	\$ 1,781,733	\$ 2,069,740	\$ 2,563,420	24%
Regular Salaries - Part time	501300	274,239	306,284	148,512	218,228	47%
Overtime	501400	33,763	46,303	38,167	42,000	10%
Accrual Payoff - Excess Maximum	501500	8,878	8,858	-	-	0%
Vacation/Comp. Time Cash Out	501600	9,135	6,574	-	-	0%
Holiday Allowance	501700	276	1,633	-	-	0%
Separation Pay-Off	501800	28,406	52,491	-	-	0%
Other Compensation	501900	15,950	21,677	18,993	24,227	28%
Cafeteria Plan	505100	209,991	208,303	254,052	334,686	32%
Medicare	505200	28,876	30,674	31,432	39,733	26%
Retirement	505300	368,252	448,327	586,063	881,986	50%
Professional Development	505500	6,228	10,808	13,118	20,893	59%
Auto Allowance	505600	3,687	440	-	5,724	0%
Unemployment	505800	2,182	2,150	1,993	2,113	6%
Workers' Compensation	505900	49,779	70,200	64,044	70,463	10%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 2,750,877</b>	<b>\$ 2,996,456</b>	<b>\$ 3,226,114</b>	<b>\$ 4,203,473</b>	<b>30%</b>
Stationery and Office	510100	\$ 19,004	\$ 24,637	\$ 20,368	\$ 19,996	-2%
Multi-Media, Promotions and Subs	510200	3,737	2,586	21,000	19,000	-10%
Small Tools and Equipment	510300	12,498	5,524	14,750	20,916	42%
Uniform & Clothing	510400	1,825	5,473	3,500	3,500	0%
Safety and Health	510500	-	215	-	-	0%
Maintenance & Construction	510600	3,634	-	-	-	0%
Postage	520100	9,474	9,089	10,000	9,500	-5%
Legal Advertising/Filing Fees	520200	3,075	3,434	6,000	8,000	33%
Advertising and Public Info.	520300	2,949	10,567	2,200	1,200	-45%
Telephone/Radio/Communications	520400	11,310	197	10,050	200	-98%
Mileage Reimbursement	520600	753	305	1,400	1,900	36%
Board Member Fees	520800	23,600	24,400	24,000	24,000	0%
Buildings and Structures	525100	62,413	15,281	-	-	0%
Landscaping and Sprinklers	525200	850	-	-	-	0%
Office Furniture	525600	-	300	850	100	-88%
Office Equipment	525700	59	147	1,000	500	-50%
Employment	530100	57,330	47,860	25,000	25,000	0%
Consulting	530200	126,886	618,937	304,705	290,863	-5%
Legal	530300	9,015	32,586	50,800	19,984	-61%
Engineering and Architectural	530400	320,124	529,432	461,120	236,580	-49%
External Rent	535400	18,200	880	-	3,000	0%
Grants, Loans and Subsidies	535500	600,941	333,306	402,813	721,550	79%
Central Services	535800	16,877	14,681	27,354	25,500	-7%
Internal Rent - Maint. Charges	536100	34,343	33,333	51,399	48,856	-5%
Internal Rent - Repl.Cost	536200	33,409	22,200	25,917	-	-100%
Internal Rent - IT Replacement	536300	-	-	-	7,899	0%
General Liability	540100	31,703	61,400	97,158	154,712	59%
Other Costs	540900	44	51	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 1,404,053</b>	<b>\$ 1,796,820</b>	<b>\$ 1,561,384</b>	<b>\$ 1,642,756</b>	<b>5%</b>
Other Equipment	590800	\$ 70,174	\$ 7,400	\$ -	\$ -	0%
<b>Subtotal Fixed Assets</b>		<b>\$ 70,174</b>	<b>\$ 7,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 4,225,104</b>	<b>\$ 4,800,676</b>	<b>\$ 4,787,498</b>	<b>\$ 5,846,229</b>	<b>22%</b>

**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

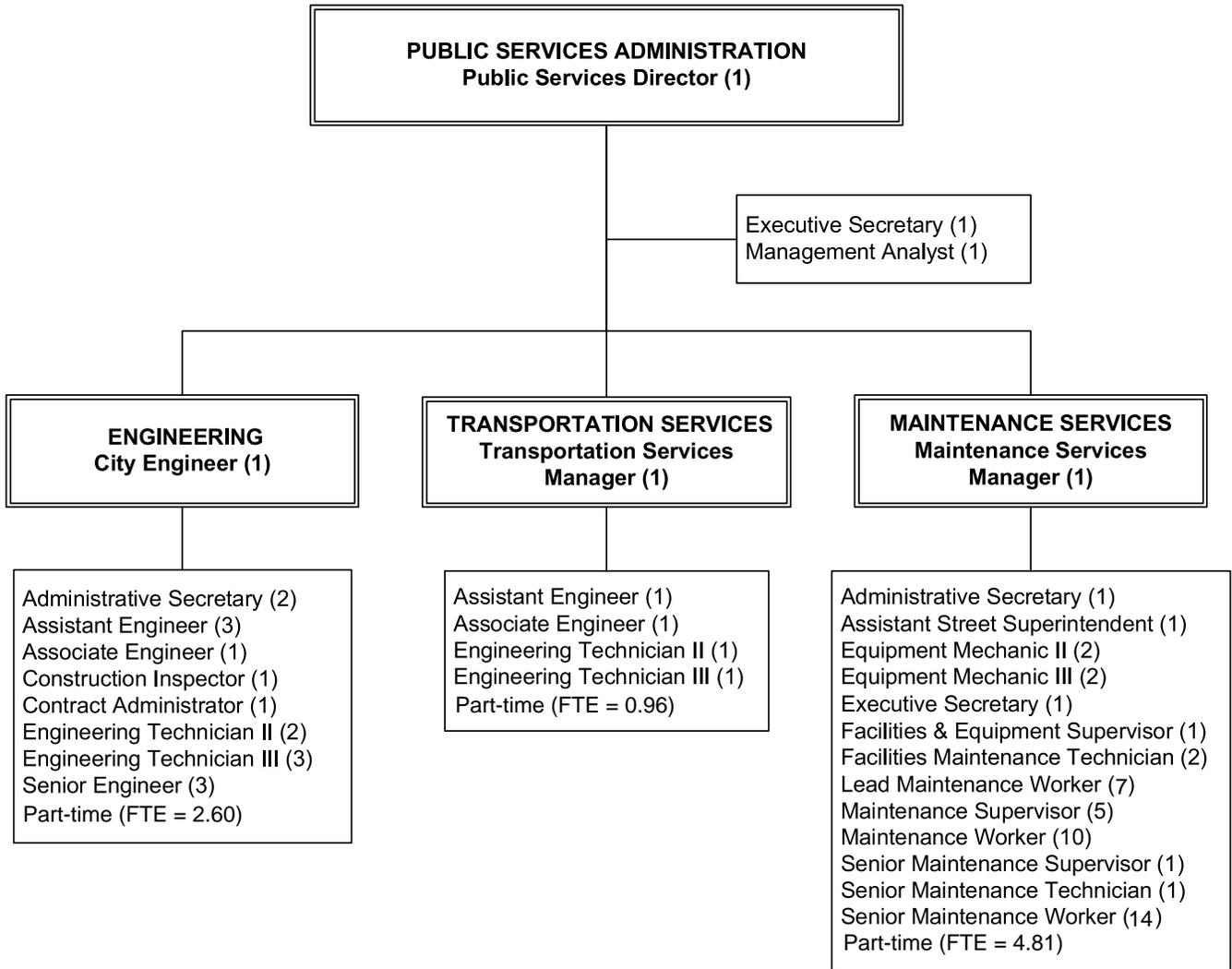
	<u>FY 11-12</u> Actual	<u>FY 12-13</u> Actual	<u>FY 13-14</u> Adopted	<u>FY 14-15</u> Adopted	<u>Percent</u> <u>Change</u>
<b><i>DEVELOPMENT SERVICES ADMINISTRATION - 18100</i></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 427,920	\$ 401,552	\$ 549,730	\$ 481,315	-12%
Maintenance & Operations	46,976	158,668	109,756	181,231	65%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b><u>\$ 474,896</u></b>	<b><u>\$ 560,220</u></b>	<b><u>\$ 659,486</u></b>	<b><u>\$ 662,546</u></b>	<b><u>0%</u></b>
<b><u>Economic Development - 20370</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	25,098	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Economic Development</i></b>	<b><u>\$ -</u></b>	<b><u>\$ 25,098</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>0%</u></b>
<b><i>PLANNING - 18200</i></b>					
<b><u>Planning - 20320</u></b>					
Salaries & Benefits	\$ 772,661	\$ 716,122	\$ 1,110,715	\$ 1,328,937	20%
Maintenance & Operations	35,295	445,689	246,205	201,495	-18%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Planning</i></b>	<b><u>\$ 807,957</u></b>	<b><u>\$ 1,161,811</u></b>	<b><u>\$ 1,356,920</u></b>	<b><u>\$ 1,530,432</u></b>	<b><u>13%</u></b>
<b><u>Planning Commission - 20360</u></b>					
Salaries & Benefits	\$ 315	\$ 715	\$ 600	\$ 600	0%
Maintenance & Operations	23,600	24,400	24,000	24,000	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Planning Commission</i></b>	<b><u>\$ 23,915</u></b>	<b><u>\$ 25,115</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	\$ 611,867	\$ 763,984	\$ 764,561	\$ 798,397	4%
Maintenance & Operations	41,768	32,947	49,188	39,050	-21%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Code Enforcement</i></b>	<b><u>\$ 653,635</u></b>	<b><u>\$ 796,930</u></b>	<b><u>\$ 813,749</u></b>	<b><u>\$ 837,447</u></b>	<b><u>3%</u></b>
<b><u>Building Safety - 20410</u></b>					
Salaries & Benefits	\$ 636,344	\$ 869,393	\$ 669,307	\$ 1,453,065	117%
Maintenance & Operations	382,739	580,193	546,193	301,996	-45%
Fixed Assets	70,174	7,400	-	-	0%
<b><i>Subtotal Building Safety</i></b>	<b><u>\$ 1,089,257</u></b>	<b><u>\$ 1,456,985</u></b>	<b><u>\$ 1,215,500</u></b>	<b><u>\$ 1,755,061</u></b>	<b><u>44%</u></b>

**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>HOUSING &amp; COMMUNITY DEV - 11310/11320</u></b>					
<b><u>Code Enforcement - 20350</u></b>					
Salaries & Benefits	\$ 9,960	\$ 25,203	\$ 22,983	\$ 21,126	-8%
Maintenance & Operations	13,179	771	2,227	5,187	133%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Code Enforcement</i></b>	<b>\$ 23,139</b>	<b>\$ 25,975</b>	<b>\$ 25,210</b>	<b>\$ 26,313</b>	<b>4%</b>
<b><u>Public Service Programs - 20421</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	243,741	166,070	137,500	154,764	13%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Public Service Programs</i></b>	<b>\$ 243,741</b>	<b>\$ 166,070</b>	<b>\$ 137,500</b>	<b>\$ 154,764</b>	<b>13%</b>
<b><u>Single Family Housing Rehab. - 20422</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ 42,713	\$ 51,133	20%
Maintenance & Operations	247,546	97,090	210,600	509,228	142%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Sgl. Fam. Housing Rehab.</i></b>	<b>\$ 247,546</b>	<b>\$ 97,090</b>	<b>\$ 253,313</b>	<b>\$ 560,361</b>	<b>121%</b>
<b><u>Neighborhood Imp. - 20425</u></b>					
Salaries & Benefits	\$ 90,659	\$ 59,831	\$ -	\$ -	0%
Maintenance & Operations	162,618	78,780	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Neighborhood Imp.</i></b>	<b>\$ 253,277</b>	<b>\$ 138,612</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>Neighbors for Neighbors - 20426</u></b>					
Salaries & Benefits	\$ 59,028	\$ 69,474	\$ -	\$ -	0%
Maintenance & Operations	15,124	4,092	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Neighbors for Neighbors</i></b>	<b>\$ 74,151</b>	<b>\$ 73,566</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b><u>CDBG Admin. - 20427</u></b>					
Salaries & Benefits	\$ 116,161	\$ 54,806	\$ 54,338	\$ 55,553	2%
Maintenance & Operations	172,438	124,930	156,880	150,798	-4%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal CDBG Admin.</i></b>	<b>\$ 288,599</b>	<b>\$ 179,736</b>	<b>\$ 211,218</b>	<b>\$ 206,351</b>	<b>-2%</b>
<b><u>CDBG Tool Rental Program - 20430</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,561	458	-	-	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal CDBG Tool Rental Program</i></b>	<b>\$ 1,561</b>	<b>\$ 458</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>

**DEVELOPMENT SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 11-12</u> <u>Actual</u>	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Adopted</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<b><u>HOME - 20440</u></b>					
Salaries & Benefits	\$ 25,961	\$ 35,377	\$ 11,167	\$ 13,348	20%
Maintenance & Operations	17,468	57,635	28,122	21,994	-22%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal HOME</i></b>	<b>\$ 43,429</b>	<b>\$ 93,012</b>	<b>\$ 39,289</b>	<b>\$ 35,342</b>	<b>-10%</b>
<b><u>HOME Projects - 20445</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	50,713	53,013	5%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal HOME Projects</i></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,713</b>	<b>\$ 53,013</b>	<b>5%</b>
<b>Total Expenditures</b>	<b>\$4,225,104</b>	<b>\$4,800,676</b>	<b>\$4,787,498</b>	<b>\$5,846,229</b>	<b>22%</b>



## ***PUBLIC SERVICES DEPARTMENT***

The Public Services Department provides services related to engineering design, construction management, transportation, street, park and city facilities maintenance, water quality, waste management and recycling. The Department has 75 full time staff members composed of four management, five clerical, and sixty-six professional/technical staff. Part time staffing consists of 8.37 full time equivalents. The Department is organized in four divisions as follows:

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

### ***PUBLIC SERVICES ADMINISTRATION - 19100***

#### **Public Services Administration – 50001**

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

### **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.

### **Curbs & Sidewalks – 30130**

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

### **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.

***PUBLIC SERVICES DEPARTMENT***

**Traffic Operation – 30241**

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

***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.

## ***PUBLIC SERVICES DEPARTMENT***

### **Fleet Services - 50920**

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

### ***BUDGET NARRATIVE***

The FY 2014-15 adopted budget for the Public Services Department totals \$18,686,790, an increase of \$1,144,300 or 6.52% compared to the FY 13-14 adopted budget. Salaries and benefit accounts increased by \$443,846 or 5.31% primarily due to an increase in part-time hours/personnel (\$126,544) and an overall increase in retirement costs (\$292,647).

Maintenance & operations accounts increased by \$440,254 or 4.82%. This is primarily due to increases in utilities such as water and landscaping for the parks and parkways. Also contributing to this increase is a one-time payment of \$435,453 from the equipment replacement fund to pay off the fire truck lease. An offset to these increases was the one time reduction of \$371,932 for the internal rent vehicle replacement costs.

Fixed asset costs increased by \$260,200 due to proposed vehicle replacements as well as the purchase of a new emergency generator for the fleet department.

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

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

- Secured grant funding in the amount of **\$1,690,000** for Arlington Drive Bioswale and Dry Weather Diversion Project.
- Secured grant funding in the amount of **\$200,000** for Fairview Park Habitat Restoration and construction of pedestrian trails.
- 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 **\$2,500,000**).
- Completed the design of the following Alleys (construction cost estimated to be **\$1.4 million**):
  - 1) Harbor Blvd. Alley located between Bernard St. and Hamilton St., from Charlie St to Bernard St.
  - 2) Bernard St Alley located between Maple Ave. and Harbor Blvd., from Bernard St. to south of Bernard St.
  - 3) Baker Street Alley located between Paularino Channel and Mission Drive, from Mendoza Drive to Alley.
  - 4) LaSalle Avenue Alley located between Mendoza Drive and LaSalle Avenue, from Alley No. 120 to Mission Drive.
  - 5) Pomona Ave. Alley located between Placentia Ave. and Pomona Ave. from Ohms Way to 16th Street.
  - 6) Mendoza Dr. Alley located between Baker St. and Mission Dr. from Mendoza Dr. to Baker St.
  - 7) Mendoza Dr. Alley located between Ballow Ln. and Mendoza Dr. from Mission Dr. to El Camino Dr.
  - 8) Valasco Lane Alley located east of La Salle Avenue from Alley No. 120 to Sonora Road.
  - 9) Beach Street Alley located between Beach Street and 19<sup>th</sup> street from Pomona Ave. to Meyer Place.
  - 10) Palmer Street Alley located between 15<sup>th</sup> Street and Palmer Street from Orange Avenue to Westminster Avenue
  - 11) Palmer Street Alley) located between 15<sup>th</sup> Street and Palmer Street from Westminster Avenue to Santa Ana Avenue.

**PUBLIC SERVICES DEPARTMENT**

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

- Completed the design of **Wallace Avenue** Rehabilitation Project (the construction cost is estimated at **\$366,188**).
- Completed the construction of **20<sup>th</sup> Street Storm Drain** Project from Wallace Avenue to Placentia Avenue (the final construction cost was **\$276,000**).
- Completed the construction of the **19<sup>th</sup> Street** Rehabilitation Project from Park Avenue to Newport Boulevard (the final construction cost was **\$200,000**).
- Completed the construction of the picnic Shelter at Wilson Park (the final construction cost was **\$44,850**).
- Completed the construction of the picnic Shelter at Del Mar Park (the final construction cost was **\$43,975**).
- Completed the construction of the following alleys (the final construction cost was **\$490,000**):
  - 1) Park Dr Alley, from Anaheim Ave. to 18<sup>th</sup> St.
  - 2) Baker St Alley, from College Ave. to Baker St.
  - 3) Fullerton Ave Alley, from 20<sup>th</sup> St. to Fullerton Ave.
- Completed the construction of 12-13 Citywide Parkway Improvement Project (the final construction cost was **\$770,500**).
- Completed the construction of 15 arterial streets located in the **airport area**, approximately **10.25 centerline miles** (the final construction cost was **\$4,500,000**).
- Completed the construction of **Victoria Street** Rehabilitation Project from Newport Frontage Road to National Avenue (the final construction cost was **\$850,000**).
- Completed the construction of **Bristol Street** Rehabilitation Project from Anton Blvd. to 405 FWY (the final construction cost was **\$182,000**).
- Completed the construction of **Red Hill Avenue** Rehabilitation Project from Baker Street to Bristol Street ((the final construction cost was **\$1.6 million**).
- Completed parking lot rehabilitation project at Vista Park and Balearic (the final construction cost was **\$48,000**).
- Responded to 54 spills and illegal discharges in the public right-of-way.
- Reviewed, approved and inspected 16 Water Quality Management Plans (WQMPs) for new development.
- Reviewed approximately 260 Industrial and Commercial inspections required for NPDES permit.
- Reviewed a total of 18 Subdivision Maps.
- Issued a total of 565 Encroachment Permits.
- Issued a total of 333 Construction Access permits.
- Processed a total of 88 Development Projects.
- Acquired 21 easements for public purposes.
- Reviewed and approved 4 lot line adjustments.
- Vacated excess right of way along 1826 Fullerton Avenue.
- Vacated excess right of way along 164 Flower on Fullerton side.
- Initiated design of traffic calming improvements on East 19<sup>th</sup> Street between Fullerton Avenue and Irvine Avenue with funding from Safe Route to School (SRTS) program. Project also includes design of entry monument signs for Eastside Costa Mesa.
- Substantially completed the construction of the Harbor Boulevard – Adams Avenue intersection improvement project.
- Initiated construction phase for the Harbor Boulevard widening project between Law Court and Sunflower Avenue.
- Initiated construction phase of Anton Boulevard – Sunflower Avenue traffic signal modifications with grant funding from Highway Safety Improvement Program (HSIP).
- Completed the construction of General Plan improvements at Harbor Boulevard – Wilson Street project, which included the addition of westbound right-turn lane.
- Continued extensive coordination with corridor agencies on the I-405 Improvement Project.
- Initiated construction phase 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.

**PUBLIC SERVICES DEPARTMENT**

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

- Initiated construction phase of Downtown Gateway Improvement Project.
- Initiated construction phase of East 17<sup>th</sup> Street Improvements between Santa Ana Avenue and Irvine Avenue with funding from Transportation Enhancement grant funds.
- Completed the Victoria/Valley intersection improvement project with funding from the Highway Safety Improvement Program (HSIP) grant.
- Initiated design phase of Citywide Safe Route to School Improvements with funding from SRTS program.
- Secured Measure M grant funding in the amount of approximately \$3.4 Million for five corridor signal synchronization projects.
- Secured Highway Safety Improvement Program (HSIP) funding in the amount of \$0.5 Million for Harbor Boulevard Median Improvement project.
- Secured Bicycle Corridor Improvement Program (BCIP) grant funding in the amount of \$1.0 Million for West 19<sup>th</sup> Street bicycle connection to Santa Ana River.
- Completed design phase and initiated construction phase of Placentia Avenue – 20<sup>th</sup> Street crosswalk improvements with funding from Safe Route to School (SR2S).  
Completed striping modifications at Harbor Boulevard – Victoria Street to provide eastbound right-turn lane in accordance with General Plan.
- Initiated design of intersection improvements at Fairview Road – Wilson Street intersection and along Wilson Street corridor between Newport Boulevard and Fairview Road.
- Initiated design of three median projects on Bristol Street, Placentia Avenue and Red Hill Avenue corridors.
- Continued work on the General Plan update process.
- Initiated inter-jurisdictional program on sharing CCTV images with funding from Caltrans.
- 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.
- Cleaned approximately 1,000 linear feet of storm drain conduits.
- Removed approximately 5 tons of debris from catch basins citywide.
- Completed approximately 4,700 preventive sidewalk repairs/grinds.
- 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.
- 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.
- Completed over 50 building and/or park rehabilitation projects.
- Replaced emergency generator system at Fire Station #1.
- Rehabilitated sewer lateral for Balearic Community Center.
- Rehabilitated the 'Mother & Child' fountain at the Neighborhood Community Center.
- Installed perimeter security fencing at Fire Stations #3 and #4.
- Retro-fitted with energy efficient inductive fixtures, park and facility lighting at Lions Park, Downtown Recreation Center and Neighborhood Community Center.
- Renovated concrete in the Fire Station #4 Training Center.
- Replaced rain gutters and painted exterior of Downtown Community Center.
- Completed rehabilitation of TeWinkle Lakes pumping and circulation system.
- Completed the replacement of damaged concrete sidewalks in Shiffer Park and TeWinkle Park.

