

CITY OF COSTA MESA, CALIFORNIA

**ADOPTED
OPERATING & CAPITAL
IMPROVEMENT BUDGET**



**FISCAL YEAR
2015-2016**

CITY OF COSTA MESA, CALIFORNIA
ADOPTED OPERATING AND
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2015-2016

CITY COUNCIL

Stephen M. Mensinger
Mayor

James M. Righeimer
Mayor Pro Tem

Katrina Foley
Council Member

Sandra L. Genis
Council Member

Gary Monahan
Council Member

Thomas R. Hatch
Chief Executive Officer

Prepared by the Finance Department

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Interim Finance Director

In collaboration with

Ernesto Munoz
Public Services Director



City Council



James M. Righeimer
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For the Fiscal Year Beginning

July 1, 2014

Executive Director



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CITY CHIEF EXECUTIVE OFFICER'S BUDGET MESSAGE



July 1, 2015

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

I am pleased to submit the Fiscal Year 2015-16 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.

This Adopted budget maintains and, in a few areas, enhances the current level of service from FY 14-15. Having already reduced operating expenditures to a minimum base level in prior years, management decided to use the FY 14-15 budget as the starting point while allowing Departments to make their requests known for new items that they believed met the community and City Council needs.

On March 3, 2015 the Council adopted updated financial and budget policies. These policies are outlined in detail in the Appendix Section. Highlights of these policies as they relate to this budget include:

- Consistency with Council and CEO priorities
- Balanced budgets with the exception of using dedicated non-General Fund balances for carry-over or one-time items
- Realistic assumptions for revenue forecasts
- A minimum of 5% General Fund revenues dedicated to funding capital projects
- A new goal of an additional 1.5% of General Fund revenues dedicated to capital facilities
- A goal of \$1 million budgeted for contingencies
- Provision for an additional \$500,000 payment to reduce unfunded pension liabilities

The first set of FY 15-16 General Fund base operating budget requests submitted by the departments to the Finance Department totaled \$112.8 million; \$3.3 million or 3% over the prior year budget. A large part of this increase was due to an increase in pension costs, assumption of increased number of filled positions, increases in utilities and certain other operating costs and the additional 1.5% of General Fund revenues dedicated to capital facilities projects. In addition, departments requested \$4 million in budget increases for operating expense increases, enhanced service levels and a few new positions. During the month of March, the Budget Review Team held meetings with each department to review and discuss these budget requests.

The first set of FY 15-16 revenue estimates totaled \$111.7 million using the assumptions of modest economic growth, a gradually improving 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 million. The budget gap was closed by making the following adjustments in concert with discussions with the CEO, department heads, Finance and departmental budget liaisons:

- Reduction in the CEO budget for part-time, consulting and professional development costs of about \$276,000
- Reduced the City Attorney budget from a \$400,000 increase to a \$200,000 increase
- Reduced the Police Department Adopted budget by about \$354,000; a combination of deleting six vacant custody officers and keeping part-time positions at the current year level of hours while reclassifying five Community Service Specialist positions to Park Ranger positions.
- Initial City-wide salary savings of \$1.75 was increased by about \$1.4 million representing an average City-wide vacancy factor of just under 4.7% for the entire fiscal year
- CEO, department heads and Finance reviewed all requests for budget increases and made further budget reductions of \$1.3 million by identifying one-time items that could be purchased out of the current budget and deferring lower priority items
- Revenue projections were increased by about \$1.3 million based on updated year-to-date actuals and other items

As a quick overview, here is the Adopted budget for FY 15-16 for all funds compared to the FY 14-15 adopted budget:

ADOPTED BUDGET - ALL FUNDS				
Appropriations/ All Funds	Adopted	Adopted	Increase (Decrease)	
	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>Amount</u>	<u>Percent</u>
Operating Budget	\$ 114,958,461	\$ 119,009,800	\$ 4,051,339	3.5%
Transfers Out	5,517,067	9,416,140	\$ 3,899,073	70.7%
Capital Budget	19,421,001	25,763,929	\$ 6,342,928	32.7%
Total	\$ 139,896,529	\$ 154,189,869	\$ 14,293,340	10.2%

GENERAL FUND ADOPTED BUDGET

The General Fund provides 89.2% of the total operating budget for all governmental funds. The total adopted General Fund budget is \$115 million, an increase of \$5.8 million or 5.3% from the current year adopted budget. Table 1 is a summary of the total General Fund resources and requirements for FY 15-16:

Table 1

ADOPTED BUDGET - GENERAL FUND				
	Adopted	Adopted	Increase (Decrease)	
	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>Amount</u>	<u>Percent</u>
Estimated Revenues	\$ 109,451,662	\$ 113,638,900	\$ 4,187,238	3.8%
Transfer in	-	400,000	400,000	
Use of Fund Balance	-	-	-	
Total Resources	\$ 109,451,662	\$ 114,038,900	\$ 4,587,238	4.2%
Operating Budget	\$ 103,934,595	\$ 106,186,760	\$ 2,252,165	2.2%
Transfer Out	5,517,067	9,016,140	3,499,073	63.4%
Total Appropriations	\$ 109,451,662	\$ 115,202,900	\$ 5,751,238	5.3%

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 15-16. The City will evaluate revenues and continue to find ways to mitigate costs. Doing so will continue to stabilize the City's

budget, provide necessary services to the community and work towards re-building reserves.

The City remains careful about its cash position. With the depletion of reserves in previous years, it is very important for the City to maintain a balanced budget and stabilize cash. Based on the timing of the receipt of certain revenues, the City has periods of time when it uses more cash than it receives. That use of cash is replenished later in the fiscal year with the receipt of property tax revenue. The General Fund had operating surpluses at the end of both FY 12-13 and FY 13-14 which helped increase the overall cash position. The City plans for this trend to continue in the current and next fiscal years.

HIGHLIGHTS OF THE ADOPTED BUDGET

The FY 15-16 adopted budget contains funding for on-going services to the community. The following highlights reflect some of the changes and facts regarding the budget:

- Budgeted amounts for the City's share of employee pension cost are affected by:
 - Increased pension rates from CalPERS
 - Miscellaneous employees contributing 60% of the rate increases
 - City pick-up of 5% of Police employee pension
 - Inclusion of new pension tier rates
 - Corrections to budget calculation formulas used to determine pension budget amounts
- The budget contains funding for an additional payment of \$500,000 toward reducing the unfunded liability associated with pension costs.
- Internal charges for vehicle replacement are reinstated after a one-year internal rate holiday.
- General Fund contribution to Capital Projects is 5% of the General Fund budget: \$5,587,335
- General Fund contribution to Capital Facility Projects is 1.5% of the General Fund budget: \$1,676,201
- Capital Projects include the second year of advance funding of a four-year level-pay plan for the next generation of the 800 MHz Coordinated Communication System at \$1,239,969 per year. The Police Department will fund \$763,889 of this project. Capital Projects also include \$600,000 for a Police Facility Emergency Generator and \$800,000 for the expansion/parking lot renovation for Fire Station #4. Fund 208 (Park Development Fund) allocation of \$1,900,000 include field upgrades at Costa Mesa High School, Davis Elementary School, Kaiser Elementary School, and Parson's Elementary School, as well as necessary additional field upgrades.
- Allocations to the Information Technology (IT) Replacement Fund will increase from \$100,000 to \$150,000 for the accumulation of funds for future IT equipment replacements and upgrades.
- Conversion from City Jail staffing to G4S contract staffing is implemented by fully funding the G4S contract and deleting the remaining Custody Officer positions.

- Fire Department
 - Staffing is increased by the addition of an EMS/Training Captain
 - Planned replacement of thirteen cardiac monitors
 - Replacement of two aging fire trucks
- Development Services:
 - Permit & plan check revenue is estimated to increase by \$568,000 based on projected development activity.
 - Budget reflects the creation of a new Community Improvement Division staffed with existing resources and a new Assistant Director position.
- Public Services Department
 - Includes the new street sweeping contract offset by a reduction of three full-time positions
 - Includes the new custodial services contract with enhanced services
 - Staffing is increased by the addition of a Principal Civil Engineer to assist with the high volume of capital projects.
- Three new Code Enforcement Officer positions are added to enhance services to the community from various perspectives: one each in the Fire Department, Police Department and Development Services.
- Contingency appropriations are \$1,000,000.

GENERAL FUND RESERVES/USE OF FUND BALANCE

The General Fund – Total Fund Balance was \$50.2 million as of June 30, 2014. As part of the mid-year budget report on March 3, 2015 the Council approved allocation of \$4 million toward the planned Neighborhood Community Center/Library/Park project. The City continues to maintain a \$14.125 million emergency general operating reserve, in addition to reserves for workers’ compensation, general liability claims, and compensated absences. On March 3, 2015 the Council reviewed a new Reserves Study that took a risk-based approach to establishing reserves for economic volatility, major infrastructure failure, natural disasters and other emergencies. The Council approved a reserves goal of \$55 million and a plan to achieve that goal by increasing existing reserves by up to \$1.5 million per year funded by any actual annual operating surplus.

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

CAPITAL IMPROVEMENT PROJECTS

The capital budget is approved for an amount of \$25.8 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 \$12.7 million or 49% of the total funding for capital projects is from the General Fund; \$5.35 million or 20.8% is funded by the Gas Tax Fund and another \$2.3 million or 8.9% is from Measure M Funds. 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 Community Development Block Grant (CDBG) Fund, Drainage Fees, Traffic Impact Fees and Narcotics Asset Forfeiture Funds.

Table 2 below illustrates the total capital projects funding by category planned for FY 15-16. It reflects an emphasis on streets, parks, and capital facilities projects including \$4 million for the Neighborhood Community Center/Library/Park facilities and nearly \$1.7 million set aside for eventual replacement of Fire Station 1.

Table 2

<u>CAPITAL IMPROVEMENT PROJECTS</u>				
<u>Program Category</u>	<u>Adopted FY 14-15</u>	<u>Adopted FY 15-16</u>	<u>Increase (Decrease)</u>	
			<u>Amount</u>	<u>Percent</u>
Parkway & Median Improvements	\$ 813,900	\$ 700,000	-\$113,900	-14.0%
Street Improvements/Maintenance	5,038,307	6,675,946	1,637,639	32.5%
Storm Drain Improvements	2,090,000	510,000	(1,580,000)	-75.6%
Curbs and Sidewalks	550,000	1,150,000	600,000	109.1%
Traffic Planning	3,257,000	1,022,208	(2,234,792)	-68.6%
Traffic Operations	3,330,694	-	(3,330,694)	N/A
Park Development & Maintenance	1,116,100	5,812,350	4,696,250	420.8%
Building Maintenance	1,641,000	2,941,255	1,300,255	79.2%
Equipment Maintenance	-	36,000	36,000	N/A
Capital Facility Projects	-	5,676,201	5,676,201	N/A
Next Gen 800 Mhz Comm System	1,584,000	1,239,969	(344,031)	-21.7%
Total	\$19,421,001	\$25,763,929	\$6,342,928	32.7%
General funds	5,450,000	12,663,536	7,213,536	132.4%
Other Funds	13,971,001	\$13,100,393	(870,608)	-6.2%
Total Appropriations	\$19,421,001	\$25,763,929	\$6,342,928	32.7%

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 15-16:

Step 1 - Appropriations Limit for FY 14-15	\$ 191,787,464
Step 2 - Multiply the FY 14-15 Appropriations Limit by the cumulative growth factors for Orange County	<u>1.0494</u>
Appropriations Limit FY 15-16	<u><u>\$ 201,264,174</u></u>

The estimated proceeds from general tax revenues in FY 15-16 equal \$101.2 million, which is \$100 million or 49.7% 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, 2014. 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 14-15 Adopted Budget.

Staff believes the FY 15-16 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 operating service that the citizens of Costa Mesa had grown accustomed to in the past. Those levels are likely unsustainable. It does however propose a balanced financial plan, maintains and in a few areas, enhances the current level of service and enhances infrastructure improvements.

ACKNOWLEDGEMENT

The development of the 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,


for Thomas R. Hatch
Chief Executive Officer
City of Costa Mesa

FY 2015-16 OPERATING & CAPITAL BUDGET IN BRIEF

The Fiscal Year 2015-16 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 \$154.2 million, an increase of \$14.2 million or 10.2% compared to the adopted budget for FY 14-15. Table 1 illustrates these amounts.

TABLE 1**PRELIMINARY BUDGET--ALL FUNDS**

Appropriations <u>All Funds</u>	Adopted	Adopted	<u>Increase/(Decrease)</u>		FY 15-16
	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>Amount</u>	<u>Percent</u>	<u>% of total</u>
Operating Budget	\$ 114,958,461	\$ 119,009,800	\$ 4,051,339	3.5%	77.2%
Transfers Out	5,517,067	9,416,140	3,899,073	70.7%	6.1%
Capital Budget	19,421,001	25,763,929	6,342,928	32.7%	16.7%
Total	<u>\$ 139,896,529</u>	<u>154,189,869</u>	<u>\$ 14,293,340</u>	<u>10.2%</u>	<u>100.0%</u>

GENERAL FUND BUDGET OVERVIEW

For all governmental funds, the General Fund comprises 89.2% of the *operating* budget and 73.3% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The adopted General Fund budget is \$115.2 million, an increase of \$5.8 million or 5.3% compared to the FY 14-15 adopted budget. Table 2 below illustrates the components and the changes of the adopted budget as compared to the prior year's budget.

TABLE 2**GENERAL FUND OPERATING BUDGET**

<u>Expenditure Category</u>	Adopted	Adopted	<u>Increase/(Decrease)</u>		FY 15-16
	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>Amount</u>	<u>Percent</u>	<u>% of total</u>
Salaries & Benefits	\$ 78,839,624	\$ 78,892,688	\$ 53,064	0.1%	68.5%
Maint. & Operations	24,992,819	27,202,418	2,209,599	8.8%	23.6%
Fixed Assets	102,152	91,654	(10,498)	-10.3%	0.1%
Transfers Out	5,517,067	9,016,140	3,499,073	63.4%	7.8%
Total	<u>\$ 109,451,662</u>	<u>115,202,900</u>	<u>\$ 5,751,238</u>	<u>5.3%</u>	<u>100.0%</u>

Salaries & Benefits: Budgeted personnel costs increased by \$53,064 or 0.1%. This very small change is attributed to a number of factors including a reduction of six sworn Custody Officers due to contracting out jail operations, reduction of three maintenance workers due to contracting out street sweeping, inclusion of new, lower cost pension tiers and salary schedules for newly hired and vacant non-sworn positions, non-sworn employees paying 60% of their pension cost increases, inclusion of only merit step increases for filled sworn positions and correction of pension calculation formulas. These reductions were offset by increases in part-time

CITY OF COSTA MESA, CALIFORNIA

positions, cafeteria plan, increases in pension rates, professional development and retiree medical. Budgeted positions are set at the level of personnel needed to continue providing expected levels of services to the community.

Maintenance & Operations (M&O): The maintenance and operations category includes such things as: office supplies; office equipment; electricity, gas and water for all City owned property including parks, medians, street lights and traffic signals; principal and interest payments on outstanding City debt. The adopted budget for maintenance and operations accounts is \$27.2 million, a net increase of \$2.2 million or 8.8% compared to the FY 14-15 adopted budget. The increase is attributed to janitorial and housekeeping, maintenance of streets, alleys and sidewalks, consulting and the reinstatement of internal rent-replacement charges for vehicles after a one-year internal rate holiday.

Transfers Out: The adopted budget includes an operating transfer out of 5% of General Fund Revenues, similar to the current budget year. In addition, another 1.5% of General Fund Revenues is dedicated to Capital Facilities Projects—specifically an additional \$1.7 million set aside for the future rebuilding of Fire Station 1.

The total adopted FY 15-16 General Fund estimated revenue is \$113.6 million, an increase of \$3.6 million or 3.3% compared to projected revenues for FY 14-15. Table 3 illustrates the General Fund revenue sources that fund City services.

TABLE 3

<u>Revenue Source</u>	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>Amount</u>	<u>Percent</u>	<u>% of total</u>
Taxes	\$ 87,217,170	\$ 91,626,600	\$ 4,409,430	5.1%	80.6%
Licenses & Permits	1,879,925	2,481,500	601,575	32.0%	2.2%
Fines & Forfeitures	1,047,261	1,190,000	142,739	13.6%	1.0%
Use of Money & Property	4,535,985	3,144,700	(1,391,285)	-30.7%	2.8%
Other Governmental Agencies	10,515,289	10,612,800	97,511	0.9%	9.3%
Fees & Charges for Services	3,587,974	3,796,000	208,026	5.8%	3.3%
Other Revenue	1,253,905	787,300	(466,605)	-37.2%	0.7%
Total	\$ 110,037,509	113,638,900	\$ 3,601,391	3.3%	100.0%

Note: Excludes Transfers In

Revenues: As a result of the continued rebound in the economy, most revenue sources are projected to increase at. The City has been experiencing increases in Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building Permit revenue in the current fiscal year and expect those to continue in FY 15-16.

Sales & Use Tax represents Costa Mesa's single largest revenue source and is estimated at \$52.9 million or 46.4% of the total General Fund revenues estimated for FY 15-16. This amount represents an increase of \$2.9 million or 5.8% from the estimate for FY 14-15. 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.

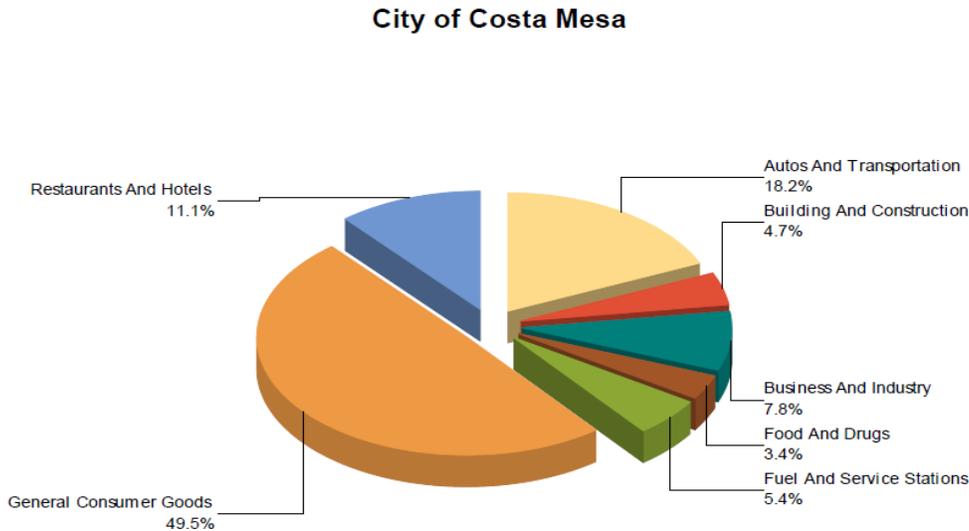
Part of the \$52.9 million Sales & Use Tax estimate is the \$6.4 million backfill from the State in the form of property taxes (accounted for as Sales Tax In-Lieu). This backfill from the State is the result of the "triple flip", which was approved by the voters in 2004 under Proposition 57 to finance 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 plans to phase out the "triple flip" over the next two fiscal years.

CITY OF COSTA MESA, CALIFORNIA

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 triple-flip program is expected to begin phase out during FY 15-16 and be completed by the following fiscal year without loss of revenue to the City.

Graph 1 illustrates the categories of businesses and industries that generated sales tax revenue for the City in calendar year 2014. (Source: HdL)

GRAPH 1



For FY 15-16, estimated revenue from Property Taxes is \$24.7 million, which represents 21.6% of the total General Fund revenue. This estimate is an increase of \$964,000 or 4.0% over the projected revenue for FY 14-15. The City is expecting an increase in revenue due to: property values increasing over the prior year; resale activity and new construction being added to the property tax roll. Included in the estimates are Secured Property Tax at \$22.4 million, Unsecured Taxes at \$823,000, Supplemental Taxes at \$613,700; Homeowner’s Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$160,800, Delinquent Taxes at \$71,700; and \$621,700 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 15-16, adopted estimated revenue from Motor Vehicle License Fee (VLF) is \$9.6 million, which represents 8.4% of the total General Fund revenue. This estimate reflects an increase of \$188,000 or 2.0% from the projected revenue in FY 14-15. 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 15-16, estimated revenue from TOT is \$8.1 million, which represents 7.1% of the total General Fund revenue. The projected amount reflects an increase of \$236,000 or 3.0% from FY 14-15 projected revenue. Since the 2010, the City has seen a continued increase in TOT revenue when compared to the prior year.

For FY 15-16, adopted estimated revenue from all Franchise Fees is \$5.0 million, which represents 4.4% of total General Fund revenues. The projected amounts reflect an increase of \$319,000 or 6.7% from the projected in FY 14-15.

The \$1.4 million reduction in Use of Money & Property is due to a one-time FY 14-15 adjustment for interest on the General Fund loan to the Park Development Fees Fund.

CITY OF COSTA MESA, CALIFORNIA

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found in the following Summaries of Financial Data section of this book.

OTHER GOVERNMENTAL FUNDS

To gain a better understanding of the budget as a whole, the General Fund budget is compared to the entire budget covering all governmental funds. The Operating Transfers Out are excluded from this comparison to avoid duplicate counting of resources. Table 4 illustrates this relationship.

TABLE 4

GOVERNMENTAL FUNDS ADOPTED BUDGET

<u>Fund Types</u>	<u>Adopted</u>	<u>Adopted</u>	<u>Increase/(Decrease)</u>		<u>FY 15-16</u>
	<u>FY 14-15</u>	<u>FY 15-16</u>	<u>Amount</u>	<u>Percent</u>	<u>% of total</u>
General Fund *	\$ 103,913,168	\$ 106,586,760	2,673,592	2.6%	69.1%
Special Revenue Funds	9,278,462	14,156,416	4,877,954	52.6%	9.2%
Capital Project Funds	19,906,200	24,757,280	4,851,080	24.4%	16.1%
Internal Service Funds	6,798,701	8,689,413	1,890,712	27.8%	5.6%
Total	\$ 139,896,531	154,189,869	\$ 14,293,338	10.2%	100.0%

* Excludes Transfers Out

INTERNAL SERVICE FUNDS

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

a) Equipment Replacement Fund (ERF) – This fund accounts for fleet services provided by the Maintenance Services Division to the user-departments. For FY 15-16, the adopted budget is \$4.5 million and the estimated revenue is \$2.5 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. Among the items scheduled for replacement are two aging fire trucks budgeted at cost of \$680,000 each without incurring additional City debt.

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

b) Self-Insurance Fund – This fund accounts for the Risk Management Program dealing with workers' compensation, general liability, and unemployment insurance. The FY 15-16 adopted budget totals \$4.2 million, the same level as the current adopted budget.

The City currently contracts with separate vendors for workers' compensation and managed care services that historically were handled together. Since the City has separated the two, it has been able to take advantage of competitive rates and additional cost savings on medical expenses.

The unemployment insurance portion is based on actual payments to the State Employment Development Department (EDD), which processes the claims for unemployment benefits on behalf of the City. The City reimburses the EDD on a quarterly basis. Departments are charged back based on an established formula.

CITY OF COSTA MESA, CALIFORNIA

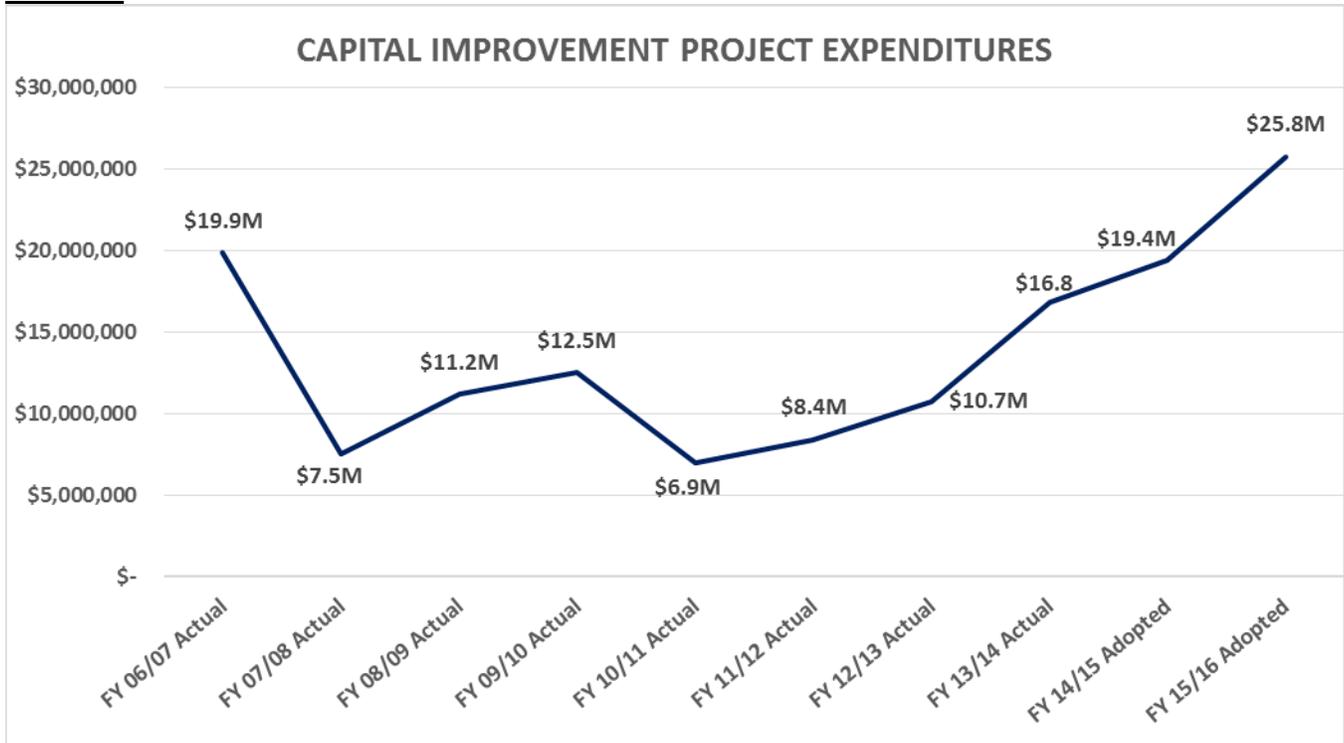
Revenues for the Self-Insurance Fund come from the internal charges to the user-departments based on historical costs of incurred losses, insurance premiums, and other services provided by the Risk Management Division.

CAPITAL IMPROVEMENT PROJECTS

The City's Seven-Year Capital Improvement Program (CIP) is listed at the end of the Capital Improvement Program section of this budget book. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. It also contains a summary listing of recommended projects by funding source. Please refer to Table 2 in the Budget Message preceding this section for the summary of capital project amounts by program category.

The following graph illustrates how much the City has expended to improve and maintain its infrastructure including streets; curbs and sidewalks; storm drains; traffic operations; parks, parkways, and medians; and buildings and facilities. Over the last 10 years, the City has spent/appropriated approximately \$136 million or an average of \$13.6 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 balance is distinguished from other fund balances. Special Revenue Funds and Capital Projects Funds fund balances are earmarked for specific uses based upon the criteria for which these funds were established. These types of funds may accumulate monies over a period of one or more years for future appropriations. Then, when the City is ready and able to embark upon a capital improvement project or special program that meets the specific requirements for the use of the funds, appropriations from fund balances may be used.

A summary schedule of estimated available fund balances for all funds is found at the beginning of the Summaries of Financial Data section. Table 5 lists the estimated fund balances to be used to support the FY 15-16 adopted budget.

TABLE 5

<u>Fund Name</u>	<u>Projected Bal.</u> <u>07/01/2015</u>	<u>Projected Bal.</u> <u>06/30/2016</u>	<u>Amount</u> <u>To Be Used</u>
Gas Tax Fund	\$ 5,936,192	\$ 2,222,534	\$ 3,713,658
Prop. 172 Fund	49,766	(57,852)	107,618
Community Dev. Block Grant	18,436	(168,568)	187,004
Drainage Fees Fund	1,029,096	925,346	103,750
Traffic Impact Fees	2,663,813	2,030,237	633,576
Capital Improvement Fund	8,775,246	4,795,246	3,980,000
Measure M2 Fairshare	942,527	935,027	7,500
Equipment Replacement Fund	5,229,481	3,305,239	1,924,242
Total	\$ 24,644,557	\$ 13,987,209	\$ 10,657,348





LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2015-2016

Thomas R. Hatch
Chief Executive Officer

Richard L. Francis
Assistant Chief Executive Officer

Tamara S. Letourneau
Assistant Chief Executive Officer

Gary Armstrong
Economic
and Development Services Director

Thomas Duarte
City Attorney

Stephen G. Dunivent
Interim Finance Director

Steve Ely
Information Technology Director

Robert Sharpnack
Police Chief

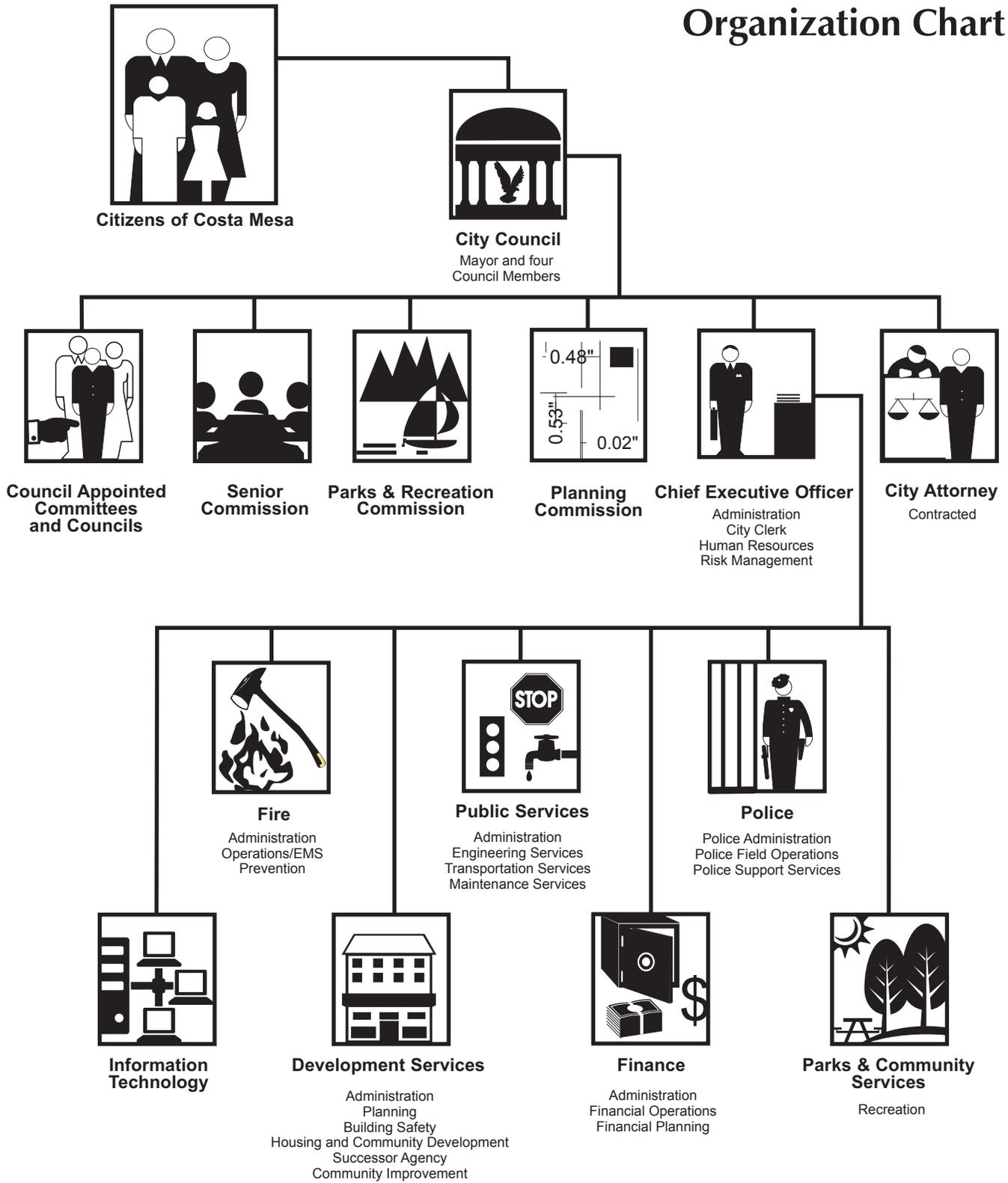
Ernesto Munoz
Public Services Director

Daniel A. Stefano
Fire Chief



City of Costa Mesa, California

Organization Chart



Visit our Web site at www.costamesaca.gov

RESOLUTION NO. 15-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2015-2016

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

WHEREAS, the Proposed Budget for Fiscal Year 2015-2016 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.

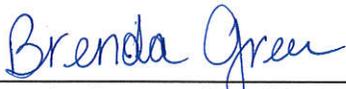
SECTION 2: The annual budget for the City of Costa Mesa for the Fiscal Year beginning July 1, 2015 and ending June 30, 2016 is hereby adopted as set forth in the Proposed 2015-2016 Budget.

PASSED AND ADOPTED this 23rd day of June, 2015.



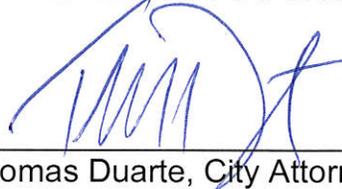
Stephen M. Mensinger, Mayor

ATTEST:



Brenda Green, City Clerk

APPROVED AS TO FORM:



Thomas Duarte, City Attorney

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

I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 15-30 and was duly passed and adopted by the City Council of the City of Costa Mesa at a Special Meeting held on the 23rd day of June, 2015, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS: Foley, Monahan, Righeimer, Mensinger

NOES: COUNCIL MEMBERS: Genis

ABSENT: COUNCIL MEMBERS: None

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 24th day of June, 2015.



BRENDA GREEN, CITY CLERK

(SEAL)

BUDGET GUIDE

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

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

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

Budget Message: This section includes the Chief Executive Officer's transmittal letter to the City Council and describes what is in the budget, including budget issues and policies that lead to the development of the budget.

Budget Overview: This section provides a summarized narrative of the budget highlights; explanation on variances both on revenues and expenditures; and other pertinent data about the budget.

General Information: This section includes the Budget Guide; describes the budget process; and provides the description of each fund. The funds are listed by fund type: Governmental Funds (include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds); and Proprietary Funds (include the Internal Service Funds).

Summaries of Financial Data: This section provides a variety of financial analyses such as the beginning and ending fund balances; pie charts of resources and appropriations; multi-year budget comparisons by fund/by expenditure/by category/by program; revenue details/narratives with historical trends; summary of personnel changes by department; a listing of approved fixed assets, new and replacement vehicles, and building modifications and maintenance projects for the fiscal year.

Departmental Details: This section divides the document by department. It starts with the City Council. The reader will find an organization chart; a narrative of the department describing each division, program accomplishments and goals within that department, and multi-year personnel summary. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in several ways – by division, by expenditure category, by funding source, by account, and by program. The last department is the "Non-Departmental" which is not an actual department, it is merely a cost center to house expenditures such as debt service payments and transfers outs, which are not attributed to a specific department.

Capital Improvement Program: This section provides a summary of the capital improvement projects planned for the year including their descriptions, funding sources, and the estimated cost of each project. The reader will also find what is called a Capital Improvement Project form, which provides details about each project.

Appendix: This is the final section of the budget document which includes a brief history of the City; miscellaneous statistics (such as date of incorporation, form of government, population, etc.); community profile (provides demographics information, among other things); financial policies; a glossary of budget terms; a listing of acronyms used throughout the budget document; various statistical data about the City's debt obligations; and a per capita expenditure comparison with other jurisdictions contiguous to Costa Mesa.

BUDGET PROCESS

The City's budget process begins in December with a kick-off meeting with Finance and departmental budget liaisons. The Chief Executive Officer outlines the goals and directives for the development of the coming year's budget. Finance distributes the budget calendar, instructions, forms, and budget worksheets to the departments. Maintenance Services coordinates the departmental building modification and vehicle replacement requests. Engineering coordinates the capital improvement project requests.

After the departments have input their budget requests, Finance compiles the data and calculates the total amount requested including estimated revenues and projected fund balances. The Chief Executive Officer holds departmental budget hearings. Subsequently, the Chief Executive Officer makes his recommendations and Finance, along with Central Services, prepares the proposed budget document. The Chief Executive Officer submits the proposed budget to City Council. The Council conducts a budget study session; sets a public hearing; and, adopts the budget prior to the beginning of the fiscal year.

After the budget is adopted, staff integrates the budgetary data into the City's accounting system and reconciles the labor distribution for actual payroll charges during the year. Staff issues the adopted budget document and submits it for both the national and the state budget awards program. Month-end reports are distributed to the departments to monitor budget performance throughout the year.

Capital Improvement Projects Budget Process: The City maintains a rolling Seven-Year Capital Improvement Program (CIP). In October-November each year, the Public Services Department solicits proposals from the other City departments for inclusion in the coming year's capital improvement projects budget. Around the same time, the Finance Department provides Public Services the estimated fund balances available for appropriation for CIP. These fund balances usually come from Special Revenues Funds and Capital Projects Funds. Both these fund types are earmarked for specific uses. If and when the General Fund provides funding for CIP, cash is transferred to the Capital Outlay Fund, where the project will reside.

Public Services staff then prepares the Capital Improvement Project form, which provides detailed information about the proposed capital improvement project. Typically, a project costing \$30,000 or more (with some exceptions depending on the type of project) is categorized as a capital improvement project. Others, costing less, could be included in what the City calls Building Modification projects. These are the routine maintenance and/or repairs of City buildings and facilities.

During the departmental budget hearings, the Chief Executive Officer and staff conduct a "walkthrough" of the various proposed projects. After the Chief Executive Officer's evaluation of what will be included in the proposed budget, the CIP is submitted to the Planning Commission to determine if the projects conform to the General Plan. The proposed CIPs relating to parks is also submitted to the Parks & Recreation Commission for comments and recommendations.

User Fees & Charges: As part of the budget cycle, the City considers updates to its fees and charges, usually, after the budget is adopted. The City uses, to some extent, a cost allocation method for administrative and overhead charges as part of the calculation. Administrative costs are based on staff's salaries and benefits which are allocated on a pro-rata basis; overhead charges are for maintenance and operations costs which are also allocated in the same manner. Both these charges are added to the cost of personnel who are directly involved in the activity for which a fee is charged, which is determined by the time spent on that activity multiplied by the hourly rate for salaries and benefits. The City Council conducts a public hearing before adopting the new fees.

Budget amendments: Supplemental appropriations, when required during the fiscal year, require approval by the City Council. Budget changes within each department or between accounts are approved by the Chief Executive Officer. The Finance Department provides a Mid-Year Budget Report to the Chief Executive Officer and Council in late February/early March.

Basis of budgeting: The City uses the modified accrual basis in budgeting governmental funds. This means that obligations of the City, including outstanding purchase orders, are budgeted as expenses and revenues are recognized when they are both measurable and available to fund current expenditures.

BUDGET PROCESS

The City does not have an enterprise fund. However, the City utilizes the internal service funds for its fleet services operations and for its self-insurance program. Under the internal service funds, the budget is prepared on a full accrual basis. This means expenses are recognized when incurred and revenues are recognized when due the City. Depreciation expense is not included in budgeting for internal service funds but the full purchase price of equipment is included in the budget.

Basis of accounting: The City uses the modified accrual basis of accounting for governmental funds. Revenues are recorded when measurable and available to fund current expenditures. Expenditures are recorded when the services are substantially performed or the goods have been received and the liabilities have been incurred. The City's internal service funds use the full accrual basis of accounting; revenues are recorded when earned and expenses are recorded when incurred.

Budgetary control is maintained at the department level within each fund. The City also maintains an encumbrance accounting system budgetary control. Estimated purchase amounts are encumbered prior to the release of purchase orders to vendors. At fiscal year end, all operating budget appropriations lapse, except for ongoing grant projects. Open encumbrances are reported as reservations of fund balances at fiscal year-end.

Budgetary data: Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles, except for the following funds for which no expenditure budget is proposed for FY 15-16.

Special Revenue Funds:

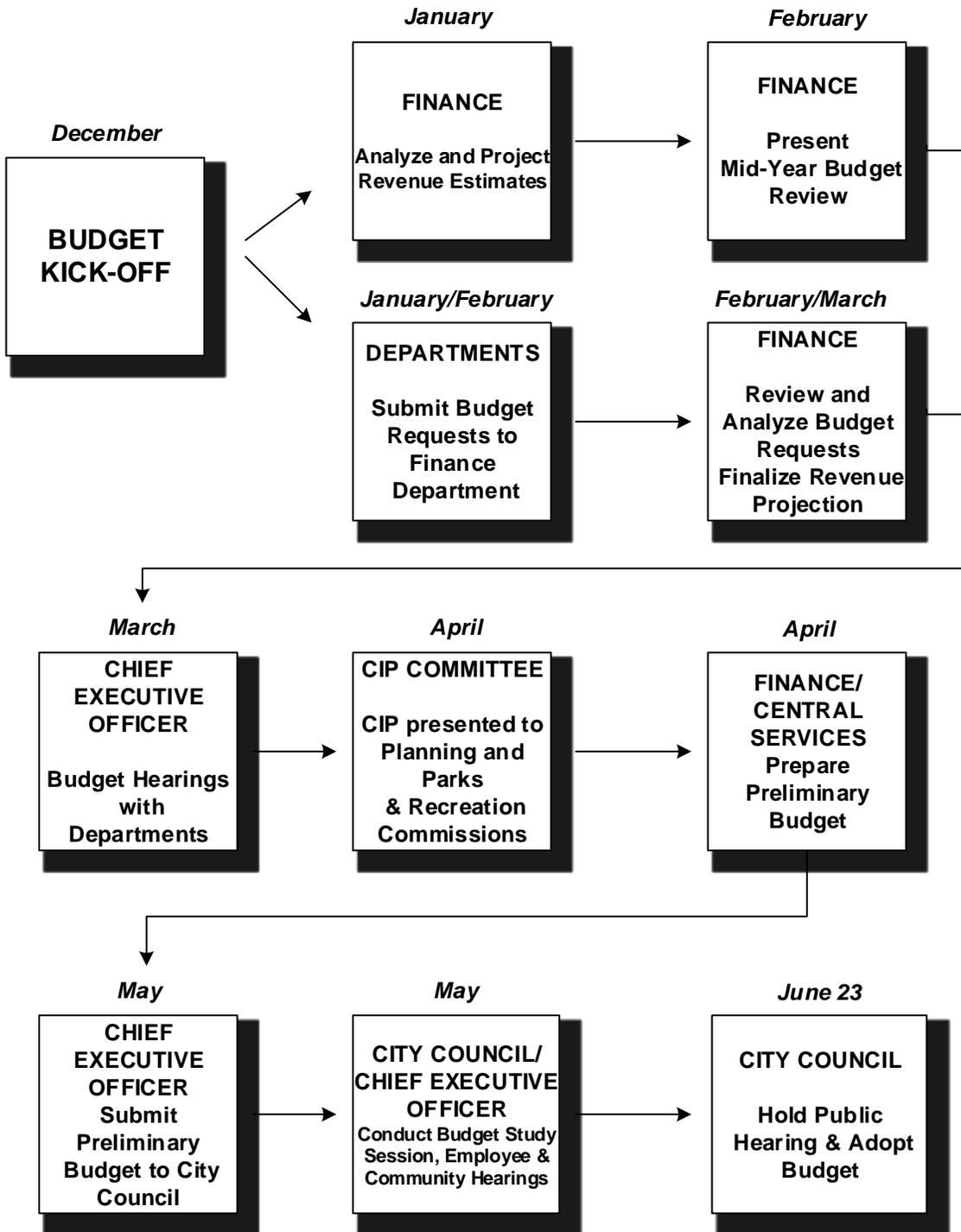
- Fund 216 Rental Rehabilitation Program
- Fund 218 Fire System Development Fees Fund
- Fund 219 Local Law Enforcement Block Grant
- Fund 220 Office of Traffic Safety Grant

Capital Projects Funds:

- Fund 403 Measure M Construction
- Fund 409 Vehicle Parking District 1 Fund
- Fund 410 Vehicle Parking District 2 Fund
- Fund 414 Measure M Turnback Fund
- Fund 603 Information Technology Replacement

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

**CITY OF COSTA MESA
BUDGET PROCESS
FLOW CHART
FISCAL YEAR 2015-2016**



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 capital expenditures financed by the City's General Fund and any grant not accounted for in a special revenue fund. This includes 1) *Capital Projects:* with a value greater than \$5,000.00 that are stationary in nature including, but not limited to, publicly owned or operated streets, highways, bridges, sidewalks, curbs, gutters, alleys, storm drains, storm water pump stations, trees and landscaping, medians, parks, playgrounds, traffic signals, streetlights, fences, and walls and 2) *Capital Facilities:* City owned or operated buildings including, but not limited to, City Hall, Civic Center, Police Department, Old Corp Yard, New Corp Yard, fire stations, libraries, and community centers.

GOLF COURSE IMPROVEMENT FUND – 413: Established to account for the Costa Mesa Country Club capital expenditures. The City receives two and one-half percent of the monthly gross receipts of green and tournament fees to finance capital improvements.

DESCRIPTION OF FUNDS & FUND TYPES

MEASURE "M" CONSTRUCTION FUND - 403: Established to account for competitive regional grant monies provided by the April 1991 voter-approved one-half percent sales tax for local transportation improvements.

MEASURE "M" TURNBACK FUND - 414: Established to account for the expenditure of the April 1991 voter-approved one-half percent sales tax for local transportation improvements.

MEASURE "M" 2 FUND - 415: Established to account for expenditure of Measure M2 funds allocated based on "competitive" basis in accordance with the November 2006 voter-approved one-half percent sales tax for local transportation improvements.

MEASURE "M" 2 FAIRSHARE FUND - 416: Established to account for expenditure of Measure M2 funds allocated based on "Fairshare" basis in accordance with the November 2006 voter-approved one-half percent sales tax for local transportation improvements.

VEHICLE PARKING DISTRICTS FUND - 409/410: Established under the Vehicle Parking District Law of 1943 to provide vehicle facilities in the downtown area. Financing is provided through specific property tax levies.

PROPRIETARY FUNDS

Proprietary funds are used to account for a government's business-type activities. Enterprise funds and internal service funds are considered proprietary funds. The City does not have an enterprise fund.

INTERNAL SERVICE FUNDS

Internal Service Funds are used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

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

SELF-INSURANCE FUND - 602: Established to account for the receipt and disbursement of funds used to pay workers' compensation, general liability, and unemployment claims filed against the City.