**PUBLIC SERVICES DEPARTMENT****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. Comply with State and Federal environmental, and child safety mandates.

**OBJECTIVES**

- Complete the design and construction of stairs at Fairview Park and Canary Drive. (Construction cost estimated at **\$340,000**).
- Complete the design of parking lot lightings at Fairview Park (construction cost estimated at **\$650,000**).
- Complete the design of Fairview Park Trails, Parking Lots, and Playground (construction cost estimated to be **\$1,300,000**).
- Complete the design and construction of landscaped median on Del Mar (construction cost estimated to be **\$200,000**).
- Complete the construction of landscape beautification on Harbor Boulevard from Gisler Avenue to Baker Street (construction cost estimated at **\$610,000**).
- Complete the design and construction of Harbor Boulevard Bike Trail Improvements from Fair Drive to Merrimac Way (construction cost estimated at **\$360,000**).
- Complete the design of FY 14-15 Citywide Street Improvement project (construction cost estimated to be **\$4,288,000**).
- Complete the design of FY 14-15 citywide Parkway Improvement Project and missing link sidewalks (construction cost estimated at **\$550,000**).
- Complete the design of the following alleys (construction cost estimated at **\$1,200,000**):
  - 1) Broadway Alley located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
  - 2) Broadway Alley located between Magnolia St. and Broadway from Tustin Ave. to Irvine Blvd.
  - 3) Magnolia St. Alley) located between 18<sup>th</sup> St. and Magnolia St. from Tustin Ave. to Irvine Blvd.
  - 4) Flower St. Alley located between Broadway and Flower St. from Tustin Ave. to Irvine Blvd.
  - 5) Flower St. Alley located between Broadway and Flower St. from Orange Ave. to W'ly End.
  - 6) Flower St. Alley located between Broadway and Flower St. from Orange Ave. to Westminster Ave.
  - 7) Flower St. Alley located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
  - 8) 19<sup>th</sup> St. Alley located between 19<sup>th</sup> St. and Flower St. from Orange Ave. to Westminster Ave.
  - 9) 19<sup>th</sup> St. Alley located between 19<sup>th</sup> St. and Flower St. from Westminster Ave. to Santa Ana Ave.
  - 10) Newport Blvd. Alley located between Newport Blvd and Harbor Blvd from 19<sup>th</sup> St. to Harbor Blvd.
  - 11) Fair Drive Alley located between Fair Dr. and Clearbrook Lane from Vanguard Way to W'ly End.
- Complete the design of Arlington Drive Bio-swale and Dry Weather Diversion system (construction cost is estimated at **\$2,500,000**).
- 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 **\$2,500,000**).
- Complete the construction of **Wallace Avenue** Rehabilitation Project (the construction cost is estimated at **\$366,188**).
- Complete the construction of parking lots rehabilitation project, Fire Station No. 5 and Canyon Park (the construction cost is estimated at **\$120,000**).
- Complete the construction of sidewalk and pedestrian gate at Costa Mesa Country Club Golf Course (the construction is estimated at **\$44,850**).

**PUBLIC SERVICES DEPARTMENT**

**OBJECTIVES (Continued)**

- Complete the construction of storm drain improvement on 21<sup>st</sup> Street between Orange Ave. and Westminster Ave., on an easement within a private property (the construction cost is estimated at **\$38,000**).
- Complete the construction of FY 13-14 citywide Parkway Improvement Project and missing link sidewalks (construction cost estimated at **\$497,000**).
- Complete the rehabilitation of 87 streets located on upper and lower bird tracts, Mesa North Neighborhood, Neighborhood within Trinity Church and Westside Neighborhood, **26.1 centerline miles** (construction cost estimated at **\$6,800,000**).
- Complete the construction of the following alleys (construction cost estimated at **\$1,400,000**):
  - 1) Harbor Blvd. Alley located between Bernard St. and Hamilton St., from Charlie St to Bernard St.
  - 2) Bernard St Alley located between Maple Ave. and Harbor Blvd., from Bernard St. to south of Bernard St.
  - 3) Baker Street Alley located between Paularino Channel and Mission Drive, from Mendoza Drive to Alley No. 125.
  - 4) LaSalle Avenue Alley located between Mendoza Drive and LaSalle Avenue, from Alley No. 120 to Mission Drive.
  - 5) Pomona Ave. Alley located between Placentia Ave. and Pomona Ave. from Ohms Way to 16th Street.
  - 6) Mendoza Dr. Alley located between Baker St. and Mission Dr. from Mendoza Dr. to Baker St.
  - 7) Mendoza Dr. Alley located between Ballow Ln. and Mendoza Dr. from Mission Dr. to El Camino Dr.
  - 8) Valasco Lane Alley located east of La Salle Avenue from Alley No. 120 to Sonora Road.
  - 9) Beach Street Alley located between Beach Street and 19<sup>th</sup> street from Pomona Ave. to Meyer Place.
  - 10) Palmer Street Alley located between 15<sup>th</sup> Street and Palmer Street from Orange Avenue to Westminster Avenue
  - 11) Palmer Street Alley located between 15<sup>th</sup> Street and Palmer Street from Westminster Avenue to Santa Ana Avenue.
- Perform routine monthly traffic signal maintenance and proactively upgrade the City's 124 traffic signals to minimize traffic congestion.
- Perform routine maintenance of 20 radar speed feedback signs and six in-pavement flashing crosswalk locations.
- Assess traffic conditions including preparation of a Performance Monitoring Report documenting traffic volumes and intersection Levels of Service (LOS) at significant intersections.
- Manage local and regional traffic with ongoing monitoring of traffic operations and improving traffic signal coordination on major corridors.
- Expand the City's Closed Circuit TV (CCTV) traffic monitoring system and improve inter-jurisdictional signal coordination.
- 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 Downtown Gateway Improvements project.
- Complete construction of traffic signal modifications at Anton Boulevard – Sunflower Avenue intersection.
- Complete construction of Placentia Avenue – 20<sup>th</sup> Street crosswalk improvements.
- Complete Citywide Safe Route to School project which includes installation of radar feedback signs, pedestrian countdown heads and school zone flashers in the vicinity of several elementary schools.
- Complete bicycle safety education project at Costa Mesa elementary schools and installation of bicycle racks at several City facilities.
- Complete installation of pedestrian and bicycle traffic signal at Placentia Avenue and Fairview Channel Bicycle Trail.

***PUBLIC SERVICES DEPARTMENT***

***OBJECTIVES (Continued)***

- Initiate traffic signal synchronization project on Adams Avenue and Newport Boulevard Corridors.
- Initiate construction of median improvements on Bristol Street, Placentia Avenue and Red Hill Avenue corridors.
- Initiate construction of traffic calming improvements on East 19<sup>th</sup> Street between Fullerton Avenue and Irvine Avenue.
- Initiate design of median improvements on Harbor Boulevard south of Wilson 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 vehicles, 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 City retained street signs.
- Provide safe, well-maintained painted pavement markings on City-maintained roadways.
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year.
- Repair potholes on City streets within 24 hours of notification or discovery.
- Monitor the storm drain systems and provide various debris removal programs to reduce debris and pollution from reaching the ocean in compliance with the National Pollutant Discharge Elimination System.

**PUBLIC SERVICES DEPARTMENT**

<b>Performance Measures/Workload Indicators:</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <u>Adopted</u></b>
<b><u>Performance Measures:</u></b>			
Percent of the total number of City trees trimmed	35%	37%	35%
Percent of budgeted building maintenance projects completed	84%	90%	95%
Percent of Costa Maintenance work requests completed/month	100%	80%	93%
Percent increase in extra-ordinary repairs of City fleet vehicles	28%	60%	29%
Percent of total street signs replaced	6%	7%	6%
Percent of total lane lines repainted	75%	40%	60%
Percent of total pavement legends repainted/re-applied	40%	8%	10%
Percent of total red curb repainted	70%	46%	50%
Change in Pavement Condition Index (P.C.I.) for streets network vs. prior year	81.5	86.4	87.5
Percent of total catch basins with inserts screens or other anti-pollution devices installed	12%	5%	5%
Percent change in debris removed from catch basins vs. prior year	0%	0%	0%
Percent of budgeted Capital Improvement Projects completed in budgeted fiscal year	83%	85%	85%
<b><u>Workload Indicators:</u></b>			
Number of new trees planted	250	350	1500
Number of trees removed	250	500	225
Number of trees root-pruned	45	65	45
Number of facility rehabilitation projects completed	25	50	65
Number of facilities work requests tracked	894	1,000	1,000
Number of ball field preparations performed	1,450	1,475	1,500
Number of scheduled vehicle and equipment services performed	942	651	700
Number of extraordinary vehicle and equipment services performed	624	1,044	900
Number of traffic and street signs maintained	780	400	925
Number of linear feet of lane lines repainted	1,350,000	540,000	1,350,000

**PUBLIC SERVICES DEPARTMENT**

<b>Performance Measures/Workload Indicators (continued):</b>	<b>FY 12-13 <u>Actual</u></b>	<b>FY 13-14 <u>Adopted</u></b>	<b>FY 14-15 <u>Adopted</u></b>
<b><u>Workload Indicators:</u></b>			
Number of pavement legends repainted/reapplied	150	60	100
Number of crosswalks repainted/reapplied	60	50	75
Number of lineal feet of red curb repainted	225,000	125,000	300,000
Tons of asphalt applied annually	630	50	N/A
Tons of debris removed and diverted from the waterways	66	940	750
Dollar amount of construction contracts awarded	\$10 Million	\$12.1 Million	\$14 Million
Centerline miles of Streets Rehabilitated by outside forces	9	10.3	26.1
Centerline miles of Alleys Rehabilitated by outside forces	1.14	1.0	1.9
Number of Construction Permits issued	375	410	470
Number of Development Projects processed	100	95	110
Number of Building Permit Applications processed	220	300	350



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

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b>Public Services Administration - 19100</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>Engineering - 19200</b>				
City Engineer	0.34	0.34	0.34	0.10
Associate Engineer	1.00	1.00	0.50	0.50
<i>Subtotal Water Quality - 20510</i>	<u>1.34</u>	<u>1.34</u>	<u>0.84</u>	<u>0.60</u>
City Engineer	0.33	0.33	0.33	0.20
Administrative Secretary	-	-	0.50	0.50
Assistant Engineer	0.75	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00
Engineering Technician III	0.50	0.50	0.88	1.15
Public Right of Way Coordinator	-	-	-	1.00
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	<u>3.08</u>	<u>3.33</u>	<u>4.21</u>	<u>5.35</u>
City Engineer	0.33	0.33	0.33	0.20
Administrative Secretary	-	-	0.25	0.25
Assistant Engineer	0.25	-	-	-
Engineering Technician III	0.50	0.50	0.50	0.75
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Storm Drain Improvements - 30122</i>	<u>1.58</u>	<u>1.33</u>	<u>1.58</u>	<u>1.70</u>
City Engineer	-	-	-	0.10
Engineering Technician II	1.00	1.00	-	-
Engineering Technician III	-	-	1.37	0.50
<i>Subtotal Development - 30310</i>	<u>1.00</u>	<u>1.00</u>	<u>1.37</u>	<u>0.60</u>
City Engineer	-	-	-	0.10
Engineering Technician III	1.00	1.00	0.25	0.20
<i>Subtotal Real Property - 30320</i>	<u>1.00</u>	<u>1.00</u>	<u>0.25</u>	<u>0.30</u>
City Engineer	-	-	-	0.10
Administrative Secretary	-	-	0.25	0.25
Contract Administrator	1.00	1.00	1.00	0.50
Senior Engineer	1.00	1.00	1.00	0.50
<i>Subtotal Park Improvements - 40112</i>	<u>2.00</u>	<u>2.00</u>	<u>2.25</u>	<u>1.35</u>

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

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b><u>Engineering - 19200</u></b> (con't)				
City Engineer	-	-	-	0.20
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Engineer	-	-	0.50	0.50
Assistant Engineer	2.00	2.00	2.00	2.00
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	-	-	-	0.50
Engineering Technician II	1.00	1.00	1.00	1.00
Engineering Technician III	-	-	-	0.40
Senior Engineer	1.00	1.00	1.00	1.50
<i>Subtotal Construction Management - 50002</i>	6.00	6.00	6.50	8.10
<b>Total Engineering Full-time Positions</b>	<b>16.00</b>	<b>16.00</b>	<b>17.00</b>	<b>18.00</b>
<b>Total Engineering Part-time Positions (in FTE's)</b>	<b>0.50</b>	<b>0.50</b>	<b>0.50</b>	<b>2.60</b>
<b><u>Transportation - 19300</u></b>				
Transportation Services Manager	0.75	0.75	0.75	0.60
Administrative Secretary	0.50	0.50	-	-
Assistant Engineer	0.25	0.25	0.25	0.25
Associate Engineer	0.25	0.25	0.25	0.40
Engineering Technician II	0.25	0.25	0.75	1.00
Engineering Technician III	-	-	0.25	-
<i>Subtotal Traffic Planning - 30210</i>	2.00	2.00	2.25	2.25
Transportation Services Manager	0.25	0.25	0.25	0.40
Administrative Secretary	0.50	0.50	-	-
Assistant Engineer	0.75	0.75	0.75	0.75
Associate Engineer	0.75	0.75	0.75	0.60
Engineering Technician II	0.75	0.75	0.25	-
Engineering Technician III	-	-	0.75	1.00
<i>Subtotal Traffic Operations - 30241</i>	3.00	3.00	2.75	2.75
<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>0.75</b>	<b>0.90</b>	<b>0.96</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>	2.00	2.00	2.00	2.00
Senior Maintenance Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal Pkwy &amp; Median Maintenance - 20111</i>	0.25	0.25	0.25	0.25

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

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b>Maintenance Services - 19500</b> (continued)				
Maintenance Supervisor	0.25	0.25	0.25	0.25
Senior Maintenance Worker	3.25	3.25	3.25	3.00
<i>Subtotal Street Cleaning - 20120</i>	3.50	3.50	3.50	3.25
Lead Maintenance Worker	-	-	-	1.00
Maintenance Worker	1.00	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	-
<i>Subtotal Graffiti Abatement - 20130</i>	2.25	2.25	2.25	2.25
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	-	-	-
Senior Maintenance Worker	4.25	2.50	2.50	2.50
<i>Subtotal Street Maintenance - 30111</i>	6.25	4.25	4.25	4.25
Assistant Street Superintendent	0.25	0.25	0.25	0.25
Maintenance Worker	0.75	-	-	-
Senior Maintenance Worker	0.75	0.50	0.50	0.50
<i>Subtotal Storm Drain Maintenance - 30121</i>	1.75	0.75	0.75	0.75
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	1.00
<i>Subtotal Signs &amp; Markings - 30243</i>	2.50	2.50	2.50	2.75
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	5.00	5.00	5.00	7.00
<i>Subtotal Park Maintenance - 40111</i>	18.50	18.50	18.50	20.50
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	3.00	3.00	3.00
Executive Secretary	-	-	-	0.25
Office Specialist II	0.25	0.25	0.25	-
<i>Subtotal Facility Maintenance - 50910</i>	7.75	6.75	6.75	6.75

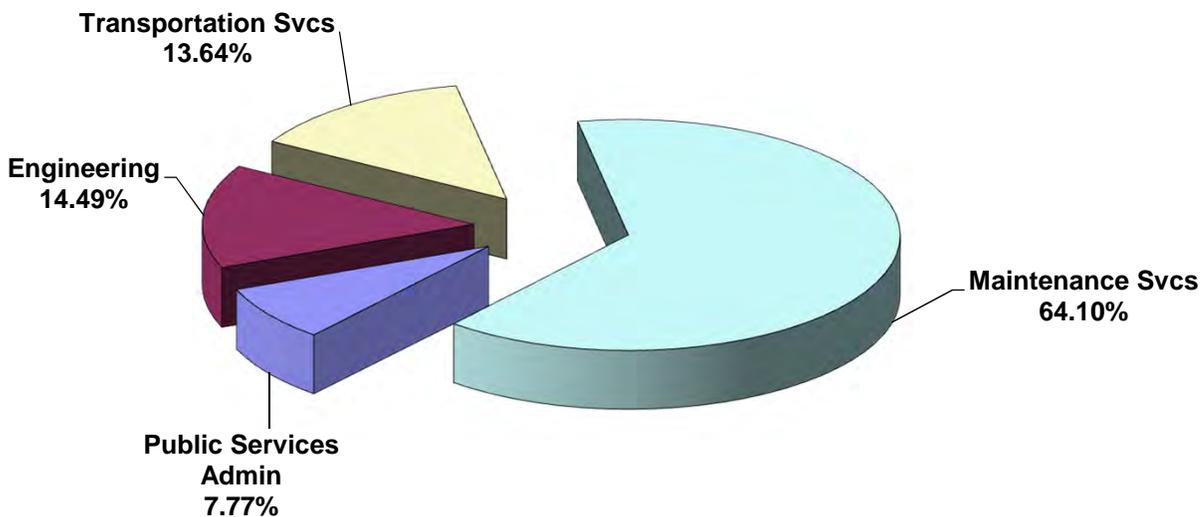
**PUBLIC SERVICES DEPARTMENT  
FOUR-YEAR PERSONNEL SUMMARY  
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 11-12 Adopted	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted
<b>Maintenance Services - 19500</b> (continued)				
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	2.00	2.00	2.00
Executive Secretary	-	-	-	0.75
Office Specialist II	0.75	0.75	0.75	-
<i>Subtotal Equipment Maintenance - 50920</i>	7.25	6.25	6.25	6.25
<b>Total Maintenance Services Full-time Positions</b>	<b>52.00</b>	<b>47.00</b>	<b>47.00</b>	<b>49.00</b>
<b>Total Maint Svcs Part-time Positions (in FTE's)</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>	<b>4.81</b>
<b>Total Department Full-time Positions</b>	<b>76.00</b>	<b>71.00</b>	<b>72.00</b>	<b>75.00</b>
<b>Total Department Part-time Positions (in FTE's)</b>	<b>3.25</b>	<b>3.50</b>	<b>3.65</b>	<b>8.37</b>
<b>TOTAL DEPARTMENT</b>	<b>79.25</b>	<b>74.50</b>	<b>75.65</b>	<b>83.37</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY DIVISION**

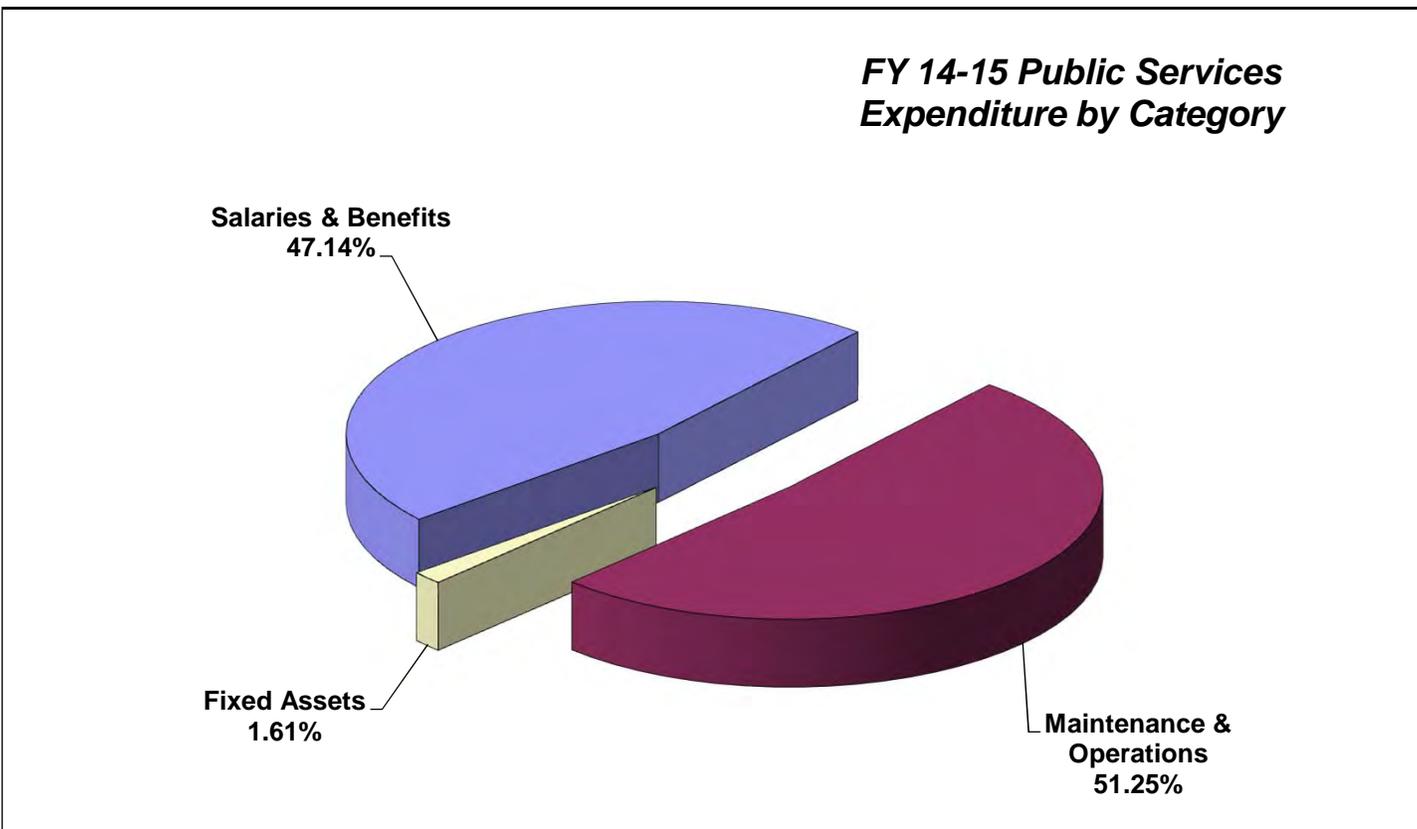
	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b>Expenditure by Division:</b>					
Public Services Admin. - 19100	\$ 1,134,576	\$ 1,557,274	\$ 1,469,676	\$ 1,452,313	-1.18%
Engineering - 19200	2,110,347	2,055,161	2,535,893	2,706,993	6.75%
Transportation Svcs - 19300	2,288,458	2,291,837	2,472,843	2,549,179	3.09%
Maintenance Svcs - 19500	11,030,338	11,086,082	11,064,078	11,978,305	8.26%
<b>Total Expenditures</b>	<b>\$ 16,563,719</b>	<b>\$ 16,990,353</b>	<b>\$ 17,542,490</b>	<b>\$ 18,686,790</b>	<b>6.52%</b>

**FY 14-15 Public Services  
Expenditure by Division**



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ 7,406,138	\$ 7,147,259	\$ 8,365,629	\$ 8,809,475	5.31%
Maintenance & Operations	9,157,581	9,843,094	9,136,861	9,577,115	4.82%
Fixed Assets	-	-	40,000	300,200	650.50%
<b>Total Expenditures</b>	<b>\$ 16,563,719</b>	<b>\$ 16,990,353</b>	<b>\$ 17,542,490</b>	<b>\$ 18,686,790</b>	<b>6.52%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 13,515,012	\$ 13,703,244	\$ 14,520,349	\$ 15,355,519	82.17%
Gas Tax Fund - 201	187,067	365,010	510,750	446,482	2.39%
Air Quality Imp. Fund - 203	3,816	516	15,000	15,000	0.08%
Capital Improvmts Fund - 401	-	-	-	-	0.00%
Measure M Fund - 403	52,594	220,694	-	-	0.00%
Measure M Fund - 414	351,824	26,768	-	-	0.00%
Measure M Fund - 415	12,322	73,675	126,719	-	0.00%
Measure M Fund - 416	-	30,460	513,235	282,820	1.51%
Equipment Replacement - 601	2,441,084	2,569,987	1,856,437	2,586,970	13.84%
<b>Total Funding Sources</b>	<b>\$ 16,563,719</b>	<b>\$ 16,990,353</b>	<b>\$ 17,542,490</b>	<b>\$ 18,686,790</b>	<b>100.00%</b>

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
Regular Salaries - Non Sworn	501200	\$ 4,883,581	\$ 4,466,750	\$ 5,434,735	\$ 5,512,301	1%
Regular Salaries - Part time	501300	371,881	317,544	91,873	218,417	138%
Overtime	501400	61,129	82,824	90,700	73,700	-19%
Accrual Payoff - Excess Maximum	501500	37,520	38,056	18,894	20,154	7%
Vacation/Comp. Time Cash Out	501600	22,046	32,926	15,700	20,700	32%
Holiday Allowance	501700	6,469	1,058	900	5,242	482%
Separation Pay-Off	501800	45,639	57,558	-	-	0%
Other Compensation	501900	58,351	54,725	75,540	64,440	-15%
Cafeteria Plan	505100	633,582	592,519	722,184	768,973	6%
Medicare	505200	72,885	67,680	76,402	85,230	12%
Retirement	505300	1,031,788	1,091,666	1,529,701	1,822,348	19%
Professional Development	505500	9,625	9,502	23,586	27,176	15%
Auto Allowance	505600	4,403	1,101	-	-	0%
Unemployment	505800	4,238	5,750	7,890	2,891	-63%
Workers' Compensation	505900	163,001	327,600	277,524	187,904	-32%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ 7,406,138</b>	<b>\$ 7,147,259</b>	<b>\$ 8,365,629</b>	<b>\$ 8,809,475</b>	<b>5%</b>
Stationery and Office	510100	\$ 9,965	\$ 11,678	\$ 11,100	\$ 11,100	0%
Multi-Media, Promotions and Subs	510200	4,288	5,270	7,650	9,650	26%
Small Tools and Equipment	510300	51,054	41,423	51,750	69,180	34%
Uniform & Clothing	510400	18,204	15,228	20,750	20,300	-2%
Safety and Health	510500	380	881	2,300	2,300	0%
Maintenance & Construction	510600	719,155	598,888	642,730	652,100	1%
Agriculture	510700	84,992	94,353	139,000	149,000	7%
Fuel	510800	713,472	681,163	700,000	700,000	0%
Electricity - Buildings & Fac.	515100	427,608	430,654	431,300	431,700	0%
Electricity - Power	515200	200,338	191,594	197,000	198,000	1%
Electricity - Street Lights	515300	1,018,412	1,013,312	1,100,000	1,100,000	0%
Gas	515400	25,008	25,022	26,000	26,000	0%
Water - Domestic	515500	87,424	115,674	85,000	111,850	32%
Water - Parks and Parkways	515600	533,091	628,815	565,000	700,250	24%
Waste Disposal	515700	146,328	143,857	166,000	148,300	-11%
Janitorial and Housekeeping	515800	173,044	161,337	191,184	175,236	-8%
Postage	520100	5,426	3,864	6,550	4,950	-24%
Legal Advertising/Filing Fees	520200	204,696	172,117	255,000	201,000	-21%
Telephone/Radio/Communications	520400	11,802	3,597	12,000	3,500	-71%
Mileage Reimbursement	520600	-	-	120	120	0%
Buildings and Structures	525100	277,198	452,190	84,000	96,300	15%
Landscaping and Sprinklers	525200	1,083,864	1,378,249	1,422,200	1,498,470	5%
Underground Lines	525300	17,380	11,087	5,000	5,000	0%
Automotive Equipment	525400	140,147	169,334	125,000	125,000	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	1,745	1,912	6,350	6,650	5%
Other Equipment	525800	623,565	664,703	685,715	736,184	7%
Streets, Alleys and Sidewalks	525900	204,917	245,245	276,500	284,000	3%
Employment	530100	-	7,414	-	-	0%
Consulting	530200	192,667	292,937	220,500	306,000	39%
Engineering and Architectural	530400	25,581	58,431	71,000	71,000	0%
Principal Payments	535100	-	-	-	415,395	0%
Interest Payments	535200	-	-	-	20,058	0%
External Rent	535400	2,976	1,316	6,750	12,750	89%
Depreciation	535600	664,795	763,788	-	-	0%
Central Services	535800	11,859	5,287	9,950	8,450	-15%

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY ACCOUNT**

<b>Account Description</b>	<b>Account Number</b>	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
Internal Rent - Maint. Charges	536100	399,907	334,154	538,479	494,369	-8%
Internal Rent - Repl.Cost	536200	530,582	328,900	403,197	31,265	-92%
Internal Rent - IT Replacement	536300	-	-	-	11,131	0%
General Liability	540100	478,324	721,400	659,286	728,057	10%
Taxes & Assessments	540700	65,470	67,100	12,000	12,000	0%
Other Costs	540900	1,916	921	-	-	0%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 9,157,581</b>	<b>\$ 9,843,094</b>	<b>\$ 9,136,861</b>	<b>\$ 9,577,115</b>	<b>5%</b>
Automotive Equipment	590500	\$ -	\$ -	\$ -	\$ 210,200	0%
Other Equipment	590800	-	-	40,000	90,000	125%
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ 40,000</b>	<b>\$ 300,200</b>	<b>651%</b>
<b>Total Expenditures</b>		<b>\$ 16,563,719</b>	<b>\$ 16,990,353</b>	<b>\$ 17,542,490</b>	<b>\$ 18,686,790</b>	<b>7%</b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>PUBLIC SERVICES ADMINISTRATION - 19100</u></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 603,538	\$ 788,826	\$ 750,872	\$ 654,843	-13%
Maintenance & Operations	495,904	736,966	679,304	757,970	12%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b><u>\$ 1,099,442</u></b>	<b><u>\$ 1,525,792</u></b>	<b><u>\$ 1,430,176</u></b>	<b><u>\$ 1,412,813</u></b>	<b><u>-1%</u></b>
<b><u>Recycling - 20230</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ 500	\$ 500	0%
Maintenance & Operations	35,134	31,481	39,000	39,000	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Recycling</i></b>	<b><u>\$ 35,134</u></b>	<b><u>\$ 31,481</u></b>	<b><u>\$ 39,500</u></b>	<b><u>\$ 39,500</u></b>	<b><u>0%</u></b>
<b><u>ENGINEERING - 19200</u></b>					
<b><u>Construction Management - 50002</u></b>					
Salaries & Benefits	\$ 246,644	\$ 618,737	\$ 780,470	\$ 1,006,870	29%
Maintenance & Operations	21,581	28,632	37,577	18,430	-51%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Construction Mgmt</i></b>	<b><u>\$ 268,225</u></b>	<b><u>\$ 647,369</u></b>	<b><u>\$ 818,047</u></b>	<b><u>\$ 1,025,300</u></b>	<b><u>25%</u></b>
<b><u>Water Quality - 20510</u></b>					
Salaries & Benefits	\$ 185,391	\$ 202,516	\$ 142,675	\$ 99,542	-30%
Maintenance & Operations	228,605	209,684	267,100	245,600	-8%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Water Quality</i></b>	<b><u>\$ 413,996</u></b>	<b><u>\$ 412,200</u></b>	<b><u>\$ 409,775</u></b>	<b><u>\$ 345,142</u></b>	<b><u>-16%</u></b>
<b><u>Street Improvements - 30112</u></b>					
Salaries & Benefits	\$ 799,735	\$ 368,475	\$ 534,637	\$ 722,703	35%
Maintenance & Operations	12,415	11,969	17,967	35,355	97%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Street Improvements</i></b>	<b><u>\$ 812,150</u></b>	<b><u>\$ 380,444</u></b>	<b><u>\$ 552,604</u></b>	<b><u>\$ 758,058</u></b>	<b><u>37%</u></b>
<b><u>Storm Drain Improvements - 30122</u></b>					
Salaries & Benefits	\$ 102,825	\$ 86,343	\$ 215,869	\$ 226,978	5%
Maintenance & Operations	3,100	5,699	8,950	8,950	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Storm Drain Imprvmnts</i></b>	<b><u>\$ 105,924</u></b>	<b><u>\$ 92,042</u></b>	<b><u>\$ 224,819</u></b>	<b><u>\$ 235,928</u></b>	<b><u>5%</u></b>
<b><u>Development - 30310</u></b>					
Salaries & Benefits	\$ 103,723	\$ 107,886	\$ 153,811	\$ 79,226	-48%
Maintenance & Operations	226	714	1,850	1,850	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Development</i></b>	<b><u>\$ 103,949</u></b>	<b><u>\$ 108,600</u></b>	<b><u>\$ 155,661</u></b>	<b><u>\$ 81,076</u></b>	<b><u>-48%</u></b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Real Property - 30320</u></b>					
Salaries & Benefits	\$ 106,003	\$ 107,780	\$ 28,599	\$ 44,505	56%
Maintenance & Operations	534	1,747	3,550	3,550	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Real Property</i></b>	<b><u>\$ 106,537</u></b>	<b><u>\$ 109,527</u></b>	<b><u>\$ 32,149</u></b>	<b><u>\$ 48,055</u></b>	<b><u>49%</u></b>
<b><u>Park Development - 40112</u></b>					
Salaries & Benefits	\$ 297,321	\$ 303,826	\$ 339,738	\$ 210,335	-38%
Maintenance & Operations	2,245	1,154	3,100	3,100	0%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Park Development</i></b>	<b><u>\$ 299,566</u></b>	<b><u>\$ 304,980</u></b>	<b><u>\$ 342,838</u></b>	<b><u>\$ 213,435</u></b>	<b><u>-38%</u></b>
<b><u>TRANSPORTATION SERVICES - 19300</u></b>					
<b><u>Traffic Planning - 30210</u></b>					
Salaries & Benefits	\$ 315,540	\$ 305,599	\$ 350,972	\$ 357,928	2%
Maintenance & Operations	19,076	74,727	59,534	62,300	5%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Traffic Planning</i></b>	<b><u>\$ 334,616</u></b>	<b><u>\$ 380,326</u></b>	<b><u>\$ 410,506</u></b>	<b><u>\$ 420,228</u></b>	<b><u>2%</u></b>
<b><u>Traffic Operations - 30241</u></b>					
Salaries & Benefits	\$ 384,211	\$ 281,161	\$ 348,462	\$ 377,076	8%
Maintenance & Operations	1,569,631	1,630,349	1,713,875	1,751,875	2%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Traffic Operations</i></b>	<b><u>\$ 1,953,843</u></b>	<b><u>\$ 1,911,511</u></b>	<b><u>\$ 2,062,337</u></b>	<b><u>\$ 2,128,951</u></b>	<b><u>3%</u></b>
<b><u>MAINTENANCE SERVICES - 19500</u></b>					
<b><u>Administration - 50001</u></b>					
Salaries & Benefits	\$ 270,690	\$ 289,008	\$ 279,610	\$ 300,036	7%
Maintenance & Operations	16,267	11,743	15,198	35,588	134%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Administration</i></b>	<b><u>\$ 286,958</u></b>	<b><u>\$ 300,750</u></b>	<b><u>\$ 294,808</u></b>	<b><u>\$ 335,624</u></b>	<b><u>14%</u></b>
<b><u>Parkway &amp; Median Maint - 20111</u></b>					
Salaries & Benefits	\$ 31,552	\$ 8,951	\$ 29,875	\$ 32,382	8%
Maintenance & Operations	864,276	993,437	1,080,950	1,130,350	5%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Pkwy &amp; Median Maint</i></b>	<b><u>\$ 895,828</u></b>	<b><u>\$ 1,002,387</u></b>	<b><u>\$ 1,110,825</u></b>	<b><u>\$ 1,162,732</u></b>	<b><u>5%</u></b>
<b><u>Street Cleaning - 20120</u></b>					
Salaries & Benefits	\$ 192,206	\$ 160,596	\$ 295,912	\$ 272,971	-8%
Maintenance & Operations	299,357	232,539	267,356	189,498	-29%
Fixed Assets	-	-	-	-	0%
<b><i>Subtotal Street Cleaning</i></b>	<b><u>\$ 491,562</u></b>	<b><u>\$ 393,135</u></b>	<b><u>\$ 563,268</u></b>	<b><u>\$ 462,469</u></b>	<b><u>-18%</u></b>

**PUBLIC SERVICES DEPARTMENT  
EXPENDITURE SUMMARY BY PROGRAM**

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b><u>Graffiti Abatement - 20130</u></b>					
Salaries & Benefits	\$ 189,087	\$ 175,960	\$ 204,399	\$ 211,339	3%
Maintenance & Operations	49,935	32,326	42,065	34,003	-19%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Graffiti Abatement</b>	<b>\$ 239,022</b>	<b>\$ 208,286</b>	<b>\$ 246,464</b>	<b>\$ 245,342</b>	<b>0%</b>
<b><u>Street Maintenance - 30111</u></b>					
Salaries & Benefits	\$ 461,320	\$ 384,403	\$ 472,209	\$ 452,062	-4%
Maintenance & Operations	544,638	285,778	407,247	305,108	-25%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Street Maintenance</b>	<b>\$ 1,005,958</b>	<b>\$ 670,182</b>	<b>\$ 879,456</b>	<b>\$ 757,170</b>	<b>-14%</b>
<b><u>Storm Drain Maint - 30121</u></b>					
Salaries & Benefits	\$ 143,893	\$ 69,965	\$ 79,286	\$ 74,441	-6%
Maintenance & Operations	30,953	23,624	37,029	7,530	-80%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Storm Drain Maint</b>	<b>\$ 174,846</b>	<b>\$ 93,589</b>	<b>\$ 116,315</b>	<b>\$ 81,971</b>	<b>-30%</b>
<b><u>Signs &amp; Markings - 30243</u></b>					
Salaries & Benefits	\$ 235,451	\$ 250,733	\$ 267,461	\$ 335,218	25%
Maintenance & Operations	175,093	220,146	266,547	227,214	-15%
Fixed Assets	-	-	12,000	-	-100%
<b>Subtotal Signs &amp; Markings</b>	<b>\$ 410,544</b>	<b>\$ 470,879</b>	<b>\$ 546,008</b>	<b>\$ 562,432</b>	<b>3%</b>
<b><u>Park Maintenance - 40111</u></b>					
Salaries & Benefits	\$ 1,516,750	\$ 1,518,407	\$ 1,824,961	\$ 2,039,968	12%
Maintenance & Operations	1,556,049	1,748,633	1,759,828	1,907,835	8%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Park Maintenance</b>	<b>\$ 3,072,798</b>	<b>\$ 3,267,040</b>	<b>\$ 3,584,789</b>	<b>\$ 3,947,803</b>	<b>10%</b>
<b><u>Facility Maintenance - 50910</u></b>					
Salaries & Benefits	\$ 624,300	\$ 553,931	\$ 633,142	\$ 656,910	4%
Maintenance & Operations	1,383,598	1,555,915	1,204,566	1,178,884	-2%
Fixed Assets	-	-	28,000	-	-100%
<b>Subtotal Facility Maintenance</b>	<b>\$ 2,007,899</b>	<b>\$ 2,109,846</b>	<b>\$ 1,865,708</b>	<b>\$ 1,835,794</b>	<b>-2%</b>
<b><u>Fleet Services - 50920</u></b>					
Salaries & Benefits	\$ 595,959	\$ 564,156	\$ 632,169	\$ 653,645	3%
Maintenance & Operations	1,848,964	2,005,831	1,224,268	1,633,125	33%
Fixed Assets	-	-	-	300,200	0%
<b>Subtotal Fleet Services</b>	<b>\$ 2,444,923</b>	<b>\$ 2,569,987</b>	<b>\$ 1,856,437</b>	<b>\$ 2,586,970</b>	<b>39%</b>
<b>Total Expenditures</b>	<b>\$16,563,719</b>	<b>\$16,990,353</b>	<b>\$17,542,490</b>	<b>\$18,686,790</b>	<b>7%</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 14-15 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 14-15, the budget for Non-Departmental includes the following:

**Debt Service:**

2003 Refunding Certificates of Participation (COPs)	\$ 1,248,275
2006 Refunding Revenue Bonds	217,666
2007 Certificates of Participation – Police Facility Expansion	2,266,304
Total Debt Service	<u>\$ 3,732,245</u>

**Interfund Transfers:**

General Fund to the Supplemental Law Enforcement Fund	\$ 67,067
General Fund to the Capital Improvement Fund	5,450,000
Total Transfers Out	<u>\$ 5,517,067</u>

**Other:**

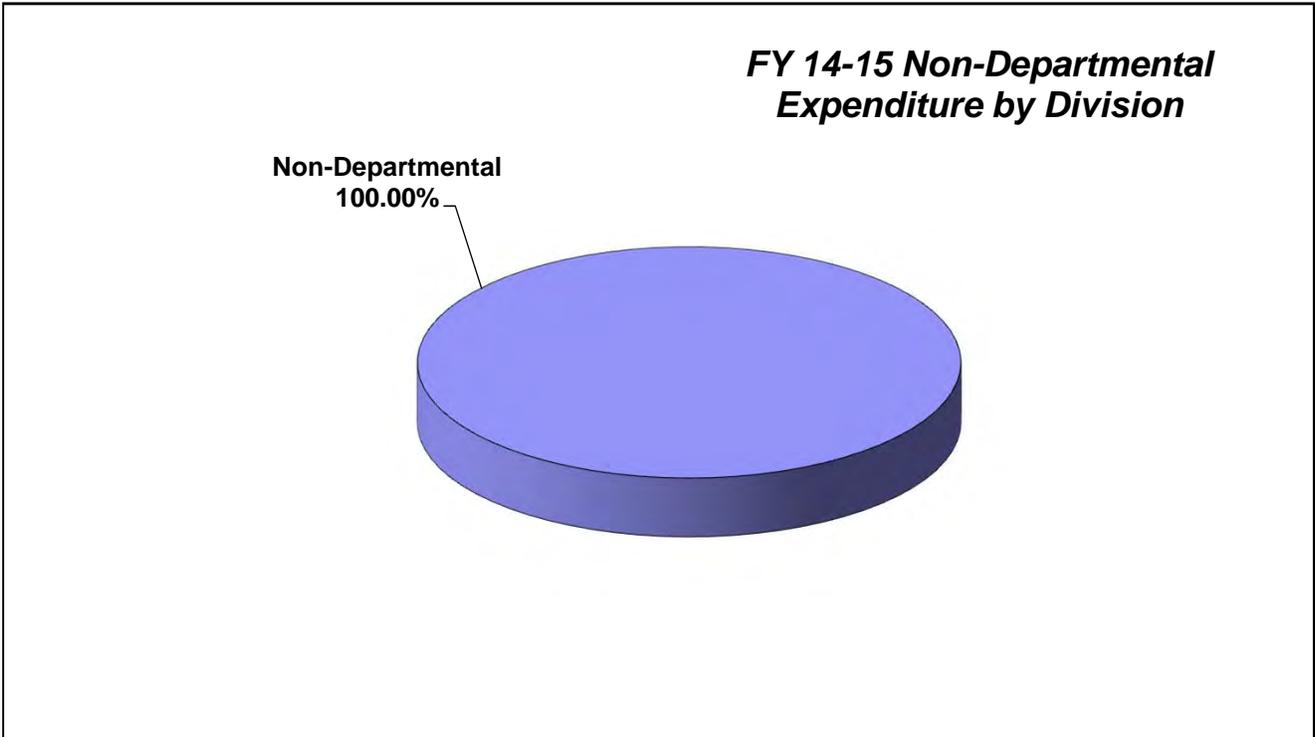
Regular Salaries	(\$2,825,187)
Multimedia, Promotions & Subscriptions	164,000
Unfunded Liability Retirement Payment	500,000
Interest Payment from Park Development Fund	21,427
Contingency	1,000,000
Other Costs	100,000
Total Other	<u>(\$1,039,760)</u>

<b>Total Non-Departmental Adopted Budget</b>	<b><u><u>\$ 8,209,552</u></u></b>
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A Schedule of Interfund Transfers is found on page 20.