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

THE CITY'S FLOW OF FUNDS STRUCTURE

REVENUE SOURCES:

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





SUMMARIES OF FINANCIAL DATA

SUMMARIES OF FINANCIAL DATA

FISCAL YEAR 2015-2016

CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2016

Fund Description	Projected Balances 07/01/15	Estimated Revenues FY 15-16	Adopted Operating Budget FY 15-16
General Fund*	\$ 15,621,289	\$ 113,638,900	\$ 106,186,760
Gas Tax Fund	5,936,192	2,495,462	859,120
Proposition 172 Fund	49,766	1,054,615	1,162,233
Air Quality Management District Fund (AQMD)	(452,664)	127,500	15,000
HOME Program Fund	(60,961)	793,415	663,821
Community Development Block Grant Fund (CDBG)	18,436	1,028,141	684,849
Park Development Fees Fund	(479,865)	515,000	225,200
Drainage Fees Fund	1,029,096	406,250	-
Supplemental Law Enforcement Services Fund	-	14,800	203,404
Traffic Impact Fees Fund	2,663,813	166,424	-
Rental Rehabilitation Program Fund	17,175	86	-
Narcotics Forfeiture Fund	429,122	501,708	300,000
Fire System Development Fees Fund	749,574	3,700	-
Subtotal Special Revenue Funds	\$ 9,899,683	\$ 7,107,101	\$ 4,113,627
Capital Improvement Fund	\$ 8,775,246	\$ 820,000	\$ -
Measure "M" Construction Fund	(392,269)	3,300	-
Measure "M" Turnback Fund	162,320	800	-
Measure "M2" Regional Fund	(2,339,623)	1,446,761	-
Measure "M2" Fairshare Fund	942,527	2,212,500	20,000
Vehicle Parking District 1&2 Funds	43,615	7,020	-
Subtotal Capital Projects Funds	\$ 7,191,816	\$ 4,490,381	\$ 20,000
Total Governmental Funds	\$ 32,712,788	\$ 125,236,382	\$ 110,320,387
Equipment Replacement Fund	\$ 5,229,481	\$ 2,527,400	\$ 4,451,642
Self Insurance Fund	(6,162,682)	4,346,000	4,237,771
IT Replacement Fund	100,205	150,500	-
Total Internal Service Funds	\$ (832,996)	\$ 7,023,900	\$ 8,689,413
GRAND TOTAL	\$ 31,879,792	\$ 132,260,282	\$ 119,009,800

* Calculated projected balance as of July 1, 2015 using total available and undesignated fund balance as of July 1, 2014 plus projected FY 14-15 revenues and expenditures through June 30, 2015.

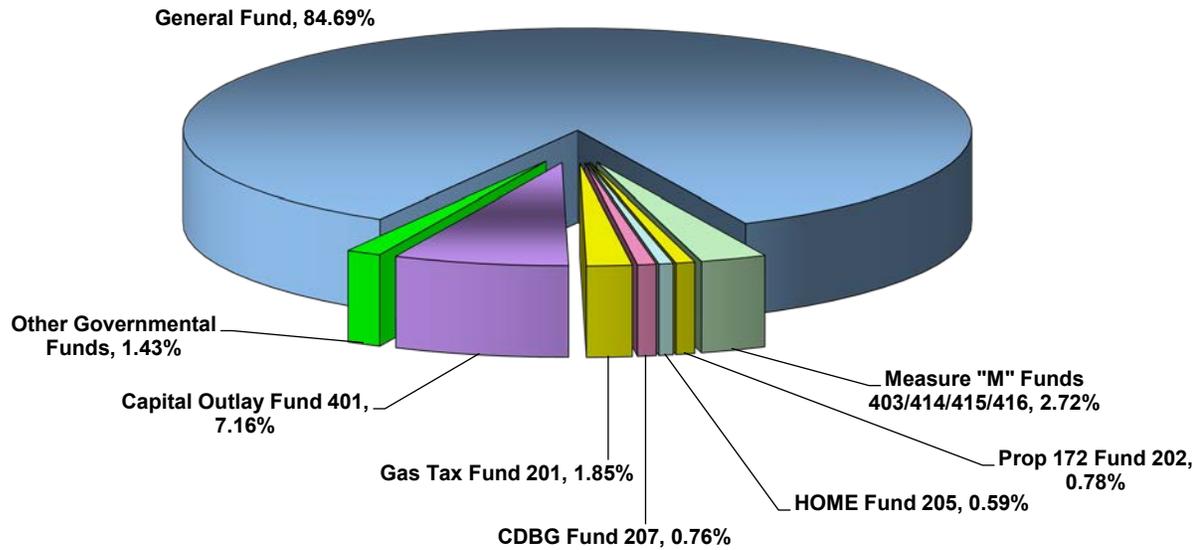
CITY OF COSTA MESA, CALIFORNIA

Adopted Capital Budget FY 15-16	Total Adopted Budget FY 15-16	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Balances 06/30/2016
\$ -	\$ 106,186,760	\$ 7,452,140	\$ 400,000	\$ 9,016,140	\$ 14,457,289
5,350,000	6,209,120	(3,713,658)	-	-	2,222,534
-	1,162,233	(107,618)	-	-	(57,852)
-	15,000	112,500	-	-	(340,164)
-	663,821	129,594	-	-	68,633
530,296	1,215,145	(187,004)	-	-	(168,568)
1,900,000	2,125,200	(1,610,200)	-	-	(2,090,065)
510,000	510,000	(103,750)	-	-	925,346
-	203,404	(188,604)	188,604	-	(0)
800,000	800,000	(633,576)	-	-	2,030,237
-	-	86	-	-	17,261
763,889	1,063,889	(562,181)	-	-	(133,059)
-	-	3,700	-	400,000	353,274
\$ 9,854,185	\$ 13,967,812	\$ (6,860,711)	\$ 188,604	\$ 400,000	\$ 2,827,576
\$ 13,627,536	\$ 13,627,536	\$ (12,807,536)	\$ 8,827,536	\$ -	\$ 4,795,246
-	-	3,300	-	-	(388,969)
-	-	800	-	-	163,120
82,208	82,208	1,364,553	-	-	(975,070)
2,200,000	2,220,000	(7,500)	-	-	935,027
-	-	7,020	-	-	50,635
\$ 15,909,744	\$ 15,929,744	\$ (11,439,363)	\$ 8,827,536	\$ -	\$ 4,579,989
\$ 25,763,929	\$ 136,084,316	\$ (10,847,934)	\$ 9,416,140	\$ 9,416,140	\$ 21,864,854
\$ -	\$ 4,451,642	\$ (1,924,242)	\$ -	\$ -	\$ 3,305,239
-	4,237,771	108,229	-	-	(6,054,453)
-	-	150,500	-	-	250,705
\$ -	\$ 8,689,413	\$ (1,665,513)	\$ -	\$ -	\$ (2,498,509)
\$ 25,763,929	\$ 144,773,729	\$ (12,513,447)	\$ 9,416,140	\$ 9,416,140	\$ 19,366,345

TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS

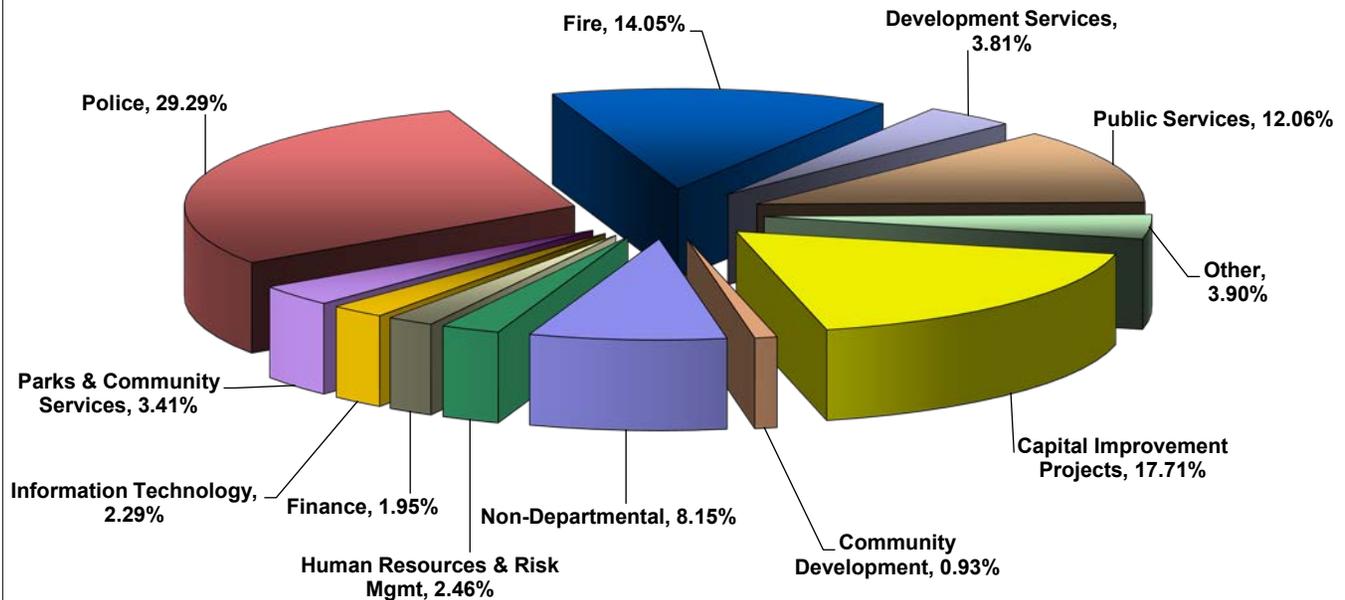
FISCAL YEAR 2015-2016

TOTAL RESOURCES - \$134,652,522
 (Where Monies Come From)
 (Including Transfers In, Does not include Funds 601, 602 or 603)



TOTAL APPROPRIATIONS - \$145,500,456

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



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

FISCAL YEARS 2012-2013 THROUGH 2015-2016

The following is a four-year budget summary that includes all governmental and proprietary funds. The \$9.8 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 12-13 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.

Revenues & Other Sources	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted
Taxes	82,930,850	86,640,646	89,063,527	92,687,865
Licenses & Permits	2,534,613	3,095,537	2,708,200	3,531,500
Fines & Forfeits	4,500,443	3,614,144	2,485,000	1,685,608
Intergovernmental	19,195,967	21,748,247	24,030,689	19,446,229
Charges for Services	10,098,437	9,774,869	9,985,189	10,769,000
Rental	2,588,206	4,057,195	2,917,427	2,963,900
Investment Income	707,121	424,115	661,400	326,880
Miscellaneous	4,731,285	1,235,684	952,585	849,300
Transfers In	5,235,912	5,076,133	5,517,067	9,416,140
Total Revenues & Other Sources	\$ 132,522,834	\$ 135,666,569	\$ 138,321,084	\$ 141,676,422
Expenditures & Other Uses	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted
Protection of Persons & Property	55,353,792	58,848,095	62,373,722	61,289,707
Community Health & Environment	8,963,202	9,090,634	10,507,591	11,924,539
Transportation	6,390,261	6,476,529	7,511,981	8,108,544
Leisure & Community Services	3,306,762	3,626,352	4,580,896	4,944,998
General Government Support	30,577,239	28,229,934	25,795,146	28,778,193
Capital Improvement Projects	10,737,551	16,775,234	19,421,001	25,763,929
Debt Service:				
Principal Payments*	2,482,050	2,305,000	2,955,395	2,855,179
Interest Payments*	1,623,051	1,216,623	1,233,730	1,108,639
Transfers Out*	2,685,094	5,572,511	5,517,067	9,416,140
Total Expenditures & Other Uses	\$ 122,119,002	\$ 132,140,912	\$ 139,896,530	\$ 154,189,869
Estimated Ending Balances	\$ 10,403,832	\$ 3,525,657	\$ (1,575,446)	\$ (12,513,447)

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

SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2015-2016

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ 400,000	\$ 9,016,140 ^{1,2}
Supplemental Law Enforcement Fund - 213	188,604 ¹	-
Fire System Development Fees Fund - 218	-	400,000 ³
Capital Improvement Fund - 401	8,827,536 ²	-
Total	<u>\$ 9,416,140</u>	<u>\$ 9,416,140</u>

¹ Funding of \$188,604 for support of salaries in the Supplemental Law Enforcement Fund.

² Funding of \$8,827,536 for support of projects in the Capital Improvement Fund.

³ Funding of \$400,000 for reimbursement of Fire Emergency Vehicle & Emergency Traffic Signal Pre-emption system.

REVENUE SUMMARIES

FISCAL YEAR 2015-2016



REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
Fund 101 - General Fund					
Property Tax - Secured	\$ 21,419,701	\$ 20,720,823	\$ 21,936,000	\$ 21,483,088	\$ 22,382,400
Property Tax - Unsecured	724,694	753,951	752,000	799,310	823,300
Property Tax - Supplemental	302,262	502,504	469,000	595,853	613,700
Property Tax - Homeowners	163,116	158,740	160,000	156,111	160,800
Delinquent Tax - Penalties/Int	32,508	65,310	60,000	71,688	71,700
Property Transfer Tax	530,314	619,679	650,000	603,545	621,700
Sales & Use Tax	35,065,415	36,301,503	37,563,000	37,647,000	45,936,000
Sales Tax In-Lieu	10,764,695	12,963,130	12,606,000	12,325,000	6,926,000
Transient Occupancy Tax	7,257,695	7,676,090	8,040,000	7,871,317	8,107,500
Electric Franchise Fee	1,200,578	1,271,786	1,272,000	1,272,000	1,303,800
Cable TV Franchise Fee	1,494,340	1,249,306	1,300,000	1,162,532	1,214,800
PEG Cable Franchise Fee	83,219	219,804	100,000	97,385	100,900
Gas Franchise Fee	211,451	248,606	250,000	249,000	252,200
Solid Waste Hauler Franchise Fee	1,829,382	1,901,963	1,945,000	1,940,325	2,167,900
Business License	917,633	918,695	954,000	951,190	952,100
Business License Web Fee	-	(2,410)	-	(8,174)	(8,200)
Total Taxes	\$ 81,997,003	\$ 85,569,482	\$ 88,057,000	\$ 87,217,170	\$ 91,626,600
Dog License	\$ 107,768	\$ 102,083	\$ 105,000	\$ 98,424	\$ 98,400
Fire Permits	98,872	85,559	100,000	100,987	106,000
Building Permits	943,047	1,003,000	1,111,000	1,028,556	1,460,000
Electrical Permits	148,319	150,915	173,000	160,512	227,000
Plumbing/Mechanical Permits	189,012	179,385	212,000	188,274	279,600
Street Permits	189,995	210,675	222,000	259,435	269,800
Special Business Permits	430	430	500	215	100
Home Occupation Permits	14,050	13,775	15,000	11,874	15,000
Operator's Permits	3,000	3,125	4,000	2,325	1,300
Other Permits	28,804	29,675	35,000	29,323	24,300
Total Licenses & Permits	\$ 1,723,297	\$ 1,778,622	\$ 1,977,500	\$ 1,879,925	\$ 2,481,500
Municipal Code Violations	\$ 126,382	\$ 111,023	\$ 190,000	\$ 87,049	\$ 190,000
Vehicle Code Violations	587,139	423,524	515,000	363,780	400,000
Parking Citations	723,512	641,653	725,000	566,730	600,000
Red Light Camera Violations	69,907	39,818	55,000	29,702	-
Total Fines & Forfeitures	\$ 1,506,940	\$ 1,216,018	\$ 1,485,000	\$ 1,047,261	\$ 1,190,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
Investment Earnings	\$ 299,797	\$ 171,426	\$ 275,000	\$ 1,104,977	\$ 180,800
GASB 31 Adjustment	(981,698)	1,232,047	-	500,000	-
Interest Earned - CMRA Note	783,574	-	-	-	-
Other Interest	-	-	21,427	21,426	-
Buildings/Grounds, Rental	197,095	201,993	213,000	238,296	243,100
Rental - Downtown Comm. Center	15,655	25,835	24,000	17,322	29,000
Rental - Balearic Center	10,964	10,824	13,000	18,348	14,000
Rental - Neighborhood Comm. Ctr.	125,743	120,366	135,000	108,950	109,000
Senior Center, Rental	-	-	-	76,593	116,000
Rental - Fields	117,231	155,188	135,000	153,797	150,000
Rental - Tennis	43,355	41,041	43,000	47,282	44,600
Rental - Golf Course Operations	2,163,189	2,170,005	2,228,000	2,154,147	2,162,800
Rental - Bus Shelter Ads	113,098	99,896	105,000	94,847	95,400
Total Use of Money & Property	\$ 2,888,003	\$ 4,228,621	\$ 3,192,427	\$ 4,535,985	\$ 3,144,700
Motor Vehicle In-Lieu Tax	\$ 60,068	\$ 49,713	\$ 50,000	\$ 48,020	\$ 48,000
Vehicle License Fee Swap - Property Tax	8,754,576	9,179,346	9,400,000	9,379,901	9,567,500
Other Federal Grants	521,764	601,158	460,000	659,517	672,700
POST Reimbursements	88,064	106,004	120,000	21,306	21,300
Beverage Container Program	-	59,134	30,000	59,000	59,000
SB 90 - State Mandated Costs	47,139	68,294	50,000	144,691	144,700
Other State Grants	52,986	8,680	-	86,192	99,600
OCTA - SAAV	12,155	-	-	-	-
Other County Grants	86,378	86,227	78,000	-	-
Reimb. - Oth Governmental Agencies	-	-	-	116,662	-
Total Other Govt. Agencies	\$ 9,623,130	\$ 10,158,557	\$ 10,188,000	\$ 10,515,289	\$ 10,612,800
Zoning/Variance/CUP Fees	\$ 110,635	\$ 121,683	\$ 117,000	\$ 145,295	\$ 147,500
Subdivision Map Fees	24,460	31,790	20,000	30,340	31,100
Environmental Impact Fees	14,789	17,360	25,000	33,970	29,000
Plan Checking Fee	273,759	306,726	310,000	322,171	408,000
Vacation/Abandonment of ROW	150	300	150	450	500
Source Reduction/Recycling	18,080	20,210	25,000	16,640	16,600
Special Policing Fees	481,028	439,073	475,000	382,859	470,500
Vehicle Storage/Impound Fees	267,220	154,590	240,000	143,060	147,400
Vehicle Code Violation Fee	6,957	5,747	7,500	3,600	3,600
Repo Vehicle Release Fee	1,990	2,880	2,000	3,405	3,400
DUI/Emergency Response	27,060	76,794	50,000	(44,218)	1,600
Jail Booking Fees - City	136,703	151,258	135,000	25,801	26,600
Police False Alarms	201,592	156,695	170,000	243,223	243,200
Fingerprinting	44,779	53,582	50,000	60,740	60,700
Fire Cost Recovery	-	9,058	-	7,487	7,500
Fire Inspections	4,120	6,890	5,000	4,400	4,500
Hazmat Disclosure Fee	96,949	101,080	100,000	126,306	130,700

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
EMS - First Responder Fee	233,930	224,702	250,000	235,876	226,600
Paramedic Fee - Advanced	252,306	276,086	250,000	285,431	285,400
Medical Supply Reimbursement	107,920	112,875	110,000	122,358	124,800
Fire False Alarms	7,290	2,835	7,500	1,405	1,400
Accident Cost Recovery	28,066	11,932	20,000	25,848	25,800
Dispatch/Phone Svc. in 911 Center	7,350	-	-	-	-
Park Permits	35,798	39,341	39,000	38,558	39,000
Park Improvements	5,946	10,450	8,000	7,092	7,200
Recreation - Aquatics	68,369	77,657	89,000	83,502	85,000
Recreation - Day Camp	149,631	174,862	151,000	148,390	128,000
Playgrounds	256,130	286,131	251,000	305,590	251,000
Special Events	23,065	21,710	20,000	25,850	28,400
Recreation - Early Childhood	137,799	119,624	120,000	90,746	89,000
Instructional Classes	438,854	448,248	450,000	413,494	390,000
Recreation - Basketball	44,042	40,611	37,000	41,107	35,000
Adult Open Gym	3,899	3,859	3,500	3,018	2,500
Recreation - Softball	110,300	93,669	120,000	96,268	110,000
Teen Camp	68,292	36,885	33,000	32,353	34,000
Senior Center Charges	-	-	-	12,585	87,200
Photocopies	3,260	3,715	2,500	3,280	3,300
Police Reports	25,352	33,993	35,000	25,956	26,000
Police Clearance Letters	4,250	3,705	4,000	4,320	4,300
Sale - Maps & Publications	518	1,485	1,000	881	900
Sale - Miscellaneous Supplies	969	2,847	1,000	1,680	1,700
Central Services Reimb	13,371	-	-	51,739	51,700
Charges for Other Services	16,489	7,839	10,000	12,436	10,400
Special Assessments	29,909	20,015	15,000	12,682	15,000
Total Fees & Charges	\$ 3,783,376	\$ 3,710,792	\$ 3,759,150	\$ 3,587,974	\$ 3,796,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
Contributions	\$ -	\$ -	\$ 164,000	\$ 1,500	\$ 1,500
Sponsorship Naming Rights	34,585	34,965	34,585	34,000	-
Donations	-	3,572	-	5,496	5,500
Reimb. - Const. Permit Insp. Fees	52,396	66,746	73,000	78,775	72,800
City Labor on Projects	2,018	-	-	-	-
Damage to City Property	50,323	(34,205)	5,000	58,767	58,800
Civil Subpoena Costs	14,314	10,561	15,000	14,914	10,600
Settlements	550,000	-	-	-	-
Reimbursement from ABLE	2,528,392	-	-	-	-
Other Reimbursements	95,914	70,769	275,000	115,145	166,300
Sale - Other Equipment	856	4,755	1,000	882	900
Nonoperating Income - Other	902,623	-	-	626,386	359,000
Other	267,515	581,733	225,000	318,040	111,900
Total Other Revenues	\$ 4,498,936	\$ 738,897	\$ 792,585	\$ 1,253,905	\$ 787,300
Total Revenues	\$ 106,020,685	\$ 107,400,989	\$ 109,451,662	\$ 110,037,509	\$ 113,638,900
Operating Transfers In	\$ 148	\$ 126	\$ -	\$ -	\$ 400,000
Total Other Financing Sources	\$ 148	\$ 126	\$ -	\$ -	\$ 400,000
Total Fund 101	\$ 106,020,833	\$ 107,401,115	\$ 109,451,662	\$ 110,037,509	\$ 114,038,900
<u>Fund 201 - Gas Tax</u>					
Investment Earnings	\$ 101,205	\$ 46,316	\$ 50,000	\$ 42,486	\$ 20,000
Gas Tax - 2103	1,019,066	1,551,156	1,250,000	1,214,092	530,766
Gas Tax - 2105	515,197	770,245	525,000	715,571	669,465
Gas Tax - 2106	388,058	386,342	395,000	409,476	349,949
Gas Tax - 2107.1	817,086	819,567	840,000	976,934	915,282
Gas Tax - 2107.5	10,000	10,000	10,000	10,000	10,000
Other Reimbursements	-	-	-	846,480	-
Total Fund 201	\$ 2,850,612	\$ 3,583,627	\$ 3,070,000	\$ 4,215,039	\$ 2,495,462
<u>Fund 202 - Prop 172</u>					
Investment Earnings	\$ 3,834	\$ 1,152	\$ 1,200	\$ 223	\$ 200
Sales Tax - Public Safety	913,688	1,064,676	991,527	1,018,759	1,054,415
Total Fund 202	\$ 917,522	\$ 1,065,828	\$ 992,727	\$ 1,018,982	\$ 1,054,615
<u>Fund 203 - Air Quality</u>					
Investment Earnings	\$ 5,272	\$ 3,527	\$ 2,000	\$ 2,055	\$ 2,500
AB 2766 - AQMD	133,608	138,322	125,000	116,439	125,000
Total Fund 203	\$ 138,880	\$ 141,849	\$ 127,000	\$ 118,494	\$ 127,500

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
<u>Fund 205 - HOME</u>					
Investment Earnings	\$ 132	\$ 767	\$ 400	\$ 145	\$ 150
Lien/Loan Repayment	151,104	318,000	150,000	70,500	50,000
HOME Invest/Partnership Grant	216,973	93,045	353,421	386,421	743,265
Total Fund 205	\$ 368,209	\$ 411,812	\$ 503,821	\$ 457,066	\$ 793,415
<u>Fund 207 - CDBG</u>					
Investment Earnings	\$ 10,476	\$ 7	\$ -	\$ -	\$ -
Interest Earned on Adv. To RDA	-	4,522	-	-	-
Lien/Loan Repayment	-	71,682	-	170,132	-
Community Dev. Block Grant	1,012,378	762,642	1,031,757	1,069,356	1,028,141
Other Reimbursements	10,476	-	-	-	-
Total Fund 207	\$ 1,033,330	\$ 838,853	\$ 1,031,757	\$ 1,239,488	\$ 1,028,141
<u>Fund 208- Park Development</u>					
Investment Earnings	\$ 11,230	\$ 9,284	\$ 5,000	\$ 12,287	\$ 15,000
Park Development Fees	149,806	766,260	230,700	1,317,561	500,000
Total Fund 208	\$ 161,036	\$ 775,544	\$ 235,700	\$ 1,329,848	\$ 515,000
<u>Fund 209 - Drainage Fees</u>					
Investment Earnings	\$ 12,483	\$ 9,751	\$ 9,300	\$ 4,659	\$ 6,250
Drainage Assessment Fees	529,104	406,746	400,000	411,765	400,000
Total Fund 209	\$ 541,587	\$ 416,496	\$ 409,300	\$ 416,424	\$ 406,250
<u>Fund 213 - SLESF</u>					
Investment Earnings	\$ 7	\$ (7)	\$ -	\$ -	\$ -
Safety (COPS)	136,896	192,672	177,671	177,671	14,800
Total Revenues	\$ 136,903	\$ 192,665	\$ 177,671	\$ 177,671	\$ 14,800
Operating Transfers In	\$ 94,805	\$ 41,007	\$ 67,067	\$ 91,155	\$ 188,604
Total Other Financing Sources	\$ 94,805	\$ 41,007	\$ 67,067	\$ 91,155	\$ 188,604
Total Fund 213	\$ 231,708	\$ 233,672	\$ 244,738	\$ 268,826	\$ 203,404
<u>Fund 214 - Traffic Impact Fees</u>					
Investment Earnings	\$ 30,240	\$ 18,720	\$ 18,550	\$ 16,752	\$ 16,424
Traffic Impact Fees	132,406	143,909	100,000	235,509	150,000
Total Fund 214	\$ 162,646	\$ 162,629	\$ 118,550	\$ 252,261	\$ 166,424
<u>Fund 216 - Rental Rehab</u>					
Investment Earnings	\$ -	\$ 46	\$ -	\$ 90	\$ 86
Total Fund 216	\$ -	\$ 46	\$ -	\$ 90	\$ 86

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
<u>Fund 217 - Narcotic Seizure</u>					
Asset Forfeiture - US Treasury	\$ 218,053	\$ 725,663	\$ -	\$ 26,724	\$ -
Asset Forfeiture - DOJ	2,754,025	1,657,631	1,000,000	63,398	495,608
Asset Forfeiture - County/Other	4,223	14,832	-	23,938	-
Investment Earnings	27,208	17,307	10,000	10,045	6,100
Other Reimbursements	17,202	-	-	-	-
Total Fund 217	\$ 3,020,711	\$ 2,415,433	\$ 1,010,000	\$ 124,105	\$ 501,708
<u>Fund 218 - Fire System Dev.</u>					
Investment Earnings	\$ 5,717	\$ 3,858	\$ 3,750	\$ 3,230	\$ 3,700
Total Fund 218	\$ 5,717	\$ 3,858	\$ 3,750	\$ 3,230	\$ 3,700
<u>Fund 219 - LLEBG</u>					
Investment Earnings	\$ 149	\$ 157	\$ -	\$ 120	\$ -
Local Law Enforcement Block Grant	39,066	20,200	-	-	-
Total Fund 219	\$ 39,215	\$ 20,357	\$ -	\$ 120	\$ -
<u>Fund 220 - Office of Traffic Safety</u>					
OTS Grant	\$ 71,258	\$ -	\$ -	\$ -	\$ -
Total Fund 220	\$ 143,549	\$ 47,010	\$ -	\$ 41,234	\$ -
<u>Fund 401 - Capital Outlay</u>					
Investment Earnings	\$ 10,007	\$ 28,192	\$ 6,700	\$ 27,992	\$ 20,000
ISTEA Grant	-	-	-	500,000	-
Other Federal Grants	1,076,060	331,195	1,797,000	503,091	-
Other State Grants	-	1,832,530	-	401,171	800,000
Other County Grants	-	-	90,000	-	-
Other Reimbursements	30,000	-	-	63,370	-
Total Revenues	\$ 1,116,067	\$ 2,191,917	\$ 1,893,700	\$ 1,495,624	\$ 820,000
Operating Transfers In - 5%	\$ 5,140,959	\$ 5,035,000	\$ 5,450,000	\$ 5,450,000	\$ 5,587,335
Operating Transfers In - 1.5%	-	-	-	-	1,676,201
Operating Transfers In	-	-	-	-	1,400,000
Operating Transfers In	-	-	-	-	164,000
Total Other Financing Sources	\$ 5,140,959	\$ 5,035,000	\$ 5,450,000	\$ 5,450,000	\$ 8,827,536
Total Fund 401	\$ 6,257,026	\$ 7,226,917	\$ 7,343,700	\$ 6,945,624	\$ 9,647,536
<u>Fund 403 - Measure M Regional</u>					
Investment Earnings	\$ 34,002	\$ 13,214	\$ 40,000	\$ 5,429	\$ 3,300
Measure "M" Regional Grant	30,040	41,159	45,000	45,000	-
Total Fund 403	\$ 64,042	\$ 54,373	\$ 85,000	\$ 70,359	\$ 3,300

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
<u>Fund 414 - Measure M Turnback</u>					
Investment Earnings	\$ 15,545	\$ 2,226	\$ 1,500	\$ 313	\$ 800
Other Interest	-	11,800	-	-	-
Total Fund 414	\$ 15,545	\$ 14,026	\$ 1,500	\$ 313	\$ 800
<u>Fund 415 - Measure M2 Competitive</u>					
Measure "M" Regional Grant	\$ 516,025	\$ -	\$ -	\$ -	\$ -
Measure "M2" Regional Grant	1,511,178	2,456,726	4,786,380	3,763,417	1,446,761
Other Reimbursements	-	20,000	-	-	-
Total Fund 415	\$ 2,027,203	\$ 2,476,726	\$ 4,786,380	\$ 3,763,548	\$ 1,446,761
<u>Fund 416 - Measure M2 Fairshare</u>					
Investment Earnings	\$ 31,975	\$ 25,354	\$ 6,000	\$ 22,215	\$ 12,500
Measure "M2" Fairshare	2,007,657	2,116,879	2,416,460	2,210,025	2,200,000
Total Fund 416	\$ 2,039,632	\$ 2,142,233	\$ 2,422,460	\$ 2,232,240	\$ 2,212,500
<u>Fund 409 - Veh Prkg Dist. 1</u>					
Property Tax - Secured	\$ 6,147	\$ 2,234	\$ 5,000	\$ 2,318	\$ 2,350
Property Tax - Unsecured	15	15	-	12	-
Property Tax - Supplemental	6	10	-	7	-
Property Tax - Homeowners	3	3	-	1	-
Delinquent Tax - Penalties/Int	1	1	-	1	-
Investment Earnings	49	61	-	48	70
Total Fund 409	\$ 6,222	\$ 2,324	\$ 5,000	\$ 2,387	\$ 2,420
<u>Fund 410 - Veh Prkg Dist. 2</u>					
Property Tax - Secured	\$ 13,967	\$ 4,201	\$ 10,000	\$ 4,326	\$ 4,500
Property Tax - Unsecured	12	12	-	10	-
Property Tax - Supplemental	5	8	-	6	-
Property Tax - Homeowners	3	3	-	1	-
Delinquent Tax - Penalties/Int	1	1	-	1	-
Investment Earnings	81	114	-	100	100
Total Fund 410	\$ 14,069	\$ 4,339	\$ 10,000	\$ 4,444	\$ 4,600

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2012-2013 THROUGH FISCAL YEAR 2015-2016

FUND/ACCT DESCRIPTION	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 14-15 Projected	FY 15-16 Adopted
<u>Fund 601 - Equipment Replacement</u>					
Investment Earnings	\$ 56,789	\$ 32,192	\$ 67,000	\$ 21,070	\$ 20,400
Other Charges for Services	-	6,056	-	2,960	2,000
Rental of Automotive Equip	2,399,561	2,494,272	2,014,308	1,324,232	2,495,000
Damage to City Property	-	490	-	-	-
Sale of Automotive Equipment	-	11,646	10,000	10,740	10,000
Other	20,073	-	-	1,312	-
Total Fund 601	\$ 2,476,423	\$ 2,544,656	\$ 2,091,308	\$ 1,360,314	\$ 2,527,400
<u>Fund 602 - Self Insurance</u>					
Investment Earnings	\$ 50,922	\$ 28,651	\$ 165,000	\$ 18,398	\$ 18,000
General Liability Premiums	1,534,900	1,387,971	1,820,143	1,821,732	1,868,000
Workers' Comp. Premiums	2,339,900	2,134,800	2,348,800	2,348,798	2,418,000
Unemployment Premiums	40,700	47,034	42,788	42,790	42,000
Settlements	-	750	-	-	-
Other Reimbursements	20,696	83,641	-	33,170	-
Total Fund 602	\$ 3,987,118	\$ 3,682,847	\$ 4,376,731	\$ 4,264,888	\$ 4,346,000
<u>Fund 603 - IT Replacement Fund</u>					
Investment Earnings	\$ -	\$ -	\$ -	\$ 246	\$ 500
Rental of IT Equipment	-	-	-	100,000	150,000
Total Fund 603	\$ -	\$ -	\$ -	\$ 100,246	\$ 150,500
TOTAL REVENUES	\$ 127,286,922	\$ 130,590,437	\$ 132,804,017	\$ 132,705,994	\$ 132,260,282
TOTAL OTHER SOURCES	\$ 5,235,912	\$ 5,076,133	\$ 5,517,067	\$ 5,551,120	\$ 9,416,140
GRAND TOTAL ALL FUNDS	\$ 132,522,834	\$ 135,666,570	\$ 138,321,084	\$ 138,257,114	\$ 141,676,422

SALES & USE TAX

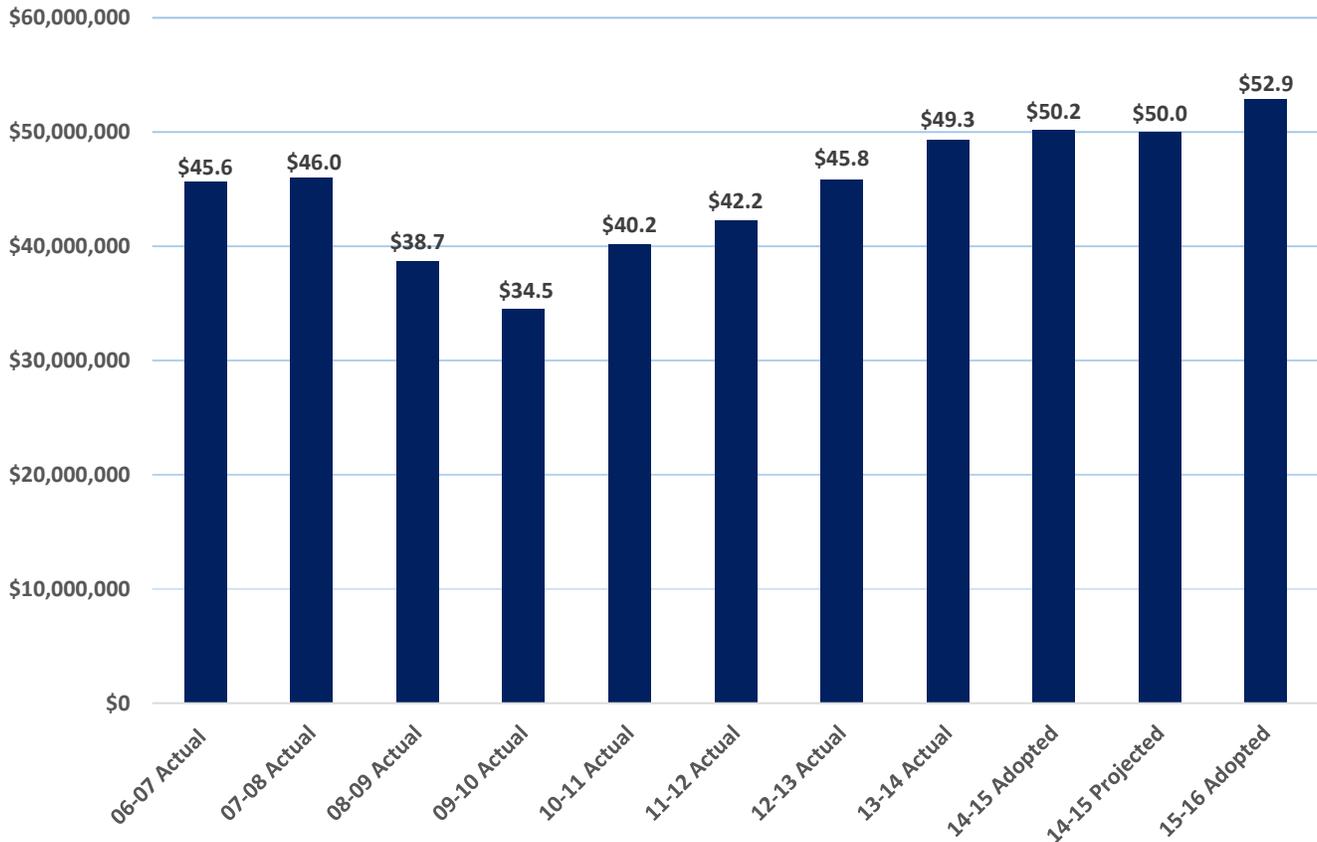
Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for Orange County is 8.00% and is broken down as follows:

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 \$52.9 million or 46.4% of the total General Fund revenues estimated for FY 15-16. This amount represents an increase of \$2.9 million or 5.8% from FY 14-15 estimates. 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 \$52.9 million estimate is \$6.4 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 plans to begin a phase out of the “triple flip” during FY 15-16 with completion in FY 16-17 without a revenue decrease to 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.

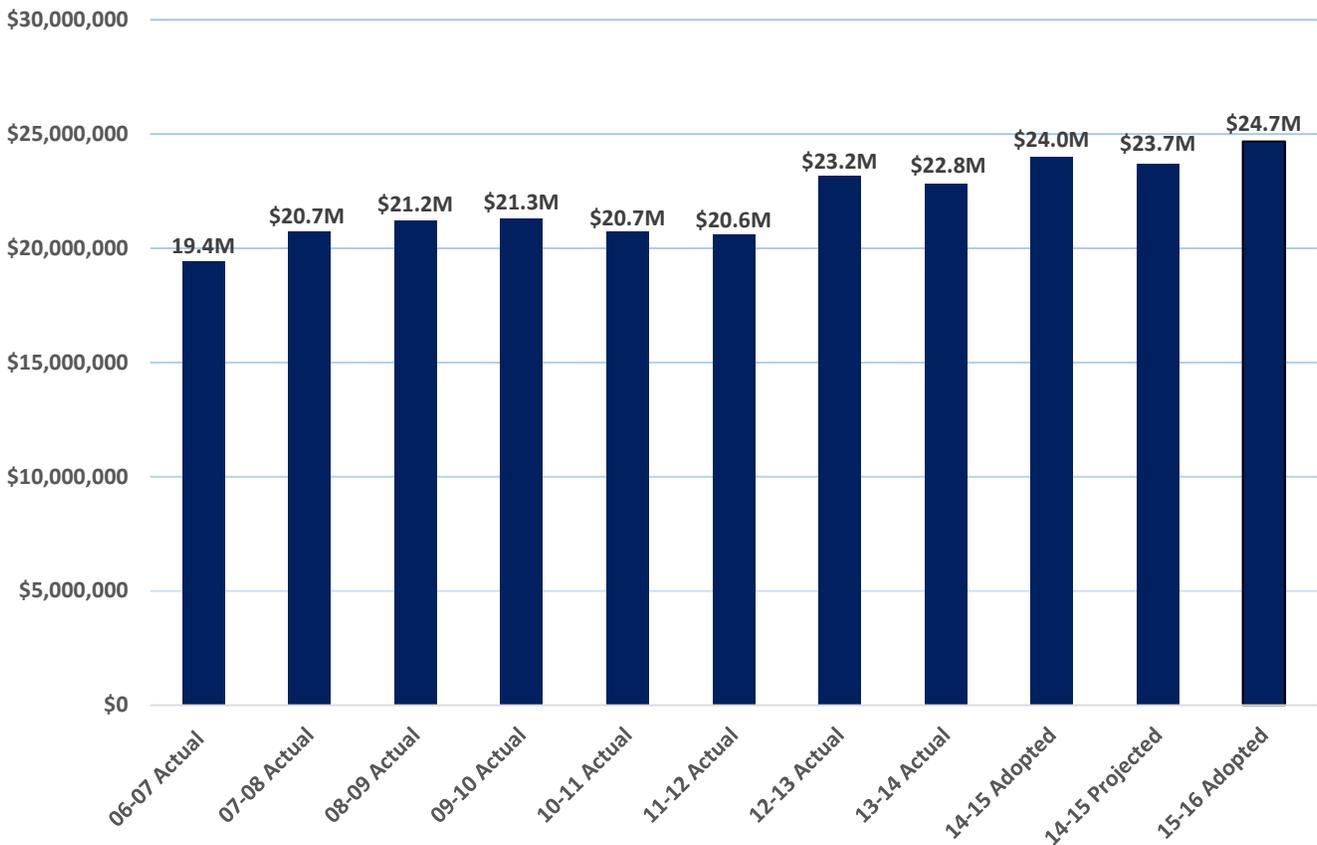


PROPERTY TAX

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 15-16, the CPI adjustment factor is a positive 2.0%, the maximum allow under Prop 13.

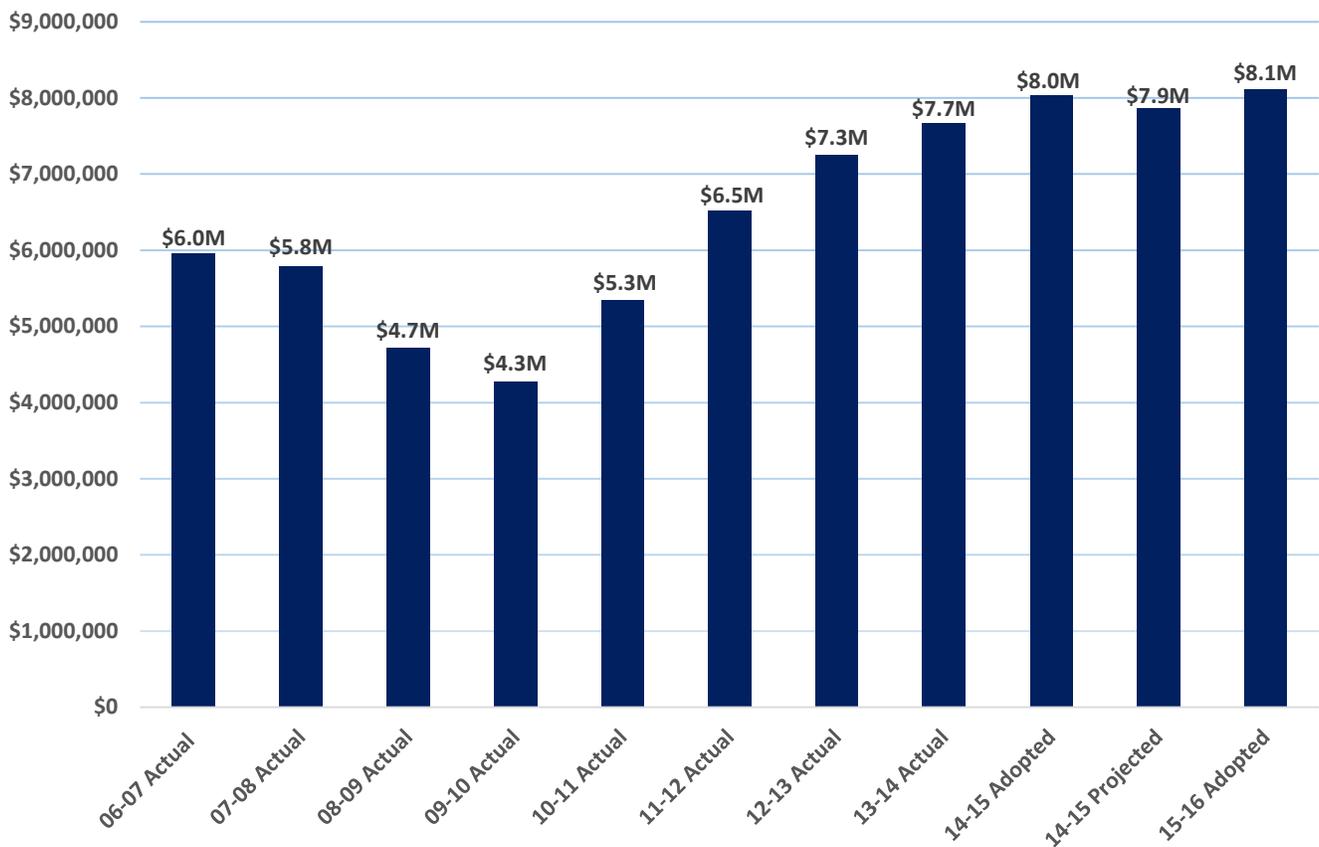
For FY 15-16, estimated revenue from Property Taxes is \$24.7 million, which represents 21.6% of the total General Fund revenue. This estimate is an increase of \$964,000 or 4% over FY 14-15 projected revenue. The City is expecting an increase in revenue due to: property values increasing over the prior year, and new construction. Included in the estimates are Secured Property Tax at \$22.4 million, Unsecured Taxes at \$823,300, Supplemental Taxes at \$613,700; Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$160,800, Delinquent Taxes at \$71,700; and \$621,700 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 15-16, estimated revenue from TOT is \$8.1 million, which represents 7.1% of the total General Fund revenue. The projected amount reflects an increase of \$236,500 or 3% from FY 14-15 projected revenue.