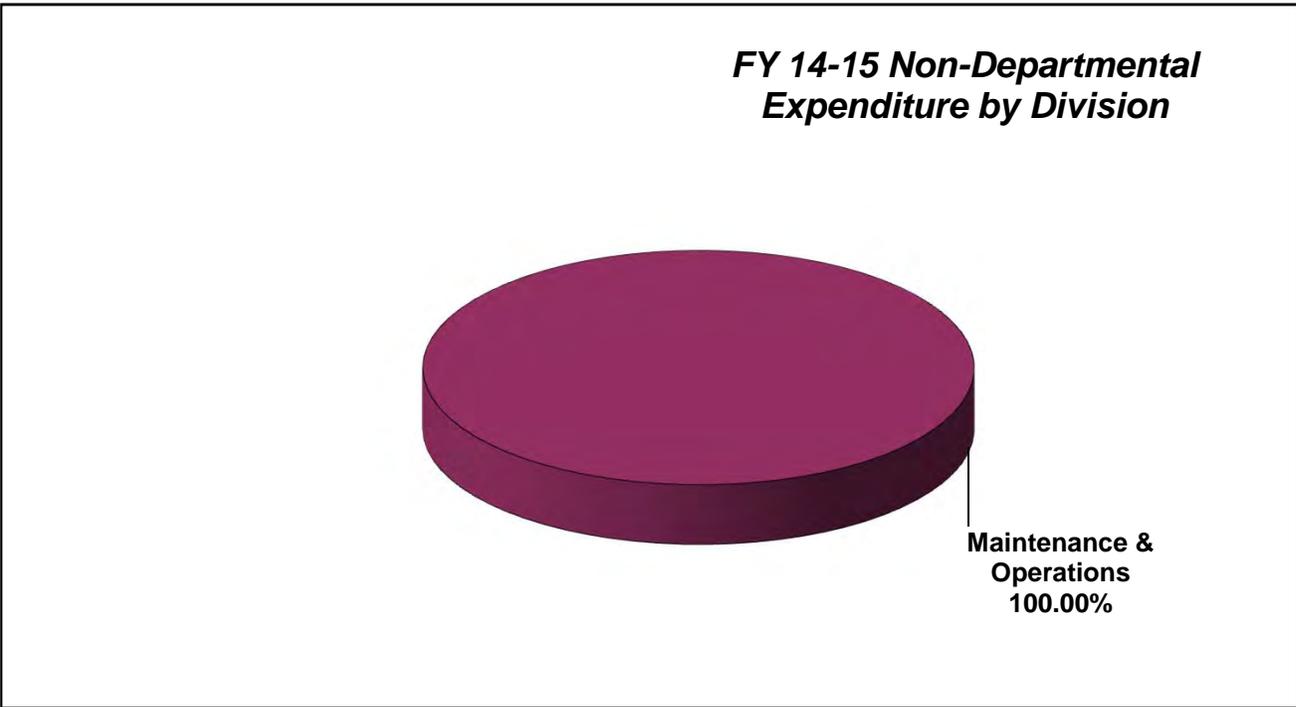
**NON-DEPARTMENTAL  
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 11-12 Actual</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Adopted</u>	<u>FY 14-15 Adopted</u>	<u>Percent Change</u>
<b><u>Expenditure by Division:</u></b>					
Non-Departmental - 90000	\$ 5,922,936	\$ 9,593,525	\$ 8,640,135	\$ 8,209,552	-4.98%
<b>Total Expenditures</b>	<b>\$ 5,922,936</b>	<b>\$ 9,593,525</b>	<b>\$ 8,640,135</b>	<b>\$ 8,209,552</b>	<b>-4.98%</b>



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

	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent Change</b>
<b><u>Expenditure by Category:</u></b>					
Salaries & Benefits	\$ -	\$ -	\$ (1,200,000)	\$ (2,325,187)	93.77%
Maintenance & Operations	5,922,936	9,593,525	9,840,135	10,534,739	7.06%
Fixed Assets	-	-	-	-	0.00%
<b>Total Expenditures</b>	<b>\$ 5,922,936</b>	<b>\$ 9,593,525</b>	<b>\$ 8,640,135</b>	<b>\$ 8,209,552</b>	<b>-4.98%</b>



	<b>FY 11-12 Actual</b>	<b>FY 12-13 Actual</b>	<b>FY 13-14 Adopted</b>	<b>FY 14-15 Adopted</b>	<b>Percent of Total</b>
<b><u>Funding Sources:</u></b>					
General Fund - 101	\$ 5,406,580	\$ 9,320,302	\$ 8,420,497	\$ 8,188,125	99.74%
Park Devel Fees Fund - 208	228,832	242,562	-	21,427	0.26%
Capital Outlay Fund - 401	250,000	-	-	-	0.00%
Vehicle Prking. Dist. #1 - 409	36	58	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	33	90	-	-	0.00%
Equip. Replacement Fund - 601	37,454	30,513	219,638	-	0.00%
<b>Total Funding Sources</b>	<b>\$ 5,922,936</b>	<b>\$ 9,593,525</b>	<b>\$ 8,640,135</b>	<b>\$ 8,209,552</b>	<b>100.00%</b>

**NON-DEPARTMENTAL  
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ -	\$ -	\$(1,750,000)	\$ (2,825,187)	61%
Retirement	505300	-	-	500,000	500,000	0%
Employer Contr.Retirees' Med.	506100	-	-	50,000	-	-100%
<b>Subtotal Salaries &amp; Benefits</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$(1,200,000)</b>	<b>\$ (2,325,187)</b>	<b>94%</b>
Small Tools and Equipment	510300	\$ -	\$ -	\$ -	\$ 164,000	0%
Principal Payments	535100	3,870,739	2,482,050	2,646,335	2,540,000	-4%
Interest Payments	535200	1,768,324	1,623,051	1,314,451	1,213,672	-8%
Internal Rent - Repl.Cost	536200	-	-	294,349	-	-100%
Contingency	540800	-	193,717	1,000,000	1,000,000	0%
Other Costs	540900	-	2,609,614	100,000	100,000	0%
Acquisition Costs	545500	-	-	500,000	-	-100%
Operating Transfers Out	595100	283,873	2,685,094	3,985,000	5,517,067	38%
<b>Subtotal Maintenance &amp; Operations</b>		<b>\$ 5,922,936</b>	<b>\$ 9,593,525</b>	<b>\$ 9,840,135</b>	<b>\$ 10,534,739</b>	<b>7%</b>
<b>Subtotal Fixed Assets</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>0%</b>
<b>Total Expenditures</b>		<b>\$ 5,922,936</b>	<b>\$ 9,593,525</b>	<b>\$ 8,640,135</b>	<b>\$ 8,209,552</b>	<b>-5%</b>

**NON-DEPARTMENTAL  
EXPENDITURE SUMMARY BY PROGRAM**

Account Description	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Adopted	FY 14-15 Adopted	Percent Change
<b>Non-Departmental - 50240</b>					
Salaries & Benefits	\$ -	\$ -	\$(1,200,000)	\$ (2,325,187)	94%
Maintenance & Operations	5,922,936	9,593,525	9,840,135	10,534,739	7%
Fixed Assets	-	-	-	-	0%
<b>Subtotal Non-Departmental</b>	<b>\$ 5,922,936</b>	<b>\$ 9,593,525</b>	<b>\$ 8,640,135</b>	<b>\$ 8,209,552</b>	<b>-5%</b>
<b>Total Expenditures</b>	<b>\$ 5,922,936</b>	<b>\$ 9,593,525</b>	<b>\$ 8,640,135</b>	<b>\$ 8,209,552</b>	<b>-5%</b>



Costa Mesa

CAPITAL IMPROVEMENT PROGRAM

***CAPITAL***  
***IMPROVEMENT***  
***PROGRAM***  
**FISCAL YEAR 2014-2015**

**SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS**by Funding Source  
FISCAL YEAR 2014-2015

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Drainage Fund 209
<b>Parkway &amp; Median Improvements, Program #20111</b>					
1	California Avenue Median Improvements	-	-	-	-
2	Gisler Avenue Parkway Improvements	-	-	-	-
3	Mesa Verde Drive Median Improvements	-	-	-	-
4	Tree Planting Program	-	-	-	-
<b>Street Improvements, Program #30112</b>					
5	Citywide Street Improvements	1,300,500	-	549,500	-
6	Citywide Unimproved Alley	750,000	-	-	-
<b>Storm Drain Improvements, Program #30122</b>					
7	Citywide Storm Drain Improvements (Arlington Dr. Bioswale & Dry Weather Diversion Project)	-	-	-	400,000
<b>Curbs and Sidewalks, Program #30130</b>					
8	New Sidewalk/Missing Link Program	100,000	-	-	-
9	Parkway Improvement Program	400,000	-	-	-
10	Priority Sidewalk Repair	50,000	-	-	-
<b>Traffic Planning, Program #30210</b>					
11	Bristol Street Medians (Baker St. to Newport Blvd.)	-	-	-	-
12	Citywide- Way Finding Signage	-	-	-	-
13	Harbor Boulevard Medians (Wilson St. to 19th St.)	-	-	-	-
14	Placentia Avenue Medians (Adams Ave. to Wilson St.)	-	-	-	-
151	Red Hill Avenue Medians (McCormick Ave. to Bristol St.)	-	-	-	-
16	West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana	-	-	-	-
<b>Traffic Operations, Program #30241</b>					
17	Adams Avenue Traffic Signal Synchronization	-	40,000	-	-
18	Bristol Street Traffic Signal Synchronization	-	-	-	-
19	Harbor Boulevard Traffic Signal Synchronization	-	-	-	-
20	Newport Boulevard Traffic Signal Synchronization	-	85,000	-	-
21	Sunflower Avenue Traffic Signal Synchronization	-	109,314	-	-
<b>Park Maintenance, Program #40111</b>					
22	Various Parks-Replace Playground Surfacing	-	-	-	-
23	Various Parks-Sidewalk Replacement	-	-	-	-
<b>Park Development, Program #40112</b>					
24	Balearic Center-Lighting Feasibility Study	-	-	-	-
25	Entryway Monument- Industrial Way and Newport Blvd.	-	-	-	-
26	Estancia High School Sports Lighting	-	-	-	-
27	Fairview Park Delineation Fencing-Core Area of CAORA58	-	-	-	-
28	Fairview Park Projects-On Call Environmental Consultants	-	-	-	-
29	Neighborhood Community Center-Library Dev.	-	-	-	-
30	Open Space Master Plan Update	-	-	-	-
31	Smallwood Park Improvements	-	-	50,000	-
<b>Building Maintenance, Program #50910</b>					
32	Building Maintenance Projects	-	-	-	-
33	City Hall-Conference Room 1A-Audio Visual Upgrades	-	-	-	-
34	DRC-Repair Pool Deck	-	-	-	-
35	DRC-Replace Pool Plaster	-	-	-	-
36	Fire Station #3-Roof Replacement	-	-	-	-
37	Fire Station #4-Improvements & Emergency Generator Replacements	-	-	-	-
38	Historical Society-Roof and Drainage	-	-	-	-
39	Mesa Verde Library-Paint Interior and Replace Carpet	-	-	-	-
40	Police Department-Replacement of HVAC Cooling Tower	-	-	-	-
41	Police Department-Removal of Underground Storage Tank	-	-	-	-
42	Senior Center Improvements	-	-	200,000	-
<b>Technical Support &amp; Maintenance</b>					
43	Public Safety-Next Generation Update 800 MHZ CCCS	-	-	-	-
<b>Total FY 14-15 Adopted CIPs</b>		<b>\$ 2,600,500</b>	<b>\$ 234,314</b>	<b>\$ 799,500</b>	<b>\$ 400,000</b>

CITY OF COSTA MESA, CALIFORNIA

Req Nbr	Program/Project Name	Narcotics Asset Forf Fund 217	Capital Improvement Fund 401 General Fund	Grant Funds	Measure M Funds 403/415/416	Total
<b>Parkway &amp; Median Improvements, Program #20111</b>						
1	California Avenue Median Improvements	-	69,000		-	69,000
2	Gisler Avenue Parkway Improvements	-	100,900		-	100,900
3	Mesa Verde Drive Median Improvements	-	444,000		-	444,000
4	Tree Planting Program	-	200,000		-	200,000
<b>Street Improvements, Program #30112</b>						
5	Citywide Street Improvements	-	388,307		2,050,000	4,288,307
6	Citywide Unimproved Alley	-	-		-	750,000
<b>Storm Drain Improvements, Program #30122</b>						
7	Citywide Storm Drain Improvements (Arlington Dr. Bioswale & Dry Weather Diversion Project)	-	-		1,690,000	2,090,000
<b>Curbs and Sidewalks, Program #30130</b>						
8	New Sidewalk/Missing Link Program	-	-		-	100,000
9	Parkway Improvement Program	-	-		-	400,000
10	Priority Sidewalk Repair	-	-		-	50,000
<b>Traffic Planning, Program #30210</b>						
11	Bristol Street Medians (Baker St. to Newport Blvd.)	-	475,000	400,000	-	875,000
12	Citywide- Way Finding Signage	-	50,000		-	50,000
13	Harbor Boulevard Medians (Wilson St. to 19th St.)	-	60,000	60,000	-	120,000
14	Placentia Avenue Medians (Adams Ave. to Wilson St.)	-	450,000	650,000	-	1,100,000
15	Red Hill Avenue Medians (McCormick Ave. to Bristol St.)	-	275,000	687,000	-	962,000
16	West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana	-	60,000	90,000	-	150,000
<b>Traffic Operations, Program #30241</b>						
17	Adams Avenue Traffic Signal Synchronization	-	-		324,000	364,000
18	Bristol Street Traffic Signal Synchronization	-	-		581,520	581,520
19	Harbor Boulevard Traffic Signal Synchronization	-	-		922,900	922,900
20	Newport Boulevard Traffic Signal Synchronization	-	-		650,000	735,000
21	Sunflower Avenue Traffic Signal Synchronization	-	-		617,960	727,274
<b>Park Maintenance, Program #40111</b>						
22	Various Parks-Replace Playground Surfacing	-	100,000		-	100,000
23	Various Parks-Sidewalk Replacement	-	100,000		-	100,000
<b>Park Development, Program #40112</b>						
24	Balearic Center-Lighting Feasibility Study	-	20,000		-	20,000
25	Entryway Monument- Industrial Way and Newport Blvd.	-	80,000		-	80,000
26	Estancia High School Sports Lighting	-	20,000		-	20,000
27	Fairview Park Delineation Fencing-Core Area of CAORA58	-	110,000		-	110,000
28	Fairview Park Projects-On Call Environmental Consultants	-	50,000		-	50,000
29	Neighborhood Community Center-Library Dev.	-	386,100		-	386,100
30	Open Space Master Plan Update	-	200,000		-	200,000
31	Smallwood Park Improvements	-	-		-	50,000
<b>Building Maintenance, Program #50910</b>						
32	Building Maintenance Projects	-	500,000		-	500,000
33	City Hall-Conference Room 1A-Audio Visual Upgrades	-	180,000		-	180,000
34	DRC-Repair Pool Deck	-	50,000		-	50,000
35	DRC-Replace Pool Plaster	-	100,000		-	100,000
36	Fire Station #3-Roof Replacement	-	94,000		-	94,000
37	Fire Station #4-Improvements & Emergency Generator Replacements	-	290,000		-	290,000
38	Historical Society-Roof and Drainage	-	65,000		-	65,000
39	Mesa Verde Library-Paint Interior and Replace Carpet	-	50,000		-	50,000
40	Police Department-Replacement of HVAC Cooling Tower	-	52,000		-	52,000
41	Police Department-Removal of Underground Storage Tank	-	60,000		-	60,000
42	Senior Center Improvements	-	-		-	200,000
<b>Technical Support &amp; Maintenance</b>						
43	Public Safety-Next Generation Update 800 MHZ CCCS	1,213,307	370,693		-	1,584,000
<b>Total FY 14-15 Adopted CIPs</b>		<b>\$ 1,213,307</b>	<b>\$ 5,450,000</b>	<b>\$ 1,887,000</b>	<b>\$ 6,836,380</b>	<b>\$ 19,421,001</b>

CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Parkway & Median Maint., 20111
<b>PROJECT TITLE</b> California Avenue Median Improvements		<b>PROJECT MANAGER</b> Jim Ortiz (714) 327-7492
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 1
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19500
<b>Program</b>	<b>Project</b>	
20111	350022	
		New Project ▼

**Priority Classification:**

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

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

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

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

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	4,000	-	-	-	-	-	-
Construction	65,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 69,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	69,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 69,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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Removal of existing turf; design and installation of water efficient landscape on California Avenue at New Hampshire Avenue. This project will enhance the aesthetic appearance of this neighborhood entry due to the installation of new plants. There are potential cost savings relative to water and landscape maintenance and will eliminate damage to the roadway caused by irrigation run-off.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Maintenance Services			<b>PROGRAM</b> Parkway & Median Maint., 20111			
<b>PROJECT TITLE</b> Gisler Avenue Parkway Improvements				<b>PROJECT MANAGER</b> Jim Ortiz (714) 327-7492		<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> 350023	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 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>FY 20-21</b>
<b>Description of Expenditures</b>								
Architect Fees		7,500	-	-	-	-	-	-
Construction		93,400	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
<b>Total</b>		<b>\$ 100,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>								
Capital Improvement Fund		100,900	-	-	-	-	-	-
		-	-	-	-	-	-	-
<b>Total</b>		<b>\$ 100,900</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact: \$ 4,700</b>		
<p>This project will begin the incremental beautification of Gisler Avenue parkways, beginning at Iowa Street. This project includes the design and installation of landscaping in the north side parkway on Gisler Avenue from Iowa Street to California Street and will establish utilities in this area.</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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Parkway & Median Maint., 2011					
<b>PROJECT TITLE</b> Mesa Verde Drive Median Improvements		<b>PROJECT MANAGER</b> Jim Ortiz (714) 327-7492					
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 3					
<b>Account</b>	<b>Fund</b>	<b>Org</b>					
500000	401	19500					
<b>Program</b>	<b>Project</b>						
20111	350024						
		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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	44,000	-	-	-	-	-	-
Construction	400,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 444,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	444,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 444,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact: \$ 49,000</b>	
<p>Removal of existing turf; design and installation of water efficient landscape on Mesa Verde Drive East and West, from Adams Avenue to Adams Avenue. The improvements will enhance the aesthetic appearance of the area and will result in reduction of water usage costs. It will also eliminate water damage to the roadway from irrigation run-off, thereby reducing future maintenance costs. The medians are approximately 77,000 sq. ft. in area.</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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Parkway & Median Maint., 20111
<b>PROJECT TITLE</b> Tree Planting Program		<b>PROJECT MANAGER</b> Bruce Hartley, x - 5164
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 4
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19500
<b>Program</b>	<b>Project</b>	
20111	350021	
		Existing Project

**Priority Classification:**

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

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

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees		-	-	-	-	-	-
Construction	200,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>					

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

The program would continue an annual program to identify and re-plant vacant tree sites in public rights-of-way and parks. The requested funding would plant approximately 600-700 trees and provide one year of care. No operating impacts for approximately three years, at which time the trees would be trimmed every three years at a cost of \$46.00 for each trimming.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Street Improvements, 30112		
<b>PROJECT TITLE</b> Citywide Street Improvements				<b>PROJECT MANAGER</b> Fariba Fazeli, x - 5378		<b>ITEM</b> 5	
<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	207	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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	4,288,307	7,000,000	7,000,000	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>\$ 4,288,307</b>	<b>\$ 7,000,000</b>	<b>\$ 7,000,000</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>							
Gas Tax	1,300,500	-	-	-	-	-	-
Measure "M2" fund 416	2,050,000	-	-	-	-	-	-
Capital Improvement	388,307	-	-	-	-	-	-
CDBG	549,500	-	-	-	-	-	-
<b>Total</b>	<b>\$ 4,288,307</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>These funds will be used towards rehabilitation of the following streets:</p> <p>Bear Street from the 405 FWY deck to Sunflower Avenue.  Bristol Street from the 405 FWY deck to Baker Street.  Residential streets located between Paularino Avenue to South, 405 FWY to the North, Bristol St. to the West and 73 FWY to the East. (Maintenance District 12)  Residential streets located between Presidio Drive to South, Coronado Drive to the North, Cibola Ave. to the West and Fremont Lane to the East. (Maintenance District 20)</p> <p>The following residential streets within the Maintenance District 20:</p> <p>San Lucas Lane from Presidio Drive to the cul-de sac  Corona Lane from Salvador St. to El Camino Drive  El Camino Drive from Monterey Ave. to Mendoza Drive  Mission Drive from Monterey Avenue to Mendoza Drive</p> <p>The following residential streets within the CDBG area:</p> <p>Beach Street from Arnold Ave. to Meyer Pl., Cove St. from Arnold Ave. to Meyer Pl., Seal St. from Arnold Ave. to Meyer Pl., Surf St. from Arnold Ave. to Meyer Pl., Arnold Ave. from Cove St. to Beach 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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Engineering	<b>PROGRAM</b> Alley Improvements, 30112
<b>PROJECT TITLE</b> Citywide Unimproved Alley (6 alleys)		<b>PROJECT MANAGER</b> Fariba Fazeli, x - 5378
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 6
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	201	19200
<b>Program</b>	<b>Project</b>	
30112	400012	
		Existing Project ▼

**Priority Classification:**

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

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	600,000	1,200,000	1,200,000	1,200,000	1,200,000	300,000	300,000
Engineering Fees	150,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 750,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,200,000</b>	<b>\$ 1,200,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>
<b>Description of Resources</b>							
Gas Tax Fund	750,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 750,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

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

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

These funds will be used towards rehabilitation of the following Alleys:

- Broadway Alley (Alley No. 89) located between Magnolia St. and Broadway from Tustin Ave. to Irvine Blvd.
- Magnolia St. Alley (Alley No. 91) located between 18th St. and Magnolia St. from Fullerton Ave. to Orange Ave.
- Magnolia St. Alley (Alley No. 92) located between 18th St. and Magnolia St. from Orange Ave. to Westminster Ave.
- Magnolia St. Alley (Alley No. 93) located between 18th St. and Magnolia St. from Westminster Ave. to Santa Ana Ave.
- Magnolia St. Alley (Alley No. 94) located between 18th St. and Magnolia St. from Tustin Ave. to Irvine Blvd.
- Flower St. Alley (Alley No. 81) located between Broadway and Flower St. from Tustin Ave. to Irvine Blvd.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Storm Drain Improvements, 30122		
<b>PROJECT TITLE</b> Citywide storm Drain Improvement (Arlington Dr. Bioswale & Dry Weather Diversion Project))				<b>PROJECT MANAGER</b> Fariba Fazeli, x - 5378		<b>ITEM</b> 7	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000 500000	<b>Fund</b> 209 415	<b>Org</b> 19200 19200	<b>Program</b> 30122 30122	<b>Project</b> 550011 550011	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 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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	1,940,000	200,000	-	-	-	-	-
Engineering Fees	150,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 2,090,000</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Drainage Fees	400,000	-	-	-	-	-	-
Measure "M"	1,690,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 2,090,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>Arlington Drive between Fairview Road and Newport Boulevard is approximately one mile in length. On the north side of Arlington Drive is Costa Mesa High School, Davis Magnet School, and Tewinkle Park. On the south side of the street is the northern border of the Orange County Fairgrounds. The City of Costa Mesa proposes to remove approximately 70,000 sq. ft. of asphalt and construct a vegetated bioswale and decomposed granite multipurpose trail. The multipurpose trail will be about one mile in length and the bioswale will be approximately 2,500 LF.</p> <p>The removal of asphalt will eliminate runoff caused by the impervious roadway, collect in the bioswale and infiltrate into the soil. Vegetated swales are open, shallow channels with vegetation covering the side slopes and bottom that collect and slowly convey runoff flow to downstream discharge points. They are designed to treat runoff through filtering by the vegetation in the channel, filtering through a subsoil matrix, and/or infiltration into the underlying soils.</p> <p>The City has secured approximately \$1.69 million from the Orange County Transportation Authority (OCTA) Measure M2 Environmental Cleanup Tier 2 Grant Program that will be used towards this project.</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 2014-2015**

<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>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 8
<b>Account</b>	<b>Fund</b>	<b>Org</b>
<b>500000</b>	<b>201</b>	<b>19200</b>
<b>Program</b>	<b>Project</b>	
<b>30130</b>	<b>500009</b>	
		Existing Project ▼

**Priority Classification:**

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<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>Description of Resources</b>							
Gas Tax Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>					

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

No Operational Impact.