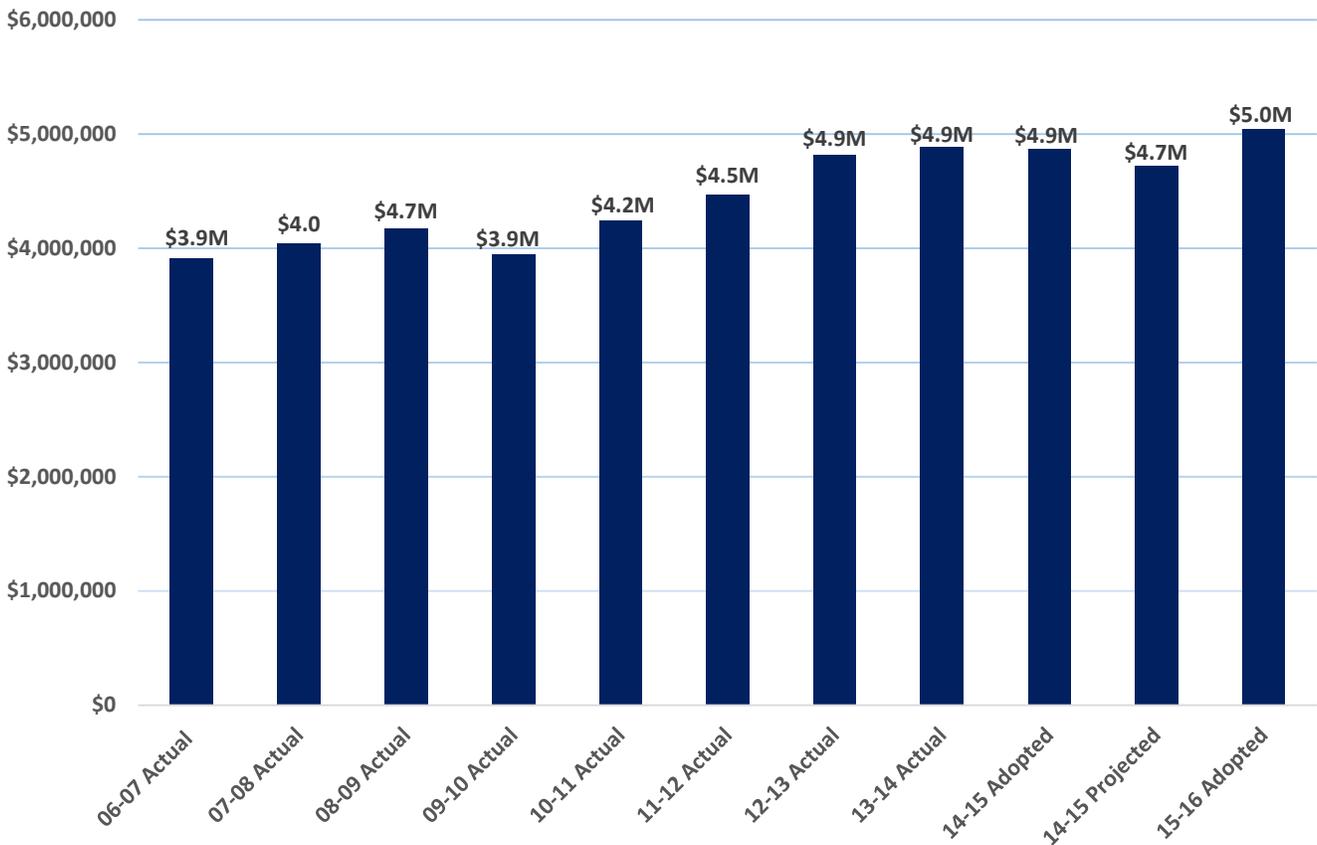
FRANCHISE FEES

The City grants a franchise to utility companies for the use of City streets and rights-of-way. Currently, the City collects electric franchise fees from Southern California Edison and gas franchise fees from Southern California Gas Company at the rate of 2% 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 15-16, estimated revenue from all Franchise Fees is \$5.04 million, which represents 4.4% of total General Fund revenues. The projected amounts reflect an increase of \$319,000 or 6.7% from the amounts projected in FY 14-15.

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.

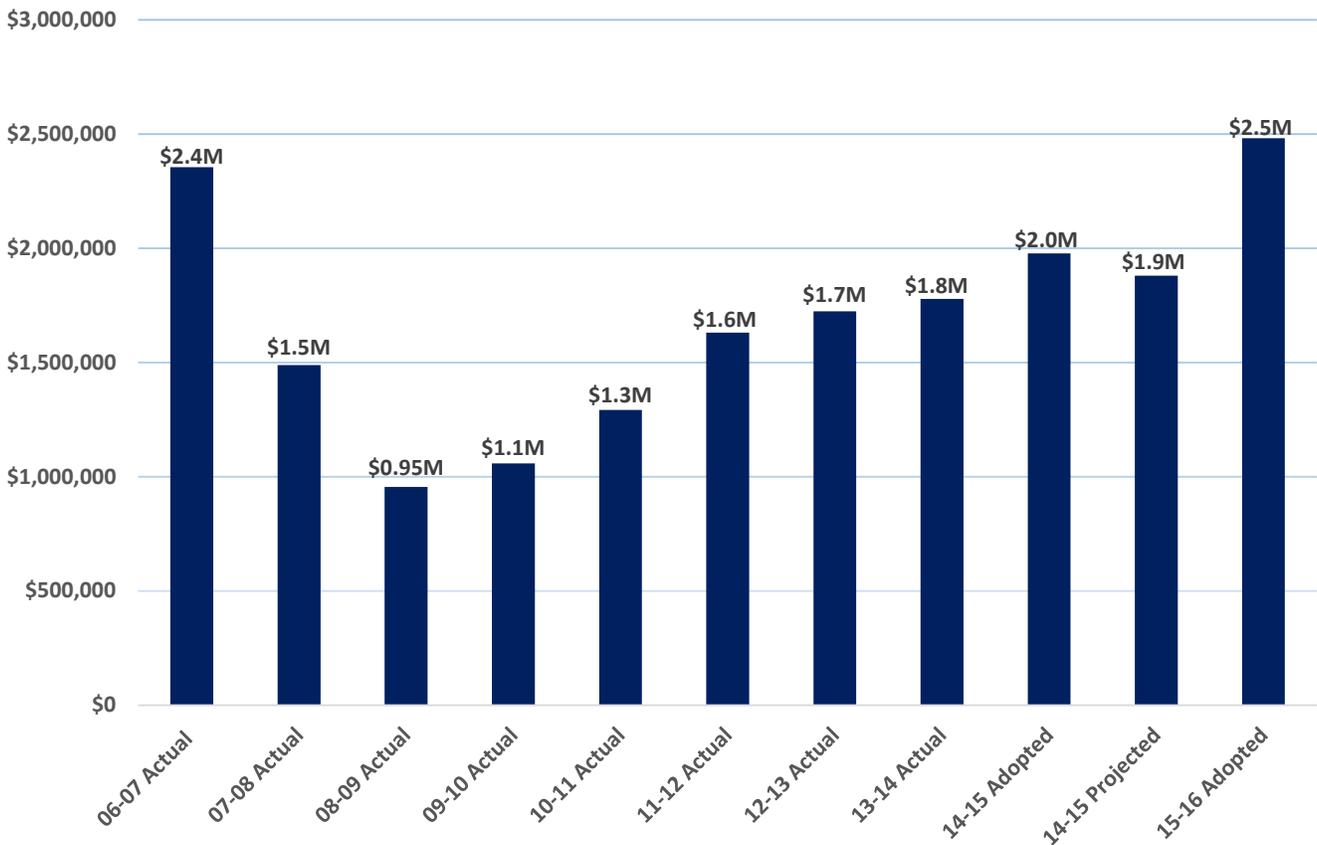


LICENSES & PERMITS

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 15-16, estimated revenue from Licenses & Permits is \$2.5 million, which represents 2.2% of total General Fund revenues. This estimate reflects an increase of \$601,000 or 32% from FY 14-15 projected revenue. The largest component for this revenue source comes from building permits projected at \$1,460,000, based on City estimates of increased activity from building permits.

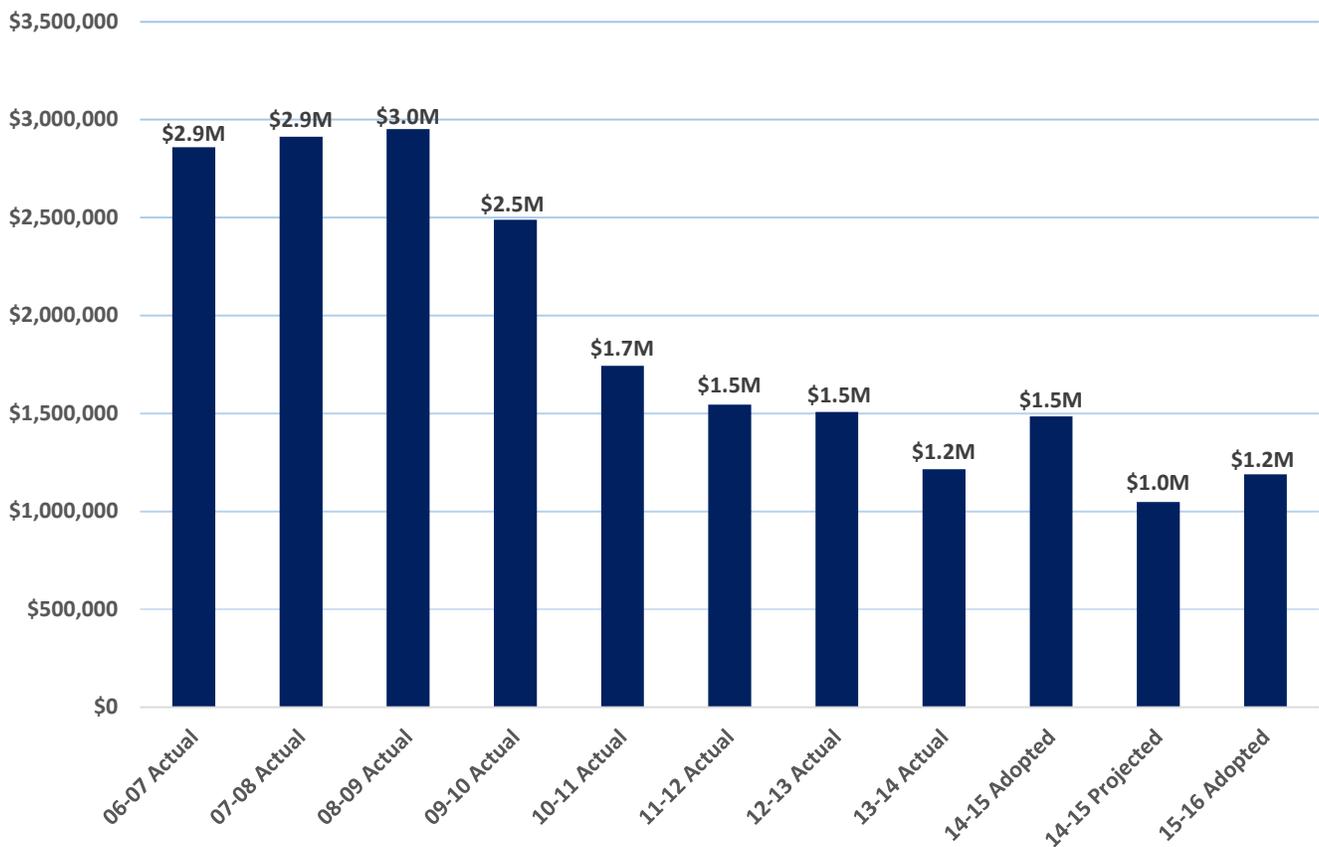


FINES & FORFEITURES

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 15-16, estimated revenue from Fines & Forfeitures is \$1.2 million, which represents 1% of the total General Fund revenue. The adopted estimated amount reflects an increase of \$143,000 or 13.6% from the projected FY 14-15 revenue.



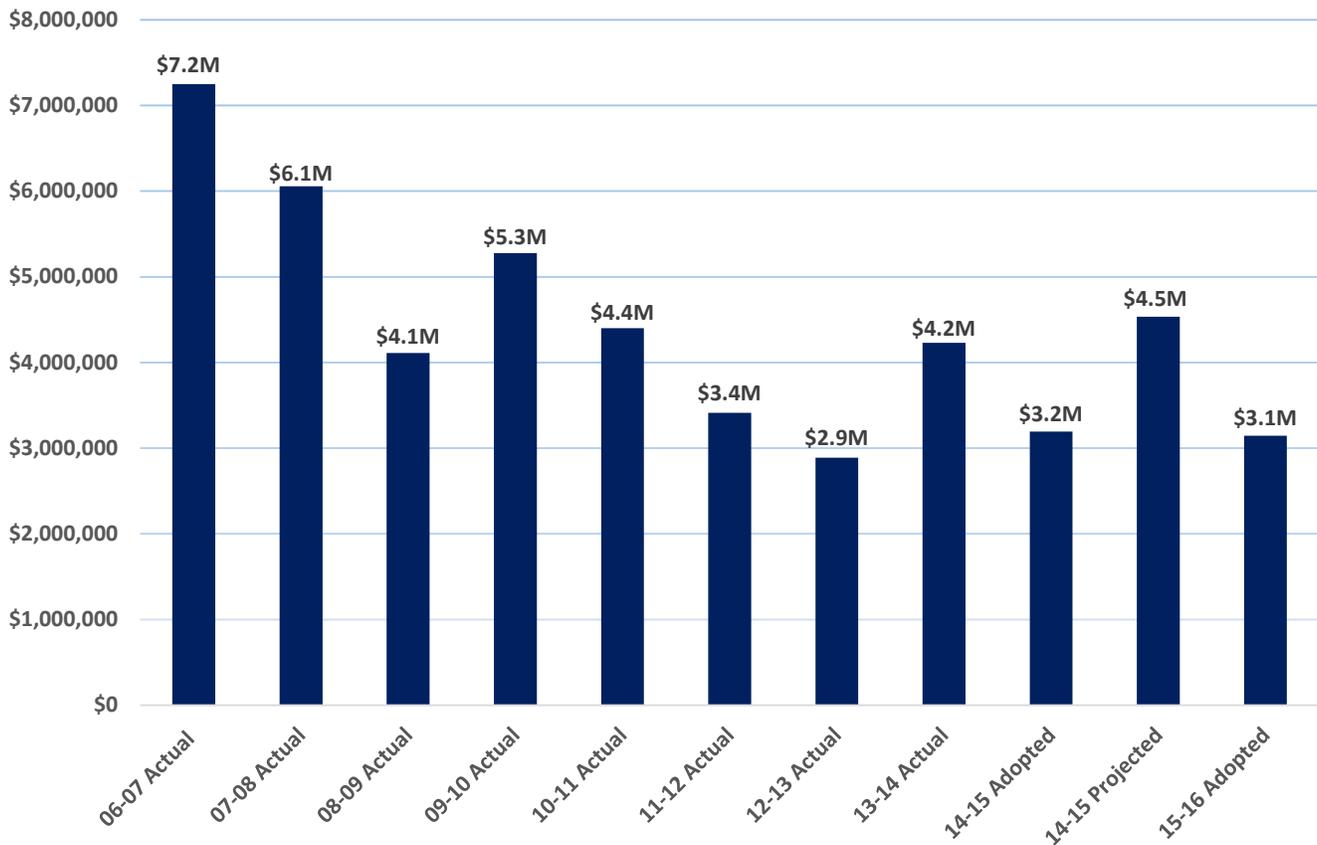
USE OF MONEY & PROPERTY

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 15-16, adopted estimated revenue from Use of Money & Property is \$3.1 million or 2.8% of the total General Fund revenue. The estimated revenue reflects a decrease of \$1.39 million from FY 14-15 estimate due to a one-time FY 14-15 adjustment for interest on the General Fund loan to the Park Development Fees Fund. The FY 15-16 revenue estimate includes projected investment earnings based on a weighted average rate of return (ROR) of 0.59% 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 current year actuals, is the Governmental Accounting Standards Board (GASB) 31 Adjustment of \$500,000. 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.



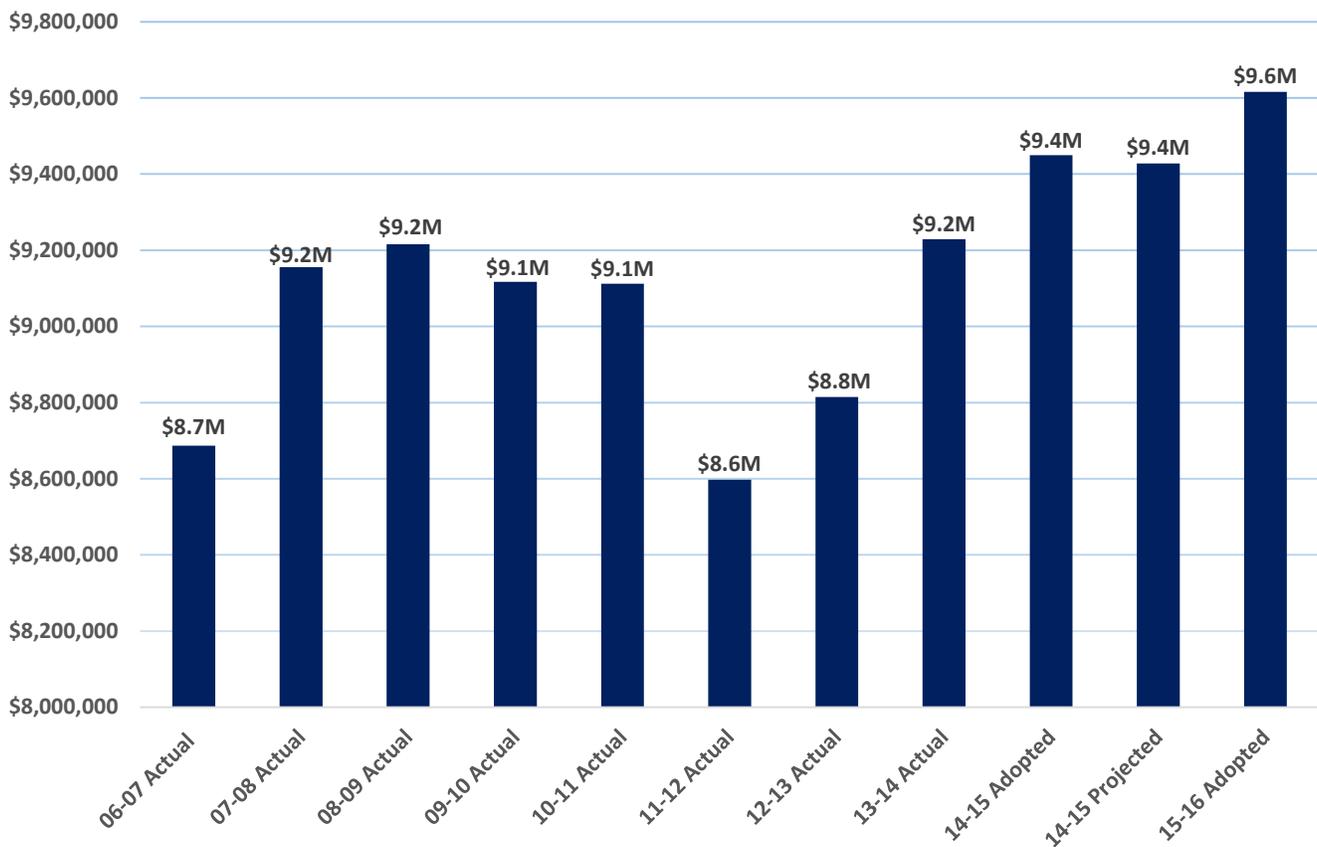
MOTOR VEHICLE LICENSE FEES

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. However, this bill left intact the allocation of the backfill amount.

For FY 15-16, adopted estimated revenue from VLF is \$9.6 million, which represents 8.4% of the total General Fund revenue. This estimate reflects an increase of \$188,000 or 2% from FY 14-15 projected revenues.



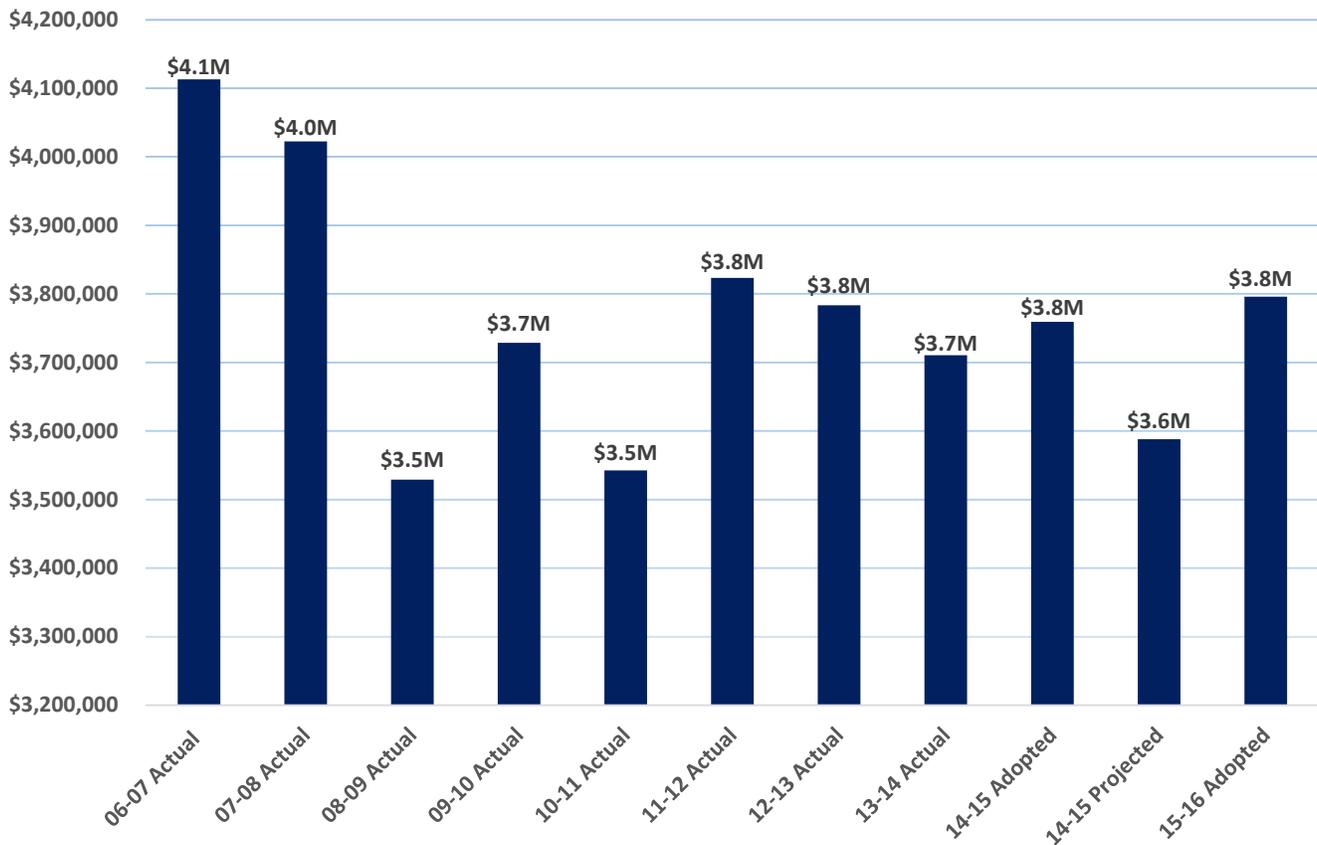
FEES & CHARGES FOR SERVICES

Cities have the general authority to impose fees or charges for services. Fees & Charges are distinguished from taxes in two principle ways: 1) that the amount of the fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged; and 2) that the service or facility for which the fee is charged bears a relationship to the person or entity paying the fee.

Costa Mesa’s Fees & Charges include: user fees charged to a person or entity participating in the various Recreation classes offered by the City; plan check fees and other services provided by the Planning Division related to zoning and conditional use permits; fingerprinting, false alarms, police reports, jail booking fees for the Police Department; and, fire inspection, false alarms, paramedic, and hazardous materials disclosure fees for the Fire Department.

When the City reviews its user fees and charges, it submits any changes for Council approval. User fees and charges were revised effective January 1, 2009. For classes offered by the Recreation Division, fee changes are also reviewed and approved by the Parks & Recreation Commission.

For FY 15-16, estimated revenue from Fees & Charges for Services is \$3.8 million, which represents 3.3% of the total General Fund revenue. The FY 15-16 adopted estimated revenue amount reflects an increase of \$208,000 or 5.8% over FY 14-15 projected revenue.





APPROPRIATIONS SUMMARIES

ALL FUNDS

FISCAL YEAR 2015-2016



**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>
<u>General Fund (101)</u>				
City Council	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408
Chief Executive Officer's Office	6,299,710	7,130,382	8,056,176	7,872,268
City Attorney's Office	1,037,306	1,350,222	803,000	1,000,000
Finance	2,524,143	2,472,789	2,742,504	2,843,051
Parks & Community Services	3,313,730	3,632,720	4,587,546	4,958,298
Information Technology	2,406,622	3,037,943	2,802,980	3,328,366
Police	35,246,231	35,587,986	41,943,898	41,016,560
Fire	19,808,263	20,630,954	20,075,081	20,379,286
Development Services	3,774,595	3,651,123	4,515,319	5,544,394
Public Services	13,703,244	14,289,411	15,355,519	16,650,521
Non-Departmental	9,320,302	10,464,247	8,209,552	11,231,747
Subtotal Fund 101	\$ 97,874,886	\$ 102,631,351	\$ 109,451,662	\$ 115,202,899
<u>Gas Tax Fund (201)</u>				
Capital Improvement Projects	\$ 5,220,187	\$ 4,910,117	\$ 2,600,500	\$ 5,350,000
Public Services	365,010	176,087	446,482	859,120
Subtotal Fund 201	\$ 5,585,197	\$ 5,086,205	\$ 3,046,982	\$ 6,209,120
<u>Prop 172 Fund (202)</u>				
Police	\$ 704,745	\$ 1,036,824	\$ 986,419	\$ 1,104,019
Fire	40,606	298,451	58,214	58,214
Subtotal Fund 202	\$ 745,351	\$ 1,335,274	\$ 1,044,633	\$ 1,162,233
<u>AQMD Fund (203)</u>				
Capital Improvement Projects	\$ 8,397	\$ 284,774	\$ 234,314	\$ -
Public Services	516	4,096	15,000	15,000
Subtotal Fund 203	\$ 8,913	\$ 288,871	\$ 249,314	\$ 15,000
<u>HOME Fund (205)</u>				
Capital Improvement Projects	\$ -	\$ 7,865	\$ -	\$ -
Development Services	328,713	413,093	648,716	663,821
Subtotal Fund 205	\$ 328,713	\$ 420,958	\$ 648,716	\$ 663,821
<u>CDBG Fund (207)</u>				
Development Services	\$ 697,368	\$ 576,859	\$ 682,195	\$ 684,849
Capital Improvement Projects	346,149	261,250	799,500	530,296
Subtotal Fund 207	\$ 1,043,517	\$ 838,109	\$ 1,481,695	\$ 1,215,145
<u>Park Dev Fees Fund (208)</u>				
Capital Improvement Projects	\$ 237,583	\$ 142,455	\$ -	\$ 1,900,000
Non-Departmental	242,562	-	-	225,200
Subtotal Fund 208	\$ 480,145	\$ 142,455	\$ -	\$ 2,125,200

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>
<u>Drainage Fees Fund (209)</u>				
Capital Improvement Projects	\$ 95,400	\$ 126,371	\$ 400,000	\$ 510,000
Subtotal Fund 209	\$ 95,400	\$ 126,371	\$ 400,000	\$ 510,000
<u>SLESF Fund (213)</u>				
Police	\$ 232,517	\$ 233,672	\$ 244,509	\$ 203,404
Subtotal Fund 213	\$ 232,517	\$ 233,672	\$ 244,509	\$ 203,404
<u>Traffic Impact Fees Fund (214)</u>				
Capital Improvement Projects	\$ 134,206	\$ 588,273	\$ -	\$ 800,000
Subtotal Fund 214	\$ 134,206	\$ 588,273	\$ -	\$ 800,000
<u>Narcotics Forfeiture Fund (217)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ 1,213,307	\$ 763,889
Police	1,157,038	3,141,718	860,812	300,000
Subtotal Fund 217	\$ 1,157,038	\$ 3,141,718	\$ 2,074,119	\$ 1,063,889
<u>Fire System Development Fund (218)</u>				
Non-Departmental	\$ -	\$ -	\$ -	\$ 400,000
Subtotal Fund 218	\$ -	\$ -	\$ -	\$ 400,000
<u>Capital Outlay Fund (401)</u>				
Capital Improvement Projects	\$ 1,903,233	\$ 4,187,737	\$ 7,337,000	\$ 13,627,536
Subtotal Fund 401	\$ 1,903,233	\$ 4,187,737	\$ 7,337,000	\$ 13,627,536
<u>Measure M Fund (403)</u>				
Capital Improvement Projects	\$ 534,620	\$ 2,338,266	\$ -	\$ -
Public Services	220,694	806	-	-
Subtotal 403 Fund	\$ 755,314	\$ 2,339,072	\$ -	\$ -
<u>Vehicle Prk Dist 1 Fund (409)</u>				
Non-Departmental	\$ 58	\$ -	\$ -	\$ -
Subtotal Fund 409	\$ 58	\$ -	\$ -	\$ -
<u>Vehicle Prk Dist 2 Fund (410)</u>				
Non-Departmental	\$ 90	\$ -	\$ -	\$ -
Subtotal Fund 410	\$ 90	\$ -	\$ -	\$ -
<u>Measure M Turnback Fund (414)</u>				
Capital Improvement Projects	\$ 1,004,647	\$ 1,195,811	\$ -	\$ -
Public Services	26,768	-	-	-
Subtotal Fund 414	\$ 1,031,415	\$ 1,195,811	\$ -	\$ -

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>
<u>Measure M 2 (415)</u>				
Capital Improvement Projects	\$ 1,253,129	\$ 1,939,657	\$ 4,786,380	\$ 82,208
Public Services	73,675	64,171	-	-
Subtotal Fund 415	\$ 1,326,804	\$ 2,003,828	\$ 4,786,380	\$ 82,208
<u>Measure M 2 Fair Share (416)</u>				
Capital Improvement Projects	\$ -	\$ 792,659	\$ 2,050,000	\$ 2,200,000
Public Services	30,460	179,973	282,819	20,000
Subtotal Fund 416	\$ 30,460	\$ 972,632	\$ 2,332,819	\$ 2,220,000
<u>Vehicle Repl Fund (601)</u>				
Public Services	\$ 2,569,987	\$ 2,246,570	\$ 2,586,970	\$ 4,451,642
Non-Departmental	30,513	-	-	-
Subtotal Fund 601	\$ 2,600,500	\$ 2,246,570	\$ 2,586,970	\$ 4,451,642
<u>Self-Insurance Fund (602)</u>				
Chief Executive Officer's Office	\$ 6,785,240	\$ 4,362,005	\$ 4,211,731	\$ 4,237,771
Subtotal Fund 602	\$ 6,785,240	\$ 4,362,005	\$ 4,211,731	\$ 4,237,771
Grand Total	\$ 122,118,997	\$ 132,140,911	\$ 139,896,528	\$ 154,189,869

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

FY 2015-16 Adopted Budget

Fund	City Council	CEO Office	City Attorney	Finance	Parks & Comm Svcs	I.T.
General Fund - 101	\$ 378,408	\$ 7,872,268	\$ 1,000,000	\$2,843,051	\$ 4,958,298	\$ 3,328,366
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	-	4,237,771	-	-	-	-
Total	\$ 378,408	\$ 12,110,039	\$ 1,000,000	\$2,843,051	\$ 4,958,298	\$ 3,328,366

CITY OF COSTA MESA, CALIFORNIA

Police	Fire	Development Services	Public Services	Non- Departmental	CIP	Total
\$ 41,016,561	\$ 20,379,286	\$ 5,544,394	\$ 16,650,521	\$ 11,231,747	\$ -	\$ 115,202,900
-	-	-	859,120	-	5,350,000	6,209,120
1,104,019	58,214	-	-	-	-	1,162,233
-	-	-	15,000	-	-	15,000
-	-	663,821	-	-	-	663,821
-	-	684,849	-	-	530,296	1,215,145
-	-	-	-	225,200	1,900,000	2,125,200
-	-	-	-	-	510,000	510,000
203,404	-	-	-	-	-	203,404
-	-	-	-	-	800,000	800,000
300,000	-	-	-	-	763,889	1,063,889
-	-	-	-	400,000	-	400,000
-	-	-	-	-	13,627,536	13,627,536
-	-	-	20,000	-	2,282,208	2,302,208
-	-	-	4,451,642	-	-	4,451,642
-	-	-	-	-	-	4,237,771
\$ 42,623,984	\$ 20,437,500	\$ 6,893,064	\$ 21,996,283	\$ 11,856,947	\$ 25,763,929	\$ 154,189,869

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

Description	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted
Regular Salaries - Sworn	\$ 19,782,313	\$ 19,532,648	\$ 22,478,464	\$ 22,208,991
Regular Salaries - Non-Sworn	15,879,425	15,942,446	16,410,884	17,179,295
Regular Salaries - Part-Time	3,098,493	3,559,319	3,830,535	4,020,125
Overtime	6,508,019	6,761,339	4,551,443	4,377,267
Accrual Payoff - Excess Max.	263,371	247,706	222,904	222,268
Vacation/Comp. Time Cash Out	178,074	184,700	138,069	162,612
Holiday Allowance	589,111	666,324	444,697	417,042
Separation Pay-Off	678,239	638,388	-	-
Other Compensation	2,310,071	2,228,087	2,543,260	2,284,374
Cafeteria Plan	3,604,000	3,678,086	4,400,976	4,932,612
Medicare	660,951	690,198	748,904	639,698
Retirement	14,520,680	16,121,541	21,564,578	20,792,272
Longevity	2,268	2,510	2,268	2,268
Professional Development	284,098	375,768	484,669	621,241
Auto Allowance	18,713	23,431	16,524	22,138
Clothing Allowance	-	-	-	1,000
Unemployment	144,593	89,000	85,575	85,575
Workers' Compensation	4,350,514	4,425,463	4,404,599	4,404,598
Employer Contr.Retirees' Med.	1,753,902	1,768,746	1,824,360	1,927,074
Salaries & Benefits	\$ 74,626,835	\$ 76,935,698	\$ 84,152,708	\$ 84,300,450
Stationery and Office	\$ 156,689	\$ 183,994	\$ 166,745	\$ 197,733
Multi-Media, Promos, Subscript.	311,682	269,664	451,477	475,443
Small Tools and Equipment	367,911	424,216	851,592	733,616
Uniforms and Clothing	245,604	284,798	350,910	391,929
Safety and Health	272,250	343,959	414,890	422,250
Maintenance and Construction	635,679	660,495	697,800	676,730
Agriculture	94,353	92,712	149,000	155,165
Fuel	681,320	637,963	700,200	700,200
Electricity - Buildings & Fac.	509,725	553,207	511,100	562,600
Electricity - Power	216,575	245,272	222,000	245,000
Electricity - Street Lights	1,013,312	998,106	1,100,000	1,100,000
Gas	37,771	40,000	47,000	52,000
Water - Domestic	132,734	116,726	128,965	153,115
Water - Parks and Parkways	628,815	792,545	700,250	822,750
Waste Disposal	147,605	166,657	152,350	122,200
Janitorial and Housekeeping	331,434	332,216	351,288	603,018
Postage	108,004	85,315	95,295	102,045
Legal Advertising/Filing Fees	184,235	184,929	220,100	225,900
Advertising and Public Info.	56,560	18,504	11,950	11,450
Telephone/Radio/Communications	223,698	357,429	288,410	417,607
Meetings and Conferences	74	1,178	-	42,527
Mileage Reimbursement	1,213	689	4,245	5,335
Board Member Fees	26,600	29,000	30,000	34,200
Buildings and Structures	661,838	190,622	107,525	111,350
Landscaping and Sprinklers	1,378,249	1,403,613	1,510,470	1,409,673
Underground Lines	11,087	4,087	5,000	5,000
Automotive Equipment	169,334	201,646	125,000	150,000
Subtotal Maint. & Operations	\$ 8,604,351	\$ 8,619,542	\$ 9,393,562	\$ 9,928,836

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

Description	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted
Office Furniture	\$ 300	\$ -	\$ 1,600	\$ 30,350
Office Equipment	637,773	754,984	789,671	623,994
Other Equipment	875,573	999,172	990,136	906,721
Streets, Alleys and Sidewalks	245,245	170,820	284,000	1,145,100
Employment	295,990	485,556	88,300	108,600
Consulting	2,899,401	3,842,089	3,733,013	4,121,499
Legal	342,092	470,756	254,984	318,500
Engineering and Architectural	642,046	498,964	382,580	518,000
Financial & Information Svcs.	157,245	186,737	196,600	237,250
Medical and Health Inspection	135,627	142,371	217,555	217,555
Law Enforcement	565,809	479,037	608,200	661,200
Recreation	437,511	400,074	526,320	565,798
Principal Payments	2,482,050	2,305,000	2,955,395	2,855,179
Interest Payments	1,623,051	1,216,623	1,233,730	1,108,639
External Rent	616,298	644,160	655,788	791,715
Grants, Loans and Subsidies	573,306	633,000	1,061,550	858,816
Depreciation	763,788	529,434	-	-
Central Services	84,462	60,541	103,900	110,169
Internal Rent - Maint. Charges	1,382,104	1,236,770	1,756,830	1,440,985
Internal Rent - Repl.Cost	1,000,000	1,257,502	258,735	698,189
Internal Rent - IT Replacement	-	-	98,743	150,002
General Liability	2,839,820	2,758,910	3,157,875	3,169,996
Special Liability	7,402	7,402	-	13,000
Buildings & Personal Property	320,136	359,209	376,500	315,000
Faithful Performance Bonds	-	6,434	7,500	7,500
Taxes and Assessments	135,711	136,282	97,235	97,235
Contingency	2,804,851	20,113	1,000,000	1,000,000
Other Costs	2,614,581	3,369	100,000	-
Assistance	-	-	20,000	14,220
Acquisition Costs	-	311,931	-	-
Operating Transfers Out	2,685,094	5,572,511	5,517,067	9,416,140
Nonoperating Expenses Other	-	1,000,000	-	-
Maintenance & Operations	\$ 35,771,615	\$ 35,109,294	\$ 35,867,369	\$ 41,430,188
Buildings and Structures	\$ 213,275	\$ 24,154	\$ -	\$ -
Automotive Equipment	214,953	104,606	210,200	2,455,780
Office Furniture	-	-	-	1,200
Office Equipment	279,662	9,710	-	-
Other Equipment	275,106	3,182,216	245,250	238,322
Fixed Assets	\$ 982,996	\$ 3,320,685	\$ 455,450	\$ 2,695,302
Total Operating	\$ 111,381,446	\$ 115,365,676	\$ 120,475,527	\$ 128,425,940
Capital Improvements	\$ 10,737,551	\$ 16,775,234	\$ 19,421,001	\$ 25,763,929
Total Appropriations	\$ 122,118,997	\$ 132,140,911	\$ 139,896,528	\$ 154,189,869

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**PROTECTION OF PERSONS AND PROPERTY****ALL FUNDS (Excludes CIP)**

GOAL: To promote an environment in which the citizens of Costa Mesa can safely live and feel reasonably secure that they and their properties are protected from harm.

	FY 12-13	FY 13-14	FY 14-15	FY 15-16
	Actual	Actual	Adopted	Adopted
Police Protection				
Police Administration - 50001	\$ 3,156,241	\$ 3,026,560	\$ 3,473,753	\$ 3,431,675
Field Area Policing - 10111	15,676,225	16,049,601	18,692,091	18,478,828
Helicopter Patrol - 10112	265,215	248,304	300,000	300,000
Traffic Enforcement - 10113	3,111,537	3,019,391	3,541,837	3,339,530
Contract & Special Event Policing - 10114	449,677	507,189	560,008	505,278
Crime Investigation - 10120	3,452,266	3,327,565	3,926,668	3,830,696
Special Investigation Unit - 10127	2,166,624	4,294,485	2,405,110	1,818,635
Records / Information Systems - 10131	1,916,715	2,079,160	2,101,298	2,244,571
Crime Scene Inv./Photographic Svcs - 10132	541,730	508,589	591,383	732,183
Training - 10133	520,948	622,427	622,967	681,527
Youth Crime Intervention - 10135	1,081,473	792,495	1,723,211	1,694,448
Property and Evidence - 10136	294,805	339,131	387,330	523,139
Jail - 10137	989,635	1,234,783	1,720,191	815,484
Equipment Maintenance - 10138	32,466	15,603	20,388	18,364
Animal Control - 10139	338,910	353,041	364,105	366,930
RAID - 10143	53,471	40,397	55,025	45,889
Total Police Protection	\$ 34,047,938	\$ 36,458,720	\$ 40,485,366	\$ 38,827,177
Fire Protection				
Fire Administration - 50001	\$ 1,316,868	\$ 1,685,968	\$ 1,829,154	\$ 1,929,346
Response and Control - 10210	17,113,996	17,399,917	16,696,935	16,668,537
Fire Prevention - 10220	414,951	526,758	614,875	648,377
Emergency Medical Aid - 10230	1,003,054	1,316,762	992,331	1,191,240
Total Fire Protection	\$ 19,848,869	\$ 20,929,405	\$ 20,133,295	\$ 20,437,500
Other Public Safety Services				
Building Safety - 20410	\$ 1,456,985	\$ 1,459,970	\$ 1,755,061	\$ 2,025,030
Total Other Public Safety Services	\$ 1,456,985	\$ 1,459,970	\$ 1,755,061	\$ 2,025,030
Total Protection of Persons and Property	\$ 55,353,792	\$ 58,848,095	\$ 62,373,722	\$ 61,289,707

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**COMMUNITY HEALTH AND ENVIRONMENT****ALL FUNDS (Excludes CIP)**

GOAL: To promote, preserve and develop Costa Mesa's physical and social features in order to have a clean and attractive environment in which the citizens of Costa Mesa can live, work, and play.

	FY 12-13	FY 13-14	FY 14-15	FY 15-16
	Actual	Actual	Adopted	Adopted
Beautification				
Parkway and Median Maintenance - 20111	\$ 1,002,387	\$ 1,078,134	\$ 1,162,732	\$ 1,150,015
Street Cleaning - 20120	393,135	323,868	462,469	771,526
Graffiti Abatement - 20130	208,286	232,945	245,342	252,102
Park Maintenance - 40111	3,267,040	3,474,131	3,947,803	4,134,251
Park Development - 40112	304,980	469,887	213,435	211,700
Total Beautification	\$ 5,175,828	\$ 5,578,965	\$ 6,031,780	\$ 6,519,594
Sanitation				
Recycling - 20230	\$ 31,481	\$ 37,361	\$ 39,500	\$ 46,500
Water Quality - 20510	412,200	293,202	345,142	490,411
Total Sanitation	\$ 443,681	\$ 330,563	\$ 384,642	\$ 536,911
Planning				
Development Services Admin. - 50001	\$ 560,220	\$ 495,340	\$ 662,546	\$ 645,891
Current Planning - 20320	1,161,811	1,326,959	1,530,432	1,627,661
Code Enforcement - 20350	796,930	593,214	837,447	879,310
Planning Commission - 20360	25,115	24,104	24,600	27,600
Economic Development - 20370	25,098	-	-	-
Total Planning	\$ 2,569,174	\$ 2,439,617	\$ 3,055,024	\$ 3,180,462
Community Improvement				
Group Home Enforcement - 50255	\$ -	\$ -	\$ -	\$ 331,951
Heighborhood Stabilization - 50257	-	-	-	331,951
Total Community Improvement	\$ -	\$ -	\$ -	\$ 663,902
Housing and Community Development				
Code Enforcement - 20350	\$ 25,975	\$ 25,377	\$ 26,313	\$ -
Public Service Programs - 20421	166,070	137,500	154,764	154,221
Single Family Housing Rehabilitation - 20422	97,090	297,549	560,361	542,701
Neighborhood Improvement Program - 20425	138,612	-	-	-
Neighbors for Neighbors - 20426	73,566	-	-	-
CDBG Administration - 20427	179,736	165,518	206,351	205,628
CDBG Tool Rental Program - 20430	458	-	-	-
HOME Program -20440	93,012	115,544	35,343	68,107
HOME Projects -20445	-	-	53,013	53,013
Total Housing & Community Dev	\$ 774,519	\$ 741,488	\$ 1,036,145	\$ 1,023,670
Total Community Health & Environment	\$ 8,963,202	\$ 9,090,634	\$ 10,507,591	\$ 11,924,539

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**TRANSPORTATION**
ALL FUNDS (Excludes CIP)

GOAL: To promote the safe, expeditious, and convenient movement of people and goods for the residents and businesses of Costa Mesa.

	FY 12-13	FY 13-14	FY 14-15	FY 15-16
	Actual	Actual	Adopted	Adopted
Administration				
Development - 30310	\$ 108,600	\$ 154,525	\$ 81,076	\$ 80,579
Real Estate - 30320	109,527	29,625	48,055	47,606
Public Services Admin. - 50001	1,525,792	1,415,290	1,412,813	1,462,963
Construction Management - 50002	647,369	666,879	1,025,300	1,159,140
Total Administration	\$ 2,391,288	\$ 2,266,319	\$ 2,567,244	\$ 2,750,288
Traveled Ways				
Street Maintenance - 30111	\$ 670,182	\$ 699,462	\$ 757,170	\$ 943,822
Street Improvements - 30112	380,444	437,516	758,058	737,311
Storm Drain Maintenance - 30121	93,589	96,617	81,971	129,590
Storm Drain Improvements - 30122	92,042	130,300	235,928	167,068
Total Traveled Ways	\$ 1,236,257	\$ 1,363,894	\$ 1,833,126	\$ 1,977,791
Traffic Safety				
Traffic Planning - 30210	\$ 380,326	\$ 365,601	\$ 420,228	\$ 477,209
Traffic Operations - 30241	1,911,511	2,019,715	2,128,951	2,208,604
Signs and Markings - 30243	470,879	460,999	562,432	694,652
Total Traffic Safety	\$ 2,762,716	\$ 2,846,315	\$ 3,111,611	\$ 3,380,465
Total Transportation	\$ 6,390,261	\$ 6,476,529	\$ 7,511,981	\$ 8,108,544

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**LEISURE AND COMMUNITY SERVICES****ALL FUNDS (Excludes CIP)**

GOAL: To provide the citizens of Costa Mesa with a variety of year-round recreational activities and facilities for enjoyment, health, relaxation, and cultural enrichment.