<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 2014-2015**

<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>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 9
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	201	19200
<b>Program</b>	<b>Project</b>	
30130	500010	
		Existing Project ▼

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	400,000	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>\$ 400,000</b>	<b>\$ 250,000</b>					
<b>Description of Resources</b>							
Gas Tax Fund	400,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 400,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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A parkway maintenance program is essential to remove and replace damaged curb, gutter, and sidewalk which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way.

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

No Operational Impact.

<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 2014-2015**

<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>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 10
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	201	19200
<b>Program</b>	<b>Project</b>	
30130	500017	
		Existing Project ▼

**Priority Classification:**

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

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

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 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<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>Description of Resources</b>							
Gas Tax Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					

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

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

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

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

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Transportation	<b>PROGRAM</b> Transportation Planning, 30210
<b>PROJECT TITLE</b> Bristol Street Medians (Baker St. to Newport Bl. Frontage Rd.)		<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 11
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19300
<b>Program</b>	<b>Project</b>	
30210	300151	
		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 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	875,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 875,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Cap Impr Fd (Fed HSIP Grant)	400,000	-	-	-	-	-	-
Capital Improvement Fund	475,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 875,000</b>	<b>\$ -</b>					

**Project Justification** **Operating Impact:** \$ 12,000

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.

Staff secured a Highway Safety Improvement Program Federal Grant in the amount of \$492,200 towards the design and construction of the project. The design phase was scheduled for Fiscal Year 2013-14 and is currently underway. A total of \$400,000 of HSIP funding is available for construction which is scheduled for Fiscal Year 2014-15. It is anticipated that an additional allocation of \$475,000 in City funds would be required for matching funds as well as for additional landscaping required for this project.

Operating impact for landscape maintenance is expected in Fiscal Year 2016-17.

<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
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CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Transportation	<b>PROGRAM</b> Transportation Planning, 30210
<b>PROJECT TITLE</b> Citywide Way Finding Signage Program		<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 12
Account	Fund	Org
500000	401	19300
Program	Project	
30210	360002	
		New Project ▼

**Priority Classification:**

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

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

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

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

	FY 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	20,000	-	-	-	-	-	-
Construction	30,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Funds	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ 200
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This funding will be allocated towards a comprehensive study citywide to identify points of interest and importance in order to establish the locations of directional signs for guidance throughout the City and installation of a few way finding signage.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Transportation	<b>PROGRAM</b> Transportation Planning, 30210
<b>PROJECT TITLE</b> Harbor Boulevard Medians (Wilson St. to 19th St.)		<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 13
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19300
<b>Program</b>	<b>Project</b>	
30210	350017	
		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 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	968,100	-	-	-	-	-
Construction	120,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 120,000</b>	<b>\$ 968,100</b>	<b>\$ -</b>				
<b>Description of Resources</b>							
Cap Impr Fd (Fed HSIP Grant)	60,000	468,100	-	-	-	-	-
Capital Improvement Fund	60,000	500,000	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 120,000</b>	<b>\$ 968,100</b>	<b>\$ -</b>				

**Project Justification** **Operating Impact:** \$ 12,000

This project provides for construction of a landscaped medians on Harbor Boulevard between Wilson Street and 19th Street. Harbor Boulevard is a major arterial and a gateway corridor to Costa Mesa. It has a wide painted median which is also used for access to adjacent businesses. The project will result in construction of raised landscaped medians and consolidates left-turn access. This also improves overall traffic operations. The design phase will include detailed studies of all driveways and outreach to adjacent businesses in determining the median locations.

Staff secured a Highway Safety Improvement Program Federal Grant in the amount of \$528,100 towards the design and construction of the project. City funds are required to fund the match share as well as for the remaining portion. The design phase is scheduled for Fiscal Year 2014-15 and construction is scheduled for Fiscal Year 2015-16.

Operating impact for landscape maintenance is anticipated from Fiscal Year 2017-18.

<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
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**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Transportation	<b>PROGRAM</b> Transportation Planning, 30210
<b>PROJECT TITLE</b> Placentia Avenue Medians (Adams Ave. to Wilson St.)		<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 14
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19300
<b>Program</b>	<b>Project</b>	
30210	300155	
		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 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	1,100,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Cap Impr Fd (Fed HSIP Grant)	650,000	-	-	-	-	-	-
Capital Improvement Fund	450,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 1,100,000</b>	<b>\$ -</b>					

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

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 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.

The City secured a Highway Safety Improvement Program Federal Grant in the amount of \$729,700 towards the design and construction of the project. The design phase was scheduled for Fiscal Year 2013-14 and is currently underway. Construction is scheduled for Fiscal Year 2014-15 with an HSIP funding of \$650,000. It is anticipated that an additional allocation of \$450,000 in City funds would be required for matching funds as well as for additional landscaping required for this project.

<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
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**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Transportation Planning, 30210		
<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> 19300	<b>Program</b> 30210	<b>Project</b> 300156	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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	962,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 962,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Cap Impr Fd (Fed HSIP Grant)	687,000	-	-	-	-	-	-
Capital Improvement Fund	275,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 962,000</b>	<b>\$ -</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 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 City secured a Highway Safety Improvement Program Federal Grant in the amount of \$778,100 towards the design and construction of the project. The design phase was scheduled for Fiscal Year 2013-14 and is currently underway. Construction is scheduled for Fiscal Year 2014-15 with an HSIP funding of \$687,000. It is anticipated that an additional allocation of \$275,000 in City funds would be required for matching funds as well as for additional landscaping required for this project.</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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Transportation	<b>PROGRAM</b> Transportation Planning, 30210
<b>PROJECT TITLE</b> West 19th. Street Bicycle Trail to Greenville-Banning Channel/Santa Ana River		<b>PROJECT MANAGER</b> Raja Sethuraman, Ext. 5032
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 16
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19300
<b>Program</b>	<b>Project</b>	
30210	450009	
		New Project ▼

**Priority Classification:**

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

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

	FY 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	-	1,550,000	-	-	-	-	-
Engineering Fees	150,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 150,000</b>	<b>\$ 1,550,000</b>	<b>\$ -</b>				
<b>Description of Resources</b>							
Cap Imprvmt Fund (BCIP Grant)	90,000	910,000	-	-	-	-	-
Capital Improvement Fund	60,000	640,000	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 150,000</b>	<b>\$ 1,550,000</b>	<b>\$ -</b>				

<b>Project Justification</b>	<b>Operating Impact:</b> \$ 10,000
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This project provides for design and construction of a new bicycle trail connecting West 19th Street and Greenville/Banning Channel trail adjacent to Santa Ana River. The project also includes design of alternative bicycle plans for connecting this trail to Placentia Avenue along West 19th Street either by striped bicycle lanes or configuration of West 19th Street as a Bicycle Boulevard using traffic calming efforts. The design phase will include detailed studies of all issues and outreach to adjacent residents in determining the traffic calming treatments and bicycle connection option.

The City secured a Bicycle Corridor Improvement Program (BCIP) grant from Orange County Transportation Authority (OCTA) in the amount of \$1,000,000 towards the design and construction of the project. There is a City match requirement of \$700,000 to fund the rest of the project costs. The design phase is scheduled for Fiscal Year 2014-15 and construction is scheduled for Fiscal Year 2015-16.

Operating impact for landscape maintenance is anticipated from Fiscal Year 2017-18.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Traffic Operations, 30241		
<b>PROJECT TITLE</b> Adams Avenue Traffic Signal Synchronization				<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032		<b>ITEM</b> 17	
<b>PROJECT ACCOUNT STRING:</b>	<b>Account</b> 500000	<b>Fund</b> 203	<b>Org</b> 19300	<b>Program</b> 30241	<b>Project</b> 370043	New Project ▼	
<b>PROJECT ACCOUNT STRING:</b>	500000	415	19300	30241	370043		
<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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	364,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 364,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
OCTA M2 Grant	324,000	-	-	-	-	-	-
AQMD AB2766 Funds	40,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 364,000</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 comprehensive review and update of traffic signal coordination along Adams Avenue spanning the Cities of Costa Mesa and Huntington Beach. The project will also replace outdated traffic signal controllers at six intersections along Adams Avenue and also several traffic signal cabinet replacements. The project will prepare detailed before and after studies to document efficiencies achieved with any proposed timing changes.</p> <p>The City secured Measure M2 Traffic Signal Synchronization Program grant in the amount of \$324,000 towards the implementation of the Costa Mesa portion of the project. This requires matching funds from the City in the amount of approximately \$80,000, which will be derived partially through AQMD funding and staff time. Project implementation is scheduled for Fiscal Year 2014-15. The project and grant funding will be administered by OCTA. No operating impact beyond the current maintenance is anticipated for this project.</p>							
<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b> CIR-2		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-2A.2, CIR-2A.3		

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Traffic Operations, 30241		
<b>PROJECT TITLE</b> Bristol Street Traffic Signal Synchronization				<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032		<b>ITEM</b> 18	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 415	<b>Org</b> 19300	<b>Program</b> 30241	<b>Project</b> 370044	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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	621,520	85,396	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 621,520</b>	<b>\$ 85,396</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
OCTA M2 Grant	581,520	-	-	-	-	-	-
AQMD AB2766 Funds	-	125,396	-	-	-	-	-
<b>Total</b>	<b>\$ 581,520</b>	<b>\$ 125,396</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact:</b> \$ -		
<p>This project includes comprehensive review and update of traffic signal coordination along Bristol Street in the Cities of Costa Mesa, Newport Beach and Santa Ana. The project will also include replacement of outdated controllers, conduit upgrades, fiber optic communication and interconnect cables, Closed Circuit Televisions (CCTVs) at five locations and new cabinets at four locations. The project will prepare detailed before and after studies to document efficiencies achieved with any proposed timing changes.</p> <p>The City's portion of Measure M2 Traffic Signal Synchronization Program grant secured for this project implementation \$581,520. This requires matching funds from the City in the amount of \$145,380, of which \$125,396 will be derived through AQMD funding and remaining from staff time. Project implementation is scheduled for Fiscal Year 2014-15. The project will be administered directly by OCTA. No operating impact beyond the current maintenance is anticipated for this project.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CIR-2		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-2A.2, CIR-2A.3	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Traffic Operations, 30241		
<b>PROJECT TITLE</b> Harbor Boulevard Traffic Signal Synchronization				<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032		<b>ITEM</b> 19	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 415	<b>Org</b> 19300	<b>Program</b> 30241	<b>Project</b> 370045	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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	972,900	179,505	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 972,900</b>	<b>\$ 179,505</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
OCTA M2 Grant	922,900	-	-	-	-	-	-
AQMD AB2766 Funds	-	229,505	-	-	-	-	-
<b>Total</b>	<b>\$ 922,900</b>	<b>\$ 229,505</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>					<b>Operating Impact:</b> \$ -		
<p>This project includes comprehensive review and update of traffic signal coordination along Harbor Boulevard in the Cities of Costa Mesa, Fountain Valley, Santa Ana and Garden Grove. The project will also include conduit upgrades, fiber optic communication and interconnect cables, Closed Circuit Televisions (CCTVs) at 10 locations traffic signal preemption for emergency vehicles at all intersections along Harbor Boulevard and new cabinets at nine locations. The project will prepare detailed before and after studies to document efficiencies achieved with any proposed timing changes.</p> <p>The City's portion of Measure M2 Traffic Signal Synchronization Program grant secured for this project implementation \$922,900. This requires matching funds from the City in the amount of \$230,725, of which \$179,505 will be derived partially through AQMD funding and remaining from staff time. Project implementation is scheduled for Fiscal Year 2014-15. The project will be administered directly by OCTA. No operating impact beyond the current maintenance is anticipated for this project.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CIR-2		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-2A.2, CIR-2A.3	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Traffic Operations, 30241		
<b>PROJECT TITLE</b> Newport Boulevard Traffic Signal Synchronization				<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032		<b>ITEM</b> 20	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 415	<b>Org</b> 19300	<b>Program</b> 30241	<b>Project</b> 370046	New Project ▼
<b>PROJECT ACCOUNT STRING:</b>		500000	203	19300	30241	370046	
<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 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		735,000	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-
Equipment		-	-	-	-	-	-
Inspection		-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-
<b>Total</b>		<b>\$ 735,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
OCTA M2 Grant		650,000	-	-	-	-	-
AQMD AB2766 Funds		85,000	-	-	-	-	-
		-	-	-	-	-	-
<b>Total</b>		<b>\$ 735,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>This project includes comprehensive review and update of traffic signal coordination along Newport Boulevard spanning the Cities of Costa Mesa and Newport Beach. The project will also replace outdated traffic signal controllers at 15 intersections along Newport Boulevard and also several traffic signal cabinet replacements. The project will prepare detailed before and after studies to document efficiencies achieved with any proposed timing changes.</p> <p>The City secured Measure M2 Traffic Signal Synchronization Program grant in the amount of \$650,000 towards the implementation of the Costa Mesa portion of the project. This requires matching funds from the City in the amount of approximately \$165,000, which will be derived partially through AQMD funding and staff time. Project implementation is scheduled for Fiscal Year 2014-15. The project and grant funding is administered directly by OCTA. No operating impact beyond the current maintenance is anticipated for this project.</p>							
<b>GENERAL PLAN CONSISTENCY</b>		<b>GOAL:</b> CIR-2		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-2A.2, CIR-2A.3	

**CITY OF COSTA MESA, CALIFORNIA**  
**CAPITAL IMPROVEMENT PROJECT**  
**FISCAL YEAR 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Transportation			<b>PROGRAM</b> Traffic Operations, 30241		
<b>PROJECT TITLE</b> Sunflower Avenue Traffic Signal Synchronization				<b>PROJECT MANAGER</b> Raja Sethuraman, x - 5032		<b>ITEM</b> 21	
<b>PROJECT ACCOUNT STRING:</b>	<b>Account</b> 500000	<b>Fund</b> 415	<b>Org</b> 19300	<b>Program</b> 30241	<b>Project</b> 370047	<input type="button" value="New Project"/>	
<b>PROJECT ACCOUNT STRING:</b>	500000	203	19300	30241	370047		
<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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	727,274	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 727,274</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
OCTA M2 Grant	617,960	-	-	-	-	-	-
AQMD AB2766 Funds	109,314	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 727,274</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 comprehensive review and update of traffic signal coordination along Sunflower Avenue between Main Street in Santa Ana and west City limits. The project will also replace outdated traffic signal controllers at 13 intersections along Sunflower Avenue also several traffic signal cabinet replacements. The project will prepare detailed before and after studies to document efficiencies achieved with any proposed timing changes.</p> <p>The City secured Measure M2 Traffic Signal Synchronization Program grant in the amount of \$617,960 towards the implementation of this project. This requires matching funds from the City in the amount of approximately \$154,490, which \$109,314 will be derived partially through AQMD funding and remaining from staff time. Project implementation is scheduled for Fiscal Year 2014-15. No operating impact beyond the current maintenance is anticipated for this project.</p>							
<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b> CIR-2		<b>POLICY:</b>		<b>OBJECTIVE:</b> CIR-2A.2, CIR-2A.3		

CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Park Maintenance, 40111										
<b>PROJECT TITLE</b> Various Parks - Replace Playground Surfacing		<b>PROJECT MANAGER</b> George Cortez - (714) 327-7494										
		<b>ITEM</b> 22										
<b>PROJECT ACCOUNT STRING:</b>		<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;"><b>Account</b></td> <td style="text-align: right;"><b>Fund</b></td> <td style="text-align: right;"><b>Org</b></td> <td style="text-align: right;"><b>Program</b></td> <td style="text-align: right;"><b>Project</b></td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">401</td> <td style="text-align: right;">19500</td> <td style="text-align: right;">40111</td> <td style="text-align: right;">700105</td> </tr> </table>	<b>Account</b>	<b>Fund</b>	<b>Org</b>	<b>Program</b>	<b>Project</b>	500000	401	19500	40111	700105
<b>Account</b>	<b>Fund</b>	<b>Org</b>	<b>Program</b>	<b>Project</b>								
500000	401	19500	40111	700105								

New Project

- Priority Classification:**
- Class I Required by action of the City Council or legislation of another governmental agency.
  - Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.
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  - Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<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>Description of Resources</b>							
Capital Improvement Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>					

**Project Justification** **Operating Impact:** \$ (5,000)

Remove and replace playground surfacing at Canyon Park, Heller Park, Lindbergh Park and Tanager Park. Replacement of worn and damaged resilient (rubber) playground surfacing is requested to ensure the continued safety and accessibility of the tot-lots at these locations. The surfacing degrades over time due to sunlight, wear and tear from children playing and vandalism. Typically, the surfacing is repaired as needed, but often reaches a condition where large areas need to be replaced and it becomes more cost effective to renovate entire locations at one time.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Park Maintenance, 40111										
<b>PROJECT TITLE</b> Various Parks - Sidewalk Replacement		<b>PROJECT MANAGER</b> George Cortez (714) 327-7494										
		<b>ITEM</b> 23										
<b>PROJECT ACCOUNT STRING:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: center;">500000</td> <td style="text-align: center;">401</td> <td style="text-align: center;">19500</td> <td style="text-align: center;">40111</td> <td style="text-align: center;">700106</td> </tr> </table>	Account	Fund	Org	Program	Project	500000	401	19500	40111	700106	<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>
Account	Fund	Org	Program	Project								
500000	401	19500	40111	700106								

**Priority Classification:**

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

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<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>Description of Resources</b>							
Capital Improvement Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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This project would replace cracked, damaged and raised concrete sidewalks at Wimbledon Park, Mesa Verde Park, Smallwood Park, Tewinkle Park and Heller Park. Eliminating trip hazards due to damaged concrete in the path of travel at parks may prevent trip and fall-type injuries and potential claims against the City.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Balearic Center-Lighting Feasibility Study				<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> 800012	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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	20,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	20,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>The demand for lighted athletic fields continues to increase. A number of athletic 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, generate noise that is difficult to attenuate, the height limitations and lighting angle create poor lighting conditions on the field, and require significant manpower to maintain and operate.</p> <p>Permanent sports lighting systems are engineered to provide outstanding light levels on the field while at the same time reducing light spill onto adjacent properties. Funding is requested for the preliminary design and feasibility study to analyze the installation of new lights at Balearic Center. This facility has been recommended to be lit in the 2003 Open Space Master Plan of Parks and Recreation to meet the needs of the community and is next on the list of proposed 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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Engineering	<b>PROGRAM</b> Park Development, 40112
<b>PROJECT TITLE</b> City Entry Monument Sign- Industrial Way/Newport Blvd.		<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	350025	
		New Project ▼

**Priority Classification:**

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	5,000	-	-	-	-	-	-
Construction	75,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 80,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	80,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 80,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ 500
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Funds are requested for the design and installation of a new City entry monument sign at Newport Boulevard and Industrial Way.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Estancia High School Sports Lighting				<b>PROJECT MANAGER</b> Bart Mejia, x-5291		<b>ITEM</b> 26	
<b>PROJECT ACCOUNT STRING:</b>		<b>Account</b> 500000	<b>Fund</b> 401	<b>Org</b> 19200	<b>Program</b> 40112	<b>Project</b> 700107	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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	20,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	20,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 20,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Project Justification</b>						<b>Operating Impact:</b> \$ -	
<p>The demand for lighted athletic fields continues to increase. A number of athletic 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, generate noise that is difficult to attenuate, the height limitations and lighting angle create poor lighting conditions on the field, and require significant manpower to maintain and operate.</p> <p>Permanent sports lighting systems are engineered to provide outstanding light levels on the field while at the same time reducing light spill onto adjacent properties. The current Joint Use Agreement with the School District allows the City to utilize the fields at the school for a variety of sports activities after school hours. Funding is requested for the preliminary design and feasibility study to analyze the installation of new lights for the football/soccer fields at Estancia High 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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Engineering	<b>PROGRAM</b> Park Development, 40112
<b>PROJECT TITLE</b> Fairview Park Delineation Fencing - ORA-58		<b>PROJECT MANAGER</b> Bart Mejia, x-5291
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 27
<b>Account</b>	<b>Fund</b>	<b>Org</b>
<b>500000</b>	<b>401</b>	<b>19200</b>
<b>Program</b>	<b>Project</b>	
<b>40112</b>	<b>700108</b>	
		New Project ▼

**Priority Classification:**

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

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

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	80,000	-	-	-	-	-	-
Engineering Fees	30,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 110,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	110,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 110,000</b>	<b>\$ -</b>					

**Project Justification** **Operating Impact:** \$ 2,000

The cultural resources within Fairview Park include CA-Ora-58, an archeological site listed in the National Register of Historic Places. One of the mitigation measures of the environmental document for the Fairview Park Master Plan is the installation of protective fencing around the core area of this site. Funding is requested to install delineation fencing similar to the one being installed around the vernal pools. Coordination with USFWS, SHPO and NAHC will be required.

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

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Engineering	<b>PROGRAM</b> Park Development, 40112
<b>PROJECT TITLE</b> Fairview Park Projects - On Call Environmental Consultants		<b>PROJECT MANAGER</b> Bart Mejia, x-5291
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 28
Account	Fund	Org
500000	401	19200
Program	Project	
40112	700109	
		New Project ▼

**Priority Classification:**

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

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

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	50,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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Funding is requested to retain the services of environmental consultants to provide services as-needed when implementing small projects at Fairview Park. The selected consultant will be versed in the specific resources at the park and fully familiar with CEQA guidelines for the preparation of environmental documents.

<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 2014-2015

<b>DEPARTMENT</b> CHIEF EXECUTIVE OFFICER'S OFFICE	<b>DIVISION</b> Administration	<b>PROGRAM</b> Park Development, 40112
<b>PROJECT TITLE</b> Neighborhood Community Center-Library Development		<b>PROJECT MANAGER</b> Tamara Letourneau, x - 5122
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 29
Account	Fund	Org
500000	401	19200
Program	Project	
40112	800015	
		New Project ▼

**Priority Classification:**

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	100,000	-	-	-	-	-	-
Construction	-	4,613,900	-	-	-	-	-
Engineering Fees	100,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	186,100	-	-	-	-	-	-
<b>Total</b>	<b>\$ 386,100</b>	<b>\$ 4,613,900</b>	<b>\$ -</b>				
<b>Description of Resources</b>							
Capital Improvement Fund	386,100	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 386,100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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The project will consist of renovating the existing Neighborhood Community Center to become an expanded library . Design and construction costs for both interior improvements and exterior landscaping improvements are estimated to be five million dollars (\$ 5,000,000). in Fiscal Year 2014-15 the City will commit \$386,100 toward the eventual construction and improvements.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES		<b>DIVISION</b> Engineering			<b>PROGRAM</b> Park Development, 40112		
<b>PROJECT TITLE</b> Open Space Master Plan Update				<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> 700110	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 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>FY 20-21</b>
<b>Description of Expenditures</b>							
Architect Fees	200,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
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:</b> \$ -	
<p>The Open Space Master Plan of Parks and Recreation was updated eleven years ago. The Parks and Recreation Commission and City staff rely upon this document as a planning tool to carry out the City's General Plan's Open Space and Recreation element's goals and policies. The Master Plan states that periodic updates of this document should take place at five to seven year intervals.</p> <p>The Parks and Recreation Commission recommended and City Council authorized issuing Request for Proposals (RFP's) to secure consultant services to assist with the update to the Open Space Master Plan of Parks and Recreation. Funding is requested to retain the selected consultant and complete the update of the Master Plan.</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 2014-2015**

<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>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 31
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	207	19200
<b>Program</b>	<b>Project</b>	
40112	700092	
		Existing Project ▼

**Priority Classification:**

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	250,000	350,000	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 250,000</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
CDBG	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> \$ 1,000
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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.

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

\$250,000 was allocated in FY 2013-2014 for the replacement of the existing playground equipment.

The amount requested this fiscal year will complete the funding for the replacement of the playground area, including connecting ADA-compliant surfacing and concrete walkways, installation of underground conduits for the future installation of safety lighting, park furniture, and relocation of irrigation improvements.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910										
<b>PROJECT TITLE</b> Maintenance Projects (Building Modifications)		<b>PROJECT MANAGER</b> Various										
		<b>ITEM</b> 32										
<b>PROJECT ACCOUNT STRING:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: center;">401</td> <td style="text-align: center;">19500</td> <td style="text-align: center;">50910</td> <td style="text-align: center;">200062</td> </tr> </table>	Account	Fund	Org	Program	Project	500000	401	19500	50910	200062	<div style="border: 1px solid black; padding: 2px; display: inline-block;">Existing Project ▼</div>
Account	Fund	Org	Program	Project								
500000	401	19500	50910	200062								

**Priority Classification:**

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Description of Resources</b>							
Capital Improvement Fund	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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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.

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.

The projects are prioritized and grouped accordingly, with an estimated \$500,000 funding level requested in the B-12, a lesser amount than the total amount of all requested projects.

Priority #1: Health and Safety concern, Required by law or by existing contract or to prevent loss or damage to property

<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b>	<b>POLICY:</b>	<b>OBJECTIVE:</b>
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**SUMMARY OF ADOPTED  
BUILDING MODIFICATIONS / MAINTENANCE PROJECTS  
FISCAL YEAR 2014-2015 (PRIORITY SORT)**

*Priority Rating: 1=Health & Safety, 2=Regulatory, 3=Funded, 4=Unfunded*

LOCATION	COST	DESCRIPTION	Maint. Req.	Dept. Req.	Priority
Adams Avenue	\$ 25,000	Re-establish electrical service to irrigation controllers.	x		1
Balearic Center	\$ 21,000	Remove acoustic tiles and drywall ceiling throughout.	x	x	1
Balearic Center	\$ 20,000	Design new HVAC system.	x		1
Communications Bldg	\$ 20,000	Replace roof top HVAC unit - call center.	x		1
Communications Bldg	\$ 20,000	Replace roof top HVAC unit on computer server	x		1
Corporation Yard Old	\$ 10,000	Rooftop HVAC unit.	x		1
Fire Station #2	\$ 14,000	Replace roof-top HVAC unit.	x		1
Tennis Center	\$ 17,000	Remove clay tiles and re-sheet; replace rotten lumber.	x		1
<b>Subtotal Priority #1</b>	<b>\$ 147,000</b>				
Balearic Center	\$ 1,200	Repaint public access restrooms.	x	x	2
Balearic Center	\$ 3,000	Repaint exterior accent panels and interior/exterior of doors.	x	x	2
Balearic Center	\$ 5,500	Renovate terrazo in all interior restrooms.	x	x	2
Balearic Center	\$ 1,800	Install baby changing stations in exterior restrooms.		x	2
Balearic Center	\$ 5,000	Repaint/refinish kitchen/staff room cabinets/class rooms.	x	x	2
Bear Street Parkway	\$ 18,000	Renovate existing planter with water efficient landscape.	x		2
City Hall	\$ 26,000	Replace 30 louvered windows with solid panels.	x		2
City Hall	\$ 15,000	Replace cabinets & add additional storage space - 3rd Floor Lunch Room	x	x	2
Communications Bldg	\$ 1,250	Replace 1 waterless urinal.	x		2
Corporation Yard New	\$ 3,750	Replace 3 waterless urinals.	x		2
Corporation Yard Old	\$ 2,450	Replace 2 waterless urinals.	x		2
Corporation Yard Old	\$ 10,000	Replace two (2) roll-up doors.	x		2
DRC	\$ 4,900	Replace 4 waterless urinals.	x		2
DRC	\$ 4,300	Repair area drain deficiencies from fountain area.	x		2
Estancia Park	\$ 4,500	Remove and replace 2 sets of deteriorating storage room metal door frames and doors.	x		2
Fairview Park	\$ 2,500	Paint shelter.	x		2
Fairview Park	\$ 2,000	Paint restroom interior and exterior.	x		2
Fairview Park	\$ 8,000	Remove and replace all 4 metal door frames and 4 doors.	x		2
Fire Station #3	\$ 3,000	Clean ventilation ducts.		x	2
Fire Station #4	\$ 3,000	Clean ventilation ducts.		x	2
Heller Park	\$ 2,000	Replace 4 deteriorated skylights.	x		2
Jack Hammett SC	\$ 5,000	Install electronic locking mechanisms for both restroom doors.	x		2
NCC	\$ 4,900	Replace 4 waterless urinals.	x		2
Senior Center	\$ 4,900	Replace 4 waterless urinals.	x		2
Senior Center	\$ 4,000	Refinish stage and front of stage.	x		2
Senior Center	\$ 29,000	Replace flooring on 2nd half of multi-purpose room.	x		2
Senior Center	\$ 4,000	Paint meeting rooms.	x	x	2
Senior Center	\$ 4,000	Paint various public areas.	x	x	2
Senior Center	\$ 2,000	Replace counter top and sink in 1st floor Men's restroom.	x	x	2
<b>Subtotal Priority #2</b>	<b>\$ 184,950</b>				

**SUMMARY OF ADOPTED  
BUILDING MODIFICATIONS / MAINTENANCE PROJECTS  
FY 2014-2015 BUDGET (PRIORITY SORT)**  
Priority Rating: 1=Health & Safety, 2=Regulatory, 3=Funded, 4=Unfunded

<i>LOCATION</i>	<i>COST</i>	<i>DESCRIPTION</i>	<i>Maint. Req.</i>	<i>Dept. Req.</i>	<i>Priority</i>
<b>City Hall</b>	\$ 14,000	Replace restroom partitions - 2nd and 3rd floor.	x		3
<b>Coolidge Avenue Center Medians</b>	\$ 15,000	Renovate existing planter with water efficient landscape.	x		3
<b>Corporation Yard New</b>	\$ 3,000	Clean metal roofs on 3 buildings, paint exterior doors	x		3
<b>DRC</b>	\$ 8,000	Repaint pool fence, doors, etc. around pool area.	x		3
<b>DRC</b>	\$ 2,700	Paint 16 metal doors and frames; exterior side only.	x		3
<b>DRC</b>	\$ 1,600	Replace restroom mirror and add anti-graffiti film.	x		3
<b>Fire Station #1</b>	\$ 3,000	Install an exhaust fan inside or near crew shower area and roof top exhaust.	x	x	3
<b>Fire Station #3</b>	\$ 1,000	Raise the north side (bbq area) brick wall by at least two feet for security purposes.		x	3
<b>Fire Station #4 Tower</b>	\$ 8,000	Fix all window jambs and paint all windows (metal) in the old masonry training tower.	x	x	3
<b>Fire Station #5</b>	\$ 12,000	Installation of new kitchen counters.	x	x	3
<b>Fire Station #5</b>	\$ 6,000	Re-face kitchen cabinets.	x	x	3
<b>Fire Station #5</b>	\$ 1,500	Repair cracked and chipping concrete at the threshold of the rear south apparatus bay door.		x	3
<b>Heller Park</b>	\$ 500	Paint restrooms.	x		3
<b>Lions Park</b>	\$ 1,500	Paint restroom interiors.	x		3
<b>Lions Park</b>	\$ 15,000	Install stainless steel sinks and toilets in restrooms.	x		3
<b>Police Facility</b>	\$ 5,000	Repair cracked concrete at PD rear entrance.		x	3
<b>Police Facility</b>	\$ 20,000	Paint underside of heli-pad.	x	x	3
<b>Tewinkle Skate Park</b>	\$ 2,000	Paint interior of restroom.	x		3
<b>Tewinkle Skate Park</b>	\$ 3,000	Paint entrance, roof and fascia of restroom building and paint Volcom sign.	x		3
<b>Tewinkle Sports Complex</b>	\$ 2,250	Install concrete pad for league provided storage building.	x		3
<b>Tewinkle Sports Complex</b>	\$ 3,000	Paint interior and exterior of restrooms and re-stain wood structure.	x		3
<b>Various Locations</b>	\$ 20,000	Replace damaged and antiquated pieces of playground equipment at various locations. Wilson Park, Lindbergh Park and Balearic Park.	x		3
<b>Victoria Street/Harbor Blvd.</b>	\$ 10,000	Renovate existing planter with water efficient landscape.	x		3
<b>Yukon Avenue Parkways</b>	\$ 10,000	Renovate existing planter with water efficient landscape.	x		3
<b>Subtotal Priority #3</b>	<b>\$ 168,050</b>				

**Grand Total \$ 500,000**

CITY OF COSTA MESA, CALIFORNIA  
**CAPITAL IMPROVEMENT PROJECT**  
 FISCAL YEAR 2014-2015

<b>DEPARTMENT</b> CHIEF EXECUTIVE OFFICERS'S OFFICE	<b>DIVISION</b> Communications & Marketing	<b>PROGRAM</b> Building Maintenance-50910
<b>PROJECT TITLE</b> City Hall Conference Room 1A-Audio Visual Upgrades		<b>PROJECT MANAGER</b> Bill Lobdell, x - 5288
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 33
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19500
<b>Program</b>	<b>Project</b>	
50910	200063	
		New Project ▼

**Priority Classification:**

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

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

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	180,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 180,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	180,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 180,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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City Hall Conference Room 1A-Audio Visual Upgrades.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910										
<b>PROJECT TITLE</b> DRC - Repair Pool Deck		<b>PROJECT MANAGER</b> Doug Lovell, x - 5299										
		<b>ITEM</b> 34										
<b>PROJECT ACCOUNT STRING:</b>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: right; font-size: small;">Account</td> <td style="text-align: center;">500000</td> <td style="text-align: right; font-size: small;">Fund</td> <td style="text-align: center;">401</td> <td style="text-align: right; font-size: small;">Org</td> <td style="text-align: center;">19500</td> <td style="text-align: right; font-size: small;">Program</td> <td style="text-align: center;">50910</td> <td style="text-align: right; font-size: small;">Project</td> <td style="text-align: center;">800016</td> </tr> </table>	Account	500000	Fund	401	Org	19500	Program	50910	Project	800016	<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>
Account	500000	Fund	401	Org	19500	Program	50910	Project	800016			

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					

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

This project will repair cracking and spawling of concrete pool deck and apply deck coating to reduce slipping and extend the life of the deck.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910										
<b>PROJECT TITLE</b> DRC - Replace Pool Plaster		<b>PROJECT MANAGER</b> Doug Lovell, x - 5299										
		<b>ITEM</b> 35										
<b>PROJECT ACCOUNT STRING:</b>	<table style="width: 100%; border: none;"> <tr> <td style="text-align: right; font-size: small;">Account</td> <td style="text-align: center;">500000</td> <td style="text-align: right; font-size: small;">Fund</td> <td style="text-align: center;">401</td> <td style="text-align: right; font-size: small;">Org</td> <td style="text-align: center;">19500</td> <td style="text-align: right; font-size: small;">Program</td> <td style="text-align: center;">50910</td> <td style="text-align: right; font-size: small;">Project</td> <td style="text-align: center;">800016</td> </tr> </table>	Account	500000	Fund	401	Org	19500	Program	50910	Project	800016	<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>
Account	500000	Fund	401	Org	19500	Program	50910	Project	800016			

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	5,000	-	-	-	-	-	-
Construction	95,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ -</b>					

**Project Justification** **Operating Impact:** \$ (3,300)

Replace swimming pool plaster. Large pieces of pool plaster have been falling away from the walls and floor of the pool for several years. Draining the water and patching the pool annually has postponed the needed replacement of the rough plaster surface of the pool. The rough areas that occur when the surface peels away are abrasive to the feet of elderly patrons participating in water aerobics classes and to recreational users in the summer time. The plaster was installed approximately 13 years ago during original construction of the facility.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910										
<b>PROJECT TITLE</b> Fire Station #3 - Roof Replacement		<b>PROJECT MANAGER</b> Doug Lovell, x - 5299										
		<b>ITEM</b> 36										
<b>PROJECT ACCOUNT STRING:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;"><b>Account</b></td> <td style="text-align: center;">500000</td> <td style="text-align: right;"><b>Fund</b></td> <td style="text-align: center;">401</td> <td style="text-align: right;"><b>Org</b></td> <td style="text-align: center;">19500</td> <td style="text-align: right;"><b>Program</b></td> <td style="text-align: center;">50910</td> <td style="text-align: right;"><b>Project</b></td> <td style="text-align: center;">200045</td> </tr> </table>	<b>Account</b>	500000	<b>Fund</b>	401	<b>Org</b>	19500	<b>Program</b>	50910	<b>Project</b>	200045	<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>
<b>Account</b>	500000	<b>Fund</b>	401	<b>Org</b>	19500	<b>Program</b>	50910	<b>Project</b>	200045			

**Priority Classification:**

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	94,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 94,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	94,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 94,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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Roof replacement. Existing roof has exceeded its life expectancy. The roof is out of warranty and required repairs following recent rains. This is a scheduled, pro-active project to ensure the health and safety of the occupants and to properly maintain the City asset.

<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 2014-2015**

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910
<b>PROJECT TITLE</b> Fire Station #4 - Replace Emergency Generator & Remodel the Building		<b>PROJECT MANAGER</b> Doug Lovell, x - 5299
		<b>ITEM</b> 37
<b>PROJECT ACCOUNT STRING:</b>	Account <b>500000</b>	Fund <b>401</b>
	Org <b>19500</b>	Program <b>50910</b>
	Project <b>200064</b>	Project <b>200064</b>
<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>		
<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.		
	FY 14-15	FY 15-16
	FY 16-17	FY 17-18
	FY 18-19	FY 19-20
	FY 20-21	FY 20-21
<b>Description of Expenditures</b>		
Architect Fees	30,000	-
Construction	260,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
<b>Total</b>	<b>\$ 290,000</b>	<b>\$ -</b>
<b>Description of Resources</b>		
Capital Improvement Fund	290,000	-
	-	-
	-	-
<b>Total</b>	<b>\$ 290,000</b>	<b>\$ -</b>
<b>Project Justification</b>	<b>Operating Impact: \$ 6,000</b>	
<p>Replace emergency generator; remove from building. This project will remove the existing emergency generator from a small room off of the apparatus bay moving it out of the building and beyond the restrictive limits as set by SCAQMD as it relates to diesel powered generators in proximity to schools. This project would eliminate the need for the Fire personnel to manually fill the generator's fuel tank with 5 gallon fuel cans and would eliminate the storage of fuel and the incidental exposure to exhaust fumes inside a critical facility. The replacement generator would be appropriately sized to provide emergency power to the entire station and the community/training room that is part of Fire Station #4, which may be useful during a natural disaster or other emergency that involves a long term loss of power. Currently, the generator does not have the capacity to fully support the station's electrical needs.</p> <p>Remodel of existing building.</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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910
<b>PROJECT TITLE</b> Historical Society - Roof and Drainage		<b>PROJECT MANAGER</b> Doug Lovell, x - 5299
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 38
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19500
<b>Program</b>	<b>Project</b>	
50910	800017	
		New Project ▼

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	65,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 65,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	65,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 65,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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Install new roof system, improve drainage and add drains. Project would replace failing roof. Roof was temporarily repaired previous winter, but needs complete replacement in order to provide appropriate protection for the building and contents. New roof would have a 30 year guaranty.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910
<b>PROJECT TITLE</b> Mesa Verde Library - Paint Interior and Replace Carpet		<b>PROJECT MANAGER</b> Doug Lovell, x - 5299
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 39
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19500
<b>Program</b>	<b>Project</b>	
50910	800013	
		New Project

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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Paint interior and replace carpet, per lease agreement.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910
<b>PROJECT TITLE</b> Police Department - Replacement of HVAC Cooling Tower		<b>PROJECT MANAGER</b> Doug Lovell, x - 5299
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 40
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19500
<b>Program</b>	<b>Project</b>	
50910	200065	
		New Project ▼

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	52,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 52,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	52,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 52,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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Replacement of the cooling tower component of the HVAC system for the Police Facility would address the poor condition of the existing cooling tower and increase the cooling efficiency of the entire system. The coils of the cooling tower have deteriorated over time due to the moist ocean air flow that Costa Mesa receives. The new tower would have specially coated coils to resist corrosion and provide longer life.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Maintenance Services	<b>PROGRAM</b> Building Maintenance, 50910
<b>PROJECT TITLE</b> Police Department - Removal of Underground Storage Tank		<b>PROJECT MANAGER</b> Bruce Hartley, x - 5164
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 41
<b>Account</b>	<b>Fund</b>	<b>Org</b>
500000	401	19500
<b>Program</b>	<b>Project</b>	
50910	200066	
		New Project ▼

**Priority Classification:**

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

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

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

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

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	60,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 60,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
Capital Improvement Fund	60,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 60,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ (1,000)
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Remove underground fuel storage tank at Heliport. This project would remove and close out the fueling facility associated with the heliport at the Police Facility. The tank has been decommissioned and has a temporary closure permit from the OC Department of Environmental Health. OCDHE has notified the City that the removal process must begin in March 2014 and be completed within 1 year.

<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 2014-2015

<b>DEPARTMENT</b> PUBLIC SERVICES	<b>DIVISION</b> Engineering	<b>PROGRAM</b> Building Maintenance, 50910
<b>PROJECT TITLE</b> Senior Center Remodeling		<b>PROJECT MANAGER</b> Tamara Letourneau, x - 5122
<b>PROJECT ACCOUNT STRING:</b>		<b>ITEM</b> 42
Account	Fund	Org
500000	207	19500
Program	Project	
50910	200037	
		New Project ▼

**Priority Classification:**

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

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

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	200,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>					
<b>Description of Resources</b>							
CDBG	200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ -</b>					

<b>Project Justification</b>	<b>Operating Impact:</b> \$ -
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Funding for various senior center improvements.

<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 2014-2015**

<b>DEPARTMENT</b> POLICE	<b>DIVISION</b> Communications	<b>PROGRAM</b> Technical Support & Maint, 51020															
<b>PROJECT TITLE</b> 800 Mhz CCCS Next Generation Update		<b>PROJECT MANAGER</b> Mike James, x - 5617															
		<b>ITEM</b> 43															
<b>PROJECT ACCOUNT STRING:</b>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;"><b>Account</b></td> <td style="text-align: right;"><b>Fund</b></td> <td style="text-align: right;"><b>Org</b></td> <td style="text-align: right;"><b>Program</b></td> <td style="text-align: right;"><b>Project</b></td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">401</td> <td style="text-align: right;">15400</td> <td style="text-align: right;">51020</td> <td style="text-align: right;">200067</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">217</td> <td style="text-align: right;">15400</td> <td style="text-align: right;">51020</td> <td style="text-align: right;">200067</td> </tr> </table>	<b>Account</b>	<b>Fund</b>	<b>Org</b>	<b>Program</b>	<b>Project</b>	500000	401	15400	51020	200067	500000	217	15400	51020	200067	<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>
<b>Account</b>	<b>Fund</b>	<b>Org</b>	<b>Program</b>	<b>Project</b>													
500000	401	15400	51020	200067													
500000	217	15400	51020	200067													

**Priority Classification:**

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	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21
<b>Description of Expenditures</b>							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	1,584,000						
Inspection	-						
Land Acquisition	-						
Other Costs (please identify)	-						
<b>Total</b>	<b>\$ 1,584,000</b>		<b>\$ -</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Description of Resources</b>							
Capital Improvement Fund	370,693						
Narcotics Asset Forfeiture Fund	1,213,307						
	-						
<b>Total</b>	<b>\$ 1,584,000</b>	<b>\$ -</b>					

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

Current system is expected to end life as of 2015. Proposal is to replace end of life Quantar radios with new GTR-8000 radios over three fiscal years culminating in a final upgrade to a P25 system in 2018. Each city will replace obsolete portable and mobile radios and upgrade those that are capable of upgrade prior to P25 upgrade in 2018. Each city will also replace dispatch consoles prior to P25 upgrade in 2018 in order to maintain console priority feature.