	FY 12-13	FY 13-14	FY 14-15	FY 15-16
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Adopted</u>
Community Facilities				
Downtown Recreation Center - 40121	\$ 171,574	\$ 181,555	\$ 188,654	\$ 173,483
Balearic Community Center - 40122	137,833	153,991	153,794	159,930
Neighborhood Community Center - 40123	281,178	291,906	297,107	282,549
Total Community Facilities	<u>\$ 590,585</u>	<u>\$ 627,452</u>	<u>\$ 639,555</u>	<u>\$ 615,962</u>
Community Programs				
Recreation Administration - 50001	\$ 573,271	\$ 620,173	\$ 865,260	\$ 930,351
Aquatics - 40212	126,374	152,534	242,715	266,954
Tennis - 40213	27,951	27,926	26,600	26,600
Adult Sports Basketball and Volleyball - 40214	44,966	35,916	45,138	39,962
Adult Sports Softball - 40215	68,994	65,738	76,226	64,935
Adult Sports Misc/Field Ambassadors - 40216	367,245	386,258	445,162	452,287
Youth Sports Basketball/Cheerleading - 40218	-	32,905	45,905	111,949
Senior Citizens - 40231	327,566	356,455	645,790	902,785
Day Camp - 40232	166,444	169,595	185,398	186,382
Playgrounds - 40233	388,115	503,646	580,068	547,929
Teen Programs - 40236	99,637	133,411	173,313	180,483
Concert Programs - 40237	1,039	602	5,900	2,200
Early Childhood - 40241	121,422	126,342	134,873	136,478
Adult Instructional Classes - 40242	106,991	110,852	114,951	123,840
Youth Instructional Classes - 40243	296,089	275,847	353,830	354,854
Special Recreation Events - 40244	73	701	212	1,047
Total Community Programs	<u>\$ 2,716,177</u>	<u>\$ 2,998,900</u>	<u>\$ 3,941,341</u>	<u>\$ 4,329,036</u>
Total Leisure and Community Services	<u>\$ 3,306,762</u>	<u>\$ 3,626,352</u>	<u>\$ 4,580,896</u>	<u>\$ 4,944,998</u>

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.

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>
Representation				
City Council - 50110	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408
Elections - 50120	128,977	1,373	211,565	61,110
Parks & Recreation Comm. - 50125	3,188	5,000	6,650	6,650
Senior Commission - 50126	-	-	-	4,650
Cultural Arts Committee - 50190	1,624	552	-	1,000
Historic Resources Committee - 50191	2,159	817	-	1,000
Total Representation	\$ 576,688	\$ 391,316	\$ 578,302	\$ 452,818
Policy Formulation & Implementation				
Chief Executive Officer - 50001	\$ 1,696,083	\$ 1,492,843	\$ 1,570,508	\$ 1,714,909
CEO City Council - 50110	-	-	-	356,270
Nondepartmental - 50240	9,593,525	10,464,247	8,209,552	11,856,947
Network for Homeless Solutions - 50250	585	638,435	819,389	331,696
Communications and Marketing - 51050	847,519	1,188,565	1,252,978	1,257,213
Total Policy Formulation & Implement	\$ 12,137,712	\$ 13,784,091	\$ 11,852,428	\$ 15,517,034
Legal Services				
General Legal Services - 50320	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000
Total Legal Services	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000
City Clerk				
City Council Meetings - 50410	\$ 352,543	\$ 280,744	\$ 223,167	\$ 248,539
Public Records - 50420	90,044	183,562	204,023	327,572
Total City Clerk	\$ 442,587	\$ 464,305	\$ 427,190	\$ 576,111
Financial Services				
Finance Administration - 50001	\$ 538,779	\$ 520,868	\$ 482,047	\$ 423,946
Accounting - 50510	762,072	697,282	804,710	816,596
Budget and Research - 50520	302,425	290,121	374,201	393,367
Purchasing - 50530	301,333	361,068	423,017	552,776
Treasury - 50540	619,534	603,451	658,529	656,366
Total Financial Services	\$ 2,524,143	\$ 2,472,789	\$ 2,742,504	\$ 2,843,051

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

ALL FUNDS (Excludes CIP)

	FY 12-13	FY 13-14	FY 14-15	FY 15-16
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Adopted</u>
Personnel Services				
Human Resources Administration - 50610	\$ 888,735	\$ 1,043,593	\$ 1,314,572	\$ 1,210,708
Employee Benefit Administration - 50630	103,893	50,402	42,788	42,788
Post Employment Benefits - 50650	1,866,379	1,876,592	1,897,716	1,926,650
Insurance Administration - 50661	428,845	416,239	562,256	437,601
General Liability - 50662	4,457,749	1,832,500	1,820,143	1,846,183
Workers' Compensation- 50663	2,223,597	2,487,539	2,348,800	2,348,800
Total Personnel Services	<u>\$ 9,969,198</u>	<u>\$ 7,706,865</u>	<u>\$ 7,986,276</u>	<u>\$ 7,812,730</u>
Computer Services				
Computer Operations - 50710	\$ 1,732,171	\$ 2,416,410	\$ 1,952,654	\$ 1,541,330
Computer Systems Development - 50720	674,452	621,532	850,326	1,787,036
Total Computer Services	<u>\$ 2,406,623</u>	<u>\$ 3,037,943</u>	<u>\$ 2,802,980</u>	<u>\$ 3,328,366</u>
Maintenance Services				
Maintenance Services Admin. - 50001	\$ 300,750	\$ 298,551	\$ 335,624	\$ 318,575
Facility Maintenance - 50910	2,109,846	2,001,357	1,835,794	2,061,017
Fleet Services - 50920	2,569,987	2,275,151	2,586,969	4,451,642
Total Maintenance Services	<u>\$ 4,980,583</u>	<u>\$ 4,575,059</u>	<u>\$ 4,758,386</u>	<u>\$ 6,831,234</u>
Telecommunications				
Operations - 51010	\$ 2,738,629	\$ 3,117,639	\$ 2,887,695	\$ 3,200,414
Technical Support and Maintenance - 51020	426,930	418,374	458,857	401,300
Emergency Services - 51040	127,035	5,467	203,721	195,093
Total Telecommunications	<u>\$ 3,292,594</u>	<u>\$ 3,541,479</u>	<u>\$ 3,550,272</u>	<u>\$ 3,796,807</u>
Total General Government Support	<u>\$ 37,367,434</u>	<u>\$ 37,324,068</u>	<u>\$ 35,501,338</u>	<u>\$ 42,158,151</u>



FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>City Council</u>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	1.00	1.00	1.00	1.00
Total City Council	6.00	6.00	6.00	6.00
<u>Chief Executive Officer's Office</u>				
Chief Executive Officer	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	1.00	1.00	2.00	2.00
Administrative Secretary	1.00	-	1.00	1.00
Assistant Recreation Supervisor	-	1.00	1.00	1.00
Central Services Supervisor	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	3.00	3.00	-
Deputy City Clerk	-	1.00	2.00	2.00
Executive Secretary	2.00	2.00	1.00	1.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Graphics Designer	1.00	1.00	1.00	1.00
Human Resources Analyst	2.00	2.00	3.00	3.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Offset Press Operator II	1.00	-	-	-
Principal Human Resources Analyst	2.00	2.00	2.00	2.00
Public Affairs Manager/Assistant to the CEO	2.00	2.00	2.00	3.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	-
Total Chief Executive Officer's Office	21.00	24.00	27.00	24.00
<u>Finance Department</u>				
Finance Director	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	3.00	3.00	3.00	3.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00
Budget Specialist	1.00	1.00	1.00	1.00
Buyer	-	1.00	2.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	-	-	-	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	-	-	-
Tax Auditing Specialist	1.00	1.00	1.00	1.00
Total Finance Department	17.00	17.00	18.00	19.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Parks and Community Services Department</u>				
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	-	-
Recreation Coordinator	1.00	1.00	1.00	3.00
Recreation Manager	1.00	1.00	1.00	1.00
Senior Center Program Administrator	-	-	1.00	1.00
Recreation Specialist	-	-	1.00	-
Recreation Supervisor	1.00	1.00	2.00	2.00
Total Parks and Community Svcs Department	7.00	7.00	9.00	10.00
<u>Information Technology Department</u>				
Information Technology Director	-	-	1.00	1.00
Administrative Secretary	1.00	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
Programmer Analyst II	-	-	-	1.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
Total Information Technology Department	9.00	9.00	10.00	11.00
<u>Police Department</u>				
Police Chief	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Animal Control Officer	2.00	2.00	2.00	2.00
Civilian Investigator	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	-	-	1.00
Communications Installer	1.00	1.00	1.00	1.00
Communications Officer	15.00	16.00	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Community Services Specialist	11.00	11.00	11.00	6.00
Corporal	1.00	-	-	-
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	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	4.00
Custody Officer	7.00	7.00	7.00	-
Court Liaison	-	-	-	1.00
Electronics Technician	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	2.00	2.00
Logistical Support Manager	1.00	1.00	1.00	1.00
Office Specialist II	2.00	2.00	1.00	1.00
Park Ranger	-	-	-	5.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	7.00	6.00	6.00	6.00
Police Officer	87.00	90.00	97.00	98.00
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

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Police Department Continued</u>				
Police Sergeant	23.00	23.00	23.00	23.00
Police Training Assistant	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Senior Police Officer	13.00	10.00	7.00	6.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Senior Communications Officer	2.00	1.00	1.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Special Events Coordinator	1.00	-	-	-
Total Police Department	216.00	213.00	217.00	213.00
*Temporary - To be removed upon vacancy				
<u>Fire Department</u>				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief - Administration	-	-	1.00	-
Code Enforcement Officer	-	-	-	1.00
Division Chief - Administration	-	-	-	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Deputy Fire Chief	1.00	1.00	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Captain	21.00	21.00	15.00	15.00
Fire Captain - Administration	-	-	-	1.00
Fire Engineer	24.00	24.00	18.00	18.00
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	39.00	39.00	39.00	39.00
Management Analyst	1.00	1.00	1.00	1.00
Total Fire Department	94.00	94.00	82.00	84.00
<u>Development Services Department</u>				
Economic & Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Development Services Director	1.00	1.00	1.00	1.00
Assistant Director of Community Improvement	-	-	-	1.00
Assistant Planner	-	-	1.00	1.00
Associate Planner	1.00	1.00	2.00	3.00
Building/Combination Bldg. Inspector	-	-	5.00	5.00
Building Official	1.00	1.00	1.00	1.00
Building Technician	1.00	1.00	-	-
Building Technician II	-	-	2.00	2.00
Chief of Code Enforcement	1.00	1.00	1.00	1.00
Chief of Inspection	-	1.00	1.00	1.00
Chief Plans Examiner	-	-	-	1.00
Code Enforcement Officer	6.00	5.00	5.00	9.00
Executive Secretary	2.00	2.00	1.00	1.00
Management Analyst	3.00	3.00	3.00	2.00
Office Specialist II	1.00	1.00	1.00	1.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Development Services Department Continued</u>				
Permit Processing Specialist	-	-	1.00	1.00
Plan Check Engineer	1.00	1.00	1.00	-
Principal Planner	1.00	2.00	3.00	1.00
Senior Electrical Inspector	1.00	-	-	-
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	-	-	-	1.00
Total Development Services Department	24.00	24.00	33.00	37.00
<u>Public Services Department</u>				
Public Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	3.00	3.00	3.00	3.00
Assistant Engineer	4.00	4.00	4.00	4.00
Assistant Street Superintendent	1.00	1.00	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 II	4.00	3.00	3.00	3.00
Engineering Technician III	2.00	4.00	4.00	4.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	2.00	2.00	2.00	2.00
Executive Secretary	1.00	1.00	2.00	2.00
Facilities & Equipment Supervisor	1.00	1.00	1.00	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	6.00	6.00	7.00	7.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Superintendent	-	-	-	3.00
Maintenance Supervisor	5.00	5.00	5.00	5.00
Maintenance Worker	10.00	10.00	10.00	10.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist I	-	-	-	1.00
Office Specialist II	1.00	1.00	-	-
Principal Civil Engineer	-	-	-	1.00
Public Right of Way Coordinator	-	-	1.00	1.00
Senior Engineer	3.00	3.00	3.00	3.00
Senior Maintenance Supervisor	1.00	1.00	1.00	-
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	13.00	13.00	14.00	11.00
Transportation Services Manager	1.00	1.00	1.00	1.00
Total Public Services Department	71.00	72.00	75.00	74.00
Total Full-time Employees	465.00	466.00	477.00	478.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Part-time Employees FTE's (Full-time Equivalent)</u>				
CEO's Office	1.00	6.25	11.91	9.29
Finance Department	1.21	1.21	2.21	2.71
Parks and Community Services*	-	41.78	44.43	60.77
Information Technology Department	-	-	0.50	1.48
Police Department	19.60	24.18	18.91	19.63
Fire Department	1.44	1.75	2.75	3.25
Development Services Department	3.59	3.00	4.25	6.50
Public Services Department	36.99	3.65	8.37	7.77
Total Part-time FTE's	63.83	81.82	93.33	111.40

* Division title changed from Recreation in FY 14-15. Was part of Public Services in prior year.



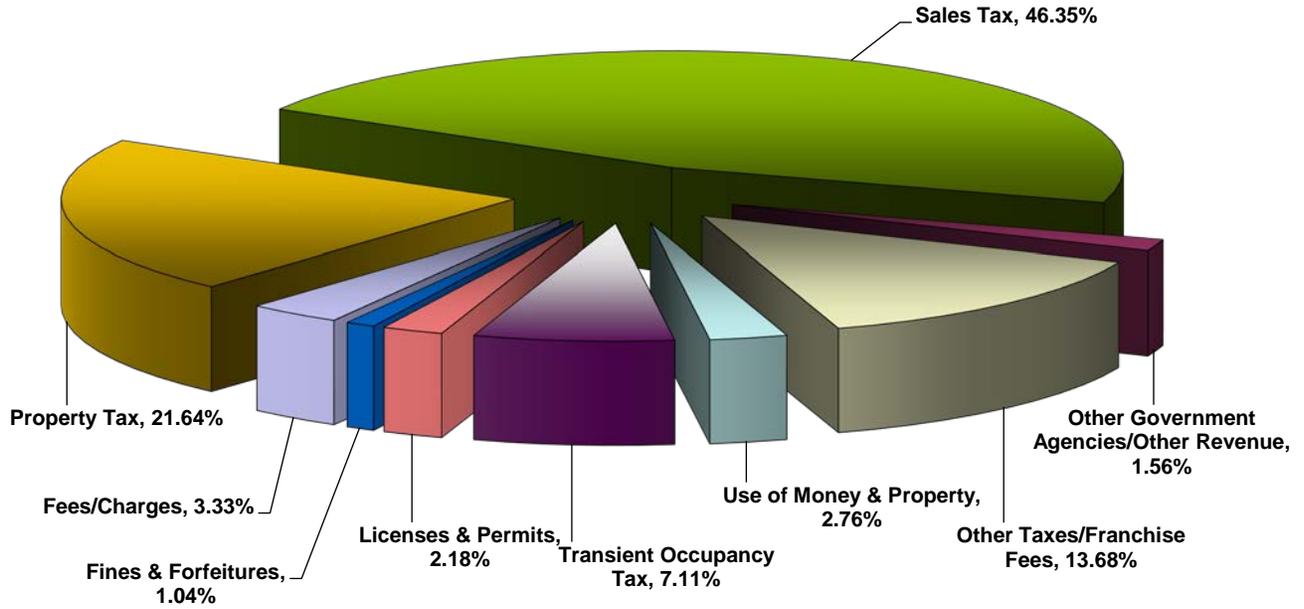
APPROPRIATIONS SUMMARIES

GENERAL FUND

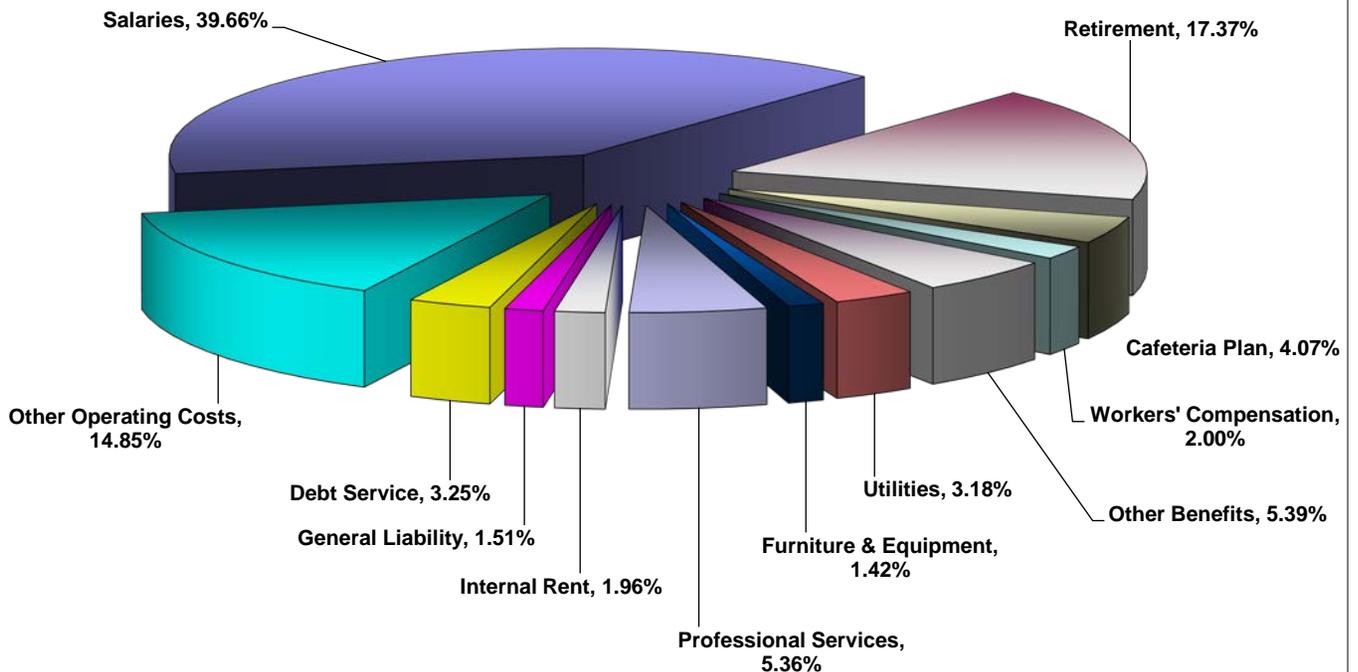
FISCAL YEAR 2015-2016

CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND RESOURCES & APPROPRIATIONS
FISCAL YEAR 2015-2016

GENERAL FUND RESOURCES - TOTAL \$114,038,900
(Including Transfers In)

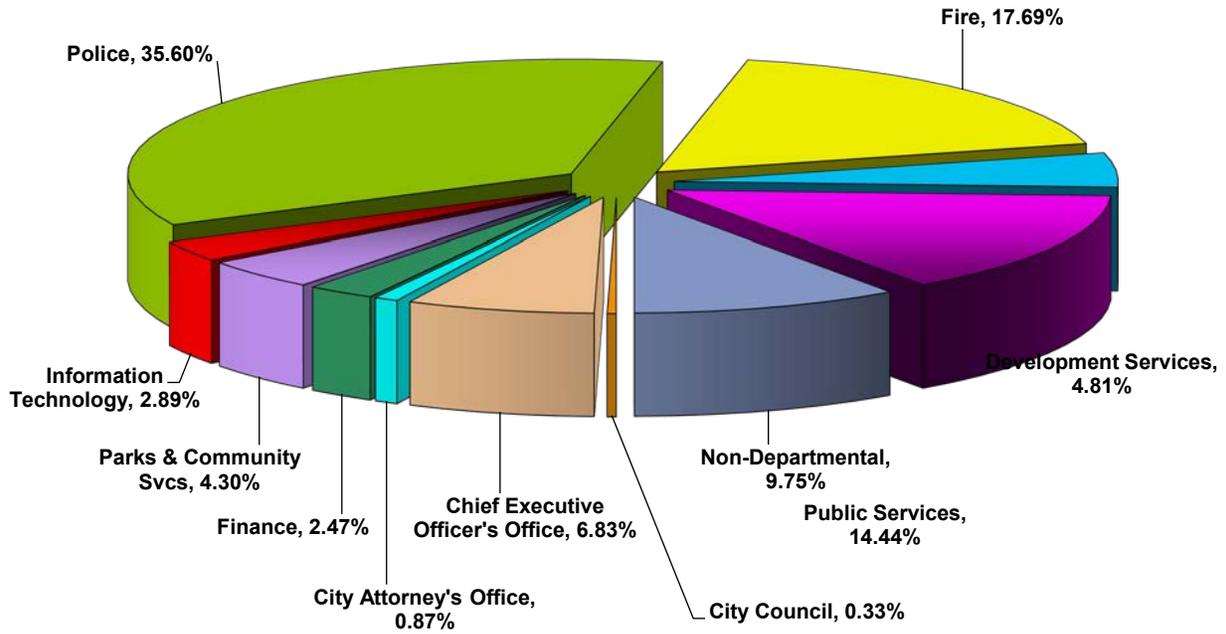


GENERAL FUND APPROPRIATIONS - TOTAL \$115,202,900

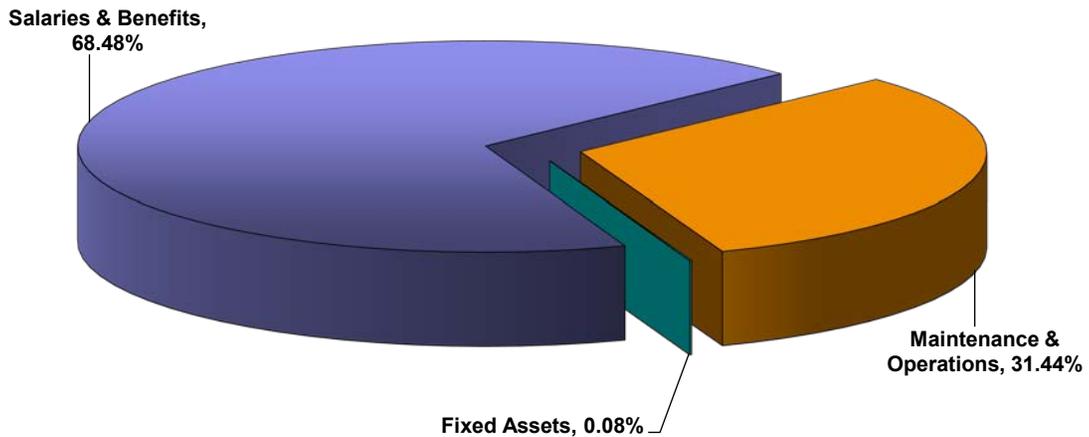


CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND APPROPRIATIONS
 FISCAL YEAR 2015-2016

GENERAL FUND APPROPRIATIONS by DEPARTMENT
 Total \$115,202,900



GENERAL FUND APPROPRIATIONS by CATEGORY
 Total \$115,202,900



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

Description	FY 12-13	FY 13-14	FY 14-15	FY 15-16
	Actual	Actual	Adopted	Adopted
Regular Salaries - Sworn	\$ 19,329,282	\$ 18,915,834	\$ 21,838,215	\$ 21,539,829
Regular Salaries - Non-Sworn	14,611,958	15,014,359	15,251,632	15,877,777
Regular Salaries - Part-Time	3,022,779	3,520,779	3,805,607	4,008,311
Overtime	6,046,162	6,283,939	4,294,443	4,259,053
Accrual Payoff - Excess Max.	257,415	242,643	218,104	219,868
Vacation/Comp. Time Cash Out	174,652	175,380	138,069	162,612
Holiday Allowance	575,871	649,758	444,697	417,042
Separation Pay-Off	659,159	627,220	-	-
Other Compensation	2,247,201	2,147,803	2,463,452	2,187,405
Cafeteria Plan	3,464,654	3,542,899	4,198,301	4,693,161
Medicare	641,349	668,019	717,512	609,770
Retirement	14,084,805	15,599,620	20,799,589	20,005,902
Longevity	2,268	2,510	2,268	2,268
Professional Development	276,307	362,170	480,556	614,729
Auto Allowance	18,713	23,431	16,524	22,138
Clothing Allowance	-	-	-	1,000
Unemployment	39,440	45,919	41,811	41,811
Workers' Compensation	2,284,000	2,089,555	2,304,484	2,302,938
Employer Contr.Retirees' Med.	1,753,902	1,768,746	1,824,360	1,927,074
Salaries & Benefits	\$ 69,489,916	\$ 71,680,585	\$ 78,839,624	\$ 78,892,688
Stationery and Office	\$ 151,655	\$ 180,728	\$ 162,049	\$ 192,980
Multi-Media, Promos, Subscript.	311,602	267,808	450,427	470,043
Small Tools and Equipment	282,801	302,897	395,560	641,500
Uniforms and Clothing	244,248	283,126	347,410	387,929
Safety and Health	271,677	343,340	414,890	421,750
Maintenance and Construction	351,461	421,945	426,800	405,730
Agriculture	94,353	92,712	149,000	155,165
Fuel	156	1,100	200	200
Electricity - Buildings & Fac.	509,725	553,207	511,100	562,600
Electricity - Power	216,575	245,272	222,000	245,000
Electricity - Street Lights	1,013,312	998,106	1,100,000	1,100,000
Gas	37,771	40,000	47,000	52,000
Water - Domestic	132,734	116,726	128,965	153,115
Water - Parks and Parkways	628,815	792,545	700,250	822,750
Waste Disposal	146,859	166,111	151,350	121,700
Janitorial and Housekeeping	330,614	331,348	350,268	601,518
Postage	107,026	84,697	94,045	100,945
Legal Advertising/Filing Fees	183,670	180,751	203,100	209,900
Advertising and Public Info.	55,993	17,529	10,750	10,750
Telephone/Radio/Communications	223,698	357,429	288,410	417,607
Meetings and Conferences	74	1,178	-	42,527
Mileage Reimbursement	993	664	2,745	4,335
Board Member Fees	26,600	29,000	30,000	34,200
Buildings and Structures	455,148	181,249	93,525	97,350
Landscaping and Sprinklers	1,378,249	1,403,613	1,510,470	1,409,673
Underground Lines	11,087	4,087	5,000	5,000
Office Furniture	-	-	1,600	24,850
Office Equipment	637,639	729,752	789,671	623,194

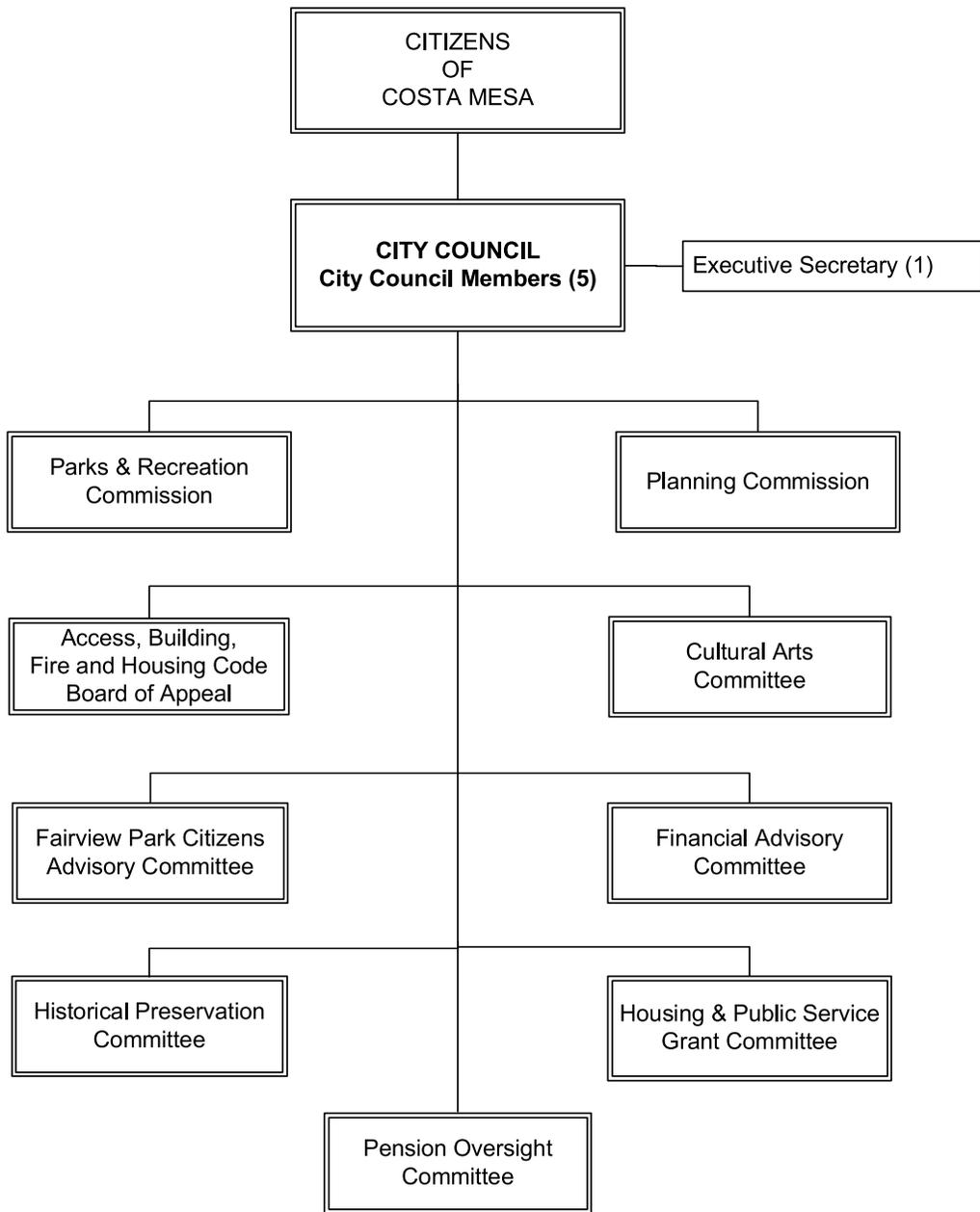
***Maintenance & Operations (continued next page)**

CITY OF COSTA MESA, CALIFORNIA

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

Description	FY 12-13	FY 13-14	FY 14-15	FY 15-16
	Actual	Actual	Adopted	Adopted
Other Equipment	844,669	965,213	980,136	896,721
Streets, Alleys and Sidewalks	245,245	170,820	284,000	1,145,100
Employment	293,197	485,556	88,300	108,600
Consulting	2,560,055	3,354,461	3,269,445	3,660,382
Legal	309,506	380,083	245,000	293,500
Engineering and Architectural	592,486	484,905	333,580	451,500
Financial & Information Svcs.	157,245	186,737	196,600	237,250
Medical and Health Inspection	135,627	142,371	217,555	217,555
Law Enforcement	439,009	387,237	583,200	636,200
Recreation	437,511	400,074	526,320	565,798
Principal Payments	2,482,050	2,305,000	2,540,000	2,650,000
Interest Payments	1,349,976	1,216,623	1,213,672	1,088,618
External Rent	457,521	497,289	520,788	641,715
Grants, Loans and Subsidies	240,000	240,000	340,000	150,000
Central Services	83,965	60,474	102,900	108,700
Internal Rent - Maint. Charges	1,364,451	1,220,147	1,726,132	1,415,045
Internal Rent - Repl.Cost	983,600	1,231,044	254,488	689,465
Internal Rent - IT Replacement	-	-	98,743	150,002
General Liability	1,506,200	1,303,856	1,740,140	1,742,501
Taxes and Assessments	84,704	87,775	25,235	25,235
Contingency	193,717	20,113	1,000,000	1,000,000
Other Costs	2,614,459	3,236	100,000	-
Assistance	-	-	20,000	14,220
Acquisition Costs	-	311,931	-	-
Operating Transfers Out	2,684,946	5,572,511	5,517,067	9,016,140
Nonoperating Expenses Other	-	1,000,000	-	-
Maintenance & Operations	\$ 27,864,673	\$ 30,154,376	\$ 30,509,886	\$ 36,218,558
Buildings and Structures	\$ 1,711	\$ 18,884	\$ -	\$ -
Office Furniture	-	-	-	1,200
Office Equipment	279,662	9,710	-	-
Other Equipment	238,924	767,796	102,152	90,454
Fixed Assets	\$ 520,297	\$ 796,389	\$ 102,152	\$ 91,654
Total Appropriations	\$ 97,874,886	\$ 102,631,351	\$ 109,451,662	\$ 115,202,900





CITY COUNCIL

CITY COUNCIL

The City Council is a General Government Support function. There are five Council Members and one Executive Secretary in this department. Each year, the Council Members may elect the Mayor and the Mayor Pro-Tem. This department is comprised of one division with one program bearing the same title.

CITY COUNCIL

City Council - Program 50110

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

BUDGET NARRATIVE

The FY 15-16 adopted budget for the City Council is \$378,408, an increase of \$18,321 or 5% as compared to the adopted budget for FY 14-15. The increase is primarily attributed to 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.



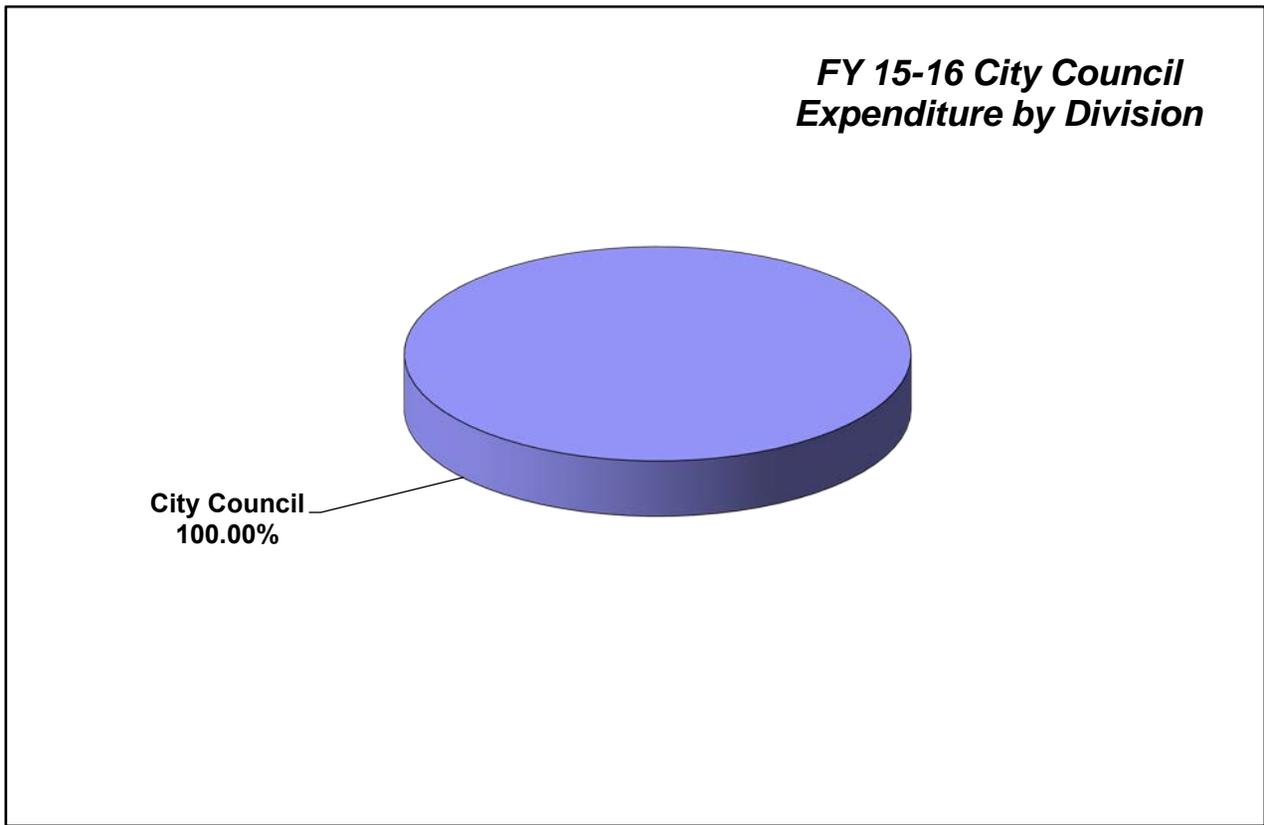
**CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>City Council - 10100</u>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal City Council - 50110</i>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
Total Department Full-time Positions	6.00	6.00	6.00	6.00
Total Department Part-time Positions (in FTE's)	-	-	-	-
TOTAL DEPARTMENT	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>



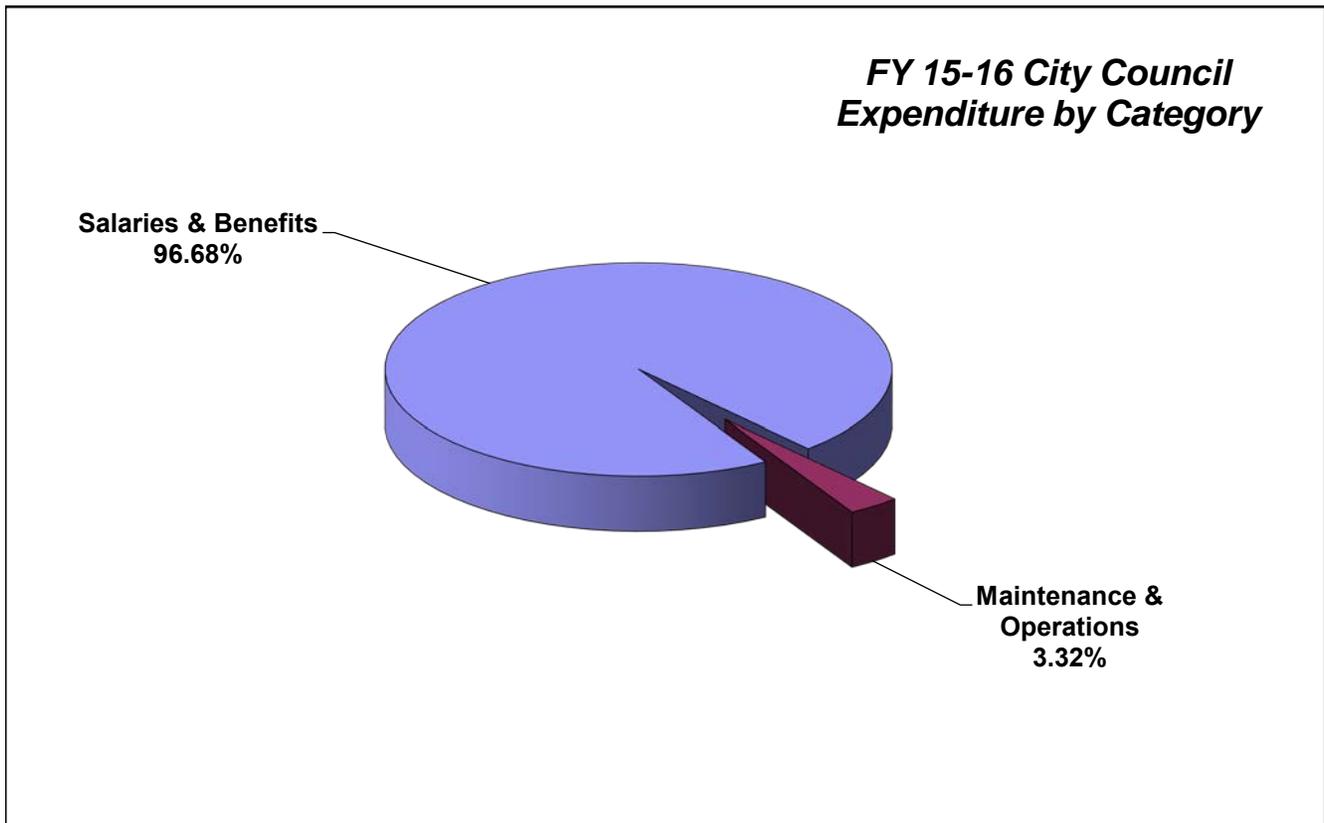
**CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
City Council - 10100	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	5.09%
Total Expenditures	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	5.09%



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

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 310,077	\$ 342,318	\$ 351,362	\$ 365,833	4.12%
Maintenance & Operations	130,663	41,257	8,725	12,575	44.13%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	5.09%



	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	95.16%
Total Funding Sources	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	95.16%

CITY OF COSTA MESA, CALIFORNIA

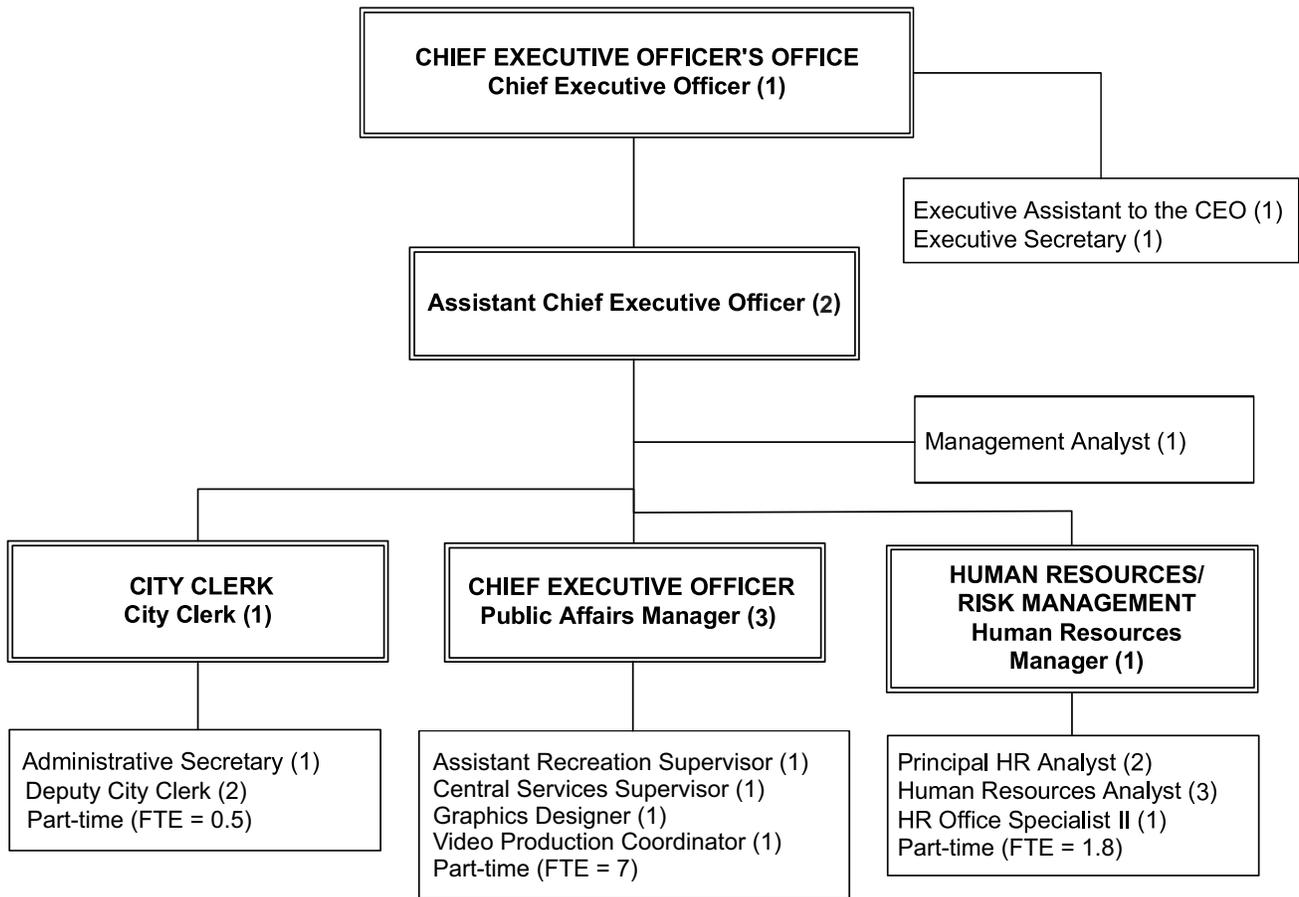
**CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account #	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 121,204	\$ 122,077	\$ 122,076	\$ 122,076	0%
Regular Salaries - Part time	501300	5,336	2,343	-	-	0%
Overtime	501400	3,260	78	-	-	0%
Cafeteria Plan	505100	94,736	112,341	120,668	119,628	-1%
Medicare	505200	2,549	2,152	1,770	1,770	0%
Retirement	505300	26,536	32,155	38,414	35,637	-7%
Professional Development	505500	56,454	71,173	68,434	86,722	27%
Subtotal Salaries & Benefits		\$ 310,077	\$ 342,318	\$ 351,362	\$ 365,833	4%
Stationery and Office	510100	\$ 144	\$ 340	\$ 1,250	\$ 1,250	0%
Multi-Media, Promotions and Subs	510200	104,402	2,250	1,875	1,875	0%
Small Tools and Equipment	510300	460	1,125	2,000	350	-83%
Uniform & Clothing	510400	1,753	124	500	500	0%
Safety and Health	510500	-	435	-	-	0%
Postage	520100	694	124	600	600	0%
Advertising and Public Info.	520300	19,241	-	-	-	0%
Meetings & Conferences	520500	-	-	-	6,000	0%
Landscaping and Sprinklers	525200	-	14,528	-	-	0%
Office Equipment	525700	-	-	500	-	-100%
Consulting	530200	2,600	21,293	-	-	0%
External Rent	535400	1,017	940	500	500	0%
Central Services	535800	352	99	1,500	1,500	0%
Subtotal Maintenance & Operations		\$ 130,663	\$ 41,257	\$ 8,725	\$ 12,575	44%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	5%

**CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM**

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
CITY COUNCIL - 10100					
City Council - 50110					
Salaries & Benefits	\$ 310,077	\$ 342,318	\$ 351,362	\$ 365,833	4%
Maintenance & Operations	130,663	41,257	8,725	12,575	44%
Fixed Assets	-	-	-	-	0%
Subtotal City Council	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	5%
Total Expenditures	\$ 440,740	\$ 383,575	\$ 360,087	\$ 378,408	5%





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 24 full-time staff members composed of nine management, 13 professional, and three clerical positions. Part-time staffing consists of 9.3 full-time equivalents. The four divisions are as follows:

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

ADMINISTRATION - 11100

Chief Executive Officer Administration - 50001

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

City Council - 50110

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

Network for Homeless Solutions - 50250

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

Communications and Marketing - 51050

Provides planning and implementation of a comprehensive internal and external communications program; provides programming, coordination, and oversight of the City's Municipal Access Channel (CMTV 3); provides audio/video production services; 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 15-16 adopted budget for the C.E.O.'s Office is \$12,110,039, a decrease of \$157,867, or -1.3%, compared to the adopted budget for FY 14-15. The decrease is primarily due to a reduction in salaries and benefits resulting from three positions being transferred to Development Services.

Increases in maintenance and operations accounts consist of internal rent replacement cost, I.T. replacement costs, and additional costs for records management.

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.
- 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 70 public meetings.
- Created a new sports show on CMTV in partnership with Newport Beach TV.
- Created new internal program for City employees to keep them informed about employee-related issues.
- Received the "Golden Hub of Innovation" Award from the Assn. of California Cities-OC for the Costa Mesa Minute.
- Received four STAR awards from SCAN-NATOA for excellence in government programming.
- Prepared over 200 plus press releases informing both the public and all media outlets regarding all relevant City Information.
- Processed two (2) citizen initiatives, and two (2) City measures.
- 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 1st Battalion, 5th Marine Regiment.