The total upgrade cost is \$ 6,333,738, to be spread out over four years with an annual average cost of \$ 1,583,435.

<b>GENERAL PLAN CONSISTENCY</b>	<b>GOAL:</b>	<b>POLICY:</b>	<b>OBJECTIVE:</b>
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CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
<b>TRANSPORTATION</b>				
<b>Traveled Ways</b>				
<b>Street Improvements</b>				
Bear St. / SR-73 N/B Ramp-2nd left-turn lane	-	-	-	57,200
Bristol St. / Baker St. Intersection Improvement	-	-	-	412,500
Bristol St. Medians (Baker St. to Newport Blvd.)	875,000	-	-	-
Bristol St. / Sunflower Ave. Intersection Improvement	-	-	-	115,500
Bristol St. Widening - I-405 to Baker St.	-	-	-	-
Citywide Way Finding Signage	50,000	-	-	-
E. 17th St. / Irvine Avenue Intersection Improvement	-	100,000	200,000	350,000
Fairview Rd. / Baker Street Intersection Widening	-	-	-	82,500
Fairview Rd. / South Coast Dr. Intersection Improvement	-	-	-	124,300
Fairview Rd. / Sunflower Ave. Intersection Improvement	-	-	-	-
Fairview Rd./ Wilson St. Improvements	-	-	975,000	975,000
Harbor Blvs. Medians (Wilson St. to 19th St.)	120,000	968,100	-	-
Harbor Blvd./ Adams Ave. Intersection Improvements	-	-	-	-
Harbor Blvd. / Gisler Ave. Intersection Improvements	-	-	850,000	200,000
Harbor Blvd. / South Coast Dr. Intersection Improvement	-	-	-	167,200
Harbor Blvd. / Sunflower Ave. Intersection Improvement	-	-	-	150,000
Harbor Blvd./ MacArthur - Bus Turnout	-	-	-	66,000
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
Newport Blvd. Northbound at Del Mar	-	-	33,550	207,900
Newport Blvd. Southbound at Fair Drive	-	-	68,750	28,050
Placentia Ave. Medians (Adams Ave. to Wilson St.)	1,100,000	-	-	-
Placentia Ave. / Victoria St. E/B Right-Turn Lane	-	-	-	55,550
Red Hill Ave. Medians (McCormick Ave. to Bristol St.)	962,000	-	-	-
SR-55 Frwy. Access Study	-	250,000	250,000	250,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement	-	-	-	47,300
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement	-	-	-	83,600
SR-55 Frwy. S/B / Baker St. Intersection Improvement	-	-	-	62,700
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement	-	-	-	69,300
West 17th St. Widening (Pomona Ave. to City Limits)	-	800,000	-	-
West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana	150,000	1,550,000	-	-
<b>Subtotal Street Improvements</b>	<b>\$ 3,257,000</b>	<b>\$ 3,718,100</b>	<b>\$ 2,609,300</b>	<b>\$ 4,534,600</b>
<b>Street Maintenance</b>				
Adams Ave.- Harbor Blvd. To Santa Ana River	-	1,750,000	-	-
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	750,000	-
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.	-	-	-	600,000
Baker St. - Bear St. to Bristol St.	-	877,000	-	-
Baker St.- Bristol St. to Newport Blvd.	-	-	-	-
Baker St.- Bear St. to Harbor Blvd.	-	-	-	-
Baker St.- Harbor Blvd. to Samar Dr.	-	-	-	-

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Total</b>
<b>TRANSPORTATION</b>				
<b>Traveled Ways</b>				
<b>Street Improvements</b>				
Bear St. / SR-73 N/B Ramp-2nd left-turn lane	346,500	-	-	403,700
Bristol St. / Baker St. Intersection Improvement	550,000	-	-	962,500
Bristol St. Medians (Baker St. to Newport Blvd.)	-	-	-	875,000
Bristol St. / Sunflower Ave. Intersection Improvement	522,500	863,500	-	1,501,500
Bristol St. Widening - I-405 to Baker St.	258,500	60,500	2,145,000	2,464,000
Citywide Way Finding Signage	-	-	-	50,000
E. 17th St. / Irvine Avenue Intersection Improvement	-	-	-	650,000
Fairview Rd. / Baker Street Intersection Widening	137,500	515,900	-	735,900
Fairview Rd. / South Coast Dr. Intersection Improvement	649,000	462,000	-	1,235,300
Fairview Rd. / Sunflower Ave. Intersection Improvement	117,700	283,800	484,000	885,500
Fairview Rd./ Wilson St. Improvements	-	-	-	1,950,000
Harbor Blvs. Medians (Wilson St. to 19th St.)	-	-	-	1,088,100
Harbor Blvd./ Adams Ave. Intersection Improvements	-	850,000	-	850,000
Harbor Blvd. / Gisler Ave. Intersection Improvements	650,000	650,000	650,000	3,000,000
Harbor Blvd. / South Coast Dr. Intersection Improvement	104,500	1,669,800	-	1,941,500
Harbor Blvd. / Sunflower Ave. Intersection Improvement	250,000	450,000	-	850,000
Harbor Blvd./ MacArthur - Bus Turnout	330,000	-	-	396,000
Hyland Ave. / I-405 NB Ramp & South Coast Drive	-	-	-	685,000
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX)	-	-	-	627,000
Newport Blvd. Northbound at Del Mar	-	-	-	241,450
Newport Blvd. Southbound at Fair Drive	-	667,700	-	764,500
Placentia Ave. Medians (Adams Ave. to Wilson St.)	-	-	-	1,100,000
Placentia Ave. / Victoria St. E/B Right-Turn Lane	83,600	347,050	-	486,200
Red Hill Ave. Medians (McCormick Ave. to Bristol St.)	-	-	-	962,000
SR-55 Frwy. Access Study	250,000	-	-	1,000,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement	277,200	-	-	324,500
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement	382,250	382,250	-	848,100
SR-55 Frwy. S/B / Baker St. Intersection Improvement	486,200	-	-	548,900
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement	305,800	-	-	375,100
West 17th St. Widening (Pomona Ave. to City Limits)	-	-	-	800,000
West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana	-	-	-	1,700,000
<b>Subtotal Street Improvements</b>	<b>\$ 5,701,250</b>	<b>\$ 7,202,500</b>	<b>\$ 3,279,000</b>	<b>\$ 30,301,750</b>
<b>Street Maintenance</b>				
Adams Ave.- Harbor Blvd. To Santa Ana River	-	-	-	1,750,000
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	-	750,000
Anaheim Ave. - Superior Ave. to 19th St.	-	-	-	180,000
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
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
Baker St.- Harbor Blvd. to Samar Dr.	185,000	-	-	185,000

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
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. - Wakeham to I-405	-	550,000	-	-
Bristol St. from 300' N/O Randolph to Easterly City Limits	-	-	-	-
Bristol St. from I-405 to 300' N/O Randolph	-	2,099,444	-	-
Bristol St. from I-405 to Sunflower Ave.	-	-	320,000	-
California St. - Gisler Ave. to Nevada Ave.	-	-	-	680,000
Citywide Unimproved Alley Program	750,000	1,200,000	1,200,000	1,200,000
Citywide Street Improvements	4,288,307	7,000,000	7,000,000	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.	-	-	-	488,000
Harbor Blvd. Wilson St. to Baker St.	-	-	-	2,250,000
Irvine Ave. - 20th St. to S'ly City Limits	-	-	-	650,000
Mac Arthur Blvd.- Santa Ana River to Harbor Blvd.	-	-	-	750,000
Mesa Verde Dr. - Adams Ave. (E) to Harbor Blvd.	-	476,000	-	-
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.	-	-	-	440,000
Newport Blvd. Frontage Rd. (S/B)- from 15th St. to 17th St.	-	-	-	290,000
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.	-	-	-	140,000
Orange Ave. - 22nd St. to Del Mar Ave.	-	-	-	-
Paularino Ave.- Bear St. Bristol St.	-	-	-	258,000
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	-	-	-	-
Westside Improvements	-	250,000	250,000	250,000
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>\$ 5,038,307</b>	<b>\$ 16,629,444</b>	<b>\$ 15,619,927</b>	<b>\$ 10,996,000</b>

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Total</b>
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. - Wakeham to I-405	-	-	-	550,000
Bristol St. from 300' N/O Randolph to Easterly City Limits	-	-	1,500,000	1,500,000
Bristol St. from I-405 to 300' N/O Randolph	-	-	-	2,099,444
Bristol St. from I-405 to Sunflower Ave.	-	-	-	320,000
California St. - Gisler Ave. to Nevada Ave.	-	-	-	680,000
Citywide Unimproved Alley Program	1,200,000	300,000	300,000	6,150,000
Citywide Street Improvements	3,000,000	3,000,000	3,000,000	30,288,307
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
Harbor Blvd. Wilson St. to Baker St.	-	-	-	2,250,000
Irvine Ave. - 20th St. to S'ly City Limits	-	-	-	650,000
Mac Arthur Blvd.- Santa Ana River to Harbor Blvd.	-	-	-	750,000
Mesa Verde Dr. - Adams Ave. (E) to Harbor Blvd.	-	-	-	476,000
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
Newport Blvd. Frontage Rd. (S/B)- from 15th St. to 17th St.	-	-	-	290,000
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.	-	-	-	140,000
Orange Ave. - 22nd St. to Del Mar Ave.	627,000	-	-	627,000
Paularino Ave.- Bear St. Bristol St.	-	-	-	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	-	-	1,500,000	1,500,000
Westside Improvements	250,000	250,000	250,000	1,500,000
Wilson St - W'ly City Limits to Fairview Rd.	-	-	-	1,650,000
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>\$ 11,098,000</b>	<b>\$ 9,323,000</b>	<b>\$ 7,950,000</b>	<b>\$ 76,654,678</b>

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
<b>Storm Drain Improvements</b>				
E. 17th St. Storm Drain System	-	-	-	1,176,785
W. 18th St. Storm Drain System	-	-	653,490	-
W. 19th St. Storm Drain System	-	-	823,390	-
Brentwood Ave. Storm Drain System	-	793,040	-	-
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	-
Cherry Lake Storm Drain System Phase IV & V	-	-	-	-
Citywide Storm Drain Improvements-Arlington Dr. Bio-Swale and Dry Weather Diversion	2,090,000	200,000	-	-
Jack Hammet Sports Complex-Infiltration System	-	-	-	-
Pomona Ave/Industrial Wy Water Quality & Storm Drain-Phase II	-	500,000	500,000	500,000
<b>Subtotal Storm Drain Improvements</b>	<b>\$ 2,090,000</b>	<b>\$ 1,493,040</b>	<b>\$ 1,976,880</b>	<b>\$ 1,676,785</b>
<b>Traffic Operations</b>				
Adams Avenue Traffic Signal Synchronization	\$ 364,000	\$ -	\$ -	\$ -
Bear Street Signal Coordination/ Improvements	-	261,250	-	-
Bristol Street Traffic Signal Synchronization	581,520	-	-	-
Citywide Traffic Signal Improvements (Hardware)	-	-	250,000	250,000
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	-	250,000	250,000	250,000
Harbor Boulevard Traffic Signal Synchronization	922,900	-	-	-
Intersection Safety Light Enhancements	-	75,000	75,000	75,000
Newport Boulevard Traffic Signal Synchronization	735,000	-	-	-
Signal System Upgrade- Paularino	-	500,000	-	-
Signal System Upgrade- Fair Dr. & Wilson St.	-	-	-	250,000
Sunflower Avenue Traffic Signal Synchronization	727,274	-	-	-
Traffic Management Center Video Server	-	60,000	-	-
Traffic Signal Installation	-	180,000	190,000	-
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	25,000	-	-
<b>Subtotal Traffic Operations</b>	<b>\$ 3,330,694</b>	<b>\$ 1,351,250</b>	<b>\$ 765,000</b>	<b>\$ 825,000</b>
<b>Curbs and Sidewalks</b>				
New Sidewalks / Missing Link Program	100,000	100,000	100,000	100,000
Parkway Improvement Program	400,000	250,000	250,000	250,000
Priority Sidewalk Repair	50,000	50,000	50,000	50,000
<b>Subtotal Curbs and Sidewalks</b>	<b>\$ 550,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>
<b>TOTAL TRANSPORTATION</b>	<b>\$ 14,266,001</b>	<b>\$ 23,591,834</b>	<b>\$ 21,371,107</b>	<b>\$ 18,432,385</b>
<b>COMMUNITY HEALTH &amp; ENVIRONMENT</b>				
<b>Beautification</b>				
<b>Parkway and Median Improvements</b>				
Adams Avenue Landscape Renovation	\$ -	\$ 50,000	\$ -	\$ -
Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)	-	1,000,000	-	-
Arlington Drive Parking Lot Landscape	-	50,000	-	-
Arlington Dr. at Newport Blvd. Streetscape	-	-	180,000	-
California Avenue Median Improvements	69,000	-	69,000	-
Gisler Avenue Bike Trail Landscape	-	165,000	-	-
Gisler Avenue Parkway Improvements	100,900	-	-	-
Landscape Improvements- Coolidge Ave. and Filmore Wy.	-	-	60,000	-
Mesa Verde Drive Median Improvements	444,000	-	444,000	-

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Total</b>
<b>Storm Drain Improvements</b>				
E. 17th St. Storm Drain System	-	-	-	1,176,785
W. 18th St. Storm Drain System	-	-	-	653,490
W. 19th St. Storm Drain System	-	-	-	823,390
Brentwood Ave. Storm Drain System	-	-	-	793,040
Cherry Lake Storm Drain System Phase I, II & III	2,721,600	-	-	2,721,600
Cherry Lake Storm Drain System Phase IV & V	-	2,009,360	-	2,009,360
Citywide Storm Drain Improvements-Arlington Dr. Bio-Swale and Dry Weather Diversion	-	-	-	2,290,000
Jack Hammet Sports Complex-Infiltration System	-	-	2,500,000	2,500,000
Pomona Ave/Industrial Wy Water Quality & Storm Drain-Phase II	500,000	500,000	500,000	3,000,000
<b>Subtotal Storm Drain Improvements</b>	<b>\$ 3,221,600</b>	<b>\$ 2,509,360</b>	<b>\$ 3,000,000</b>	<b>\$ 15,967,665</b>
<b>Traffic Operations</b>				
Adams Avenue Traffic Signal Synchronization	\$ -	\$ -	\$ -	\$ 364,000
Bear Street Signal Coordination/ Improvements	-	-	-	261,250
Bristol Street Traffic Signal Synchronization	-	-	-	581,520
Citywide Traffic Signal Improvements (Hardware)	250,000	250,000	-	1,000,000
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	250,000	250,000	250,000	1,500,000
Harbor Boulevard Traffic Signal Synchronization	-	-	-	922,900
Intersection Safety Light Enhancements	75,000	75,000	75,000	450,000
Newport Boulevard Traffic Signal Synchronization	-	-	-	735,000
Signal System Upgrade- Paularino	-	-	-	500,000
Signal System Upgrade- Fair Dr. & Wilson St.	500,000	-	-	750,000
Sunflower Avenue Traffic Signal Synchronization	-	-	-	727,274
Traffic Management Center Video Server	-	-	-	60,000
Traffic Signal Installation	200,000	-	-	570,000
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	-	-	25,000
<b>Subtotal Traffic Operations</b>	<b>\$ 1,275,000</b>	<b>\$ 575,000</b>	<b>\$ 325,000</b>	<b>\$ 8,446,944</b>
<b>Curbs and Sidewalks</b>				
New Sidewalks / Missing Link Program	100,000	100,000	100,000	700,000
Parkway Improvement Program	250,000	250,000	250,000	1,900,000
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>\$ 2,950,000</b>
<b>TOTAL TRANSPORTATION</b>	<b>\$ 21,695,850</b>	<b>\$ 20,009,860</b>	<b>\$ 14,954,000</b>	<b>\$ 134,321,037</b>
<b>COMMUNITY HEALTH &amp; ENVIRONMENT</b>				
<b>Beautification</b>				
<b>Parkway and Median Improvements</b>				
Adams Avenue Landscape Renovation	\$ -	\$ -	\$ -	50,000
Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)	-	-	-	1,000,000
Arlington Drive Parking Lot Landscape	-	-	-	50,000
Arlington Dr. at Newport Blvd. Streetscape	-	-	-	180,000
California Avenue Median Improvements	-	-	-	69,000
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Gisler Avenue Parkway Improvements	-	-	-	100,900
Landscape Improvements- Coolidge Ave. and Filmore Wy.	-	-	-	60,000
Mesa Verde Drive Median Improvements	-	-	-	444,000

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
Mission Mendoza Landscaping		60,000	-	-
Newport Blvd. Landscape - 19th St. to Bristol St.	-		1,000,000	-
Redhill Avenue Median Improvements		52,000	-	-
Smalley Road Landscape Renovation		50,000	-	-
Tree Planting Program	200,000	50,000	50,000	50,000
Victoria Street Landscape Renovation		-	784,000	-
<b>Subtotal Parkway &amp; Median Improvements</b>	<b>\$ 813,900</b>	<b>\$ 1,477,000</b>	<b>\$ 2,587,000</b>	<b>\$ 50,000</b>

**Park Development**

Balearic Center-Land Acquisition Services	\$ -	\$ 60,000	\$ -	\$ -
Balearic Center-Lighting Feasibility Study	20,000	-	-	-
Brentwood Park - Improvements		400,000	-	500,000
Canyon Park - New Restroom	-	0	-	-
Davis School Field Design & Construction	-	-	-	-
Entryway Monument - Industrial Way and Newport Blvd.	80,000	-	-	-
Estancia High School Sports Lighting	20,000	1,200,000	-	-
Fairview Developmental Center Sports Complex	-	-	500,000	2,000,000
Fairview Park-Bluff Stairs (South)Bluff Stairs at South Fairview Park		300,000	-	-
Fairview Park-West Bluff Repair		350,000	-	-
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restor Native Habitat		250,000	-	-
Fairview Park Delineation Fencing-Core Area of CA ORA 58	110,000	-	-	-
Fairview Park Improvements		250,000	250,000	250,000
Fairview Park Projects-On Call Environmental Consultants	50,000	-	-	-
Fairview Park Riparian Habitat Phase III	-	500,000	1,000,000	1,000,000
Fence Along Placentia Ave.	-	330,000	-	-
Gisler Park - New Picnic Shelter	-	-	-	185,000
Harbor Boulevard, Parkway Improvements	-	100,000	-	-
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Jack Hammett Field 1 Upgrade	-	1,175,000	-	-
Jack Hammett-Restroom Addition	-	315,000	-	-
Kaiser School-Lighting Feasibility Study	-	20,000	-	-
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	75,000
Lindbergh Park - Expand Park	-	-	-	1,300,000
Lions Park (Davis Field) Scoreboard	-	-	30,000	-
Marina View Park - 1 New Half Court Basketball Court	-	-	-	-
Mesa Del Mar Neighborhood Entryway	-	78,000	-	-
Neighborhood Community Center-Library Development	386,100	4,000,000	-	-
Moon Park - 1 New Half Court Basketball Court	-	-	-	-
Open Space Master Plan Update	200,000	-	-	-
Park Monument Signage	-	50,000	50,000	50,000
Park Security Lighting Replacement Program	-	400,000	400,000	400,000
Parsons School Field Lighting		420,000	-	-
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Restroom North of Fairview Park Entrance	-	-	525,000	-
Smallwood Park Improvements	50,000		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	2,700,000
TeWinkle Park - 2 New Tennis Courts	-	-	-	-
TeWinkle Park - 2 Sand Volleyball Courts	-	-	-	-
TeWinkle Park - Drainage Swale - North Boundary	-	-	-	400,000

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Total</b>
Mission Mendoza Landscaping	-	-	-	60,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,000,000
Redhill Avenue Median Improvements	-	-	-	52,000
Smalley Road Landscape Renovation	-	-	-	50,000
Tree Planting Program	50,000	50,000	50,000	500,000
Victoria Street Landscape Renovation	-	-	-	784,000
<b>Subtotal Parkway &amp; Median Improvements</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 4,514,900</b>

**Park Development**

Balearic Center-Land Acquisition Services	\$ -	\$ -	\$ -	60,000
Balearic Center-Lighting Feasibility Study	-	-	-	20,000
Brentwood Park - Improvements	500,000	-	-	1,400,000
Canyon Park - New Restroom	-	-	650,000	650,000
Davis School Field Design & Construction	2,500,000	-	-	2,500,000
Entryway Monument - Industrial Way and Newport Blvd.	-	-	-	80,000
Estancia High School Sports Lighting	-	-	-	1,220,000
Fairview Developmental Center Sports Complex	2,000,000	1,000,000	-	5,500,000
Fairview Park-Bluff Stairs (South)Bluff Stairs at South Fairview Park	-	-	-	300,000
Fairview Park-West Bluff Repair	-	-	-	350,000
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restor Native Habitat	-	-	-	250,000
Fairview Park Delineation Fencing-Core Area of CA ORA 58	-	-	-	110,000
Fairview Park Improvements	250,000	250,000	250,000	1,500,000
Fairview Park Projects-On Call Environmental Consultants	-	-	-	50,000
Fairview Park Riparian Habitat Phase III	-	-	-	2,500,000
Fence Along Placentia Ave.	-	-	-	330,000
Gisler Park - New Picnic Shelter	-	-	-	185,000
Harbor Boulevard, Parkway Improvements	-	-	-	100,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Jack Hammett Field 1 Upgrade	-	-	-	1,175,000
Jack Hammett-Restroom Addition	-	-	-	315,000
Kaiser School-Lighting Feasibility Study	-	-	-	20,000
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	75,000
Lindbergh Park - Expand Park	-	-	-	1,300,000
Lions Park (Davis Field) Scoreboard	-	-	-	30,000
Marina View Park - 1 New Half Court Basketball Court	80,000	-	-	80,000
Mesa Del Mar Neighborhood Entryway	-	-	-	78,000
Neighborhood Community Center-Library Development	-	-	-	4,386,100
Moon Park - 1 New Half Court Basketball Court	80,000	-	-	80,000
Open Space Master Plan Update	-	-	-	200,000
Park Monument Signage	-	-	-	150,000
Park Security Lighting Replacement Program	-	-	-	1,200,000
Parsons School Field Lighting	-	-	-	420,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Restroom North of Fairview Park Entrance	-	-	-	525,000
Smallwood Park Improvements	-	-	-	175,000
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	2,800,000	1,500,000	-	9,500,000
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