CHIEF EXECUTIVE OFFICER'S OFFICE

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Oversaw the timely filings of the Candidate Campaign Statements (Form 460) and the Conflict of Interest filings (Form 700).
- In partnership with the Police Department, maintained an ongoing recruitment process to proactively attract and hire Police Recruits, Police Academy Graduate, Police Officers and Police Reserve Officers.
- Provided ongoing staffing solutions to departments in addressing recruitment needs. This included the City's management of the Senior Center.
- 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 and established a new Memorandum of Understanding following the COIN Ordinance.
- Provided assistance to the City's Chief Negotiator with the Costa Mesa Police and Police Management Associations regarding meet and confer negotiations following the COIN Ordinance.
- Provided assistance to the City's Chief Negotiator with the Costa Mesa Fire and Fire Management Associations regarding meet and confer negotiations following the COIN Ordinance.
- Assigned to the Human Resources Division for fiscal year 2014-15, managed, coordinated and facilitated the annual Employee Services Program and Award ceremony.
- Under the direction of the Assistant CEO, coordinated and facilitated the City's Meet & Greet Ceremony welcoming all new employees. This event also includes the CEO's Award.
- 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 targeted City-wide and exclusive Police Department harassment prevention compliance training.
- Provided managers and supervisors with essential and proactive employee relations counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Proactively managed the City's DOT Drug and Alcohol Testing Policy and Program.
- A total of 41 Costa Mesa homeless residents were placed into temporary and permanent housing, and 222 linkages to social services were made.
- Continued to administer the ongoing recommendations of the City's Workers' Compensation Organizational Report.
- Diligently worked with City's Third Party Administrator AdminSure regarding Workers' Compensation claims.
- Ensured a smooth and seamless transition to the City's new Industrial Clinic ProCare and renewed agreement with the City's Medical Reviewer OccuMed.
- Completed online open enrollment for over 400+ full-time employees.
- Implemented initial measurement period and enrollment pursuant to Administrative Regulation 2.34 in compliance with the Affordable Care Act.
- Conducted 15 retirement benefits orientations.

CHIEF EXECUTIVE OFFICER'S OFFICE

GOALS

- Ensure the highest level of service to the Costa Mesa community through the development of programs and processes, as set by City Council, and through coordination and direction of activities and departments of the City.
- Simplify forms, procedures and processes, and ensure accessibility of information.
- Administer special programs and projects in a timely manner, as set by the City Council.
- Maintain accurate records of official documents of the City; publish City legal notices as required by law.
- Continue reviewing the 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.
- 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, Network for Homeless Solutions 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 towards increased cooperation from homeless service providers to focus efforts on Costa Mesa homeless.

CHIEF EXECUTIVE OFFICER'S OFFICE

OBJECTIVES

- Assist the City Council in guiding municipal operations, coordinate Council's activities and meeting requests, and prepare documents and materials as requested.
- Ensure that policies/directives and program objectives set by the City Council are executed effectively and efficiently.
- Respond to inquiries from the public in a highly responsive manner.
- 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.
- 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.

Performance Measures/Workload Indicators:	FY 13-14	FY 14-15	FY 15-16
	<u>Actual</u>	<u>Adopted</u>	<u>Adopted</u>
<u>Performance Measures:</u>			
Percentage of complaint responses provided within 10 business days:	70%	70%	70%
Completed City Council minutes by the following Council meeting:	80%	100%	100%
Public record requests to the City Clerk responded to within prescribed time:	95%	100%	100%
Employee turnover rate (non retirements):	6%	5%	6%
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:	0%	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:	86%	80%	80%
Percentage of benefit change requests processed within five business days:	95%	90%	90%
Percentage of complaints regarding homeless issues responded to within 5 days:	100%	100%	100%

CHIEF EXECUTIVE OFFICER'S OFFICE

<u>Workload Indicators:</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>
Number of correspondence letters prepared on legislation:	5	10	10
Number of complaints requiring formal written response (including email letters):	100	150	150
Number of weekly informal complaints/inquiries received/processed:	600	800	800
Press releases & information pieces processed including CEO ebrief:	700	800	800
Number of Council requests and projects processed:	1,000	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 recruitment processed:	53	50	60
Number of qualified job applicants placed onto an eligibility list:	355	700	600
Number of volunteers participating in City programs:	72	70	100
Number of job applicants processed:	9,762	8,000	9,500
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 individuals placed into permanent housing:	*	10	11
Number of individuals placed into temporary housing:	*	12	30
Number of linkages to social services made:	*	110	222

* No figures

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

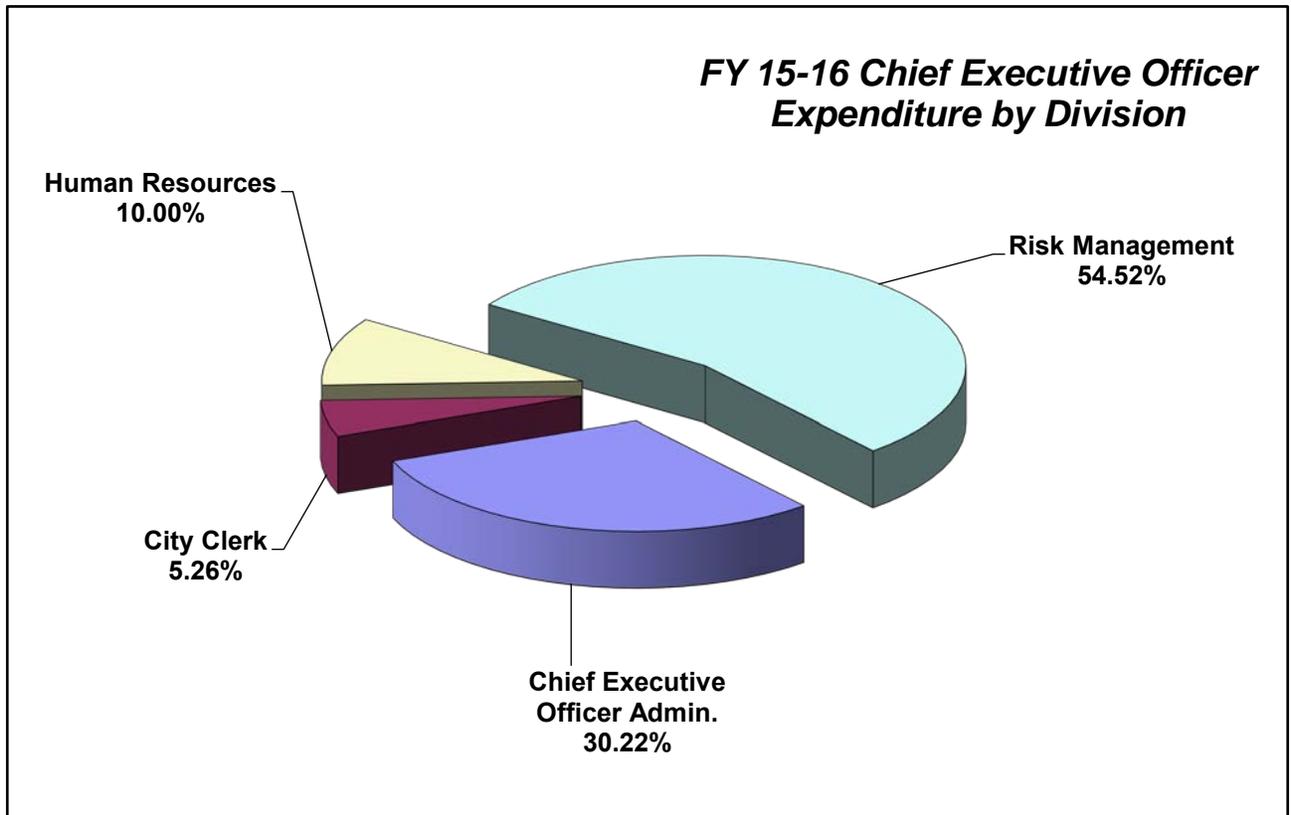
	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
Chief Executive Officer - 11100				
Chief Executive Officer/CEO	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	1.00	1.00	1.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal CEO Administration - 50001</i>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>6.00</u>
Code Enforcement Officer	-	3.00	3.00	-
<i>Subtotal Network for Homeless Solutions - 50250</i>	<u>-</u>	<u>3.00</u>	<u>3.00</u>	<u>-</u>
Assistant Recreation Supervisor	-	0.50	0.50	1.00 *
Central Services Supervisor	1.00	1.00	1.00	1.00
Graphics Designer	1.00	1.00	1.00	1.00
Offset Press Operator II	1.00	-	-	-
Public Affairs Manager	2.00	2.00	2.00	3.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	-
<i>Subtotal Communications and Marketing - 51050</i>	<u>7.00</u>	<u>6.50</u>	<u>6.50</u>	<u>7.00</u>
Total Chief Executive Officer Full-time Positions	12.00	14.50	14.50	13.00
Total Chief Executive Officer Part-time (in FTE's)	-	3.79	8.85	7.00
City Clerk - 11200				
City Clerk	0.10	-	0.50	0.30
Deputy City Clerk	-	-	0.20	-
<i>Subtotal Elections - 50120</i>	<u>0.10</u>	<u>-</u>	<u>0.70</u>	<u>0.30</u>
City Clerk	0.70	0.70	0.25	0.40
Deputy City Clerk	-	0.80	0.90	1.00
Administrative Secretary	0.80	-	0.50	0.50
Executive Secretary	0.80	0.50	-	-
<i>Subtotal City Council Meetings - 50410</i>	<u>2.30</u>	<u>2.00</u>	<u>1.65</u>	<u>1.90</u>
City Clerk	0.20	0.30	0.25	0.30
Deputy City Clerk	-	0.20	0.90	1.00
Administrative Secretary	0.20	-	0.50	0.50
Executive Secretary	0.20	0.50	-	-
<i>Subtotal Public Records - 50420</i>	<u>0.60</u>	<u>1.00</u>	<u>1.65</u>	<u>1.80</u>
Total City Clerk Full-time Positions	3.00	3.00	4.00	4.00
Total City Clerk Part-time Positions (in FTE's)	0.50	0.46	1.06	0.50

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

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
Human Resources - 14100				
Assistant Chief Executive Officer	-	-	0.50	-
Human Resources Manager	0.60	0.60	0.65	0.65
Human Resources Analyst	1.00	1.00	2.00	2.00
Human Resources Office Specialist II	0.70	0.70	0.70	0.70
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Human Resources Admin - 50610</i>	3.30	3.30	4.85	4.35
Total Human Resources Full-Time Positions	3.30	3.30	4.85	4.35
Total HR Part-time Positions (in FTE's)	-	1.50	1.45	1.25
Assistant Chief Executive Officer	-	-	0.50	-
Human Resources Manager	0.40	0.40	0.35	0.35
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	0.30	0.30	0.30	0.30
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Risk Management Admin - 50661</i>	2.70	2.70	3.15	2.65
Total Risk Management Full-time Positions	2.70	2.70	3.15	2.65
Total Risk Mgmt Part-time Positions (in FTE's)	0.50	0.50	0.55	0.55
Total Department Full-time Positions	21.00	23.50	26.50	24.00
Total Department Part-time Positions (in FTE's)	1.00	6.25	11.91	9.30
TOTAL DEPARTMENT	22.00	29.75	38.41	33.30

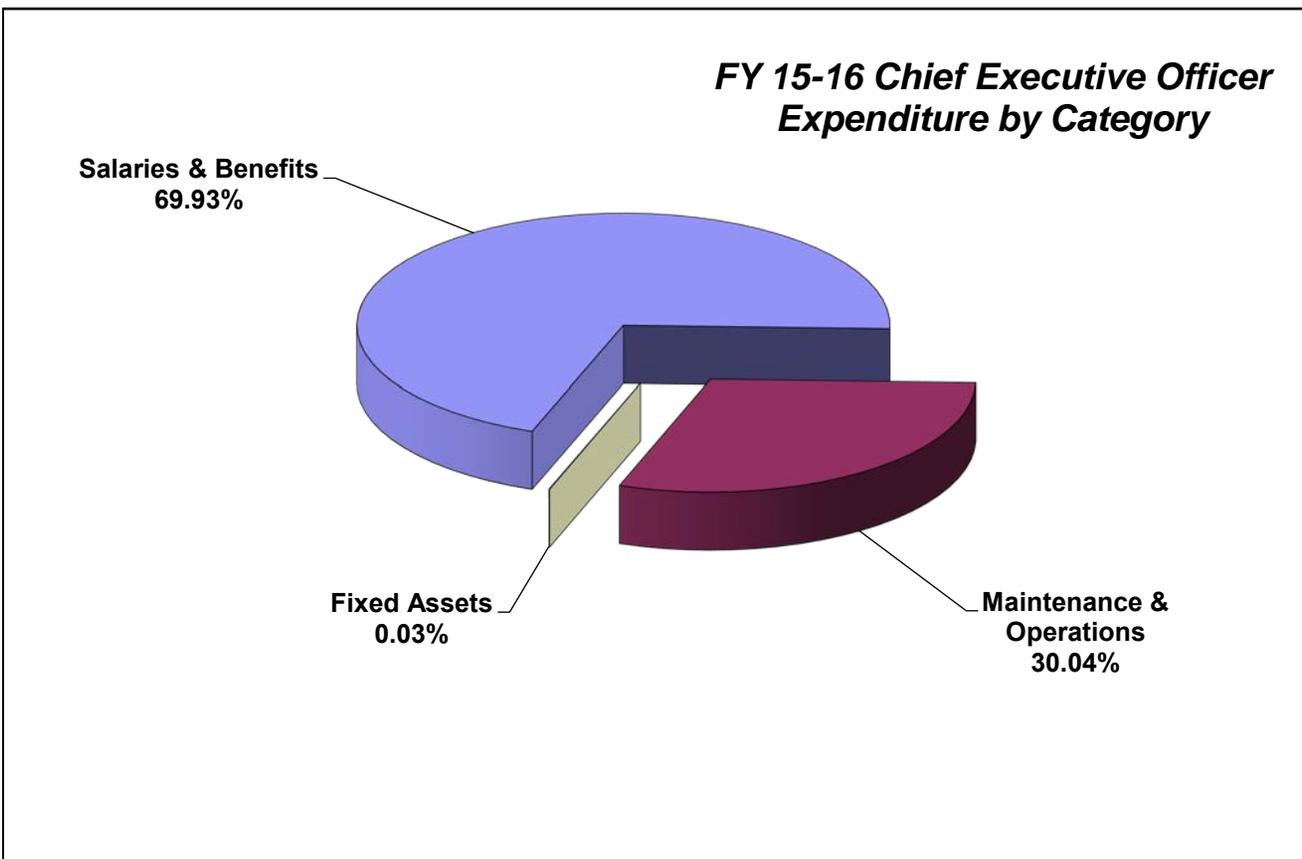
**CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Expenditure by Division:					
CEO Admin. - 11100	\$ 2,544,188	\$ 3,319,843	\$ 3,642,876	\$ 3,660,088	0.47%
City Clerk - 11200	571,563	465,678	638,755	637,221	-0.24%
Human Resources - 14100	888,735	1,043,593	1,314,572	1,210,708	-7.90%
Risk Management -14400	9,080,463	6,663,272	6,671,703	6,602,022	-1.04%
Total Expenditures	\$ 13,084,949	\$ 11,492,387	\$ 12,267,907	\$ 12,110,039	-1.29%



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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 7,226,159	\$ 8,140,260	\$ 8,747,499	\$ 8,468,055	-3.19%
Maintenance & Operations	5,811,270	3,341,767	3,520,408	3,638,124	3.34%
Fixed Assets	47,520	10,360	-	3,860	0.00%
Total Expenditures	\$ 13,084,949	\$ 11,492,387	\$ 12,267,907	\$ 12,110,039	-1.29%



	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 6,299,710	\$ 7,130,382	\$ 8,056,176	\$ 7,872,268	65.01%
Self-Insurance Fund - 602	6,785,239	4,362,005	4,211,731	4,237,771	35.00%
Total Funding Sources	\$ 13,084,949	\$ 11,492,387	\$ 12,267,907	\$ 12,110,039	100.00%

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

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 1,929,440	\$ 2,266,184	\$ 2,541,491	\$ 2,462,679	-3%
Regular Salaries - Part time	501300	265,483	393,385	724,033	428,745	-41%
Overtime	501400	72,874	64,239	29,000	43,000	48%
Accrual Payoff - Excess Maximum	501500	10,571	6,777	3,400	3,400	0%
Vacation/Comp. Time Cash Out	501600	31,466	22,294	11,200	11,200	0%
Holiday Allowance	501700	722	11,536	-	-	0%
Separation Pay-Off	501800	30,175	10,908	-	-	0%
Other Compensation	501900	6,784	5,796	7,131	2,555	-64%
Cafeteria Plan	505100	233,060	289,959	341,626	452,766	33%
Medicare	505200	34,496	41,614	47,874	35,502	-26%
Retirement	505300	647,123	802,694	1,000,809	849,441	-15%
Professional Development	505500	35,406	41,544	46,550	129,969	179%
Auto Allowance	505600	11,448	15,726	10,800	10,800	0%
Unemployment	505800	105,793	44,152	44,704	44,704	0%
Workers' Compensation	505900	2,057,415	2,354,707	2,114,520	2,067,544	-2%
Employer Contr.Retirees' Med.	506100	1,753,902	1,768,746	1,824,360	1,925,750	6%
Subtotal Salaries & Benefits		\$ 7,226,159	\$ 8,140,260	\$ 8,747,499	\$ 8,468,055	-3%
Stationery and Office	510100	\$ 28,386	\$ 26,700	\$ 16,450	\$ 18,030	10%
Multi-Media, Promotions and Subs	510200	97,107	122,172	102,250	98,425	-4%
Small Tools and Equipment	510300	45,024	27,129	27,900	26,990	-3%
Uniform & Clothing	510400	1,255	2,192	1,300	1,800	38%
Safety and Health	510500	-	17	250	250	0%
Maintenance & Construction	510600	174	-	500	500	0%
Waste Disposal	515700	792	-	750	-	-100%
Janitorial and Housekeeping	515800	102	-	102	-	-100%
Postage	520100	33,575	9,906	11,325	11,625	3%
Legal Advertising/Filing Fees	520200	8,304	10,936	10,000	10,300	3%
Advertising and Public Info.	520300	22,983	15,301	10,300	10,300	0%
Telephone/Radio/Communications	520400	848	973	850	850	0%
Meetings & Conferences	520500	-	1,178	-	5,000	0%
Mileage Reimbursement	520600	221	296	1,125	1,125	0%
Buildings and Structures	525100	185,199	-	-	-	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	158	158	800	800	0%
Other Equipment	525800	6,790	2,848	14,500	14,500	0%
Employment	530100	83,432	89,759	21,800	21,800	0%
Consulting	530200	593,642	758,987	786,700	750,230	-5%
Legal	530300	112,351	120,847	85,000	85,000	0%
Medical and Health Inspection	530600	35,347	57,782	95,600	95,600	0%
Law Enforcement	530700	68,327	81,097	118,700	118,700	0%
External Rent	535400	39,324	39,677	44,320	46,280	4%
Grants, Loans and Subsidies	535500	-	-	100,000	150,000	50%
Central Services	535800	17,201	8,916	14,150	15,650	11%
Internal Rent - Maint. Charges	536100	6,347	9,526	4,439	4,956	12%
Internal Rent - Repl.Cost	536200	5,400	7,687	3,082	10,406	238%
Internal Rent - IT Replacement	536300	-	-	10,953	16,430	50%
General Liability	540100	1,443,020	1,537,496	1,572,762	1,712,357	9%
Special Liability	540200	7,402	7,402	-	13,000	0%
Buildings & Personal Property	540500	320,136	359,209	376,500	315,000	-16%
Faithful Performance Bonds	540600	-	6,434	7,500	7,500	0%
Taxes & Assessments	540700	37,228	36,960	60,000	60,000	0%
Contingency	540800	2,611,134	-	-	-	0%
Other Costs	540900	62	183	-	-	0%
Assistance	545300	-	-	20,000	14,220	-29%
Subtotal Maintenance & Operations		\$ 5,811,269	\$ 3,341,767	\$ 3,520,408	\$ 3,638,124	3%
Other Equipment	590800	\$ 47,521	\$ 10,360	\$ -	\$ 3,860	0%
Subtotal Fixed Assets		\$ 47,521	\$ 10,360	\$ -	\$ 3,860	0%
Total Expenditures		\$ 13,084,949	\$ 11,492,387	\$ 12,267,907	\$ 12,110,039	-1%

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

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>ADMINISTRATION - 11100</u>					
<u>C.E.O. Administration - 50001</u>					
Salaries & Benefits	\$ 1,224,059	\$ 1,124,420	\$ 1,143,072	\$ 1,196,438	5%
Maintenance & Operations	472,025	368,423	427,436	518,471	21%
Fixed Assets	-	-	-	-	0%
Subtotal C.E.O Administration	\$ 1,696,083	\$ 1,492,843	\$ 1,570,508	\$ 1,714,909	9%
<u>City Council - 50110</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 346,545	0%
Maintenance & Operations	-	-	-	6,575	0%
Fixed Assets	-	-	-	3,150	0%
Subtotal City Council	\$ -	\$ -	\$ -	\$ 356,270	0%
<u>Network for Homeless Solutions</u>					
Salaries & Benefits	\$ -	\$ 498,666	\$ 712,689	\$ 216,171	-70%
Maintenance & Operations	585	132,798	106,700	114,815	8%
Fixed Assets	-	6,971	-	710	0%
Subtotal Network for Homeless Solu	\$ 585	\$ 638,435	\$ 819,389	\$ 331,696	-60%
<u>Communications and Marketing - 51050</u>					
Salaries & Benefits	\$ 698,387	\$ 973,846	\$ 1,025,694	\$ 1,056,568	3%
Maintenance & Operations	108,616	213,384	227,284	200,645	-12%
Fixed Assets	40,516	1,336	-	-	0%
Subtotal Comm and Marketing	\$ 847,519	\$ 1,188,565	\$ 1,252,978	\$ 1,257,213	0%
<u>CITY CLERK - 11200</u>					
<u>Elections - 50120</u>					
Salaries & Benefits	\$ 17,088	\$ -	\$ 116,265	\$ 59,810	-49%
Maintenance & Operations	111,889	1,373	95,300	1,300	-99%
Fixed Assets	-	-	-	-	0%
Subtotal Elections	\$ 128,977	\$ 1,373	\$ 211,565	\$ 61,110	-71%
<u>City Council Meetings - 50410</u>					
Salaries & Benefits	\$ 326,904	\$ 234,687	\$ 205,517	\$ 230,889	12%
Maintenance & Operations	25,640	46,056	17,650	17,650	0%
Fixed Assets	-	-	-	-	0%
Subtotal City Council Meetings	\$ 352,543	\$ 280,744	\$ 223,167	\$ 248,539	11%

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

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Public Records - 50420</u>					
Salaries & Benefits	\$ 79,413	\$ 124,263	\$ 188,383	\$ 204,472	9%
Maintenance & Operations	10,630	59,299	15,640	123,100	687%
Fixed Assets	-	-	-	-	0%
Subtotal Public Records	\$ 90,044	\$ 183,562	\$ 204,023	\$ 327,572	61%
<u>HUMAN RESOURCES - 14100</u>					
<u>Human Resources Administration - 50610</u>					
Salaries & Benefits	\$ 518,439	\$ 588,938	\$ 851,792	\$ 749,128	-12%
Maintenance & Operations	363,291	452,602	462,780	461,580	0%
Fixed Assets	7,004	2,053	-	-	0%
Subtotal Human Resources Admin	\$ 888,735	\$ 1,043,593	\$ 1,314,572	\$ 1,210,708	-8%
<u>RISK MANAGEMENT - 14400</u>					
<u>Employee Benefit Admin - 50630</u>					
Salaries & Benefits	\$ 103,893	\$ 41,966	\$ 42,788	\$ 42,788	0%
Maintenance & Operations	-	8,436	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Employee Benefit Admin	\$ 103,893	\$ 50,402	\$ 42,788	\$ 42,788	0%
<u>Post-Employment Benefits - 50650</u>					
Salaries & Benefits	\$ 1,865,404	\$ 1,875,767	\$ 1,896,816	\$ 1,925,750	2%
Maintenance & Operations	975	825	900	900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Post Employment Benefits	\$ 1,866,379	\$ 1,876,592	\$ 1,897,716	\$ 1,926,650	2%
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 381,910	\$ 387,045	\$ 508,681	\$ 383,696	-25%
Maintenance & Operations	46,935	29,194	53,575	53,905	1%
Fixed Assets	-	-	-	-	0%
Subtotal Risk Mgmt Admin	\$ 428,845	\$ 416,239	\$ 562,256	\$ 437,601	-22%
<u>Liability - 50662</u>					
Salaries & Benefits	\$ 48	\$ -	\$ -	\$ -	0%
Maintenance & Operations	4,457,702	1,832,500	1,820,143	1,846,183	1%
Fixed Assets	-	-	-	-	0%
Subtotal Liability	\$ 4,457,749	\$ 1,832,500	\$ 1,820,143	\$ 1,846,183	1%

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

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Workers' Comp - 50663</u>					
Salaries & Benefits	\$ 2,010,615	\$ 2,290,663	\$ 2,055,800	\$ 2,055,800	0%
Maintenance & Operations	212,982	196,875	293,000	293,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Workers' Comp</i>	<u>\$ 2,223,597</u>	<u>\$ 2,487,539</u>	<u>\$ 2,348,800</u>	<u>\$ 2,348,800</u>	<u>0%</u>
Total Expenditures	<u>\$ 13,084,949</u>	<u>\$ 11,492,387</u>	<u>\$ 12,267,906</u>	<u>\$ 12,110,039</u>	<u>-1%</u>

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 15-16 adopted budget for the City Attorney's Office is \$1,000,000, an increase of \$197,000 or 24.53%. This amount consists of \$800,000 for consulting as the City's Attorney, and \$200,000 for legal costs, related civil and criminal litigation.

	General Fund	Other Fund	Total	Other Fund Description
<u>By Department/Division</u>				
Dev Services/HCD	\$ -	\$ 25,000	\$ 25,000	Fund 207 CDBG
Dev Services/Planning	8,500	-	8,500	
City Attorney	1,000,000	-	1,000,000	
CEO/Human Resources	75,000	-	75,000	
CEO/Risk Mgmt	10,000	-	10,000	
Total	\$ 1,093,500	\$ 25,000	\$ 1,118,500	
<u>By Account</u>				
Legal	\$ 293,500	\$ 25,000	\$ 318,500	
Consulting	800,000	-	800,000	
Total	\$ 1,093,500	\$ 25,000	\$ 1,118,500	



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

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
City Attorney - 12100	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	24.53%
Total Expenditures	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	24.53%

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

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	1,037,306	1,350,222	803,000	1,000,000	24.53%
Fixed Assets	-	-	-	-	-
Total Expenditures	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	24.53%

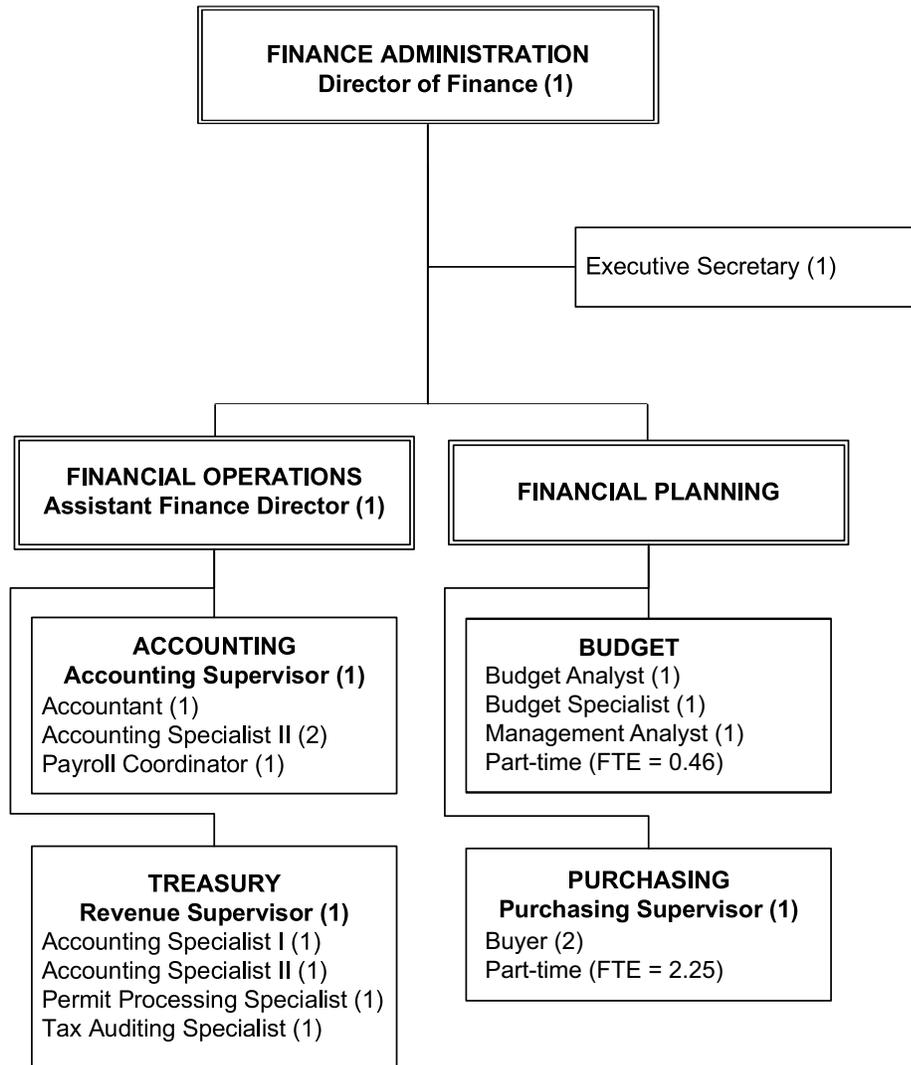
	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	100.00%
Self-Insurance Fund - 602	-	-	-	-	0.00%
Total Funding Sources	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	100.00%

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

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Multi-Media, Promotions and Subs	510200	\$ -	\$ -	\$ 3,000	\$ -	-100%
Postage	520100	5	24	-	-	0%
Consulting	530200	840,146	1,129,030	650,000	800,000	23%
Legal	530300	197,155	221,168	150,000	200,000	33%
Subtotal Maintenance & Operations		\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	25%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	25%

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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
CITY ATTORNEY'S OFFICE - 12100					
Legal Services - 50320					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,037,306	1,350,222	803,000	1,000,000	25%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services					
	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	25%
Total Expenditures	\$ 1,037,306	\$ 1,350,222	\$ 803,000	\$ 1,000,000	25%



FINANCE DEPARTMENT

The Finance Department is a General Government Support function. The Department has 19 full-time staff members composed of two management, three supervisory, twelve professional staff and one clerical position, plus 2.71 part-time positions to assist in the purchasing function. The department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

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

FINANCE ADMINISTRATION - 13100

Administration - 50001

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

FINANCIAL OPERATIONS - 13200

Accounting - 50510

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

Treasury - 50540

Provides centralized cashiering and collections; performs investment functions under direction of the Finance Director/City Treasurer; maintains records and accounts for Business Improvement Area Assessments; issues for special events, sidewalk sales, non-profit solicitations, and firework stand permits; administers the City's business and animal license programs; 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.

Successor Agency - 20610

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

FINANCIAL PLANNING - 13300

Budget & Research - 50520

Prepares and administers the City's annual budget; prepares and monitors revenue projections; prepares budget performance reports including the mid-year budget review; performs special research projects or surveys as assigned by the Finance Director, C.E.O., and/or City Council; analyzes requests for year-end carryover; coordinates State-mandated costs reimbursement claims (SB 90); and coordinates the annual update of User Fees & Charges.

Purchasing - 50530

Procures services, supplies, and equipment for City departments; coordinates bidding procedures; maintains warehouse inventory; tags and conducts inventory of fixed assets; and coordinates sale of surplus items no longer needed by the City.

FINANCE DEPARTMENT

BUDGET NARRATIVE

The FY 15-16 adopted budget for the Finance Department is \$2,843,051, a slight increase of \$100,547 or 3.67% compared to the adopted budget for FY 14-15. Salaries and Benefits had a slight increase of \$27,466, or 1.14%; Maintenance and Operations increase of \$73,081, or 21.88%.

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

PRIOR YEAR'S ACCOMPLISHMENTS

- 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 animal license system and on-line business license features.

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

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 13-14 Actual	FY 14-15 Adopted	FY15-16 Adopted
<u>Performance Measures:</u>			
Number of Audit Adjustments (Auditor Recommended)	1	1	1
Years Received GFOA CAFR Award	35	36	37
Years Received GFOA Distinguished Budget Award	14	15	16
Accuracy Forecasting Expenditures – General Fund	100%	100%	100%
Accuracy Forecasting Revenues – General Fund	100%	100%	100%
Average days to process purchase order (informal bids)	7	32	10
Percentage of items posted/sold via online auction	75%	5%	5%
Inventory turnover ratio per fiscal year	4.00	4.00	4.00
<u>Workload indicators:</u>			
City budgeted funds monitored (Millions)	\$157.4	\$139.7	\$147.8
Number of budget adjustments processed	35	35	20
Number of budget transfers processed (new for 14-15)	N/A	25	100
Accounts Payable checks Issued	9,506	10,500	10,000
Number of payroll checks issued	14,917	15,000	15,000
Number of purchase orders issued	650	700	800
Number of contracts issued	140	120	120
Number of Transient Occupancy Tax (TOT) audits	1	10	10
Business Licenses: See attached worksheet			
Number of animal license renewals processed	3,857	4,000	4000
Number of new animal licenses processed	1,152	1,200	1200
Number of accounts receivable invoices processed	2,841	3,000	3,000
Dollar value of online auction sales	3,000*	0	0
Number of special event permits issued	39	42	42
Number of cash register transactions processed	31,603	32,000	32,000
Number of Finance Advisory Committees meetings	11	12	12
Number of Pension Committee meetings	25	24	12

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

CITY OF COSTA MESA, CALIFORNIA

Workload indicators (Continued)	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted
Business Licenses:			
Number of business license renewal notices mailed	10,887	11,000	11,000
Number of business license past due and delinquent notices mailed	2,933	3,000	3,000
Number of business license renewal submitted on line	878 *	2,000	3,000
Number of business license renewal submitted by mail or over counter	10,617	10,000	9,000
Number of business license new application submitted on line	134 *	800	900
Number of business license new application submitted by mail or over counter	2,082	1,200	1,100

* On-line business license module went live in April 2014. This number only reflected activities from April 2014 to June 2014.

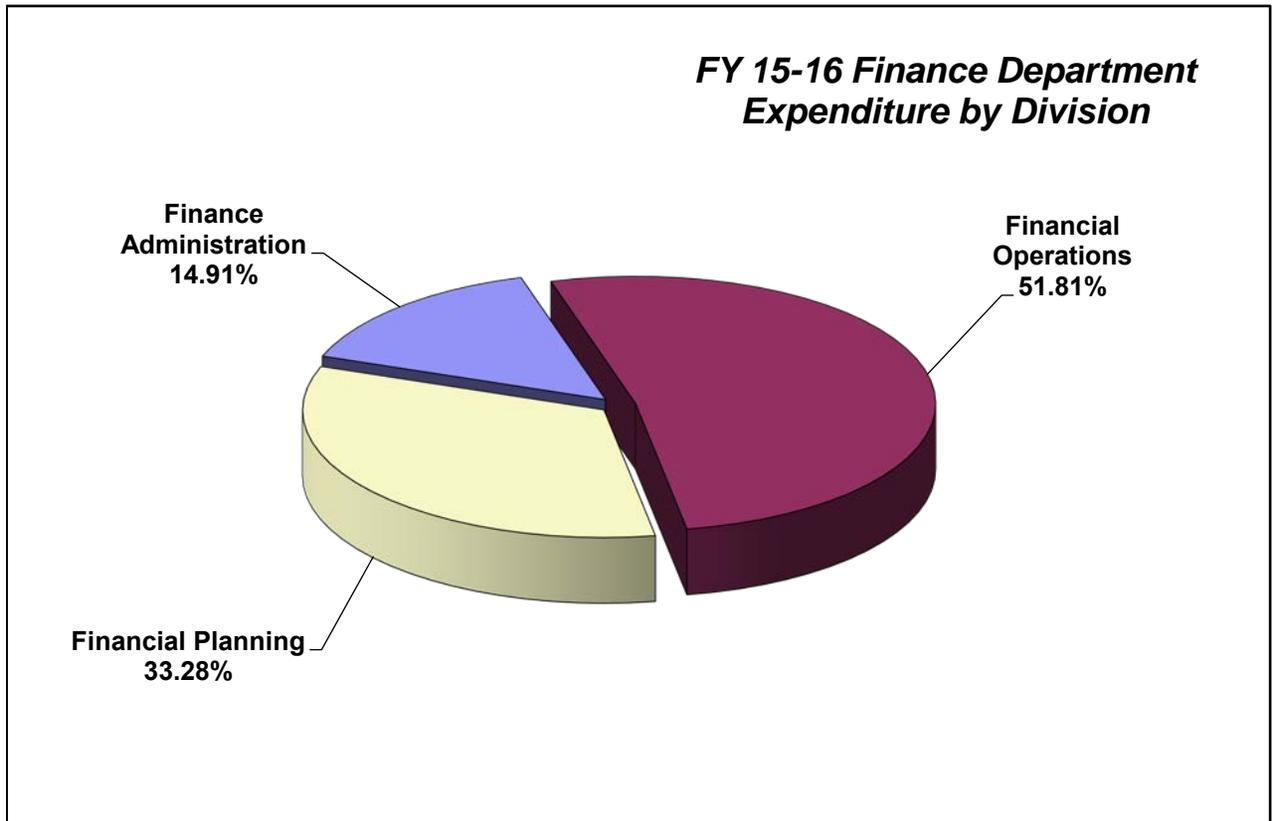
**FINANCE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Finance Administration - 13100</u>				
Finance Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	2.00	2.00	2.00	2.00
Total Finance Administration Full-time Positions	2.00	2.00	2.00	2.00
<u>Financial Operations - 13200</u>				
Assistant Finance Director	0.65	0.65	0.65	0.65
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist 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
Total Financial Operations Full-time Positions	11.00	11.00	11.00	11.00
<u>Financial Planning - 13300</u>				
Budget Analyst	1.00	1.00	1.00	1.00
Budget Specialist	1.00	1.00	1.00	1.00
Management Analyst	-	-	-	1.00
<i>Subtotal Budget & Research - 50520</i>	2.00	2.00	2.00	3.00
Buyer	-	1.00	2.00	2.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	-	-	-
<i>Subtotal Purchasing - 50530</i>	2.00	2.00	3.00	3.00
Total Financial Planning Full-time Positions	4.00	4.00	5.00	6.00
Total Fin Planning Part-time Positions (in FTE's)	1.21	1.21	2.21	2.71
Total Department Full-time Positions	17.00	17.00	18.00	19.00
Total Department Part-time Positions (in FTE's)	1.21	1.21	2.21	2.71
TOTAL DEPARTMENT	18.21	18.21	20.21	21.71



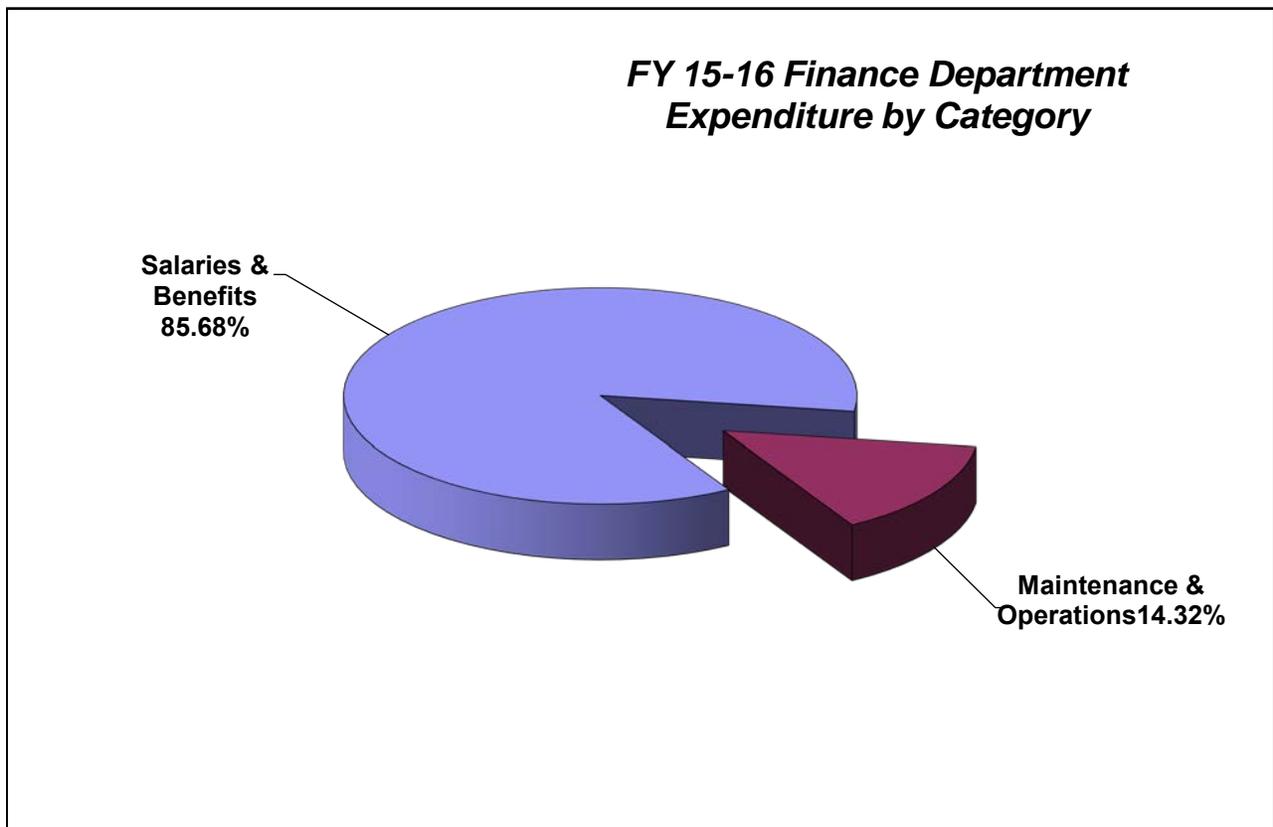
**FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Expenditure by Division:					
Finance Admin. - 13100	\$ 538,779	\$ 520,102	\$ 482,047	\$ 423,946	-12.05%
Financial Operations - 13200	1,381,607	1,300,733	1,463,239	1,472,962	0.66%
Financial Planning - 13300	603,758	651,954	797,218	946,143	18.68%
Total Expenditures	\$ 2,524,144	\$ 2,472,789	\$ 2,742,504	\$ 2,843,051	3.67%



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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 2,094,719	\$ 1,883,342	\$ 2,408,451	\$ 2,435,917	1.14%
Maintenance & Operations	429,424	580,486	334,053	407,134	21.88%
Fixed Assets	-	8,962	-	-	0.00%
Total Expenditures	\$ 2,524,144	\$ 2,472,789	\$ 2,742,504	\$ 2,843,051	3.67%



	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,524,144	\$ 2,472,789	\$ 2,742,504	\$ 2,843,051	100.00%
Total Funding Sources	\$ 2,524,144	\$ 2,472,789	\$ 2,742,504	\$ 2,843,051	100.00%

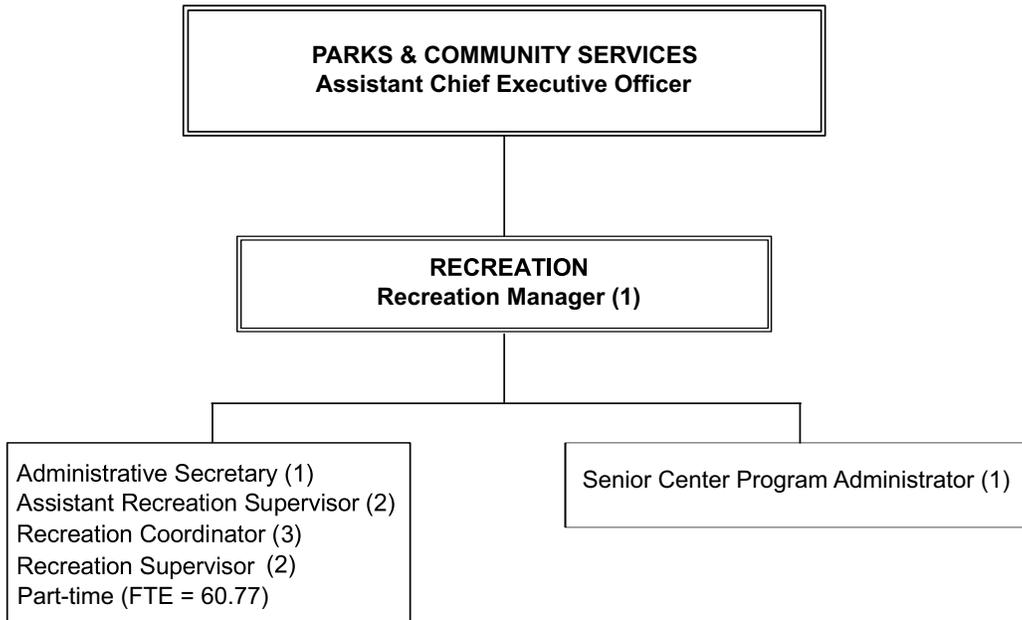
CITY OF COSTA MESA, CALIFORNIA

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 1,336,979	\$ 955,286	\$ 1,454,887	\$ 1,513,197	4%
Regular Salaries - Part time	501300	105,248	279,984	174,627	169,094	-3%
Overtime	501400	4,145	9,993	5,000	5,000	0%
Accrual Payoff - Excess Maximum	501500	4,767	5,461	-	-	0%
Vacation/Comp. Time Cash Out	501600	6,860	9,713	-	-	0%
Holiday Allowance	501700	-	3,101	-	-	0%
Separation Pay-Off	501800	-	47,977	-	-	0%
Other Compensation	501900	9,827	7,712	7,401	6,955	-6%
Cafeteria Plan	505100	161,696	138,073	197,627	230,700	17%
Medicare	505200	21,193	20,747	23,808	21,987	-8%
Retirement	505300	335,354	310,756	491,524	463,012	-6%
Professional Development	505500	6,826	5,902	16,900	17,480	3%
Auto Allowance	505600	5,724	881	-	-	0%
Unemployment	505800	2,500	2,364	1,446	1,446	0%
Workers' Compensation	505900	93,600	85,392	35,232	7,046	-80%
Subtotal Salaries & Benefits		\$ 2,094,719	\$ 1,883,342	\$ 2,408,451	\$ 2,435,917	1%
Stationery and Office	510100	\$ 6,703	\$ 14,006	\$ 14,050	\$ 16,450	17%
Multi-Media, Promotions and Subs	510200	4,529	2,770	4,000	3,250	-19%
Small Tools and Equipment	510300	200	289	1,350	800	-41%
Uniform & Clothing	510400	125	-	250	250	0%
Safety and Health	510500	7,500	-	-	-	0%
Maintenance & Construction	510600	-	2,460	-	-	0%
Waste Disposal	515700	672	-	-	-	0%
Postage	520100	24,291	27,429	23,000	23,000	0%
Legal Advertising/Filing Fees	520200	380	1,071	1,000	1,000	0%
Mileage Reimbursement	520600	11	103	-	-	0%
Office Equipment	525700	4,024	4,276	4,350	4,800	10%
Employment	530100	140,368	280,381	41,500	66,800	61%
Consulting	530200	15,983	750	-	10,000	0%
Financial & Information Svcs	530500	157,245	186,737	196,600	237,250	21%
External Rent	535400	1,888	1,868	2,600	2,600	0%
Central Services	535800	9,491	8,586	10,000	10,000	0%
Internal Rent - Maint. Charges	536100	4,443	1,099	3,922	3,221	-18%
Internal Rent - Repl.Cost	536200	3,200	6,669	-	3,318	0%
Internal Rent - IT Replacement	536300	-	-	4,129	6,194	50%
General Liability	540100	46,100	41,639	27,302	18,201	-33%
Other Costs	540900	2,271	352	-	-	0%
Subtotal Maintenance & Operations		\$ 429,424	\$ 580,486	\$ 334,053	\$ 407,134	22%
Other Equipment	590800	\$ -	\$ 8,962	\$ -	\$ -	0%
Subtotal Fixed Assets		\$ -	\$ 8,962	\$ -	\$ -	0%
Total Expenditures		\$ 2,524,144	\$ 2,472,789	\$ 2,742,504	\$ 2,843,051	4%

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
FINANCE ADMINISTRATION - 13100					
<u>Finance Admin - 50001</u>					
Salaries & Benefits	\$ 426,548	\$ 384,023	\$ 359,866	\$ 319,951	-11%
Maintenance & Operations	112,231	136,845	122,181	103,995	-15%
Fixed Assets	-	-	-	-	0%
Subtotal Finance Administration	\$ 538,779	\$ 520,868	\$ 482,047	\$ 423,946	-12%
FINANCIAL OPERATIONS - 13200					
<u>Acctg. & Financial Rprt. - 50510</u>					
Salaries & Benefits	\$ 668,835	\$ 562,228	\$ 707,410	\$ 704,696	0%
Maintenance & Operations	93,238	130,054	97,300	111,900	15%
Fixed Assets	-	5,000	-	-	0%
Subtotal Acctg. & Financial Rprt.	\$ 762,072	\$ 697,282	\$ 804,710	\$ 816,596	1%
<u>Treasury - 50540</u>					
Salaries & Benefits	\$ 551,687	\$ 498,588	\$ 565,129	\$ 560,716	-1%
Maintenance & Operations	67,848	100,901	93,400	95,650	2%
Fixed Assets	-	3,962	-	-	0%
Subtotal Treasury	\$ 619,534	\$ 603,451	\$ 658,529	\$ 656,366	0%
FINANCIAL PLANNING - 13300					
<u>Budget & Research - 50520</u>					
Salaries & Benefits	\$ 290,516	\$ 277,556	\$ 360,951	\$ 380,117	5%
Maintenance & Operations	11,909	12,565	13,250	13,250	0%
Fixed Assets	-	-	-	-	0%
Subtotal Budget & Research	\$ 302,425	\$ 290,121	\$ 374,201	\$ 393,367	5%
<u>Purchasing - 50530</u>					
Salaries & Benefits	\$ 157,134	\$ 160,947	\$ 415,095	\$ 470,437	13%
Maintenance & Operations	144,199	200,120	7,922	82,339	939%
Fixed Assets	-	-	-	-	0%
Subtotal Purchasing	\$ 301,333	\$ 361,068	\$ 423,017	\$ 552,776	31%
Total Expenditures	\$2,524,144	\$2,472,789	\$2,742,504	\$2,843,051	4%



PARKS AND COMMUNITY SERVICES DEPARTMENT

The Parks and Community Services Department provides the citizens of Costa Mesa with a diverse variety of high quality Recreation facilities, programs, and services. The Division operates three community centers, the Downtown Aquatics Center, and the Costa Mesa Senior Center. Allocates and monitors athletic field use, and provides Youth, Teen, and Adult Recreation classes. The Division manages the operating agreements for the Costa Mesa Golf and Country Club, the Costa Mesa Tennis Center, the Balearic Community Center, and Childs Pace.

The department is budgeted for 10 full-time and 60.77 part-time staff members.

RECREATION – 14300

Recreation Administration - 50001

Serves as the administrator of parks and facility reservations, model aircraft fly permits, recreation programs and activities. Provides staff support to the Parks and Recreation Commission, Senior Commission, the Cultural Arts Committee, the Historic Preservation Committee, and the Youth Sports Council.

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, 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, volleyball for adults, City Recreational Adult Basketball League, and is suitable for rentals. Rentals have included City Recreation Youth Basketball League, NLA Sports Dodgeball, NLA Sports Volleyball, Blizzard Volleyball, Karate Tournaments, 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 are designated for the Childs Pace Inc. program. The gymnastics room is designated for the gymnastics contract classes.

The other multi-purpose rooms are suitable for meetings. During the school year a free Teen Center is offered to teens (Grades 7-12), and during the summer a free nine week summer program for children (Grades 1-6).

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 R.O.C.K.S after-school program, holiday and summer day camps, and the City's Early Childhood Program, known as L.E.A.P 2 Success. Adjacent to the center is a fenced playground with play equipment, sandlot park playground, basketball courts, and a large athletic field.

Neighborhood Community Center (NCC) - 40123

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

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/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 and other special events as assigned.

Youth Sports – 40218

Includes basketball, cheerleading, running, and general fitness, for children entering into grades one through six. Basketball provides a clinic, practices, and eight (8) weeks of league play (January through March). Cheerleading provides a clinic, practices, and performs for the eight (8) weeks of league basketball play (January through March). Happy Feet Youth Running Club provides seven (7) weeks of practice (twice a week), and concludes by participating in the Costa Mesa 5K Community Run on week eight (8). General fitness provides nutritional and physical activity once a week for the R.O.C.K.S. After-school Programs and Summer Program participants. The program encourages skill development, teamwork, healthy competition, and sportsmanship.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Senior Center - 40231

Maintains and operates the Costa Mesa Senior Center, located at 695 West 19th Street. The Center opens Monday through Friday for senior services, provides a facility for Costa Mesa seniors to gather and participate in social, recreational and personal development programs designed to encourage a healthy and active senior social lifestyle. The center offers volunteer opportunities. 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) and private organizations.

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 entering into 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 (9 weeks), designed for teens with activities that are fun and affordable. Offers three (3) teen special events throughout the year: Back to School Pool Party, Valentine's Party, and End of the Year Party are examples.

Concerts – 40237

Provides administrative and coordination support for the City's annual concert in the park series. Concerts in the Park take place each Tuesday evening in July in Costa Mesa Fairview Park (2525 Placentia Ave.). The free series features live music, gourmet food trucks, a beer and wine garden, and children's activities. The event begins at 5:00 p.m. with the music beginning at 6:00 p.m.

Early Childhood Program - 40241

Encourages a positive and social learning experience through the implementation of 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. The Program is known as L.E.A.P. 2 Success: Learn, Explore and Play 2 Success.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Adult Instructional Classes - 40242

Provides quarterly recreational, social, and sports programs for adults on a participant fee basis at City facilities, parks, and local business establishment.

Youth Instructional Classes - 40243

Provides quarterly recreational, social, and sports programs for youth on a participant fee basis City facilities, parks, and local business establishments.

Special Rec Events – 40244

Provides administrative and coordination support for the City's special events. Specific events change annually but they do include the Costa Mesa Community Run, Costa Mesa Fish Fry, Scarecrow Festival and Movies in the Park, and includes other events that provide fun and recreational opportunities for all Costa Mesa residents.

Parks & Recreation Commission - 50125

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

Senior Commission - 50126

Provide feedback when policies and procedures are being created, updated and/or revised, and will affect the Senior Center. Review and approve items such as fee changes and class proposals.

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 are provided by donations and sponsorships.

PARKS AND COMMUNITY SERVICES DEPARTMENT

BUDGET NARRATIVE

The FY 15-16 adopted budget for the Parks and Community Services Department is \$4,958,298, an increase of \$370,752, or 8%, compared to the adopted budget for FY 14-15. Increases in Salaries and Benefits of \$464,367, or 18%, are primarily due to an increase in full-time as well as part-time personnel/hours for new/expanded programs.

Overall increases in Maintenance and Operations accounts are due to additional Senior Center costs, which are offset by a \$240,000 decrease in Grants, Loans and Subsidies. Maintenance and Operations have a net reduction of \$93,615, or -5% from FY 14-15.

PRIOR YEAR'S ACCOMPLISHMENTS

- Managed ten (10) R.O.C.K.S. after school program sites during the 2014-2015 school year.
- Expanded the Youth Sports Program, now encompassing Youth Cheerleading and Happy Feet Youth Running Club.
- Operated three (3) Drop-in Teen Centers, one (1) Teen Center was added at the Downtown Recreation Center, during the 2014-2015 school year.
- Provided staff support for City of Costa Mesa Special Events and community programs.
- Offered a total of 838 youth classes with a combined total enrollment of 4,683 participants.
- 76% of participants enrolled are Costa Mesa residents.
- Cultural Arts Committee held their annual Art in the Park event in May at Estancia Park. The committee partnered with local businesses and non-profits to create a park-full of art in all mediums along with food and entertainment.
- Cultural Arts Committee partnered with SOBECA on the "Art Walk" event held the last Tuesday of each month from 6-10 p.m.
- Cultural Arts Committee approved a new logo for the committee based on local art submissions.
- Historical Preservation Committee approved a Historical Site Marker for the Welbourne Building.
- Historical Preservation Committee donated funding in partnership to the Costa Mesa Historical Society for a facility public use laptop computer.
- Additional resources were allocated to the Fields/ Ambassador Program to increase part-time staffing levels and purchase necessary equipment to run a successful program.
- Purchase of four (4) portable light units for unlit athletic fields.
- Successfully collaborated with new and existing sports groups in the filed allocation process.
- Completed the performance evaluation audits for the Costa Mesa Country Club and Senior Center.
- Partnered with Newport Mesa Unified School to offer a free three (3) week summer day camp offering instruction in sports, music, and art. The camp was held at Costa Mesa High School and Estancia High School for kids in grades four through eight. A total of 342 kids participated in the program.
- Gained full operation of the Costa Mesa Senior Center.
- Purchased and installed new senior friendly furniture and new lobby counter.
- Invited AARP free tax services to the senior center.
- Redesigned The Chronicle (the senior center newsletter) which had not been updated for several years.
- Planned and coordinated several special events for over 1500 seniors such as, 3rd of July, Halloween, Breakfast with Santa, Senior Health Fair & Expo, Etc.
- Registered over 1300 new members for the centers free membership.
- Coordinated with 35 active volunteers in groups such as, travel, volunteer instructors, volunteer group leaders, greeters, and front desk office support.
- Aquatic classes filled to an average 85% capacity, for a total of 1,402 total participants.
- Aquatic drop-in programs had 4,656 participants, a 7% increase from the previous year.

PARKS AND COMMUNITY SERVICES DEPARTMENT

GOALS

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

OBJECTIVES

- Provide facilities for the community including community centers, athletic fields and facilities, parks and picnic shelters, and ensure there is an equitable allocation process for these facilities through the Open Space Master Plan of Parks and Recreation process.
- Utilize best practices in the Field Allocation process by working in partnership with the Newport Mesa Unified School District and residents.
- Work with Costa Mesa resident athletic programs to maximize the use of athletic fields
- Comprehensive review of the City's Athletic Field Use and Allocation Policy.
- Develop a Customer Satisfaction Survey to measure success for the Fields/Ambassador Program.
- 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.
- Maintain an average program or activity satisfaction rating by participants of "4" ("above average") on a one through five scale.
- Increase community participation in recreational programs and provide access to City facilities by giving priority to local groups.
- Coordinate with local non-profit agencies on after school, arts, music, and recreational program opportunities.
- Coordinate with NMUSD staff and coaches to develop youth skills camps and training programs.
- Attain a designation for Costa Mesa to be a "Playful City," through the Kaboom! Organization. This designation will increase the City's exposure as a recreation friendly city that provide access and opportunities to receive grants that support recreation play.
- Increased number of classes activities at no charge to the participants. Designed to keep Costa Mesa's seniors healthy, active, socially involved, and positively engaged.
- Provided services to seniors such as social services, health services, hi-cap, AARP, legal services
- Increased volunteer opportunities inside and outside of the senior center to increase senior community involvement.
- Expand use of the DRC gymnasium to a greater number of athletic and recreational groups.
- Increase the variety of aquatic classes offered to the public and raise awareness of water safety.
- Provide a well-rounded aquatic program including aquatic fitness classes, lap swim, senior aquatics, open swim, and swim lesson programs for participants of all ages.
- Assist youth to acquire a fundamental understanding of water safety and to teach advanced stroke and fitness techniques through a variety of fitness classes.
- Provide patrons with a safe environment by staffing well trained lifeguards and water safety instructors to supervise all aquatic programming.
- Assuming full responsibility for Community/City Special events and enhancing these events through Partnerships.
- Successfully execute three (3) Teen Program Events (Back to School Pool Party, Valentine's Party, and End of the Year Party.)
- Partner the Youth Sport's Happy Feet Running Club with a local track team to provide a running clinic.
- Modify the Summer Early Childhood Program's structure into a Camp like setting.
- Explore options and develop a plan to rekindle Family Night Out, Teens Night Out, and Kids Night Out.

PARKS AND COMMUNITY SERVICES DEPARTMENT

Performance Measures/Workload Indicators:	FY 12-13 <u>Actual</u>	FY 13-14 <u>Adopted</u>	FY 15-16 <u>Adopted</u>
<u>Performance Measures:</u>			
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	935/13%	850/10%	838/23%
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**

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Parks & Community Services - 14300</u>				
Recreation Manager	1.00	1.00	1.00	1.00
Senior Center Program Administrator	-	-	1.00	-
Administrative Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	-	-
Recreation Supervisor	1.00	1.00	2.00	2.00
Asst Recreation Supervisor	-	-	-	1.00
<i>Subtotal Administration - 50001</i>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>	<u>5.00</u>
Assistant Recreation Supervisor	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>-</u>
Assistant Recreation Supervisor	0.40	0.40	0.30	0.30
<i>Subtotal Balearic Community Center - 40122</i>	<u>0.40</u>	<u>0.40</u>	<u>0.30</u>	<u>0.30</u>
Recreation Coordinator	0.60	0.60	0.60	0.60
<i>Subtotal Neighborhood Community Ctr - 40123</i>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>	<u>0.60</u>
Assistant Recreation Supervisor	0.10	0.10	0.10	-
Recreation Coordinator	-	-	1.00	2.00
<i>Subtotal Aquatics - 40212</i>	<u>0.10</u>	<u>0.10</u>	<u>1.10</u>	<u>2.00</u>
Assistant Recreation Supervisor	0.10	0.10	0.10	-
<i>Subtotal Adult Basketball&Volleyball - 40214</i>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>	<u>-</u>
Assistant Recreation Supervisor	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>-</u>
Assistant Recreation Supervisor	0.50	0.50	0.50	-
<i>Subtotal Fields/Field Ambassadors - 40216</i>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>-</u>
Assistant Recreation Supervisor	-	-	0.10	0.10
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	<u>-</u>	<u>-</u>	<u>0.10</u>	<u>0.10</u>
Sr Ctr Program Administrator	-	-	-	1.00
<i>Senior Center - 40231</i>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1.00</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>
Recreation Coordinator	0.20	0.20	0.20	0.20
<i>Subtotal Adult Instructional Classes - 40242</i>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>	<u>0.20</u>

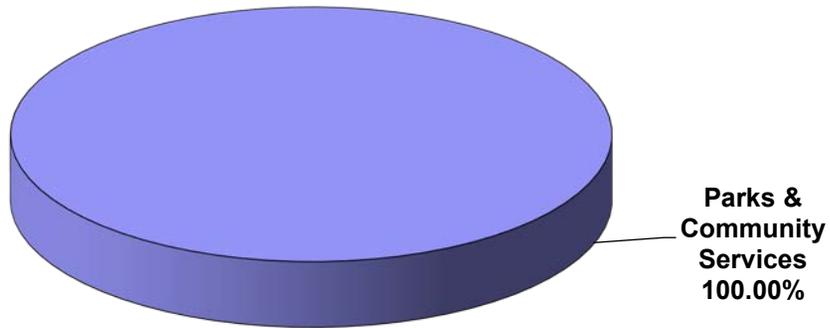
**PARKS & COMMUNITY SERVICES DEPARTMENT
 FOUR-YEAR PERSONNEL SUMMARY
 BY DEPARTMENT/DIVISION/PROGRAM**

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Parks & Community Services - 14300</u> (continued)				
Recreation Coordinator	0.20	0.20	0.20	0.20
<i>Subtotal Youth Instructional Classes - 40243</i>	0.20	0.20	0.20	0.20
Total Department Full-time Positions	7.00	7.00	9.00	10.00
Total Department Part-time Positions (in FTE's)	33.49	41.78	44.43	60.77
TOTAL DEPARTMENT	40.49	48.78	53.43	70.77

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

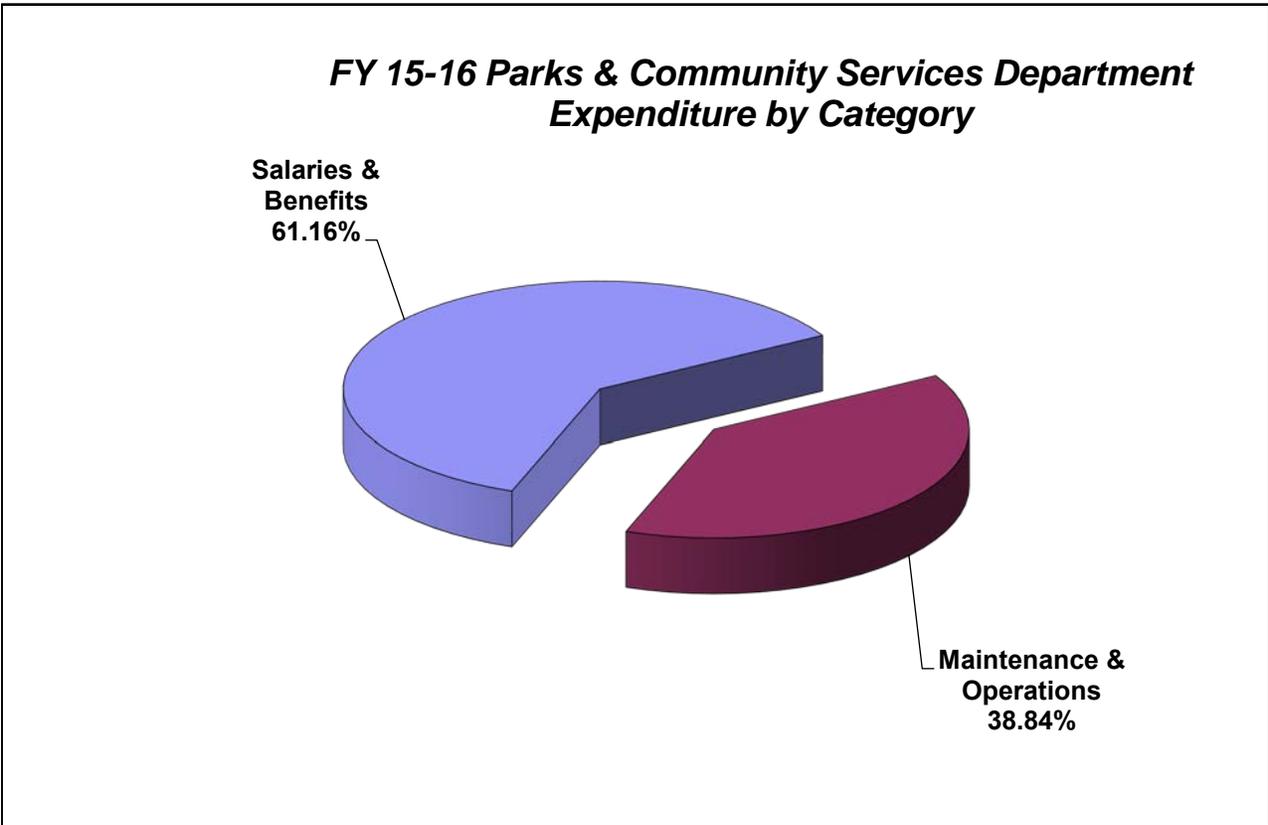
	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Parks & Comm Svcs - 14300	\$ 3,313,730	\$ 3,632,720	\$ 4,587,546	\$ 4,958,298	8.08%
Total Expenditures	\$ 3,313,730	\$ 3,632,720	\$ 4,587,546	\$ 4,958,298	8.08%

***FY 15-16 Parks & Community Services Department
Expenditure by Division***



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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 1,880,298	\$ 2,085,161	\$ 2,568,032	\$ 3,032,399	18.08%
Maintenance & Operations	1,433,432	1,547,559	2,019,514	1,925,899	-4.64%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$ 3,313,730	\$ 3,632,720	\$ 4,587,546	\$ 4,958,298	8.08%



	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 3,313,730	\$ 3,632,720	\$ 4,587,546	\$ 4,958,298	100.00%
Total Funding Sources	\$ 3,313,730	\$ 3,632,720	\$ 4,587,546	\$ 4,958,298	100.00%

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

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 450,912	\$ 472,648	\$ 554,289	\$ 643,774	16%
Regular Salaries - Part time	501300	1,021,170	1,168,299	1,400,828	1,629,984	16%
Overtime	501400	4,118	1,777	-	-	0%
Accrual Payoff - Excess Maximum	501500	994	-	-	-	0%
Holiday Allowance	501700	234	1,628	-	-	0%
Separation Pay-Off	501800	18,429	12,926	-	-	0%
Other Compensation	501900	1,157	4,297	554	28,018	4958%
Cafeteria Plan	505100	66,303	70,832	89,119	123,343	38%
Medicare	505200	21,149	24,224	28,357	9,509	-66%
Retirement	505300	287,541	322,842	387,337	499,972	29%
Professional Development	505500	8,292	5,686	12,120	14,115	16%
Unemployment	505800	-	-	1,476	1,476	0%
Workers' Compensation	505900	-	-	93,952	82,208	-13%
Subtotal Salaries & Benefits		\$ 1,880,298	\$ 2,085,161	\$ 2,568,032	\$ 3,032,399	18%
Stationery and Office	510100	\$ 19,572	\$ 21,577	\$ 19,600	\$ 27,150	39%
Multi-Media, Promotions and Subs	510200	33,252	37,245	42,910	47,374	10%
Small Tools and Equipment	510300	32,428	75,031	69,127	135,500	96%
Uniform & Clothing	510400	17,941	19,860	30,710	36,610	19%
Safety and Health	510500	10,258	11,916	12,550	19,310	54%
Maintenance & Construction	510600	5,035	4,239	6,450	6,450	0%
Electricity - Buildings & Fac.	515100	79,071	87,451	79,400	110,800	40%
Electricity - Power	515200	24,981	25,771	24,000	24,000	0%
Gas	515400	12,750	14,648	21,000	26,000	24%
Water - Domestic	515500	17,060	18,090	17,115	19,115	12%
Janitorial and Housekeeping	515800	66,618	66,617	69,360	139,433	101%
Postage	520100	25,575	21,126	29,100	32,600	12%
Advertising and Public Info.	520300	3,769	1,368	200	200	0%
Telephone/Radio/Communications	520400	2,658	2,863	2,700	10,300	281%
Board Member Fees	520800	2,200	5,000	6,000	10,200	70%
Buildings and Structures	525100	-	-	1,475	5,300	259%
Landscaping and Sprinklers	525200	-	-	12,000	-	-100%
Office Furniture	525600	-	-	250	23,500	9300%
Office Equipment	525700	979	794	1,725	2,225	29%
Other Equipment	525800	5,091	14,804	23,972	25,996	8%
Employment	530100	1,090	8,998	-	-	0%
Consulting	530200	-	34,705	300,000	30,000	-90%
Medical and Health Inspection	530600	373	579	807	807	0%
Recreation	530800	437,511	400,074	526,320	565,798	8%
External Rent	535400	315,722	342,299	340,395	458,370	35%
Grants, Loans and Subsidies	535500	240,000	240,000	240,000	-	-100%
Central Services	535800	13,358	12,957	12,000	14,000	17%
Internal Rent - Maint. Charges	536100	39,482	42,078	50,247	45,674	-9%
Internal Rent - Repl.Cost	536200	8,400	19,244	6,574	15,214	131%
Internal Rent - IT Replacement	536300	-	-	4,488	6,732	50%
General Liability	540100	-	-	54,604	72,806	33%
Taxes & Assessments	540700	18,239	18,161	14,435	14,435	0%
Other Costs	540900	21	65	-	-	0%
Subtotal Maintenance & Operations		\$ 1,433,432	\$ 1,547,559	\$ 2,019,514	\$ 1,925,899	-5%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 3,313,730	\$ 3,632,720	\$ 4,587,546	\$ 4,958,298	8%

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

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<i>PARKS & COMMUNITY SERVICES - 14300</i>					
<i>Recreation Admin - 50001</i>					
Salaries & Benefits	\$ 538,152	\$ 538,623	\$ 717,008	\$ 763,328	6%
Maintenance & Operations	35,119	81,550	148,252	167,023	13%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	<i>\$ 573,271</i>	<i>\$ 620,173</i>	<i>\$ 865,260</i>	<i>\$ 930,351</i>	<i>8%</i>
<i>Downtown Recreation Ctr - 40121</i>					
Salaries & Benefits	\$ 77,726	\$ 82,954	\$ 81,914	\$ 60,299	-26%
Maintenance & Operations	93,848	98,601	106,740	113,184	6%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Downtown Rec Ctr</i>	<i>\$ 171,574</i>	<i>\$ 181,555</i>	<i>\$ 188,654</i>	<i>\$ 173,483</i>	<i>-8%</i>
<i>Balearic Community Ctr - 40122</i>					
Salaries & Benefits	\$ 58,115	\$ 63,483	\$ 58,577	\$ 60,813	4%
Maintenance & Operations	79,718	90,508	95,217	99,117	4%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Balearic Community Ctr</i>	<i>\$ 137,833</i>	<i>\$ 153,991</i>	<i>\$ 153,794</i>	<i>\$ 159,930</i>	<i>4%</i>
<i>Neighborhood Comm Ctr - 40123</i>					
Salaries & Benefits	\$ 187,963	\$ 187,429	\$ 196,998	\$ 174,522	-11%
Maintenance & Operations	93,215	104,477	100,109	108,027	8%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Neighborhood Comm Ctr</i>	<i>\$ 281,178</i>	<i>\$ 291,906</i>	<i>\$ 297,107</i>	<i>\$ 282,549</i>	<i>-5%</i>
<i>Aquatics - 40212</i>					
Salaries & Benefits	\$ 122,435	\$ 147,695	\$ 234,390	\$ 255,833	9%
Maintenance & Operations	3,939	4,839	8,325	11,121	34%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Aquatics</i>	<i>\$ 126,374</i>	<i>\$ 152,534</i>	<i>\$ 242,715</i>	<i>\$ 266,954</i>	<i>10%</i>
<i>Tennis - 40213</i>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	27,951	27,926	26,600	26,600	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Tennis</i>	<i>\$ 27,951</i>	<i>\$ 27,926</i>	<i>\$ 26,600</i>	<i>\$ 26,600</i>	<i>0%</i>
<i>Adult Sports Basketball/Volleyball - 40214</i>					
Salaries & Benefits	\$ 29,034	\$ 25,791	\$ 28,268	\$ 21,812	-23%
Maintenance & Operations	15,931	10,125	16,870	18,150	8%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Adult Basketball/Volleyball</i>	<i>\$ 44,966</i>	<i>\$ 35,916</i>	<i>\$ 45,138</i>	<i>\$ 39,962</i>	<i>-11%</i>

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

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Adult Sports Softball - 40215</u>					
Salaries & Benefits	\$ 32,031	\$ 30,267	\$ 31,596	\$ 20,305	-36%
Maintenance & Operations	36,963	35,471	44,630	44,630	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Adult Sports Softball</i>	\$ 68,994	\$ 65,738	\$ 76,226	\$ 64,935	-15%
<u>Fields/Field Ambassadors - 40216</u>					
Salaries & Benefits	\$ 141,137	\$ 152,392	\$ 220,047	\$ 223,012	1%
Maintenance & Operations	226,108	233,866	225,115	229,275	2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fields/Field Ambassadors</i>	\$ 367,245	\$ 386,258	\$ 445,162	\$ 452,287	2%
<u>Youth Sports Basketball/Cheerleading - 40218</u>					
Salaries & Benefits	\$ -	\$ 23,710	\$ 35,855	\$ 97,599	172%
Maintenance & Operations	-	9,195	10,050	14,350	43%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Youth Basketball/Cheer</i>	\$ -	\$ 32,905	\$ 45,905	\$ 111,949	144%
<u>Senior Citizens Center - 40231</u>					
Salaries & Benefits	\$ -	\$ 8,911	\$ -	\$ 417,023	0%
Maintenance & Operations	327,566	347,544	645,790	485,762	-25%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Senior Citizens Center</i>	\$ 327,566	\$ 356,455	\$ 645,790	\$ 902,785	40%
<u>Day Camp - 40232</u>					
Salaries & Benefits	\$ 84,978	\$ 84,578	\$ 106,006	\$ 101,195	-5%
Maintenance & Operations	81,465	85,017	79,392	85,187	7%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Day Camp</i>	\$ 166,444	\$ 169,595	\$ 185,398	\$ 186,382	1%
<u>ROCKS (Playgrounds) - 40233</u>					
Salaries & Benefits	\$ 367,242	\$ 463,091	\$ 538,056	\$ 508,917	-5%
Maintenance & Operations	20,873	40,555	42,012	39,012	-7%
Fixed Assets	-	-	-	-	0%
<i>Subtotal ROCKS (Playgrounds)</i>	\$ 388,115	\$ 503,646	\$ 580,068	\$ 547,929	-6%

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

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Teen Programs - 40236</u>					
Salaries & Benefits	\$ 75,970	\$ 102,044	\$ 134,363	\$ 136,533	2%
Maintenance & Operations	23,666	31,367	38,950	43,950	13%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Teen Programs</i>	<u>\$ 99,637</u>	<u>\$ 133,411</u>	<u>\$ 173,313</u>	<u>\$ 180,483</u>	<u>4%</u>
<u>Concerts - 40237</u>					
Salaries & Benefits	\$ 1,039	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	602	5,900	2,200	-63%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Concerts</i>	<u>\$ 1,039</u>	<u>\$ 602</u>	<u>\$ 5,900</u>	<u>\$ 2,200</u>	<u>-63%</u>
<u>Early Childhood - 40241</u>					
Salaries & Benefits	\$ 113,388	\$ 118,960	\$ 127,023	\$ 128,628	1%
Maintenance & Operations	8,033	7,382	7,850	7,850	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Early Childhood</i>	<u>\$ 121,422</u>	<u>\$ 126,342</u>	<u>\$ 134,873</u>	<u>\$ 136,478</u>	<u>1%</u>
<u>Adult Instructional Classes - 40242</u>					
Salaries & Benefits	\$ 25,327	\$ 27,643	\$ 22,301	\$ 31,190	40%
Maintenance & Operations	81,665	83,209	92,650	92,650	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Adult Instructional</i>	<u>\$ 106,991</u>	<u>\$ 110,852</u>	<u>\$ 114,951</u>	<u>\$ 123,840</u>	<u>8%</u>
<u>Youth Instructional Classes - 40243</u>					
Salaries & Benefits	\$ 25,294	\$ 27,591	\$ 35,430	\$ 31,190	-12%
Maintenance & Operations	270,795	248,256	318,400	323,664	2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Youth Instructional</i>	<u>\$ 296,089</u>	<u>\$ 275,847</u>	<u>\$ 353,830</u>	<u>\$ 354,854</u>	<u>0%</u>
<u>Special Recreation Events - 40244</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	73	701	212	1,047	394%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Special Recreation Events</i>	<u>\$ 73</u>	<u>\$ 701</u>	<u>\$ 212</u>	<u>\$ 1,047</u>	<u>394%</u>

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

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Parks & Recreation Commission - 50125</u>					
Salaries & Benefits	\$ 466	\$ -	\$ 200	\$ 200	0%
Maintenance & Operations	2,722	5,000	6,450	6,450	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Parks & Recreation Comm.</i>	\$ 3,188	\$ 5,000	\$ 6,650	\$ 6,650	0%
<u>Senior Commission - 50126</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	4,650	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Senior Commission</i>	\$ -	\$ -	\$ -	\$ 4,650	0%
<u>Cultural Arts Committee - 50190</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,624	552	-	1,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Cultural Arts Committee</i>	\$ 1,624	\$ 552	\$ -	\$ 1,000	0%
<u>Historical Preservation Committee - 50191</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	2,159	817	-	1,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Historic Preservation Comm.</i>	\$ 2,159	\$ 817	\$ -	\$ 1,000	0%
Total Expenditures	\$3,313,730	\$3,632,720	\$4,587,546	\$4,958,298	8%



INFORMATION TECHNOLOGY
Information Technology Director (1)

Administrative Secretary (1)
Computer Operations & Networking Supervisor (1)
Network Administrator (3)
Programmer Analyst II (1)
Senior Programmer Analyst (3)
Systems & Programming Supervisor (1)
Part-time (FTE = 1.48)



INFORMATION TECHNOLOGY DEPARTMENT

The Information Technology Department is responsible for network administration; software development and installation; maintenance of hardware and software, including upgrade and replacement; database management; and the support and oversight of all technology-related products and services for all departments of the City of Costa Mesa. Its daily activities include, but are not limited to, maintenance of all computer systems; making sure that virus protection software are up-to-date and functioning properly; maintenance of a help desk to help troubleshoot computer-related problems; and ensuring that employees are connected and the City websites are working properly and safely. This department is further responsible for operation, maintenance, deployment, and utilization of all City computers. The department has 11 full-time positions composed of one management, two supervisory; seven professional; and one clerical position. Part-time staffing consists of 1.5 full-time equivalents. The department has two divisions:

- Systems and Programming
- Computer Operations and Networking

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 15-16 adopted budget for the I.T. Department is \$3,328,366, an increase of \$525,386 or 18.74%, compared to the adopted budget for FY 14-15. The net increase in Salaries and Benefits costs of \$206,801, or 12.53%, is primarily due to an added position. Additional increases include part-time salaries and professional development.

The Maintenance and Operations accounts increased by \$339,537, or 32.32%, which includes increases in Consulting, Multi-Media, and Stationery and Office.

PRIOR YEAR'S ACCOMPLISHMENTS

- Implemented SunGard CAD/RMS system.
- Migrated PeopleSoft Financial & HR Oracle Database from to Windows Virtual environments, and migrated Application Servers from physical servers to Virtual environments.
- Created several Map Layers for SunGard CAD/RMS system and Omega FireView system. Updated Address, Parcel and Street layers to catch up the accumulated requests in the last five years.
- Upgraded Permit's database from MS Access to MS SQL Server.
- Created Intranet Applications – Meet & Greet, CEO Awards, CM Mailroom, Inventory Asset Management, and Project Management.
- Completed Senior Center network build out.
- Implemented Document Imaging Laser fiche installation.
- Completed several server conversions from Windows 2003 to Windows 2008/2012.

INFORMATION TECHNOLOGY DEPARTMENT

GOALS

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

OBJECTIVES

- Continue to provide professional, timely, and cost effective services, and support City, PD, and Fire staff programming needs.
- Continue to provide cost effective maintenance and development software applications to City, PD, and Fire staff.
- Continue to provide professional, timely, and cost effective services to the community via internet technology.
- Keep Help Desk response time at current levels or better.

Performance Measures/Workload Indicators:	FY 13-14 <u>Actual</u>	FY 14-15 <u>Adopted</u>	FY 15-16 <u>Adopted</u>
Number of Printers/Terminals maintained	110/430	110/430	110/430
Help Desk requests resolved	3,442	3,456	3,000
Number of City developed software applications	3	2	6
Number of servers maintained	80	80	103
Number of miscellaneous devices maintained	30	30	50
Number of vendor software applications maintain*	1,000	1,000	800

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

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

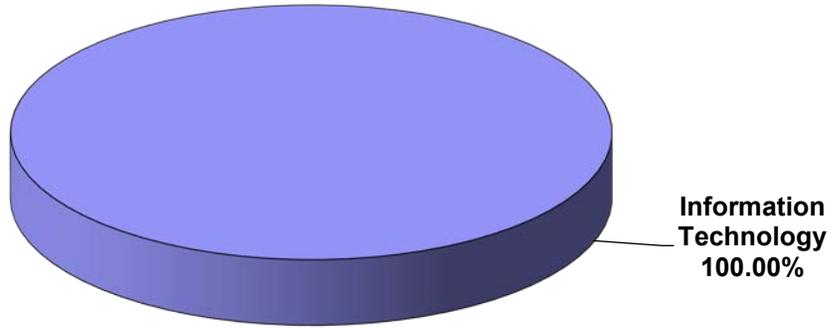
	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Information Technology - 14600</u>				
Information Technology Director	-	-	0.50	0.50
Administrative Secretary	0.50	0.50	0.50	0.50
Computer Operations & Networking Supervisor	1.00	1.00	1.00	1.00
Network Administrator	3.00	3.00	3.00	3.00
<i>Subtotal Computer Operations - 50710</i>	4.50	4.50	5.00	5.00
Information Technology Director	-	-	0.50	0.50
Administrative Secretary	0.50	0.50	0.50	0.50
Programmer Analyst II	-	-	-	1.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Computer Systems Devel - 50720</i>	4.50	4.50	5.00	6.00
Total Department Full-time Positions	9.00	9.00	10.00	11.00
Total Department Part-time Positions	-	-	0.50	1.50
TOTAL DEPARTMENT	9.00	9.00	10.50	12.50



**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

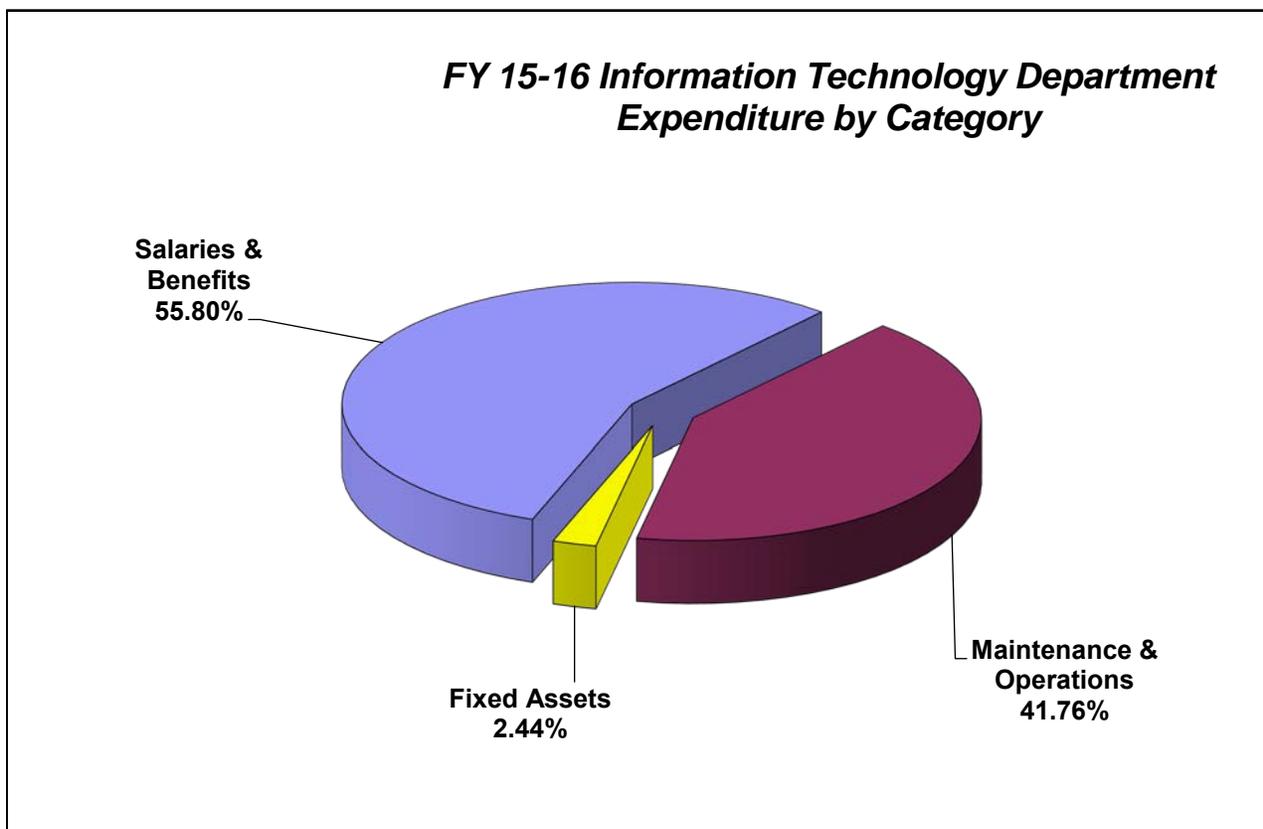
	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Information Technology - 14600	\$ 2,406,623	\$ 3,037,943	\$ 2,802,980	\$ 3,328,366	18.74%
Total Expenditures	\$ 2,406,623	\$ 3,037,943	\$ 2,802,980	\$ 3,328,366	18.74%

***FY 15-16 Information Technology Department
Expenditure by Division***



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

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 1,306,422	\$ 1,215,222	\$ 1,650,304	\$ 1,857,105	12.53%
Maintenance & Operations	749,548	1,144,457	1,050,524	1,390,061	32.32%
Fixed Assets	350,652	678,263	102,152	81,200	-20.51%
Total Expenditures	\$ 2,406,623	\$ 3,037,943	\$ 2,802,980	\$ 3,328,366	18.74%



	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,406,623	\$ 3,037,943	\$ 2,802,980	\$ 3,328,366	100.00%
Total Funding Sources	\$ 2,406,623	\$ 3,037,943	\$ 2,802,980	\$ 3,328,366	100.00%

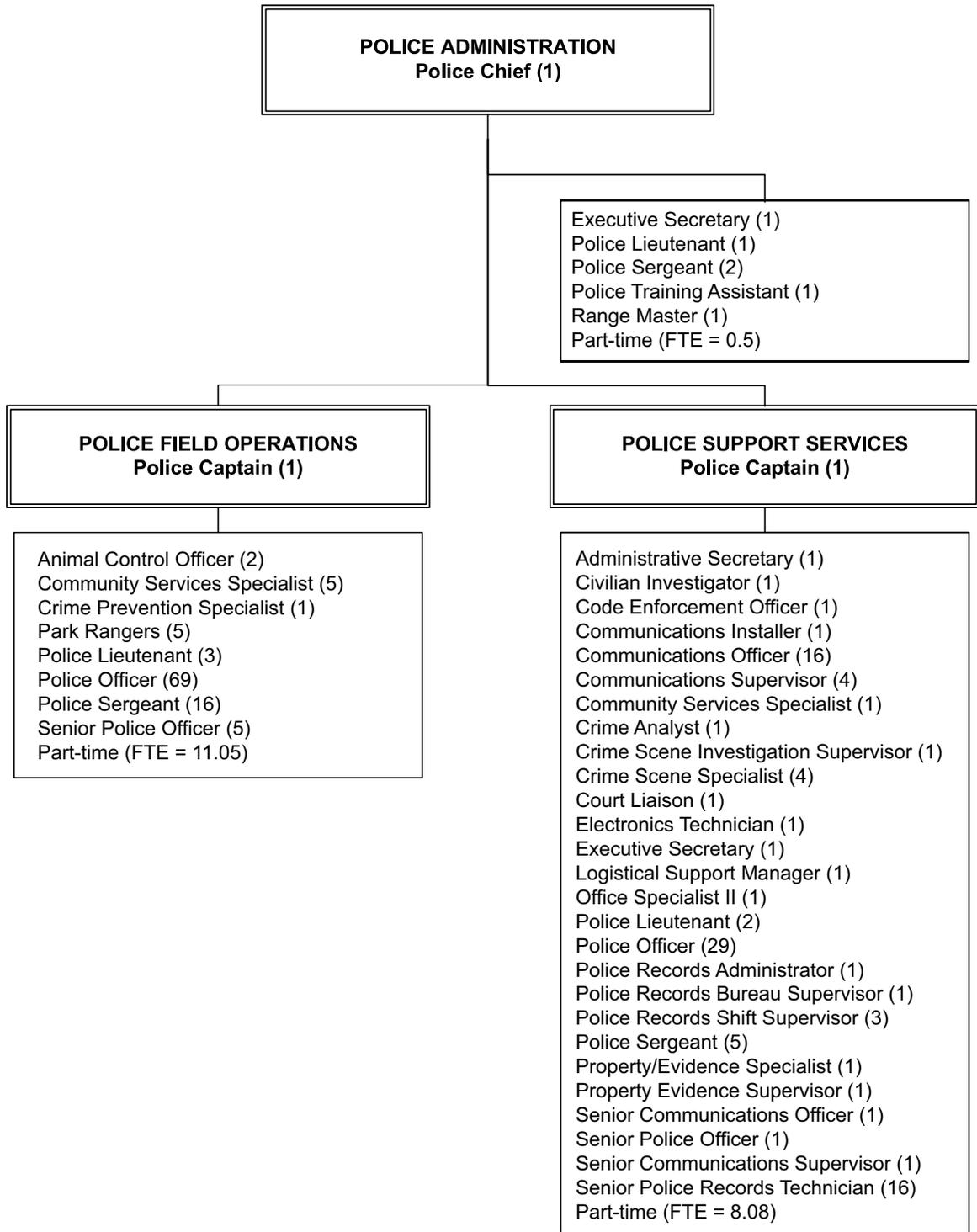
CITY OF COSTA MESA, CALIFORNIA

**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 868,999	\$ 753,047	\$ 1,017,564	\$ 1,109,036	9%
Regular Salaries - Part time	501300	-	11,359	17,056	56,798	233%
Overtime	501400	60,730	129,631	75,242	126,466	68%
Accrual Payoff - Excess Maximum	501500	8,602	5,254	-	-	0%
Vacation/Comp. Time Cash Out	501600	6,186	3,845	6,919	10,060	45%
Holiday Allowance	501700	-	2,096	1,471	1,627	11%
Separation Pay-Off	501800	63,176	178	-	-	0%
Other Compensation	501900	4,692	1,519	2,244	1,518	-32%
Cafeteria Plan	505100	84,319	73,970	108,508	131,784	21%
Medicare	505200	12,418	12,929	16,126	16,103	0%
Retirement	505300	197,300	212,085	330,538	329,797	0%
Professional Development	505500	-	8,207	26,730	41,535	55%
Auto Allowance	505600	-	1,101	-	5,614	0%
Unemployment	505800	-	-	930	930	0%
Workers' Compensation	505900	-	-	46,976	25,837	-45%
Subtotal Salaries & Benefits		\$ 1,306,422	\$ 1,215,222	\$ 1,650,304	\$ 1,857,105	13%
Stationery and Office	510100	\$ 1,954	\$ 2,585	\$ 3,599	\$ 5,000	39%
Multi-Media, Promotions and Subs	510200	395	-	576	1,802	213%
Small Tools and Equipment	510300	41,500	27,350	50,218	1,080	-98%
Postage	520100	19	237	200	200	0%
Telephone/Radio/Communications	520400	10,253	42,869	42,000	42,000	0%
Meetings & Conferences	520500	-	-	-	13,527	0%
Mileage Reimbursement	520600	24	-	-	240	0%
Office Equipment	525700	600,054	693,298	744,864	576,437	-23%
Employment	530100	15,827	13,847	-	-	0%
Consulting	530200	74,962	359,602	150,000	650,885	334%
External Rent	535400	4,516	4,292	5,508	-	-100%
Central Services	535800	45	299	100	500	400%
Internal Rent - IT Replacement	536300	-	-	17,056	25,584	50%
General Liability	540100	-	-	36,403	72,806	100%
Other Costs	540900	-	78	-	-	0%
Subtotal Maintenance & Operations		\$ 749,548	\$ 1,144,457	\$ 1,050,524	\$ 1,390,061	32%
Office Furniture	590600	\$ -	\$ -	\$ -	\$ 1,200	0%
Office Equipment	590700	279,662	9,710	-	-	0%
Other Equipment	590800	70,990	668,553	102,152	80,000	-22%
Subtotal Fixed Assets		\$ 350,652	\$ 678,263	\$ 102,152	\$ 81,200	-21%
Total Expenditures		\$ 2,406,623	\$ 3,037,943	\$ 2,802,980	\$ 3,328,366	19%

**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
INFORMATION TECHNOLOGY - 14600					
<u>Computer Operations - 50710</u>					
Salaries & Benefits	\$ 631,970	\$ 593,690	\$ 800,269	\$ 814,317	2%
Maintenance & Operations	749,548	1,144,457	1,050,233	645,813	-39%
Fixed Assets	350,652	678,263	102,152	81,200	-21%
Subtotal Computer Operations	\$ 1,732,171	\$ 2,416,410	\$ 1,952,654	\$ 1,541,330	-21%
<u>Computer Systems Development - 50720</u>					
Salaries & Benefits	\$ 674,452	\$ 621,532	\$ 850,035	\$ 1,042,788	23%
Maintenance & Operations	-	-	291	744,248	255655%
Fixed Assets	-	-	-	-	0%
Subtotal Computer Systems Dev	\$ 674,452	\$ 621,532	\$ 850,326	\$ 1,787,036	110%
Total Expenditures	\$ 2,406,623	\$ 3,037,943	\$ 2,802,980	\$ 3,328,366	19%



POLICE DEPARTMENT

The Police Department is tasked with protecting life and property while preserving the peace. The department has 213 full-time positions, of which 136 are sworn and 77 are professional staff. Full-time staffing is composed of 11 management positions, 34 supervisory, and 168 line-level positions. Part-time staffing consists of 19.63 full-time equivalents. The department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

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

POLICE ADMINISTRATION – 15100

Police Administration - 50001

Provides the department's overall direction and planning with input from other divisions; provides advice to the Chief Executive Officer and City Council on public safety issues; and provides internal investigation and public affairs services through the Professional Standards Bureau.