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
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	-
Wakeham Park - 2 New Tennis Courts	-	-	-	-
Youth Sports- Costa Mesa United	-	-	100,000	100,000
<b>Subtotal Park Improvements</b>	<b>\$ 916,100</b>	<b>\$ 10,333,000</b>	<b>\$ 5,640,000</b>	<b>\$ 9,935,000</b>

**Park Maintenance**

Del Mesa Park - Replace Walkway Lights	\$ -	\$ -	\$ -	\$ -
Estancia Park-Slope Renovation	-	30,000	-	-
Gisler Park - Replace Picnic Shelter	-	35,000	-	-
Heller Park - New Shelter Near Tot Lot	-	-	40,000	-
Heller Park - Replace Security Lighting	-	125,000	-	-
Heller Park- Replace Existing Restroom	-	-	-	600,000
Paularino Park-Replace Picnic Shelter	-	40,000	-	-
Pinkley Park - Replace Existing Playground Equipment	-	-	65,000	-
Shiffer Park - Replace Walkway Lighting	-	25,000	-	-
Shiffer Park - Replace Playground Equipment (2 Areas)	-	-	-	175,000
TeWinkle Park Lake- Repair Lake Liner and Waterfalls	-	150,000	50,000	-
Vista Park- Installation of Perimeter Trail Fence	-	40,000	-	-
Rehabilitate Parking Lot - Various Locations	-	25,000	25,000	25,000
Various Locations-Install Backflow Enclosures	-	50,000	10,000	10,000
Various Parks-Replace Playground Surfacing	100,000	-	-	100,000
Various Parks-Sidewalk Replacement	100,000	75,000	75,000	50,000
Various Vacant Tree Sites- Installments of 300 Trees	-	35,000	35,000	35,000
Wakeham Park - Playground and Planter	-	165,000	-	-
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	200,000	-	-
<b>Subtotal Park Maintenance</b>	<b>\$ 200,000</b>	<b>\$ 995,000</b>	<b>\$ 300,000</b>	<b>\$ 995,000</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**

**\$ 1,930,000 \$ 12,855,000 \$ 8,577,000 \$ 11,030,000**

**GENERAL GOVERNMENT SUPPORT**

**Facilities Maintenance**

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ 150,000	\$ -
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - HVAC Unit - Heating Furnace	-	-	75,000	-
Building Maintenance Projects	500,000	500,000	500,000	500,000
City Hall-Conference Room 1A Audio Visual Upgrades	180,000	-	-	-
City Hall - HVAC Upgrade	-	66,000	550,000	-
City Hall-Lock Replacements	-	50,000	-	-
City Hall - Paint Exterior	-	-	-	120,000
City Hall-Parking Lot Rehabilitation	-	265,000	-	-

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Total</b>
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
Wakeham Park - 2 New Tennis Courts	150,000	-	-	150,000
Youth Sports- Costa Mesa United	100,000	100,000	100,000	500,000
<b>Subtotal Park Improvements</b>	<b>\$ 9,525,000</b>	<b>\$ 3,650,000</b>	<b>\$ 1,150,000</b>	<b>\$ 41,149,100</b>
<b>Park Maintenance</b>				
Del Mesa Park - Replace Walkway Lights	\$ 45,000	\$ -	\$ -	\$ 45,000
Estancia Park-Slope Renovation	-	-	-	\$ 30,000
Gisler Park - Replace Picnic Shelter	-	-	-	35,000
Heller Park - New Shelter Near Tot Lot	-	-	-	40,000
Heller Park - Replace Security Lighting	-	-	-	125,000
Heller Park- Replace Existing Restroom	-	-	-	600,000
Paularino Park-Replace Picnic Shelter	-	-	-	40,000
Pinkley Park - Replace Existing Playground Equipment	-	-	-	65,000
Shiffer Park - Replace Walkway Lighting	-	-	-	25,000
Shiffer Park - Replace Playground Equipment (2 Areas)	-	-	-	175,000
TeWinkle Park Lake- Repair Lake Liner and Waterfalls	-	-	-	200,000
Vista Park- Installation of Perimeter Trail Fence	-	-	-	40,000
Rehabilitate Parking Lot - Various Locations	25,000	-	-	100,000
Various Locations-Install Backflow Enclosures	-	-	-	70,000
Various Parks-Replace Playground Surfacing	-	-	-	200,000
Various Parks-Sidewalk Replacement	50,000	-	-	350,000
Various Vacant Tree Sites- Installments of 300 Trees	35,000	35,000	35,000	210,000
Wakeham Park - Playground and Planter	-	-	-	165,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	-	200,000
<b>Subtotal Park Maintenance</b>	<b>\$ 155,000</b>	<b>\$ 35,000</b>	<b>\$ 35,000</b>	<b>\$ 2,715,000</b>
<b>Sanitation</b>				
<b>Water Quality</b>				
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>
<b>TOTAL COMMUNITY HEALTH &amp; ENVIRONMENT</b>	<b>\$ 9,780,000</b>	<b>\$ 3,785,000</b>	<b>\$ 1,285,000</b>	<b>\$ 49,242,000</b>

**GENERAL GOVERNMENT SUPPORT**

**Facilities Maintenance**

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ -	\$ 150,000
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - HVAC Unit - Heating Furnace	-	-	-	75,000
Building Maintenance Projects	500,000	500,000	-	3,000,000
City Hall-Conference Room 1A Audio Visual Upgrades	-	-	-	180,000
City Hall - HVAC Upgrade	-	-	-	616,000
City Hall-Lock Replacements	-	-	-	50,000
City Hall - Paint Exterior	-	-	-	120,000
City Hall-Parking Lot Rehabilitation	-	-	-	265,000

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 14-15</b>	<b>FY 15-16</b>	<b>FY 16-17</b>	<b>FY 17-18</b>
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	-	-
City Hall - Fourth Floor Improvements (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	135,000
Civic Center - Paint Exterior of canopy	-	-	-	-
Communications - City EOC & Property Evidence Building	-	450,000	1,000,000	1,000,000
Communications - Floor Finishes & Carpet	-	-	-	50,000
Communications - Exterior Paint & Abatement	-	-	30,000	-
Corp Yard - Security System Bldg A	-	15,000	-	-
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	175,000	-
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	-	-	-	185,000
Corp Yard - 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	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	-	-	-	-
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 - Improvements	-	220,000	-	-
Fire Station #1 - Rebuild (Royal Palm)	-	120,000	-	-
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #2 - Access Improvements	-	250,000	-	-
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 - Improvements & Replace Emergency Generator	290,000	-	-	-
Fire Station #6 - Perimeter Concrete Block Walls	-	30,000	-	-
Fire Station #6 - Replace Obsolete HVAC Control & Components	-	25,000	-	-
Fire Station #6 - Replace HVAC	-	42,000	-	-
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	-	-
Historical Society-Roof and Drainage	65,000	-	-	-
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
New Corporation Yard - Wall Finishes	-	-	-	-
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
Police Station -Replacement of HVAC Cooling Tower	52,000	-	-	-
Police Station - Replacement of Emergency Generator	-	560,600	-	-
Police Station - Removal of Underground Storage Tank	60,000	-	-	-
Police Substation - ADA Restrooms	-	-	175,000	-
Police Substation - Interior Floor Finishes	-	-	80,000	-
Police Substation - Interior Wall Finishes	-	-	40,000	-
Police Department- Next Generation Update 800 MHZ CCCS	1,584,000	1,584,000	1,584,000	1,581,738
Senior Center Improvements	200,000	-	-	-
<b>TOTAL GENERAL GOVERNMENT SUPPORT</b>	<b>\$ 3,225,000</b>	<b>\$ 4,957,600</b>	<b>\$ 4,754,000</b>	<b>\$ 4,286,738</b>
<b>GRAND TOTAL</b>	<b>\$ 19,421,001</b>	<b>\$ 41,404,434</b>	<b>\$ 34,702,107</b>	<b>\$ 33,749,123</b>

CITY OF COSTA MESA, CALIFORNIA

**SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM**  
**FISCAL YEAR 2014-2015 through FISCAL YEAR 2020-2021**

**MAJOR SERVICE CATEGORY**

<b>PROGRAM / Project Description</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>Total</b>
City Hall - Replace Roof on Exterior Walkway Canopy	95,000	-	-	95,000
City Hall - Fourth Floor Improvements (1 floor per year)	140,000	-	-	530,000
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	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
Communications - Exterior Paint & Abatement	-	-	-	30,000
Corp Yard - Security System Bldg A	-	-	-	15,000
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	-	175,000
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	-	-	-	185,000
Corp Yard - 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)	-	-	-	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
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 - Improvements	-	-	-	220,000
Fire Station #1 - Rebuild (Royal Palm)	-	-	-	120,000
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #2 - Access Improvements	-	-	-	250,000
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 - Improvements & Replace Emergency Generator	-	-	-	290,000
Fire Station #6 - Perimeter Concrete Block Walls	-	-	-	30,000
Fire Station #6 - Replace Obsolete HVAC Control & Components	-	-	-	25,000
Fire Station #6 - Replace HVAC	-	-	-	42,000
Fire Station #6 - Remove UST/Install Above-Ground Tank	180,000	-	-	180,000
Historical Society-Roof and Drainage	-	-	-	65,000
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
New Corporation Yard - Wall Finishes	22,000	-	-	22,000
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
Police Station -Replacement of HVAC Cooling Tower	-	-	-	52,000
Police Station - Replacement of Emergency Generator	-	-	-	560,600
Police Station - Removal of Underground Storage Tank	-	-	-	60,000
Police Substation - ADA Restrooms	-	-	-	175,000
Police Substation - Interior Floor Finishes	-	-	-	80,000
Police Substation - Interior Wall Finishes	-	-	-	40,000
Police Department- Next Generation Update 800 MHZ CCCS	-	-	-	6,333,738
Senior Center Improvements	-	-	-	200,000
<b>TOTAL GENERAL GOVERNMENT SUPPORT</b>	<b>\$ 2,212,000</b>	<b>\$ 815,000</b>	<b>\$ -</b>	<b>\$ 20,250,338</b>
<b>GRAND TOTAL</b>	<b>\$ 33,687,850</b>	<b>\$ 24,609,860</b>	<b>\$ 16,239,000</b>	<b>\$ 203,813,375</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 2014-2015**

**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	477

**Fire Protection**

Number of Fire Stations	6
Number of Sworn Fire Fighters	77
Fire Insurance Rating	Class 2

**Police Protection**

Number of Sworn Police Officers	136
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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

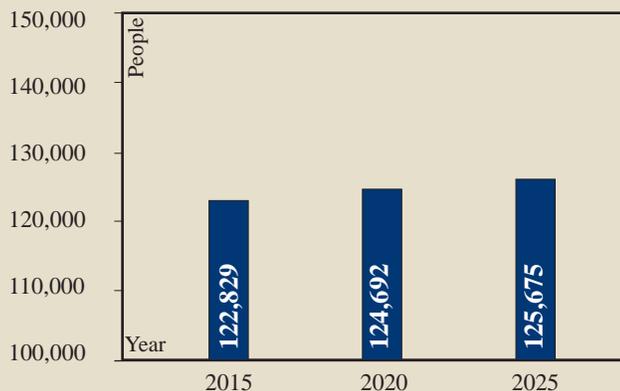
Incorporated in June, 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, the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

## Population Characteristics

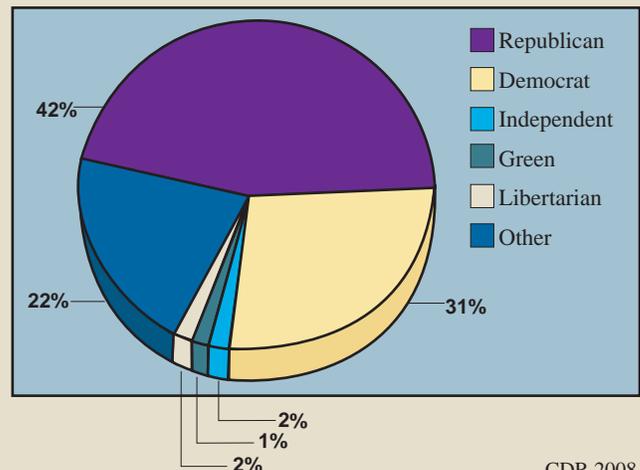
Population:	111,358
Median Age:	33
Average Household Size:	2.69
Average Family Size:	3.30

Source: CA DOF, MAY 2013

### 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	\$42.9 million	–	–

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

2. Costa Mesa Finance Department (2013)

## 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>

	2014	2013
<b>Homes</b>		
Highest	\$ 1,950,000	\$ 1,700,000
Median	\$ 732,958	\$ 536,700
Lowest	\$ 365,000	\$ 292,000
<b>Condominiums</b>		
Highest	\$ 800,000	\$ 750,000
Median	\$ 426,156	\$ 355,000
Lowest	\$ 102,527	\$ 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	15,799	40.0%
Renter occupied	24,147	60.0%

7. US Census

## Property Valuation

In 2013-2014, the total assessed property valuation for the City was \$14.5 billion. The total valuation for the City may be broken down into the following categories<sup>8</sup>.

<b>Single family</b>	\$ 6.6 billion
<b>Multi-family</b>	\$ 2.3 billion
<b>Commercial</b>	\$ 4.4 billion
<b>Industrial</b>	\$ 1.2 billion
<b>Other</b>	\$ 13.2 million

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.



### 2012 Income

**Median Household Income** \$65,373

#### Income Distribution

Income and benefits  
(In 2012 inflation-adjusted dollars)

Up to \$14,999	7.9%
\$15,000 to \$24,999	8.1%
\$25,000 to \$34,999	7.6%
\$35,000 to \$49,999	13.3%
\$50,000 to \$74,999	19.9%
\$75,000 or greater	43.5%

1. U.S. Census Bureau (2012)

### 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

University of Phoenix

### 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	2,900
White Cap Construction Supply	2,200

3. Center for Demographic Research (2010)

	Number	Percent of Total
Employed	64,500	95.13%
Unemployed	3,300	4.87%
Total Labor Force	67,800	100%

4. CA EDD 2013

## 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 2013-2014 is \$132,280,839. The General Fund portion of the budget is \$103,208,017. The approved budget is effective from July 1, 2013 through June 30, 2014.

## 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 (Committed Fund Balance) 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 14-15, the \$14.125 million is equivalent to 12.9% of the General Fund budget or 10.1% 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

**ACRONYMS**

- CEQA:** California Environmental Quality Act
- CEO:** Chief Executive Officer
- CERT:** Community Emergency Response Team
- CIP:** Capital Improvement Program
- CIR:** Circulation Impact Report
- CMP:** Congestion Management Program
- CMRA:** Costa Mesa Redevelopment Agency
- CMSD:** Costa Mesa Sanitary District
- CMTV:** Costa Mesa's Municipal Access Channel
- CNG:** Compressed Natural Gas
- CO:** Carbon Monoxide
- COP:** Certificates of Participation
- COPPS:** Community-Oriented Policing and Problem Solving
- COPS:** Citizen's Option for Public Safety
- CPI:** Consumer Price Index
- CPR:** Cardiopulmonary 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

## ACRONYMS

- EDD:** Employment Development Department
- EIR:** Environmental Impact Report
- EMS:** Emergency Medical Service
- EOC:** Emergency Operations Center
- ERAF:** Educational Revenue Augmentation Fund
- ERF:** Equipment Replacement Fund
- FEMA:** Federal Emergency Management Agency
- FHWA:** Federal Highway Administration
- FTE:** Full-Time Equivalent
- FY:** Fiscal Year
- GAAP:** Generally Accepted Accounting Practices
- GASB:** Governmental Accounting Standards Board
- GFOA:** Government Finance Officers' Association
- GIS:** Geographic Information System
- GMA:** Growth Management Area
- GO:** General Obligation
- HCD:** Housing and Community Development
- HEPA:** High-Efficiency 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

## ACRONYMS

- IPEMA:** International Playground Equipment Association
- IT:** Information Technology
- JPA:** Joint Powers Authority
- JIC:** Joint Information Center
- JUA:** Joint Use Agreement
- LIDAR:** Light Detection and Ranging
- LLEBG:** Local Law Enforcement Block Grant
- LOS:** Level of Service
- LRMS:** Law Records Management System
- LTD:** Long-term Disability
- LTO:** Linear Tape Open
- M&O:** Maintenance & Operation
- MADD:** Mothers Against Drinking and Driving
- MDC:** Mobile Data Computer
- MIC:** Mobile Intensive Care
- MIS:** Management Information Services
- MOU:** Memorandum of Understanding
- MPAH:** Master Plan of Arterial Highways
- NACSLB:** National Advisory Council on State and Local Budgeting
- NCC:** Neighborhood Community Center
- NEC:** National Electric Code
- NFN:** Neighbors for Neighbors
- NIMS:** National Incident Management System
- NMUSD:** Newport-Mesa Unified School District
- NPDES:** National Pollutant Discharge Elimination System
- NPI:** National Purchasing Institute

## ACRONYMS

- OCFCD:** Orange County Flood Control District
- OCFEC:** Orange County Fair & Exposition Center
- OCTA:** Orange County Transportation Authority, OC Treasurer's Association
- OPEB:** Other Post Employment Benefits
- OS:** Official Statement
- OTS:** Office of Traffic Safety
- PC:** Personal Computer, Penal Code
- PD:** Police Department
- PDAOC:** Planning Director's Association of Orange County
- PEG:** Public, Education & Government
- PERS:** Public Employees Retirement System
- POST:** Peace Officer Standard Training
- PPE:** Personal Protective Equipment
- PUC:** Public Utility Commission
- RAID:** Reduce/Remove Aggressive & Impaired Drivers
- RAN:** Revenue Anticipation Note
- RMS:** Records Management System
- ROCKS:** Recreation on Campus for Kids
- ROR:** Rate of Return
- ROW:** Right-of-Way
- RRIP:** Residential Remodel Incentive Program
- SAAV:** Service Authority for Abandoned Vehicles
- SB:** Senate Bill
- SBOE:** State Board of Equalization
- SCBA:** Self-Contained Breathing Apparatus

## ACRONYMS

- SEC:** Security and Exchange Commission
- SED:** Special Enforcement Detail
- SEMS:** Standardized Emergency Management Systems
- SIP:** Signal Improvement Program
- SLESF:** Supplemental Law Enforcement Services Fund
- SMP:** Senior Mobility Program
- SOBECA:** South Bristol Entertainment and Cultural Arts
- SR-55:** State Route 55, also known as the Costa Mesa Freeway
- SR-73:** State Route 73, also known as the Corona del Mar Freeway
- SRO:** School Resource Officer
- SUV:** Sports Utility Vehicle
- SWAT:** Special Weapons and Tactics (Team)
- TAN:** Tax Anticipation Note
- TARGET:** Tri-Agency Gang 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

***ACRONYMS***

**VL**F: 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>
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%
2012-13	\$ 14,377,053,503	\$ 259,135,791	1.84%

Sources: HDL Coren & Cone  
Orange County Assessor

**COMPUTATION OF LEGAL DEBT MARGIN**  
**Fiscal Year Ended June 30, 2013**

ASSESSED VALUE		<u>\$ 14,377,053,503</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 539,139,506
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	<u>\$ 3,070,000</u>	
LESS: Assets in Debt Service Fund (Net)	<u>704,300</u>	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		<u>\$ 2,365,700</u>
LEGAL DEBT MARGIN		<u><u>\$ 536,773,806</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>		
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		
2012-13	111,358	14,377,053,503	3,070,000		
<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	
2012-13	704,300	2,365,700	0.00016	21.24	

(1) Costa Mesa Community Economic Profile

(2) Assessed Valuation - Source: HdL Coren & Cone, Orange County Assessor Combined Tax Rolls.

(3) Amount available for repayment of General Obligation Bonds.

**RATIO OF ANNUAL DEBT SERVICE EXPENDITURES  
FOR GENERAL OBLIGATION BONDED DEBT  
TO TOTAL GENERAL GOVERNMENTAL EXPENDITURES \***  
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total General Obligation Bonded Debt Services</u>	<u>Total General Governmental Expenditures</u>	<u>Ratio Debt Service to General Govmtl. Expenditures</u>
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%
2012-13	-	-	-	111,012,567	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 14-15 is \$3.7 million, which is equivalent to 3.4% 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, 2014, 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
2015	1,248,275	217,666	2,266,304	3,732,245
2016	1,252,713	220,301	2,265,604	3,738,618
2017	1,250,450	217,439	2,267,604	3,735,493
2018	1,244,375	219,086	2,257,404	3,720,865
2019	1,240,250	220,130	2,255,004	3,715,384
2020	-	215,708	2,240,404	2,456,112
2021	-	215,810	2,243,404	2,459,214
2022	-	215,355	2,237,594	2,452,949
2023	-	-	2,237,829	2,237,829
2024	-	-	2,234,248	2,234,248
2025	-	-	2,231,216	2,231,216
2026	-	-	2,228,675	2,228,675
2027	-	-	2,226,870	2,226,870
Total principal and interest	\$ 6,236,063	\$ 1,741,495	\$ 29,192,160	\$ 37,169,718
Less interest payments	(666,063)	(306,495)	(6,632,160)	(7,604,718)
Outstanding principal	\$ 5,570,000	\$ 1,435,000	\$ 22,560,000	\$ 29,565,000



Thank you to the following staff members for their contribution in preparing the  
Fiscal Year 2014-2015 Adopted Budget:

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Silvia Kennerson	Development Services/HCD
Alfa Lopez	Public Services
Alma Reyes	Public Services/Recreation
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Sylvia Chalmers	CEO's Office
Gina Clark	CEO's Office/Central Services
Christine Cordon	CEO's Office
Gant Corum	Public Services/Maintenance Services
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Claire Flynn	Development Services
Deborah Freeland	Public Services/Maintenance Services
Les Gogerty	Police
Brenda Green	City Clerk
Bruce Hartley	Public Services/Maintenance Services
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Jim Liu	Information Technology
Bill Lobdell	CEO's Office/Public Communications
Brad Long	CEO's Office/Public Communications
Penny Loomer	Parks & Community Services
Doug Lovell	Public Services/Maintenance Services
Lisa McPherson	Public Services/Recreation
Bart Mejia	Public Services
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Khanh Nguyen	Development Services
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Greg Scott	Police
Fred Seguin	Fire
Raja Sethuraman	Public Services
Robert Sharpnack	Police
Kelly Shelton	CEO's Office
Adam Silva	Information Technology
Jennifer Sommers	CEO's Office/Risk Management
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