Training - 10133

Provides and coordinates training programs, and the recruitment and selection of candidates for vacant positions within the department, adhering to the guidelines established by statutory and state-mandated Peace Officer Standard Training (POST) requirements for sworn and civilian personnel; develops and evaluates daily in-service programs.

POLICE FIELD OPERATIONS – 15300

Field Operations - 10111

Provides public safety services through patrol-related policing activity; coordinates community-oriented policing services; supervises the Police Reserve Program; provides public park security services through the Park Rangers Unit; and provides business-related services to the public via the front desk.

Traffic Safety - 10113

Enforces State and City traffic laws; provides follow-up investigation and prosecution of traffic-related criminal cases; coordinates personnel to respond to and investigate traffic collisions; and conducts department budget and grant administration.

Contract & Special Events - 10114

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

Animal Control - 10139

Regulates, controls, and prevents rabies in the wild and domesticated animal population in the City; impounds, strays or unlicensed animals; and enforces those laws and ordinances applying to animals within the City.

RAID – 10143

The Remove the Aggressive and Impaired Driver (RAID) program is designed to fund traffic safety related enforcement and education efforts to reduce alcohol related traffic collisions, address aggressive driving practices, particularly speed and red light/stop sign violations, and to increase the overall traffic safety in the City.

POLICE DEPARTMENT

POLICE SUPPORT SERVICES – 15400

Administration - 50001

Provides essential logistical support services to the Police Department through the below-listed programs; responsible for computer-related activities associated with the 24-hour operation of the City's public safety computer system; and responsible for the research and development of numerous programs, including safety equipment, new laws and regulations, and policy development.

Helicopter Patrol - 10112

Provides helicopter patrol services through contract with the City of Huntington Beach.

Crime Investigation - 10120

Investigates criminal activities including: homicide, rape, robbery, and assault; larcenies, including grand theft, auto theft, and fraud; residential, commercial, and vehicle burglaries reported in the City; fraudulent checks and forgery cases, including identity theft, crimes against persons and property, and where the suspect or victim is a juvenile. The program objective is the investigation of Part I Crimes; case preparation; the apprehension, prosecution and conviction of perpetrators; and the recovery of stolen property.

Special Investigations Unit - 10127

Investigates illegal narcotics activity with emphasis on traffickers; vice and prostitution; and specialized investigations as determined by the Department.

Records/Information Systems - 10131

Responsible for the electronic and manual processing, storing, and reporting of all crime and arrest reports, citation processing, and ancillary report processing to meet the Department of Justice crime statistics reporting mandates.

Crime Scene Investigation/Photos - 10132

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

Youth Crime Intervention - 10135

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

Property & Evidence - 10136

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

Jail - 10137

Provides jail services through a contract with G4S.

Equipment Maintenance - 10138

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

Telecommunications Operations - 51010

Provides a centralized, computer-aided Communications Dispatch Center that receives citizen requests for emergency fire, paramedics and police services; provides medical pre-arrival instructions using Emergency Medical Dispatch (EMD) procedures; provides a means of contact for emergency Public Services, Water District service and Orange Coast College Security outside of normal business hours.

Technical Support & Maintenance - 51020

Provides operational integrity of the City's telecommunications infrastructure for data and voice; provides systems and equipment installations and electronics maintenance; oversees inter-operation of telephone, radio, audio, fire alerting system and selected data and video assets in buildings and facilities, outside plant, and in automotive/mobile and portable configurations.

POLICE DEPARTMENT

POLICE SUPPORT SERVICES – 15400 (Continued)

Emergency Services - 51040

Serves as the office responsible for the City's disaster preparedness; acts as liaison to other government agencies, private sector, schools and special districts, non-government and volunteer organizations on disaster preparedness; conducts disaster planning meetings, training and exercises; maintains disaster supplies; administers the Emergency Operations Center (EOC), the Joint Information Center (JIC) and the City's Emergency Operations Plan; and ensures compliance with the National Incident Management System (NIMS).

BUDGET NARRATIVE

The FY 15-16 adopted budget for the Police Department totals \$42,623,984, which reflects a decrease of \$1,411,654 or 3.21% compared to the FY 14-15 adopted budget. Salaries and benefits have a net decrease of \$914,834 or 2.35% compared to FY 14-15.

Maintenance & Operation (M&O) reflects a decrease of \$482,820 compared to the prior fiscal year. Some accounts decreasing are Other Equipment of \$173,500, Small Tools and Equipment of \$370,660, partially offset by an increase in Uniform and Clothing of \$34,169. 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, the Supplemental Law Enforcement Services Fund (SLESF), and other grant funds.

PRIOR YEAR'S ACCOMPLISHMENTS

- Collaborated with Neighborhood Improvement Task Force to begin efforts towards addressing Homeless Task Force objectives, and issues with problem hotels/motels and dispensaries
- Expanded press and community relations utilizing contemporary social media resources and events (e.g. Coffee with a Cop, etc.)
- Completed installation of AEDs in department's fleet vehicles
- Continued development of the new CAD/RMS system (SunGard)
- Completed transition to privatized jail services (G4S)
- 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

POLICE DEPARTMENT

GOALS

- Focus on policing strategies that will reduce crime, the fear of crime, and improve quality of life within the community
- Emphasize accountability, problem-solving and community involvement
- Achieve full staffing through aggressive recruitment and processing of qualified applicants for department vacancies; this includes entry-level, lateral and reserve police officers
- Provide rapid police response by prioritizing emergency calls for service received by dispatch

OBJECTIVES

- Focus on development of the citywide Emergency Preparedness Program
- Increase collaboration with City community improvement working groups/committees
- Expedite backfilling specialty assignments as staffing permits
- Evaluate standardized manual policies (e.g. Lexipol service) to ensure consistency with other Orange County law enforcement agencies
- Evaluate the feasibility and usefulness of adopting digital video body cameras for patrol officers' use
- Renovate/upgrade the department's aging firearms range
- Evaluate the practical benefits of purchasing upgraded crime scene, and major traffic collision scene, mapping technology – intended for joint-division use and potential inter-agency training
- 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

Performance Measures/Workload Indicators:	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>
• Records Bureau Cases/Arrest Reports Processed	14,462	15,128	14,584
• Custody Bookings	3,474	3,692	3,126
• Crime Scene Investigation – Photo/Prints Made	5,006	4,250	5,944
• Property and Evidence – Total Items Booked	7,688	7,694	8,518
• Hit-and-run investigations	169	200	140
Cases cleared	169	200	132
Effectiveness	100%	100%	100%
• Traffic customer survey rating good or better	76%	79%	86%
• Assigned robbery cases	85	100	100
Cases cleared	68	35	35
Effectiveness	80%	35%	35%
• Assigned crimes against persons cases	155	150	150
Cases cleared	88	105	105
Effectiveness	57%	70%	70%
• Assigned burglary cases	369	350	400
Cases cleared	242	140	160
Effectiveness	66%	40%	40%
• Assigned theft cases	911	1,000	900
Cases cleared	599	400	360
Effectiveness	63%	40%	40%

POLICE DEPARTMENT

Performance Measures/Workload Indicators (cont.):	FY 13-14 <u>Actual</u>	FY 14-15 <u>Adopted</u>	FY 15-16 <u>Adopted</u>
• Assigned juvenile cases	298	220	220
Cases cleared	235	198	198
Effectiveness	78%	90%	90%
• Economic/identity theft cases	64	200	100
Cases cleared	38	80	40
Effectiveness	59%	40%	40%
• 911 Emergency/Public Safety calls received	44,732	52,216	50,622
• 911 calls answered within 10 seconds	94%	94%	95%
• Calls for Service	108,427	97,492	116,514
• Telephone Calls Received	N/A	174,184	N/A
• Telecomm Quest Link	519	622	668
• Animal Control – Calls for Service	2,931	3,594	3,482
• Animal Control – Impounds	958	1,662	954
• Emergency calls responded within five minutes	N/A	N/A	928
• Other calls responded within 20-22 minutes	N/A	N/A	66,898

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

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Police Administration - 15100</u>				
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Sergeant	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
Police Sergeant	-	-	-	1.00
Police Training Assistant	-	-	-	1.00
Range Master	-	-	-	1.00
<i>Subtotal Training - 10133</i>	-	-	-	3.00
Total Police Administration Full-time Positions	4.00	4.00	4.00	7.00
Total Police Admin Part-time Positions (in FTE's)	-	-	-	0.50
<u>Police Field Operations - 15300</u>				
Police Captain	1.00	1.00	1.00	1.00
Community Services Specialist	10.00	10.00	10.00	5.00
Corporal	1.00	-	-	-
Crime Prevention Specialist	1.00	1.00	1.00	1.00
Park Rangers	-	-	-	5.00
Police Lieutenant	4.00	4.00	4.00	3.00
Police Officer	50.00	49.00	54.00	56.00
Police Sergeant	14.00	13.00	13.00	14.00
Senior Police Officer	9.00	8.00	7.00	5.00
<i>Subtotal Field Area Policing - 10111</i>	90.00	86.00	90.00	90.00
Police Officer	12.00	12.00	12.00	12.00
Police Sergeant	2.00	2.00	2.00	2.00
<i>Subtotal Traffic Enforcement - 10113</i>	14.00	14.00	14.00	14.00
Assistant Recreation Supervisor*	1.00	0.50	0.50	-
Police Officer	-	1.00	1.00	1.00
Senior Police Officer	1.00	-	-	-
<i>Subtotal Contract & Special Events - 10114</i>	2.00	1.50	1.50	1.00
Police Training Assistant	1.00	1.00	1.00	-
Range Master	1.00	1.00	1.00	-
Police Sergeant	1.00	1.00	1.00	-
<i>Subtotal Training - 10133</i>	3.00	3.00	3.00	-
Animal Control Officer	2.00	2.00	2.00	2.00
<i>Subtotal Animal Control - 10139</i>	2.00	2.00	2.00	2.00
Total Police Field Operations Full-time Positions	111.00	106.50	110.50	107.00
Total Police Fld Ops Part-time Positions (in FTE's)	10.05	10.05	10.05	11.05

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

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Police Support Services - 15400</u>				
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
<i>Subtotal Administration - 50001</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Civilian Investigator	1.00	1.00	1.00	1.00
Court Liaison Officer	-	-	-	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	12.00	13.00	15.00	15.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	2.00	2.00	-	-
<i>Subtotal Crime Investigation - 10120</i>	<u>20.00</u>	<u>21.00</u>	<u>21.00</u>	<u>22.00</u>
Community Services Specialist	1.00	1.00	1.00	1.00
Police Officer	6.00	7.00	7.00	7.00
Police Sergeant	1.00	1.00	1.00	1.00
<i>Subtotal Special Investigation Unit - 10127</i>	<u>8.00</u>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
<i>Subtotal Records/Info Systems - 10131</i>	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	3.00	3.00	3.00	4.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
Executive Secretary	-	-	1.00	1.00
Office Specialist II	1.00	1.00	-	-
Police Officer	7.00	8.00	8.00	7.00
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>	<u>10.00</u>	<u>11.00</u>	<u>10.00</u>	<u>10.00</u>
Code Enforcement Officer	-	-	-	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Property & Evidence - 10136</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>3.00</u>
Police Sergeant	-	-	1.00	-
Custody Officer	7.00	7.00	7.00	-
<i>Subtotal Jail - 10137</i>	<u>7.00</u>	<u>7.00</u>	<u>8.00</u>	<u>-</u>

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

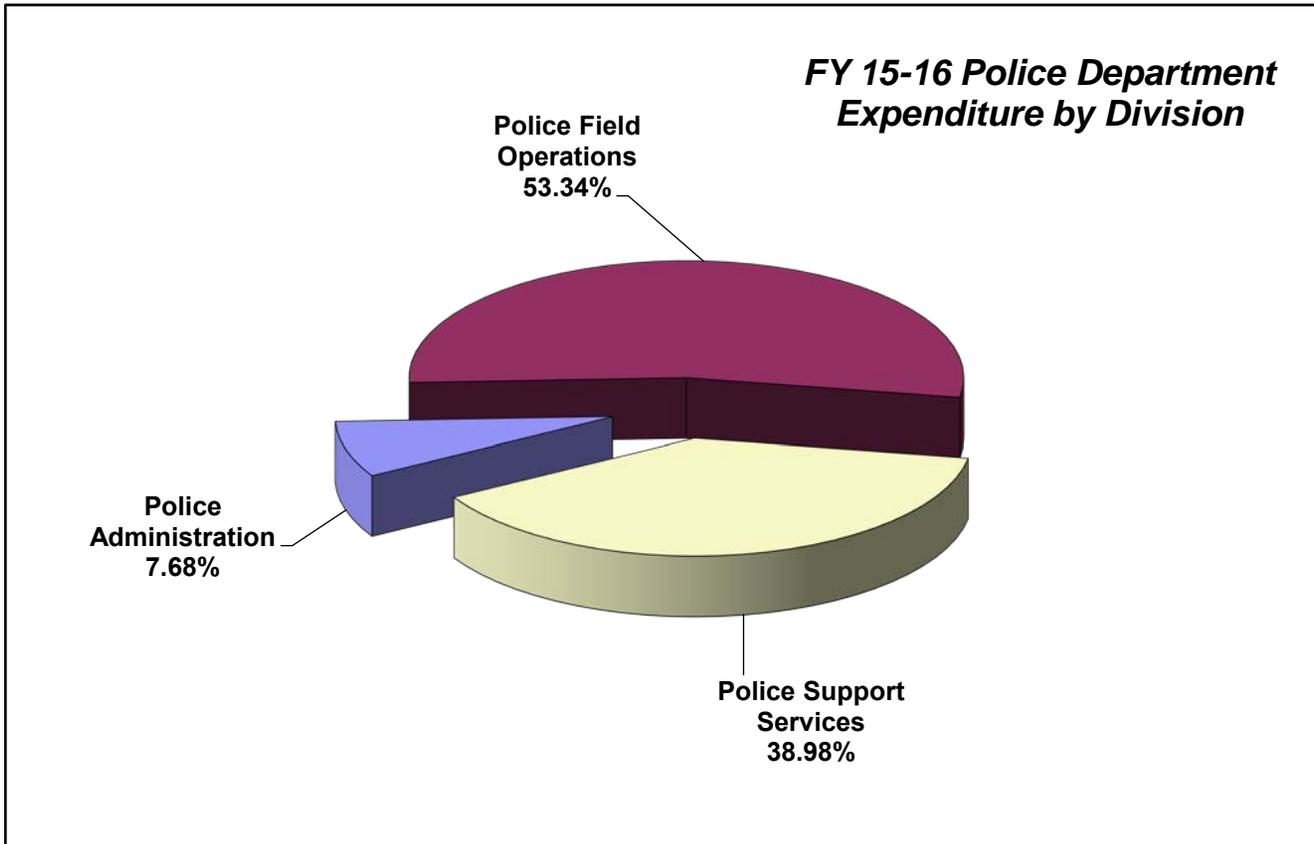
	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Police Support Services - 15400 continued</u>				
Police Lieutenant	1.00	-	-	1.00
Communications Officer	15.00	16.00	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Senior Communications Officer	2.00	1.00	1.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Telecomm Operations - 51010</i>	23.00	22.00	22.00	23.00
Communications Installer	1.00	1.00	1.00	1.00
Electronics Technician	1.00	1.00	1.00	1.00
<i>Subtotal Technical Support/Maint - 51020</i>	2.00	2.00	2.00	2.00
Police Sergeant	1.00	1.00	1.00	1.00
<i>Subtotal Emergency Services - 51040</i>	1.00	1.00	1.00	1.00
Total Police Support Services Full-time Positions	101.00	103.00	103.00	99.00
Total Police Supt Svcs Part-time Positions (in FTE's)	9.55	14.13	8.86	8.08
Total Department Full-time Positions	216.00	213.50	217.50	213.00
Total Department Part-time Positions (in FTE's)	19.60	24.18	18.91	19.63
TOTAL DEPARTMENT	235.60	237.68	236.41	232.63

*Position previously titled "Special Events Coordinator"



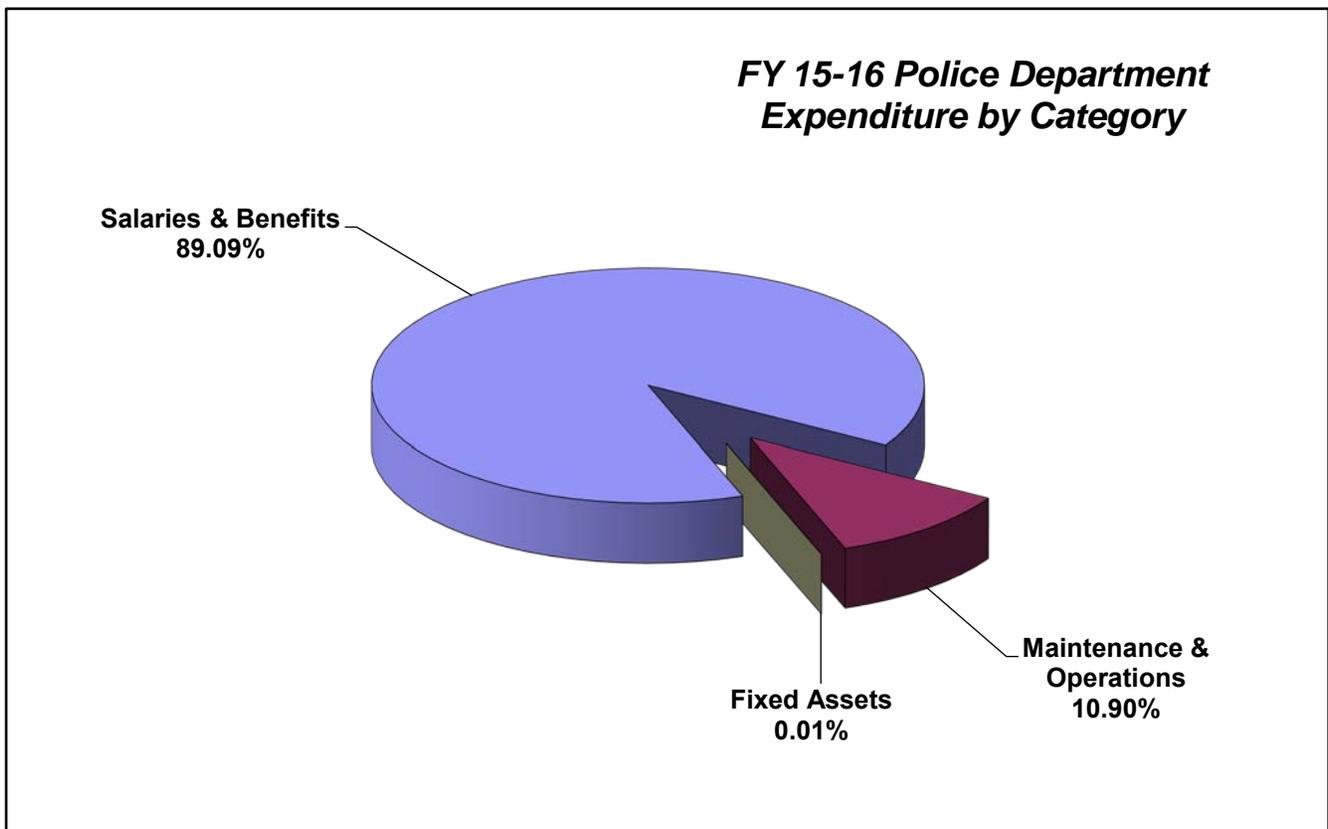
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
Expenditure by Division:					
Police Administration - 15100	\$ 2,509,957	\$ 2,338,779	\$ 2,639,693	\$ 3,271,691	23.94%
Police Field Operations - 15300	20,150,767	21,291,420	23,836,033	22,736,455	-4.61%
Police Support Services - 15400	14,679,808	16,370,000	17,559,912	16,615,838	-5.38%
Total Expenditures	\$ 37,340,531	\$ 40,000,199	\$ 44,035,638	\$ 42,623,984	-3.21%



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

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 33,143,712	\$ 34,152,125	\$ 38,890,405	\$ 37,975,571	-2.35%
Maintenance & Operations	3,670,792	3,606,593	5,129,233	4,646,413	-9.41%
Fixed Assets	526,027	2,241,482	16,000	2,000	-87.50%
Total Expenditures	\$ 37,340,531	\$ 40,000,199	\$ 44,035,638	\$ 42,623,984	-3.21%



	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 35,246,230	\$ 35,587,986	\$ 41,943,898	\$ 41,016,560	95.25%
Prop 172 Fund - 202	704,745	1,036,824	986,419	1,104,019	2.24%
SLESF Fund - 213	232,517	3,141,718	860,812	203,404	1.95%
Narcotics Forfeiture Fund - 217	1,157,038	233,672	244,509	300,000	0.56%
Total Funding Sources	\$ 37,340,531	\$ 40,000,199	\$ 44,035,638	\$ 42,623,984	100.00%

CITY OF COSTA MESA, CALIFORNIA

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 12,134,384	\$ 11,965,976	\$ 14,671,883	\$ 14,176,472	-3%
Regular Salaries - Non Sworn	501200	4,645,615	4,906,515	5,088,195	5,278,985	4%
Regular Salaries - Part time	501300	899,493	1,139,153	971,869	1,089,711	12%
Overtime	501400	2,489,245	2,754,634	1,924,501	1,807,501	-6%
Accrual Payoff - Excess Maximum	501500	167,702	157,156	179,400	177,000	-1%
Vacation/Comp. Time Cash Out	501600	62,305	87,409	78,550	78,550	0%
Holiday Allowance	501700	240,743	283,345	79,800	79,800	0%
Separation Pay-Off	501800	394,922	338,566	-	-	0%
Other Compensation	501900	1,717,583	1,618,929	1,877,520	1,508,314	-20%
Cafeteria Plan	505100	1,591,015	1,594,141	1,801,217	1,904,868	6%
Medicare	505200	299,091	313,483	341,416	297,379	-13%
Retirement	505300	7,304,717	7,885,603	10,634,207	10,269,472	-3%
Professional Development	505500	101,318	146,906	117,745	154,231	31%
Clothing Allowance	505700	-	-	-	1,000	0%
Unemployment	505800	19,280	20,997	20,167	20,167	0%
Workers' Compensation	505900	1,076,299	939,312	1,103,936	1,132,121	3%
Subtotal Salaries & Benefits		\$ 33,143,712	\$ 34,152,125	\$ 38,890,405	\$ 37,975,571	-2%
Stationery and Office	510100	\$ 55,141	\$ 65,446	\$ 68,700	\$ 73,700	7%
Multi-Media, Promotions and Subs	510200	40,414	64,998	72,070	72,071	0%
Small Tools and Equipment	510300	137,031	166,092	506,580	135,920	-73%
Uniform & Clothing	510400	129,964	142,231	154,050	188,219	22%
Safety and Health	510500	92,162	130,442	195,695	197,195	1%
Maintenance & Construction	510600	6,197	8,715	6,250	6,250	0%
Waste Disposal	515700	1,022	894	1,300	2,600	100%
Janitorial and Housekeeping	515800	96,850	97,332	98,940	111,545	13%
Postage	520100	9,777	7,723	15,120	15,120	0%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Advertising and Public Info.	520300	-	700	-	-	0%
Telephone/Radio/Communications	520400	198,883	237,032	232,160	290,616	25%
Meetings & Conferences	520500	74	-	-	15,000	0%
Mileage Reimbursement	520600	652	128	1,100	1,100	0%
Buildings and Structures	525100	9,168	8,454	3,750	3,750	0%
Office Furniture	525600	-	-	250	250	0%
Office Equipment	525700	29,549	51,887	28,450	30,450	7%
Other Equipment	525800	171,466	176,759	186,000	12,500	-93%
Consulting	530200	341,034	485,164	1,126,500	1,125,160	0%
Medical and Health Inspection	530600	96,456	79,635	110,500	110,500	0%
Law Enforcement	530700	497,482	397,940	489,500	542,500	11%
External Rent	535400	251,635	247,034	246,715	261,715	6%
Central Services	535800	17,282	13,028	21,000	21,000	0%
Internal Rent - Maint. Charges	536100	715,230	562,914	862,277	758,139	-12%
Internal Rent - Repl.Cost	536200	281,800	293,755	154,193	186,549	21%
Internal Rent - IT Replacement	536300	-	-	36,804	55,206	50%
General Liability	540100	491,200	367,812	511,229	429,258	-16%
Other Costs	540900	322	478	-	-	0%
Subtotal Maintenance & Operations		\$ 3,670,792	\$ 3,606,593	\$ 5,129,233	\$ 4,646,413	-9%
Buildings and Structures	590400	\$ 213,275	\$ 5,270	\$ -	\$ -	0%
Automotive Equipment	590500	214,953	104,606	-	-	0%
Other Equipment	590800	97,799	2,131,606	16,000	2,000	-88%
Subtotal Fixed Assets		\$ 526,027	\$ 2,241,482	\$ 16,000	\$ 2,000	-88%
Total Expenditures		\$ 37,340,531	\$ 40,000,199	\$ 44,035,638	\$ 42,623,984	-3%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<i>POLICE ADMINISTRATION - 15100</i>					
<u>Police Administration - 50001</u>					
Salaries & Benefits	\$ 1,957,691	\$ 1,931,616	\$ 2,062,056	\$ 2,011,153	-2%
Maintenance & Operations	552,266	407,245	577,637	579,011	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 2,509,957	\$ 2,338,861	\$ 2,639,693	\$ 2,590,164	-2%
<u>Training - 10133</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 610,553	0%
Maintenance & Operations	-	-	-	68,974	0%
Fixed Assets	-	-	-	2,000	0%
<i>Subtotal Training</i>	\$ -	\$ -	\$ -	\$ 681,527	0%
<i>POLICE FIELD OPERATIONS - 15300</i>					
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$14,935,387	\$15,413,715	\$17,939,744	\$17,763,998	-1%
Maintenance & Operations	740,838	632,258	752,347	714,830	-5%
Fixed Assets	-	3,627	-	-	0%
<i>Subtotal Field Area Policing</i>	\$ 15,676,225	\$ 16,049,601	\$ 18,692,091	\$ 18,478,828	-1%
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ 2,588,637	\$ 2,603,225	\$ 2,932,926	\$ 2,746,276	-6%
Maintenance & Operations	522,900	416,166	608,911	593,254	-3%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Traffic Enforcement</i>	\$ 3,111,537	\$ 3,019,391	\$ 3,541,837	\$ 3,339,530	-6%
<u>Contract & Special Events - 10114</u>					
Salaries & Benefits	\$ 449,677	\$ 507,189	\$ 560,008	\$ 505,278	-10%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Contract & Special Events</i>	\$ 449,677	\$ 507,189	\$ 560,008	\$ 505,278	-10%
<u>Training - 10133</u>					
Salaries & Benefits	\$ 475,652	\$ 574,918	\$ 562,090	\$ -	-100%
Maintenance & Operations	45,296	47,235	60,877	-	-100%
Fixed Assets	-	275	-	-	0%
<i>Subtotal Training</i>	\$ 520,948	\$ 622,427	\$ 622,967	\$ -	-100%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Animal Control - 10139</u>					
Salaries & Benefits	\$ 244,284	\$ 250,944	\$ 249,314	\$ 250,354	0%
Maintenance & Operations	94,626	102,097	114,791	116,576	2%
Fixed Assets	-	-	-	-	0%
Subtotal Animal Control	\$ 338,910	\$ 353,041	\$ 364,105	\$ 366,930	1%
<u>RAID - 10143</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	53,471	40,397	55,025	45,889	-17%
Fixed Assets	-	-	-	-	0%
Subtotal RAID	\$ 53,471	\$ 40,397	\$ 55,025	\$ 45,889	-17%
<u>POLICE SUPPORT SERVICES - 15400</u>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 463,661	\$ 562,051	\$ 635,520	\$ 616,829	-3%
Maintenance & Operations	182,623	125,647	198,540	224,682	13%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 646,284	\$ 687,698	\$ 834,060	\$ 841,511	1%
<u>Helicopter Patrol - 10112</u>					
Salaries & Benefits	\$ 1,916	\$ -	\$ -	\$ -	0%
Maintenance & Operations	263,299	248,304	300,000	300,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Helicopter Patrol	\$ 265,215	\$ 248,304	\$ 300,000	\$ 300,000	0%
<u>Crime Investigation - 10120</u>					
Salaries & Benefits	\$ 3,340,376	\$ 3,216,264	\$ 3,810,606	\$ 3,718,452	-2%
Maintenance & Operations	111,890	111,301	116,062	112,244	-3%
Fixed Assets	-	-	-	-	0%
Subtotal Crime Investigation	\$ 3,452,266	\$ 3,327,565	\$ 3,926,668	\$ 3,830,696	-2%
<u>Special Investigation Unit - 10127</u>					
Salaries & Benefits	\$ 1,356,109	\$ 1,448,853	\$ 1,696,445	\$ 1,546,995	-9%
Maintenance & Operations	382,287	604,150	692,665	271,640	-61%
Fixed Assets	428,228	2,241,482	16,000	-	-100%
Subtotal Special Investigation Unit	\$ 2,166,624	\$ 4,294,485	\$ 2,405,110	\$ 1,818,635	-24%

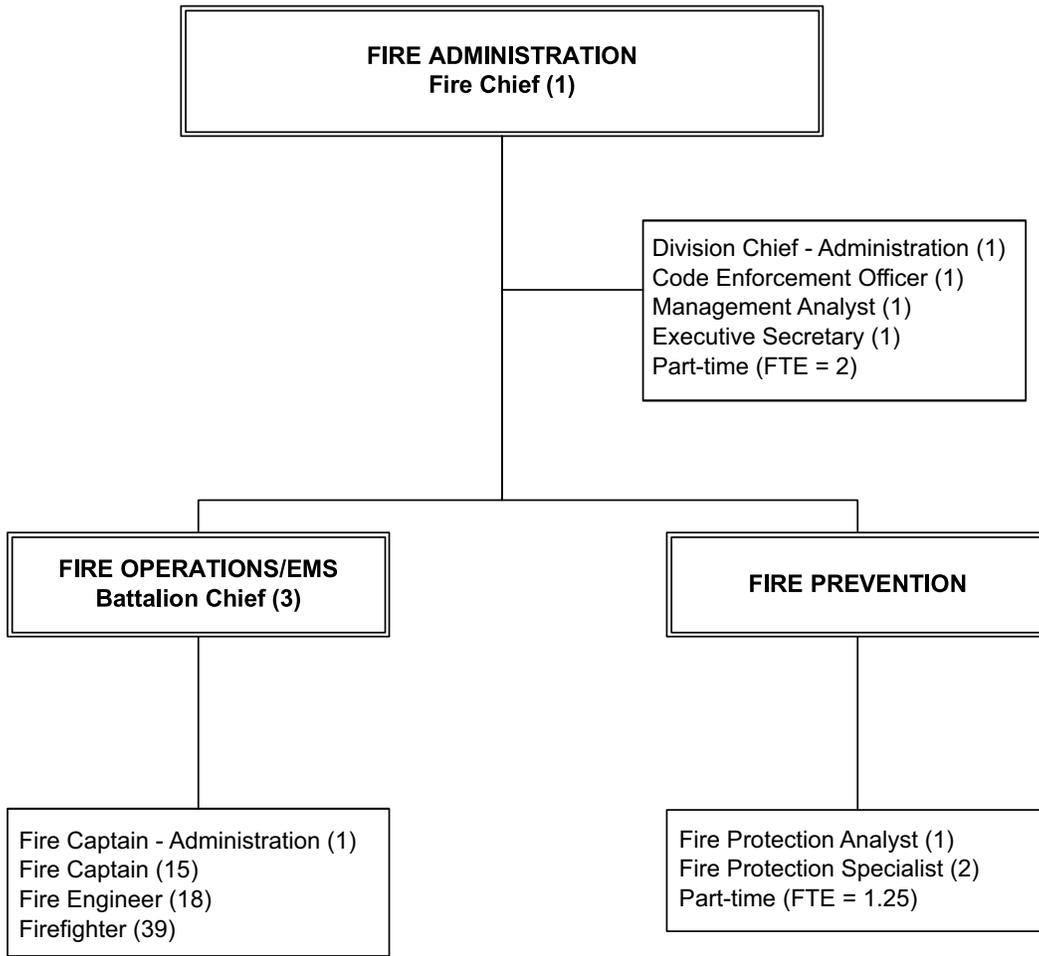
POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Records/Information Systems - 10131</u>					
Salaries & Benefits	\$ 1,808,021	\$ 1,963,266	\$ 1,952,548	\$ 2,095,821	7%
Maintenance & Operations	108,695	115,894	148,750	148,750	0%
Fixed Assets	-	-	-	-	0%
Subtotal Records/Info Systems	\$ 1,916,715	\$ 2,079,160	\$ 2,101,298	\$ 2,244,571	7%
<u>Crime Scene Investigation/Photos - 10132</u>					
Salaries & Benefits	\$ 486,239	\$ 463,998	\$ 524,727	\$ 627,248	20%
Maintenance & Operations	55,490	44,591	66,656	104,935	57%
Fixed Assets	-	-	-	-	0%
Subtotal Crime Scene Inv/Photos	\$ 541,730	\$ 508,589	\$ 591,383	\$ 732,183	24%
<u>Youth Crime Intervention - 10135</u>					
Salaries & Benefits	\$ 1,052,478	\$ 763,679	\$ 1,687,499	\$ 1,666,838	-1%
Maintenance & Operations	28,995	28,816	35,712	27,610	-23%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Crime Intervention	\$ 1,081,473	\$ 792,495	\$ 1,723,211	\$ 1,694,448	-2%
<u>Property & Evidence - 10136</u>					
Salaries & Benefits	\$ 241,733	\$ 273,513	\$ 326,295	\$ 421,003	29%
Maintenance & Operations	53,072	65,618	61,035	102,136	67%
Fixed Assets	-	-	-	-	0%
Subtotal Property & Evidence	\$ 294,805	\$ 339,131	\$ 387,330	\$ 523,139	35%
<u>Jail - 10137</u>					
Salaries & Benefits	\$ 930,843	\$ 1,116,494	\$ 915,026	\$ 10,000	-99%
Maintenance & Operations	58,792	118,290	805,165	805,484	0%
Fixed Assets	-	-	-	-	0%
Subtotal Jail	\$ 989,635	\$ 1,234,783	\$ 1,720,191	\$ 815,484	-53%
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ 19,174	\$ -	\$ -	\$ -	0%
Maintenance & Operations	13,292	15,603	20,388	18,364	-10%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ 32,466	\$ 15,603	\$ 20,388	\$ 18,364	-10%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Telecomm Operations - 51010</u>					
Salaries & Benefits	\$ 2,532,944	\$ 2,857,976	\$ 2,635,115	\$ 2,992,943	14%
Maintenance & Operations	205,685	259,663	252,580	207,471	-18%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Telecomm Operations</i>	<u>\$ 2,738,629</u>	<u>\$ 3,117,639</u>	<u>\$ 2,887,695</u>	<u>\$ 3,200,414</u>	<u>11%</u>
<u>Technical Support/Maint - 51020</u>					
Salaries & Benefits	\$ 134,533	\$ 200,522	\$ 220,615	\$ 220,587	0%
Maintenance & Operations	194,598	217,852	238,242	180,713	-24%
Fixed Assets	97,799	-	-	-	0%
<i>Subtotal Tech Support/Maint</i>	<u>\$ 426,930</u>	<u>\$ 418,374</u>	<u>\$ 458,857</u>	<u>\$ 401,300</u>	<u>-13%</u>
<u>Emergency Services - 51040</u>					
Salaries & Benefits	\$ 124,357	\$ -	\$ 179,871	\$ 171,243	-5%
Maintenance & Operations	2,678	5,467	23,850	23,850	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Emergency Services</i>	<u>\$ 127,035</u>	<u>\$ 5,467</u>	<u>\$ 203,721</u>	<u>\$ 195,093</u>	<u>-4%</u>
Total Expenditures	<u>\$37,340,531</u>	<u>\$40,000,199</u>	<u>\$44,035,638</u>	<u>\$42,623,984</u>	<u>-3%</u>





FIRE & RESCUE DEPARTMENT

The Fire & Rescue Department is a public safety function that protects life, property and the environment through its mitigation, prevention, preparedness, response, and recovery services. The Fire/Rescue/Emergency Medical Services Division provides response services and staffs six fire stations, 24 hours a day, seven days a week. The Fire Prevention Division provides life safety planning, inspection, preparedness, and community risk reduction. Both divisions are supported by the Fire Administration division.

The Department is budgeted for 84 full-time staff members; 78 sworn positions and six non-sworn positions. Part-time staffing consists of 3.25 full-time equivalents to serve within the three divisions. The three divisions are as follows:

- **Fire Administration**
- **Fire/Rescue/Emergency Medical Services**
- **Fire Prevention/Community Risk Reduction**

FIRE ADMINISTRATION – 16100

Fire Administration – 50001

The Administration Division is responsible for the delivery of all staff and support services, working towards the most effective and efficient operations of the department. Among these services the division provides direction for strategic, operational, and emergency planning; establishes Department policies and procedures; coordinates internal functions of all divisions, programs, and external functions with other City departments and community organizations; develops and manages the budget; provides oversight and coordination for department training and education; represents the Department on countywide fire/rescue/emergency medical services committees; coordinates ordering and purchasing; manages the department's human resources; manages the department's records and reports; performs additional functions and duties as needed by the City Chief Executive Officer.

FIRE/RESCUE/EMERGENCY MEDICAL SERVICES – 16200

Fire/Rescue Operations – 10210

The Operations Division manages Fire, Rescue and Emergency Medical Services and maintains constant readiness to answer calls for assistance from the citizens and visitors of the community. The Division is also tasked with rapid response to life, health, fire, rescue, and environmental emergencies, as well as the protection of property, fire cause and origin determination, and life safety inspections and education. In addition, the fire companies are involved in comprehensive building and fire protection systems inspections, including the high-rise buildings in the South Coast Metro area and South Coast Plaza.

Emergency Medical Services – 10230

The Emergency Medical Services Division manages, supervises, and provides the functions required to support these services including; emergency planning, communications, training and education, equipment maintenance and repair, supplies, records, and quality control. Pre-Hospital advanced life support (ALS) is provided by a combination of Paramedic Engine Companies and Paramedic Rescue Ambulances.

FIRE PREVENTION/COMMUNITY RISK REDUCTION – 16300

Fire Prevention – 10220

The Fire Prevention Division develops and enforces local fire, life safety, property, and environmental protection standards; enforces State adopted fire and life safety codes; reviews building construction plans; conducts building construction and business inspections; investigates citizen complaints; manages the city's hazardous materials disclosure program; provides training to department personnel in regard to fire and life safety codes; assists professional trades with technical fire code requirements and department community education efforts. Develops, provides, and coordinates community preparedness activities including, volunteer, outreach, education, training, and response programs; embracing an overall strategy of community risk reduction.

FIRE & RESCUE DEPARTMENT

BUDGET NARRATIVE

The FY 15-16 adopted budget for the Fire and Rescue Department is \$20,437,500, a slight increase of \$304,205 or 1.5%, compared to the FY 14-15 adopted budget. Decreases in Professional Development and Overtime are offset by increases in Regular Salaries-Sworn as well as Regular Salaries-Part-time.

Increases in Maintenance and Operations costs of \$471,211, or 37.78% are mostly attributed to increases in Small Tools and Equipment of \$227,200 and \$34,816 in Telephone/Radio/Communications.

PRIOR YEAR'S ACCOMPLISHMENTS

Fire Administration

- Initiated a Strategic Planning process.
- Initiated the process of acquiring GIS Data Analytics software (e.g. Fireview).
- Successfully completed a Firefighter/Paramedic testing process.
- Staff attended various professional development workshops; including computer software classes.
- Coordinated a department photo; first one in 5 years.

Fire Operations/EMS

- Substantial progress with the implementation of the reorganization plan, including the placement of a third paramedic rescue ambulance in service and two paramedic assessment units.
- Completed the emergency vehicle (signal) pre-emption project in the northern districts in the City.
- In a joint project with the Police Department, a new Computer Aided Dispatch system was implemented (e.g. SunGard).
- Initiated preliminary GIS Data Analytics training for key fire department personnel (e.g. Fireview).
- Successfully graduated two firefighters from paramedic school.
- Replaced outdated mobile data terminals on all fire apparatus with a new mobile data communication system.
- Promoted one Fire Captain.
- Implemented a new training system for Fire & Rescue personnel.
- Converted the Fire & Rescue Department shoulder patch to "Red" to reflect the comprehensive "All Risk Services," that the department provides, and effectively rebrand the fire department.
- Major purchases for the department included a new Hurst tool known as the "Jaws of Life," cameras for the Arson Team, Training Mannequin's, and an updated workspace for Fire Station 3.
- Training - Strike team leader refresher training in compliance with the California Incident Command Certification System.
- Professional Development; several personnel attended the Cal Chief's Training Symposium, Firehouse World, and the Arson Investigators attended CSTI.
- The department hosted several regional training events including the Cal Chief's Wildland Entrapment Program, the Southern California Community Emergency Response Team (CERT) workshop, and the Los Angeles County Sheriff's Social Media Training; all held locally at the Costa Mesa Neighborhood Community Center.
- Implemented a new program CPAP; Continuous Positive Airway Pressure, a device to assist with patients who are having extreme breathing issues.

FIRE & RESCUE DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS cont.

Fire Prevention

- Implemented a volunteer Fire Prevention Intern program.
- Increased the number from 230 to over 300 businesses enrolled in the Hazardous Materials Disclosure program.
- Fire Prevention staff participated as a member of the collaborative city task forces (e.g. motels, group homes).
- Fire Prevention staff attended professional development training in Buellton and continued to represent Costa Mesa at the Fire Prevention Officer's (FPO) meetings.
- Implemented a new plan submittal checklist to be utilized internally and externally to the organization.
- Participated with the South Coast Metro Alliance in regards to teaching the Business Preparedness Academy (similar to CERT except for businesses).
- CERT Volunteers were instrumental in assisting fire this past year (e.g. Rolling Hill's training exercise and assisting citizens with sandbags during rainy days).

GOALS

- Implement Fireview data collection software program.
- Expand training with new deployment model.
- Assess technology needs and recommend solutions.
- Improve turnout time.
- Fill all budgeted staffing vacancies.
- Improve succession planning and promotional preparatory training throughout all ranks.
- Complete and/or initiate facility projects (e.g. Fire Station 4 build out).
- Complete the remaining components of the reorganizational plan.
- Complete the 5 year strategic planning process.

OBJECTIVES / TASKS

- Complete the transition and evaluation of the Fire & Rescue Department's new deployment model.
- Develop the ability to accurately collect all response time data elements in the National Fire Protection Association (NFPA) Standard 1710 and travel time indicators (e.g. section 3.3.54).
- Improve the quality of data entry by fire operations staff.
- Develop reports using data collected to accurately reflect operational performance.
 - Identify deficiencies in current response time data collection methods
 - Develop a plan to share the department's accurate data on performance
- Review the adequacy of current Fire & Rescue Department technology applications and develop cost effective improvements and / or modifications.
- Improve internal and external communications by design implementation of print, various web and social media platforms.
- Evaluate emergency response to Code 3 EMS emergencies within 60 seconds (Turnout Time), 90 % of the time.
- Evaluate emergency response to fire calls and heavy rescue within 80 seconds (Turnout Time), 90 % of the time.
- Evaluate emergency response to Code 3 Fire/Rescue/EMS emergencies within 4 minutes (Travel Time), 90% of the time.

FIRE & RESCUE 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. Moreover, to align with accurate data submission, consistent with the National Fire Incident Reporting System (NFIRS), a data reporting standard that Fire Departments use to uniformly report on the full range of their activities, from Fire to Emergency Medical Services (EMS), to equipment involved in the response. As such, the following statistics are calendar year data to ensure real time validity and reliability. The Department is passionate about accurate, relevant, and comprehensive data reporting.

WORKLOAD INDICATORS**(Calls for Service)**

	2012	2013	2014
• Fire Incidents	212	214	247
• Rupture Explosions	8	5	11
• EMS	7,385	7,642	8,389
• Rescue	44	46	61
• Hazardous Conditions	163	139	195
• Service Calls	528	597	566
• Good Intent Calls	2,015	1,820	1,823
• False Calls	255	263	304
• Severe Weather Calls	0	1	0
• Other Calls	9	5	3
• Total Calls for Service	10,619	10,732	11,599

Fire Prevention Bureau**Plan Checks**

• Fire System Plans	335	272	405
• Architectural Plans / Life Safety	480	480	212
• Planning and Development Review	68	101	94
• Fire Code Permit Review	26	26	23
• Special Event Permit Review	41	41	37
• Film Permit Review	8	8	4
• Total Plan Check Reviews	958	928	775

Inspections

• Fire Prevention Inspections (By Fire Prev. Staff)	964	904	1,181
• Fire Prevention Inspections (By Fire & Rescue crews)**	5,944	6,837	7,257
• Sprinkler	*	418	389
• Fire Alarm	*	98	40
• Life Safety	*	83	332
• New Business	*	7	6
• Pyrotechnic	*	6	0
• Hood Systems	*	24	23
• Knox Box / Entry Systems	*	77	43
• Motel (N.I.F.T.)	*	55	20
• 850 Clearances (Annual)	*	24	54
• 850 Clearances (New)	*	59	59
• Total Inspections	6,908	8,592	9,404

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

FIRE & RESCUE DEPARTMENT**WORKLOAD INDICATORS (cont.)**

	2012	2013	2014
Hazardous Material Program			
• Business Plan Reviewed / Inspected	229	275	302
• Haz-Mat Incident Cost Recovery	\$18,504	\$14,870	\$15,300
• Haz-Mat Disclosure Program	\$97,929	\$139,790	\$166,230
• Number of Suppression Business / Apartment Inspections	5,944	6,837	7,000
Volunteer Fire Intern Program			
• Hours worked	*	*	425
• Apartment Inspections	*	*	274
• Building permit input	*	*	302
• Fire permit inspections/issued	*	*	168
• Haz-Mat/other inspections	*	*	15
Community Education Programs			
• Presentation to Costa Mesa Groups & Residents	45	56	56
• Engine Company Visits	44	42	44
• Station Tours	8	16	18
• CPR in High Schools	0	N/A	N/A
• "Team Fire Force" Team Kids Participants	123	1,200	203
• Citizens Fire Academy (Fall/Spring session)	0	3	2
• Community Emergency Response Team (CERT) Events	30	34	31
• Child Passenger Safety	70	70	73
• Special Events	21	30	29
• Teen CERT Graduates/Estancia High	*	23	0
• New CERT Graduates	*	75	87
• Stations Tours (Number of participants)	341	402	419
• Engine Visits (Number of participants)	4,198	6,212	7,110
• Presentations (Number of participants)	3,795	1,791	1,965
• CERT/Teen CERT (Number of participants)	1,941	98	87
• Citizen's Fire Academy (Number of participants)	0	23	36
• Special Events (Number of participants)	14,795	16,575	18,445
• Volunteer Hours – CERT	*	4,044	4,049
• Volunteer Hours – Fire Prevention	*	350	350

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



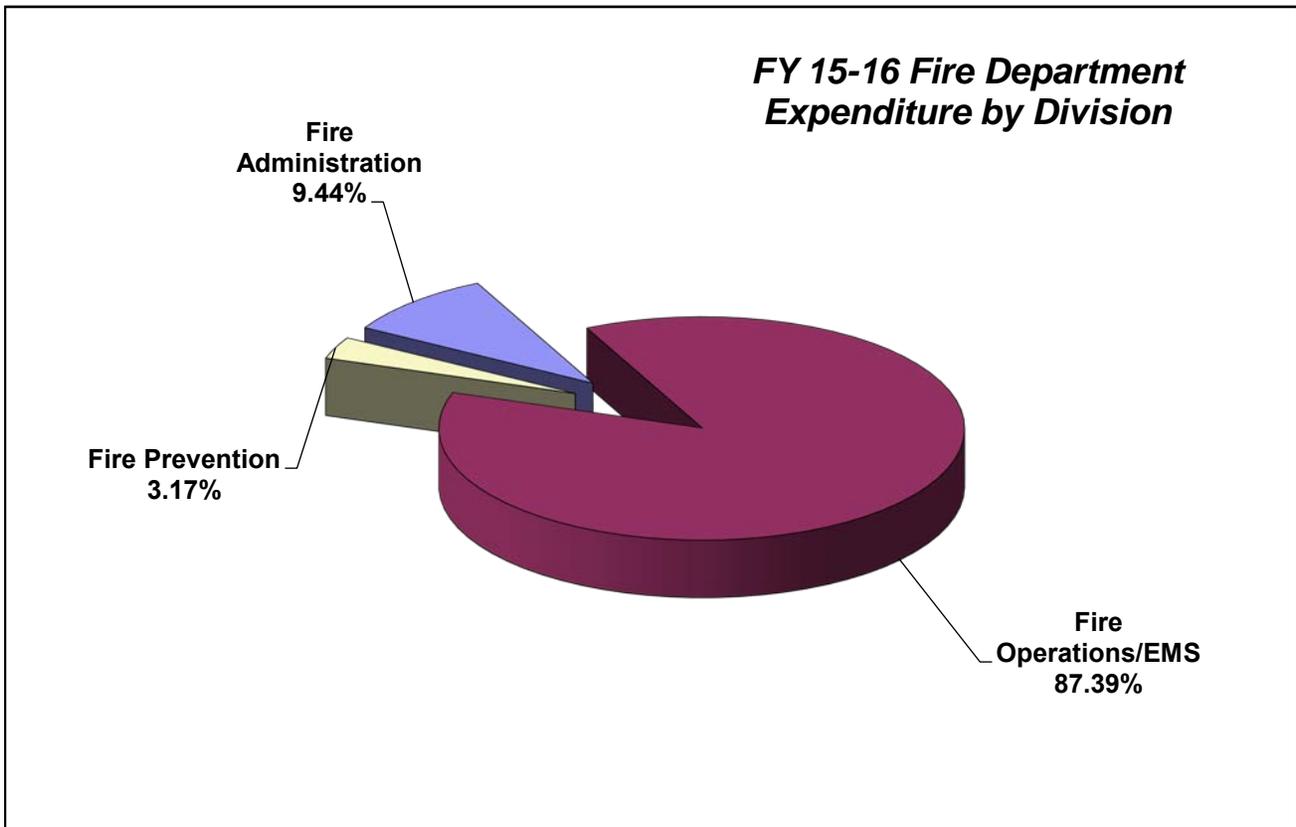
**FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Fire Administration - 16100</u>				
Fire Chief	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	-	-	1.00
Deputy Fire Chief - Operations	1.00	1.00	-	-
Division Chief - Administration	-	-	-	1.00
Battalion Chief - Administration	-	-	1.00	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	-	-	-
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>5.00</u>	<u>4.00</u>	<u>4.00</u>	<u>5.00</u>
Total Fire Administration Full-time Positions	5.00	4.00	4.00	5.00
Total Fire Admin Part-time Positions (in FTE's)	0.96	1.25	1.75	2.00
<u>Fire/Rescue/Emergency Medical Svcs - 16200</u>				
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain - Administration	-	-	-	1.00
Fire Captain	21.00	21.00	15.00	15.00
Fire Engineer	24.00	24.00	18.00	18.00
Firefighter	35.00	35.00	35.00	35.00
<i>Subtotal Fire Rescue/Operations - 10210</i>	<u>83.00</u>	<u>83.00</u>	<u>71.00</u>	<u>72.00</u>
Firefighter	4.00	4.00	4.00	4.00
<i>Subtotal Emergency Medical Services - 10230</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Fire Operations/EMS Full-time Positions	87.00	87.00	75.00	76.00
<u>Fire Prevention - 16300</u>				
Fire Protection Analyst	1.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	2.00	2.00	2.00
<i>Subtotal Fire Prevention - 10220</i>	<u>2.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Fire Prevention Full-time Positions	2.00	3.00	3.00	3.00
Total Fire Prevention Part-time Positions (in FTE's)	0.48	0.50	1.00	1.25
Total Department Full-time Positions	94.00	94.00	82.00	84.00
Total Department Part-time Positions (in FTE's)	1.44	1.75	2.75	3.25
TOTAL DEPARTMENT	<u>95.44</u>	<u>95.75</u>	<u>84.75</u>	<u>87.25</u>



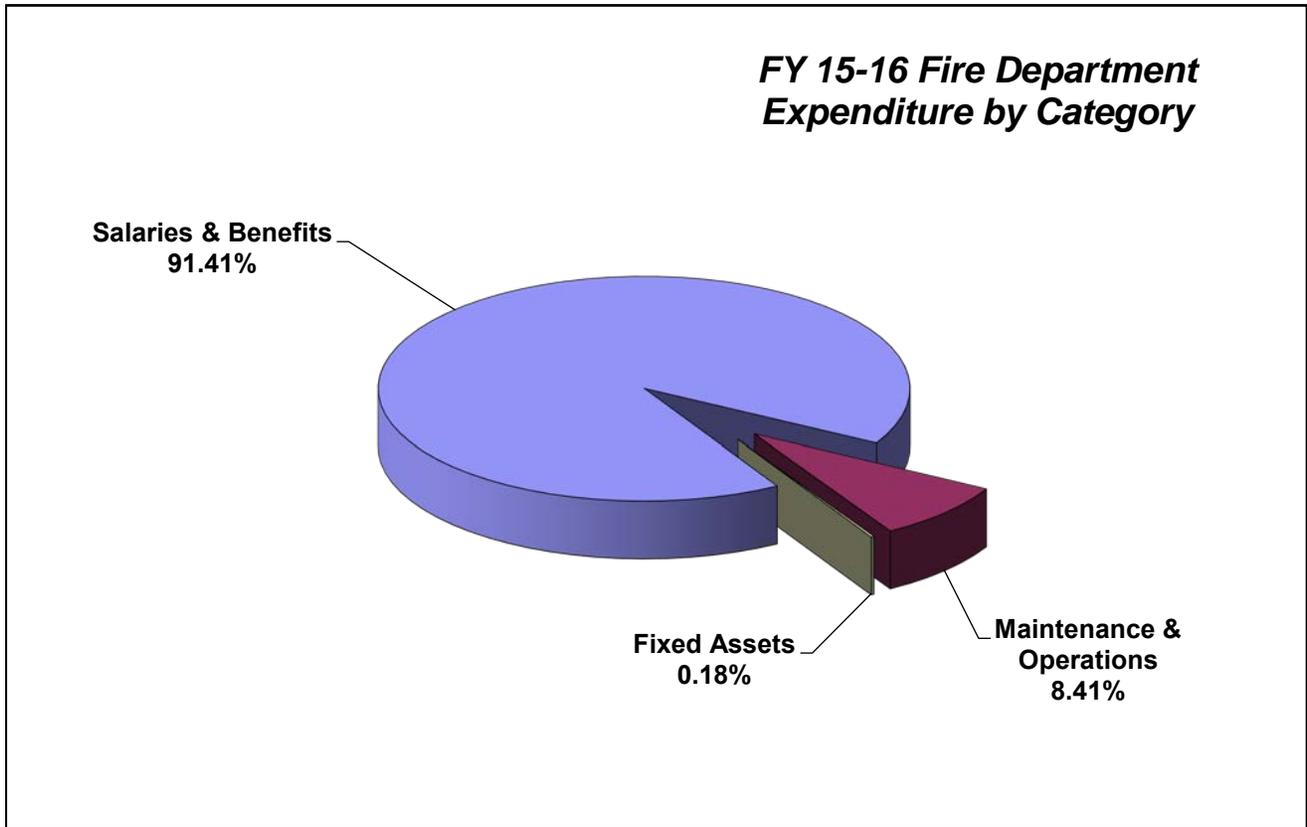
**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Fire Administration - 16100	\$ 1,316,868	\$ 1,685,968	\$ 1,829,154	\$ 1,929,346	5.48%
Fire Operations/EMS - 16200	18,117,050	18,716,679	17,689,266	17,859,777	0.96%
Fire Prevention - 16300	414,951	526,758	614,875	648,377	5.45%
Total Expenditures	\$ 19,848,869	\$ 20,929,405	\$ 20,133,295	\$ 20,437,500	1.51%



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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 18,521,733	\$ 18,885,481	\$ 18,848,895	\$ 18,681,889	-0.89%
Maintenance & Operations	1,275,741	1,705,721	1,247,302	1,718,513	37.78%
Fixed Assets	51,396	338,203	37,098	37,098	0.00%
Total Expenditures	\$ 19,848,869	\$ 20,929,405	\$ 20,133,295	\$ 20,437,500	1.51%



	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 19,808,263	\$ 20,630,954	\$ 20,075,081	\$ 20,379,286	99.72%
Prop. 172 Fund - 202	40,606	298,451	58,214	58,214	0.28%
Total Funding Sources	\$ 19,848,869	\$ 20,929,405	\$ 20,133,295	\$ 20,437,500	100.00%

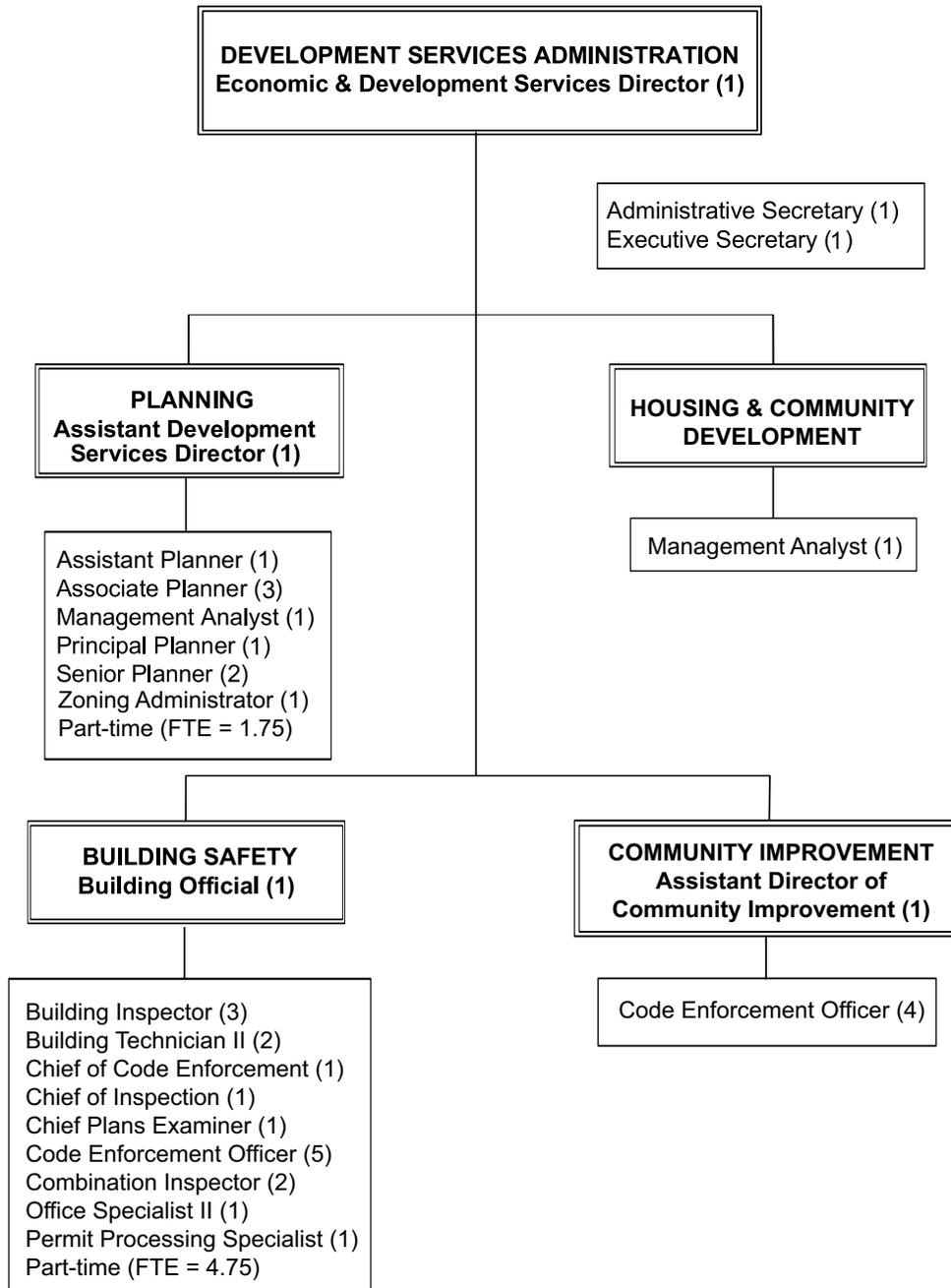
CITY OF COSTA MESA, CALIFORNIA

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 7,647,929	\$ 7,566,671	\$ 7,806,581	\$ 8,032,519	3%
Regular Salaries - Non Sworn	501200	277,793	373,291	381,848	441,408	16%
Regular Salaries - Part time	501300	177,934	38,127	105,477	115,720	10%
Overtime	501400	3,744,521	3,642,492	2,402,000	2,268,000	-6%
Accrual Payoff - Excess Maximum	501500	23,820	28,160	19,950	19,950	0%
Vacation/Comp. Time Cash Out	501600	31,757	21,323	20,700	20,700	0%
Holiday Allowance	501700	344,721	344,277	358,184	328,375	-8%
Separation Pay-Off	501800	61,488	75,046	-	-	0%
Other Compensation	501900	493,625	509,933	559,743	636,544	14%
Cafeteria Plan	505100	572,048	598,114	638,552	660,960	4%
Medicare	505200	171,700	174,253	164,591	132,647	-19%
Retirement	505300	4,182,117	4,731,036	5,477,416	5,104,935	-7%
Longevity	505400	2,268	2,510	2,268	2,268	0%
Professional Development	505500	55,491	64,159	148,121	112,121	-24%
Unemployment	505800	9,120	11,604	11,848	11,848	0%
Workers' Compensation	505900	725,400	704,484	751,616	793,894	6%
Subtotal Salaries & Benefits		\$ 18,521,733	\$ 18,885,481	\$ 18,848,895	\$ 18,681,889	-1%
Stationery and Office	510100	\$ 9,582	\$ 14,511	\$ 12,000	\$ 12,000	0%
Multi-Media, Promotions and Subs	510200	23,728	26,787	32,146	37,846	18%
Small Tools and Equipment	510300	63,213	75,316	104,321	331,521	218%
Uniform & Clothing	510400	73,865	97,913	140,300	140,800	0%
Safety and Health	510500	161,235	199,813	204,095	203,595	0%
Maintenance & Construction	510600	25,385	23,570	32,500	32,500	0%
Fuel	510800	156	1,100	200	200	0%
Waste Disposal	515700	1,262	5,156	2,000	2,000	0%
Janitorial and Housekeeping	515800	6,527	6,622	7,650	10,500	37%
Postage	520100	1,114	4,608	1,500	1,500	0%
Advertising and Public Info.	520300	-	73	250	250	0%
Telephone/Radio/Communications	520400	7,263	69,903	7,000	41,816	497%
Buildings and Structures	525100	-	1,100	6,000	6,000	0%
Landscaping and Sprinklers	525200	-	110	-	-	0%
Office Equipment	525700	950	2,591	1,832	1,832	0%
Other Equipment	525800	27,522	23,735	29,480	33,480	14%
Consulting	530200	119,160	271,465	122,950	129,012	5%
Engineering and Architectural	530400	54,183	43,697	75,000	75,000	0%
Medical and Health Inspection	530600	3,451	4,376	10,648	10,648	0%
Central Services	535800	6,766	4,385	11,200	11,200	0%
Internal Rent - Maint. Charges	536100	249,114	258,067	292,720	268,355	-8%
Internal Rent - Repl. Cost	536200	350,100	499,967	62,364	255,341	309%
Internal Rent - IT Replacement	536300	-	-	7,540	11,310	50%
General Liability	540100	76,700	55,519	72,806	91,007	25%
Taxes & Assessments	540700	13,145	13,640	10,800	10,800	0%
Other Costs	540900	1,319	1,698	-	-	0%
Subtotal Maintenance & Operations		\$ 1,275,741	\$ 1,705,721	\$ 1,247,302	\$ 1,718,513	38%
Other Equipment	590800	\$ 51,396	\$ 338,203	\$ 37,098	\$ 37,098	0%
Subtotal Fixed Assets		\$ 51,396	\$ 338,203	\$ 37,098	\$ 37,098	0%
Total Expenditures		\$ 19,848,869	\$ 20,929,405	\$ 20,133,295	\$ 20,437,500	2%

**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<i>FIRE ADMINISTRATION - 16100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 1,201,657	\$ 1,416,869	\$ 1,702,198	\$ 1,740,399	2%
Maintenance & Operations	115,211	269,099	126,956	188,947	49%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	<u>\$ 1,316,868</u>	<u>\$ 1,685,968</u>	<u>\$ 1,829,154</u>	<u>\$ 1,929,346</u>	<u>5%</u>
<i>FIRE OPERATIONS/EMS - 16200</i>					
<u>Response & Control - 10210</u>					
Salaries & Benefits	\$16,227,825	\$16,179,171	\$15,935,857	\$15,740,102	-1%
Maintenance & Operations	849,988	1,046,712	723,980	891,337	23%
Fixed Assets	36,182	174,034	37,098	37,098	0%
<i>Subtotal Response & Control</i>	<u>\$17,113,996</u>	<u>\$17,399,917</u>	<u>\$16,696,935</u>	<u>\$16,668,537</u>	<u>0%</u>
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 853,320	\$ 942,277	\$ 803,856	\$ 773,610	-4%
Maintenance & Operations	134,520	210,316	188,475	417,630	122%
Fixed Assets	15,214	164,169	-	-	0%
<i>Subtotal Emergency Medical Aid</i>	<u>\$ 1,003,054</u>	<u>\$ 1,316,762</u>	<u>\$ 992,331</u>	<u>\$ 1,191,240</u>	<u>20%</u>
<i>FIRE PREVENTION - 16300</i>					
<u>Fire Prevention - 10220</u>					
Salaries & Benefits	\$ 238,930	\$ 347,164	\$ 406,984	\$ 427,778	5%
Maintenance & Operations	176,021	179,593	207,891	220,599	6%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fire Prevention</i>	<u>\$ 414,951</u>	<u>\$ 526,758</u>	<u>\$ 614,875</u>	<u>\$ 648,377</u>	<u>5%</u>
Total Expenditures	<u>\$19,848,869</u>	<u>\$20,929,405</u>	<u>\$20,133,295</u>	<u>\$20,437,500</u>	<u>2%</u>



DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a Community Health and Environment function. During FY 14-15, the Community Improvement Division was created and transferred to the Development Services Department. The Department now has 37 full-time positions; composed of four management, six supervisory, 25 professional, and two clerical positions, with some positions remaining vacant. Part-time staffing consists of 6.5 full-time equivalents. Staff has almost doubled over the past two years. The Department is comprised of six divisions, each division allocated into different programs. The seven divisions are as follows:

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

ADMINISTRATION - 18100

Development Services Administration - 50001

Directs and coordinates the Department's activities; provides support to the Chief Executive Officer; and serves as a liaison to the City Council, Planning Commission, Housing and Public Service Grant Committee, Successor Agency, Oversight Board, and Costa Mesa Housing Authority.

Economic Development - 20370

Directs and coordinates the City's economic development activities. Economic Development works towards attracting and retaining key businesses in Costa Mesa. Our efforts to date include streamlining the application and approval process, marketing Costa Mesa on a regional and nationwide basis, and improving the business climate within the city. We have facilitated new companies getting started, and existing companies expanding through responsive customer services.

The Economic Development team works closely with the Costa Mesa Chamber of Commerce and Costa Mesa Conference and Visitor Bureau to promote our City; monitors economic trends and quarterly financial reports on the city's sales tax and major retail performance compared to other Orange County cities; promotes shopping within the city and supports the "Harbor Boulevard of Cars," and "Shop Local This Holiday Season," campaigns; provides updates to the city's Finance Advisory Committee and elected and appointed officials; annually updates the Community Economic Profile information; maintains "Space Available" under "Doing Business," on the City's website; helps with the relocation of new businesses and expansion of existing businesses; publishes "An Applicant's Guide to Entitlement Processing in the City of Costa Mesa"; and promotes business-friendly atmosphere from very low business license fees to expedited services to get businesses up and running.

PLANNING - 18200

Planning - 20320

The Planning Division is responsible for implementing the regulations of the Zoning Code and the goals/policies/objectives of the General Plan. A planner's role is to promote the public health, safety, and general welfare of the business and residential community, therefore preserving and enhancing the quality of life in the city. The Planning Division staff apply zoning regulations to promote developments which:

- Establish and maintain a balance of land uses throughout the community to preserve the residential character of the City at a level no greater than can be supported by the infrastructure.
- Ensure the long term productivity and viability of the community's economic base.
- Promote land use patterns and development that reinforce neighborhood identity or beautification of the City.
- Create a correlation between build-out of the General Plan Land Use Map and Master Plan of Highways.

DEVELOPMENT SERVICES DEPARTMENT

The Planning Division staff is also involved in issuance of ministerial permits, (i.e. sign permits, banner permits, over-the-counter building permits) and completing plan checks for zoning compliance. The Zoning Administrator is a staff member who is authorized to approve, conditionally approve, or deny certain discretionary planning applications (i.e., administrative adjustment, minor conditional use permit, and lot line adjustment).

The Planning Division provides services to the community, the City Council, and the Planning Commission. The Planning Commission is an appointed body of five commissioners who act on plans for the regulation of the future growth, development and beautification of the City. The Planning Division provides comprehensive planning services in both Advance and Current Planning. 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.

Planning Commission - 20360

Provides staff support to the Planning Commission, a five-member advisory board to the City Council on land use and community development issues and applications. The Planning Commission decides on discretionary planning applications (i.e. conditional use permit, variances, master plan, design reviews, subdivision maps, and residential common interest developments). As an advisory body to the City Council, the Planning Commission also makes recommendations to the City Council for projects such as rezones, General Plan amendments, Zoning Code amendments, and Specific Plans.

BUILDING SAFETY - 18300

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.

Permit & Plan Check Services - 20410

Provides local enforcement of mandatory State building codes and standards, international model codes; and municipal ordinances related to the construction, modification, use, and occupancy of private and public buildings and properties; enforces municipal codes relating to land use and property maintenance; provides a variety of daily services such as permit issuance for construction related to private or public buildings and structures, including plan check for new construction, and modification of existing structures.

Inspection Services - 20410

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

COMMUNITY IMPROVEMENT DIVISION – 18400

The Community Improvement Division is supported by an Assistant Director, four full-time Code Enforcement Officers, and part-time Contract Planner, who are responsible for the implementation and monitoring of community improvement programs. The current community improvement programs are as follows:

Group Home Program - 50255

The Group Home Program is responsible for implementation and enforcement of zoning regulations for group homes and offsite service providers. This includes implementation of the R1 Group Home Ordinance No. 14-13

DEVELOPMENT SERVICES DEPARTMENT

and the proposed Multifamily Group Home Ordinance if and when it's adopted by City Council. This program also maintains a current inventory of Group Home properties, investigates and maintains records of Code Enforcement complaints, enforcement compliance and identifies possible nuisance properties. Staff conducts inspections and works closely with property owners and Group Home operators in an effort to ensure that these properties comply with all applicable zoning regulations. This program is responsible for code updates as needed to ensure that the residential charter, of the City's various neighborhoods, is preserved for the benefit of all residents.

Neighborhood Stabilization Program – 50257

The Neighborhood Stabilization Program conducts building/property assessments of multi-family dwellings for code compliancy, and inspects interior substandard conditions. The program works with residents on community improvement efforts such as Community Clean-Up Days, and identifies necessary infrastructure improvements such as alley paving and lighting. The Program is developing a comprehensive neighborhood stabilization program for the Mission Mendoza Area that can be duplicated in other multi-family areas of the city. The program will be expanded to other focus area as newly budgeted staff resources become available.

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement - 20350

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

Public Services Programs - 20421

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

Single-Family Housing Rehabilitation - 20422

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

CDBG Administration - 20427

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

DEVELOPMENT SERVICES DEPARTMENT

HOME Administration – 20440

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

HOME Projects - 20445

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

Housing Authority – 20600

Development Services is responsible for the Costa Mesa Housing Authority operations and covenant monitoring. It is not included as part of the City's budget.

BUDGET NARRATIVE

The FY 15-16 adopted budget for the Development Services Department totals \$6,893,064, an increase of \$1,046,834 or 17.91% compared to the FY 14-15 adopted budget. The increase is primarily a result of Salaries and Benefits costs due to the four new positions, three of which were transferred from the Chief Executive Officer's Department, as well as an increase in part-time personnel/hours. Maintenance and Operations accounts increased by \$185,738, or 11.31%, due to increases in several accounts due to additional staff and workload.

The FY 15-16 CDBG Grant appropriation is \$1,028,141 a decrease of .35% (\$3,616) from the prior year. An additional \$100,000 in prior years' funds is also available for a total of \$1,128,141. The FY 15-16 HOME Program Grant appropriation is \$327,658, a 7.29% (\$25,421) decrease from the prior year.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

- Pacifica, the 113 multi-unit family residential development located at 421 Bernard Street was completed.
- As part of a major renovation of "The Triangle", at Harbor Boulevard and 19th Street, several new restaurants were approved, inspected and opened. Restaurants included Black Knight (restaurant and club) and H2O Sushi. Tavern and Bowl is also open.
- Walgreens, the former Tower Records building on Superior Avenue, is currently under construction.
- Orange Coast Buick/GMC/Cadillac Dealership located at 2600 Harbor Blvd. is currently under construction.
- Superior Pointe, an Urban Master Plan project of 49 live/work units, located at 1695 Superior Avenue, is currently under construction.
- Westreef, a 17 unit residential development, located at 1259 Victoria Street, is currently under construction.
- Seabright, a 26 unit attached condominium community, located at 2013-2029 Anaheim Avenue, is currently under construction.
- Baker Street Apartment Project, located at 125 East Baker Street, a 240 unit apartment building and parking structure, common open space and recreation areas, a pool, and a clubhouse was approved by the Planning Commission and City Council earlier this year.
- City Common, located at the southwest corner of Harbor Boulevard and Hamilton Street with primary frontage on Charle Street is proposed for construction of a single lot detached single family condominium development. This project consists of detached homes and garages.
- The Lighthouse, located at 1620-1644 Whittier Avenue, Urban Master Plan is for the development of an 89 unit, three-story mixed-use development, consists of 49 residential units and 40 live/work units within the Mesa West Bluffs Urban Plan area was approved by the Planning Commission and City Council.
- Ganahl Lumber Relocation/Expansion, located at 1100 Bristol Street, will replace the existing store on the adjacent property. The new facility would include the 65,263 square foot main building and 34,000 square feet of shed buildings for various lumber storage/milling activities. This project has received Planning Commission approval.
- Residential Mid-Rise, located at 595 Anton Boulevard, will be a five story, type III, fully sprinkler residential building over a three level parking garage received Planning Commission extension for approval.
- Residential Mid-Rise, located at 580 Anton Boulevard, will include the construction of two midrise residential buildings consisting of 393 apartment units connected with a pedestrian bridge, six stories high above grade with one subterranean level parking received Planning Commission extension for approval.
- Maple Crossing, located at the intersection of Maple Street and Victoria Street, a 37 unit residential development, three story, detached residences have submitted plans for plan check.
- Completed inspections and construction of over 200 units at 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 completed.
- The Planning Division assisted approximately 6,000 walk-in customers at the public counter and 6,300 customers on the phone, and also maintained an overall wait time of less than 15 minutes at the public counter for 95% of the customers.
- Planning Commission and staff participated in approximately 80 hours of pre-meetings and public hearings for discretionary projects in 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 2014.
- Level One, a 60-unit live/work project located at 1527 Newport Boulevard, is currently under construction.
- Completed inspections and construction of MBK Homes, located at 1036 West 18th Street, Sea House, a live/work development on the west side.
- 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.
- Performed over 25,000 building inspections. A 30% increase from the prior year.
- Completed inspection on 30 tenant improvement projects at South Coast Plaza with an average valuation of \$300,000.
- Completed inspection of the seismic retrofit work and remodel at Bethel Tower on 19th Street
- Completed inspection and issued Certificate of Occupancy for the Fairfield project, a 113-unit apartment development and parking structure on Monrovia/Harbor Boulevard.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued)

- Completed one of the largest rooftop solar panel projects in the City at Macy's, South Coast Plaza.
- Completed over 200 public record requests related to building permits and constructions plans.
- Scanned and imaged over 250,000 pages of building permit records.
- Administered and monitored 9 public service grants to local nonprofits.
- Completed inspections and re-certifications of 132 affordable units in Costa Mesa.
- Completed 21 grants and 1 loan for low-income households with HOME funds.
- Attended evening neighborhood community meetings and coordinated with social service providers, Costa Mesa Police, City Staff and other community groups in order to update residents on new programs and development community partnerships.
- 160 properties out of 163 in the Mission/Mendoza and Coolidge/Fillmore were brought into compliance.
- Attended the California Association of Code Enforcement Officer's (CACEO) Basic Spanish Communication for Code Enforcement Officers and CACEO Annual Seminar.
- Completed a total of 24 hours of continuing education from CACEO.
- Received "Outstanding Service" award from Orange County Congregation Community Organization (OCCCCO).
- Received the Planning Commission "Design Award" for improvements to the Mission/Mendoza Community.
- Completed the first neighborhood cleanup event.
- Inspected a total of 30 hotels/motels and approximately 663 rooms, attaining a 50% decrease in average violations per room in comparison to FY 13-14.
- Responded to 5 substandard and property maintenance complaints.
- Conducted monthly enforcement of the Excessive Use of Resources Ordinance.
- Implemented procedures for compliance and documentation for Ordinance No. 14-11 relating to reduction of long-term occupancy at motels.
- Drafted Ordinance No. 14-13 which amended Title 13, Chapter(s) I, IV, and IX and added Chapter XV (Group Homes) to the Costa Mesa Municipal Code with regard to Group Homes. Ordinance No. 14-13 provides new regulations for un-licensed Group Homes operating within the R1 zones of the city.
- Developed a roster of group homes that includes over 160 properties throughout the city.

DEVELOPMENT SERVICES DEPARTMENT

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.
- Draft for consideration an Apartment Stabilization Program to reduce the number of multi-family units with substandard living conditions and address sources or potential blight in those neighborhoods.
- Empower residents to form community groups in an effort to build pride and accountability for their neighborhoods.
- Ensure that properties are repaired and maintained at the highest standards.
- Identify possible nuisance properties through police reports, CID meetings, field observations, and community complaints.
- Continue training and staff development to gain a more comprehensive understanding of local and State laws, codes and ordinances.
- Forge additional partnerships in the community and strengthen those that already exist through community outreach, engagement, and integration of services with existing partners.
- Ensure that lodging properties are repaired and maintained at the highest standards.
- Continue to identify possible nuisance properties through police reports, field observations, and community complaints.
- Continue training on pertinent local and State laws, codes and ordinances.
- Develop and refine internal reporting systems to allow for tracking compliance with the Long Term Stay Ordinances and the Excessive Use of Resources Ordinance.
- Ensure that our city retains a high quality of life in our residential neighborhoods and provide a supportive residential setting for handicapped individuals.
- Draft and seek approval of a Group Home Ordinance to regulate properties in the city's multi-family zones.
- Improve cooperation with the State to honor the intent of local group home regulations.

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

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 13-14 <u>Actual</u>	FY 14-15 <u>Adopted</u>	FY 15-16 <u>Adopted</u>
<u>Planning</u>			
Performance Measures:			
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%
Workload Indicators:			
Number of Planning Commission meetings per year	20	23	23
Planning Commission minutes prepared	20	23	23
Number of report items for Council action or direction	24	28	28
Number of phone calls to Planning per day (average)	30	35	35
Number of counter contacts to Planning counter per day (average)	25	28	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	6	10
Minor plan checks reviewed for zoning compliance	375	500	500
Sign Permits processed	100	120	120
Zoning Verification Letters processed	35	35	35

DEVELOPMENT SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS (Cont.)	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted
<u>Building Safety</u>			
Performance Measures:			
Wait time at counter less than 20 minutes	80%	80%	80%
Trade permits issued within 20 minutes of application	90%	90%	90%
Percentage of minor plan checks reviewed within 5 working days	75%	80%	80%
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%	97%
Building and Code Enforcement code violations response within 2 working days	90%	90%	90%
Workload Indicators:			
Number of calls to general building lines per day	60	50	65
Minor plan checks reviewed	305	300	300
Moderate plan check projects (less than \$1M) reviewed	611	600	650
Major plan check projects (greater than \$1M) reviewed	9	4	15
Inspection requests received	15,100	18,000	30,000
Building permits finalized	3,380	3,400	3,000
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
<u>Community Improvement Division</u>			
Performance Measures:			
Percentage of Code Enforcement complaint responses within 10 days for Group Home Enforcement	*	*	100%
Percentage of Group Home complaints mitigated within 90 days of complaint	*	*	80%
Percentage of Code Enforcement complaint responses provided within 10 days for Hotel/Motel Enforcement	100%	100%	100%
Percentage of Hotel/Motel violations mitigated within 60 days of the inspection	90%	90%	95%
Percentage of Code Enforcement complaint responses within 10 days for the Neighborhood Stabilization Program	*	*	100%
Percentage of multi-family dwellings in the Community Improvement area brought into compliance with the Costa Mesa Municipal Code and the parameters of the program	90%	90%	90%

DEVELOPMENT SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS (Cont.)	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted
<u>Community Improvement Division (Cont.)</u>			
Workload Indicators:			
Number of Group Home complaints received	*	*	62
Number of Group Home inspections conducted	*	*	168
Number of Group Home site visits	*	*	45
Number of Group Home contacts with the public	*	*	400
Number of ordinance violations requiring formal written responses	360	360	360
Number of weekly informal complaints/inquiries received/processed	10	10	10
Number of annual hotel/motel inspections	30	30	30
Long-term occupancy verification at lodging establishments	30	30	30
Zoning verification letters processed	35	35	35
Number of property inspections in the Neighborhood Improvement Area	163	487	325
Number of enforcement letters sent to Neighborhood Improvement Area	163	494	350
Number of meetings with homeowner associations and stakeholders	*	14	10
Number of court cases	*	1	1
Number of administrative hearings	*	1	1

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

Housing and Community Development**Performance Measures:**

Percentage of complaint responses provided within 10 business days	90%	90%	90%
Fair Housing Foundation referrals for service	315	420	420
Press releases & information pieces processed	50	10	10
Number of requests for homeless and/or affordable housing assistance	200	200	200

Workload Indicators:

Number of residents served via Public Services programs	1,393	1,875	1,300
Number of First Time Home Buyers/Rehab loan payoffs and subordinations	5	4	N/A
Single Family Rehab Grants completed	8	21	15
Single Family Rehab Loans completed	3	1	1
Completed monitoring of projects:			
a. Housing quality standard inspections of rental units	154	154	154
b. Recertification 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 Rehabilitation units	46	46	46
f. Occupancy monitoring of rental rehabilitation units	2	2	2
g. Public Service Grants	10	9	9



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

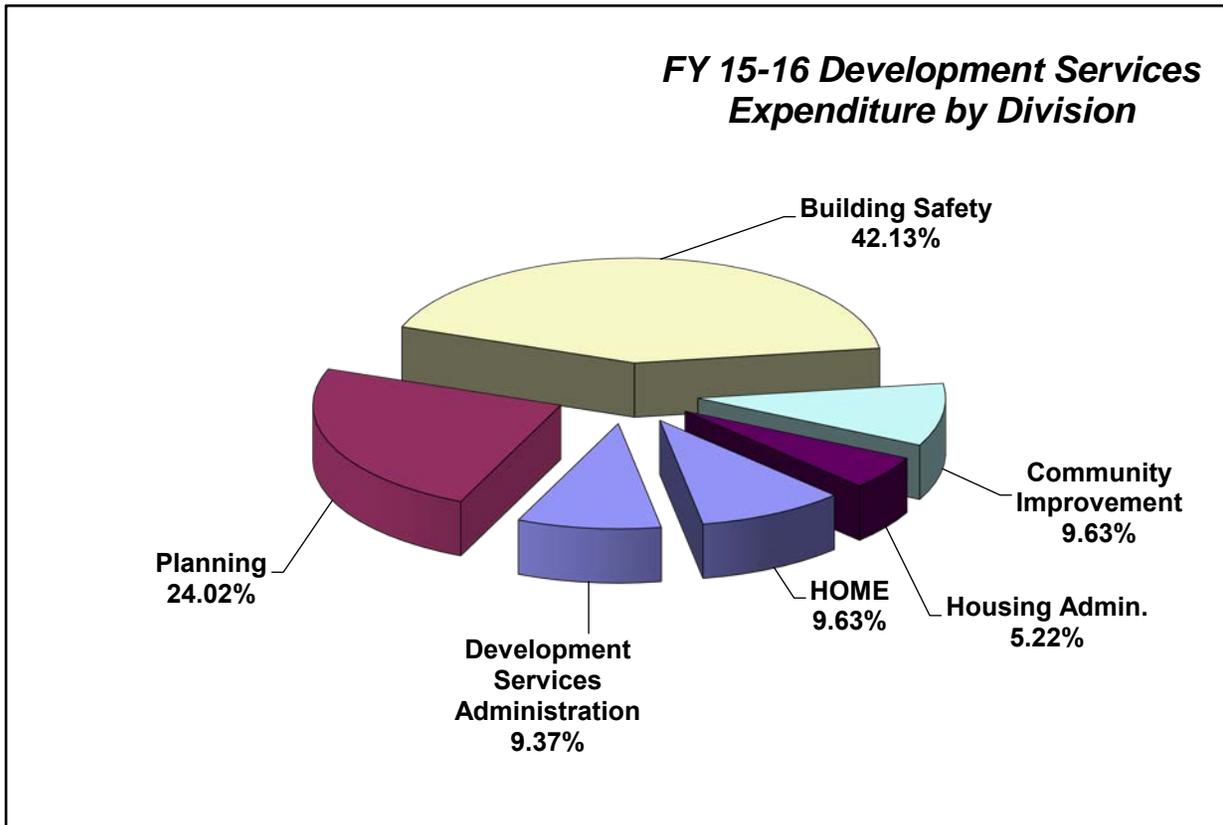
	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Development Svcs Admin - 18100</u>				
Economic & Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	1.00	2.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	3.00	4.00	3.00	3.00
Total Development Svcs Admin Full-time Positions	3.00	4.00	3.00	3.00
<u>Planning - 18200</u>				
Assistant Development Services Director	1.00	1.00	1.00	1.00
Assistant Planner	-	-	1.00	1.00
Associate Planner	1.00	1.00	2.00	3.00
Management Analyst	1.00	2.03	2.00	1.00
Principal Planner	1.00	2.00	3.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	-	-	-	1.00
<i>Subtotal Planning - 20320</i>	6.00	8.03	11.00	10.00
Total Planning Full-time Positions	6.00	8.03	11.00	10.00
Total Planning Part-time Positions (in FTE's)	0.50	0.50	0.50	1.25
<u>Building Safety - 18300</u>				
Chief of Code Enforcement	1.00	1.00	1.00	1.00
Code Enforcement Officer	6.00	5.00	5.00	5.00
Office Specialist II	1.00	1.00	1.00	1.00
<i>Subtotal Code Enforcement - 20350</i>	8.00	7.00	7.00	7.00
Building Official	1.00	1.00	1.00	1.00
Building Inspector	-	-	3.00	3.00
Building Technician	1.00	1.00	-	-
Building Technician II	-	-	2.00	2.00
Chief of Inspection	-	1.00	1.00	1.00
Chief Plans Examiner	-	-	-	1.00
Combination Inspector	-	-	2.00	2.00
Permit Processing Specialist	-	-	1.00	1.00
Plan Check Engineer	1.00	1.00	1.00	-
Senior Electrical Inspector	1.00	-	-	-
<i>Subtotal Building Safety - 20410</i>	4.00	4.00	11.00	11.00
Total Building Safety Full-time Positions	12.00	11.00	18.00	18.00
Total Building Safety Part-time Positions (in FTE's)	2.34	2.50	3.25	4.75

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

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Community Improvement Division - 18400</u>				
<i>Assistant Director of Community Improvement</i>	-	-	-	0.50
<i>Code Enforcement Officer</i>	-	-	-	2.00
<i>Subtotal Group Home Enforcement - 50255</i>				2.50
<i>Assistant Director of Community Improvement</i>	-	-	-	0.50
<i>Code Enforcement Officer</i>	-	-	-	2.00
<i>Subtotal Neighborhood Stabilization - 50257</i>				2.50
Total Community Improvement Full-time Positions	-	-	-	5.00
<u>Housing & Community Development - 11310/11320</u>				
<i>Executive Secretary</i>	0.25	-	-	-
<i>Management Analyst</i>	-	0.18	0.18	-
<i>Subtotal Code Enforcement - 20350</i>	0.25	0.18	0.18	-
<i>Management Analyst</i>	-	0.33	0.34	0.34
<i>Subtotal Single Family Housing Rehab - 20422</i>	-	0.33	0.34	0.34
<i>Management Analyst</i>	0.50	-	-	-
<i>Subtotal Neighborhood Improvement - 20425</i>	0.50	-	-	-
<i>Management Analyst</i>	0.50	-	-	-
<i>Subtotal Neighbors for Neighbors - 20426</i>	0.50	-	-	-
<i>Executive Secretary</i>	0.75	-	-	-
<i>Management Analyst</i>	0.30	0.39	0.42	0.33
<i>Subtotal CDBG Administration - 20427</i>	1.05	0.39	0.42	0.33
<i>Management Analyst</i>	0.70	0.07	0.06	0.33
<i>Subtotal HOME Administration - 20440</i>	0.70	0.07	0.06	0.33
Total Housing & Comm Devel Full-time Positions	3.00	0.97	1.00	1.00
Total HCD Part-time Positions (in FTE's)	0.75	-	0.50	-
Total Department Full-time Positions	24.00	24.00	33.00	37.00
Total Department Part-time Positions (in FTE's)	3.59	3.00	4.25	6.50
TOTAL DEPARTMENT	27.59	27.00	37.25	43.50

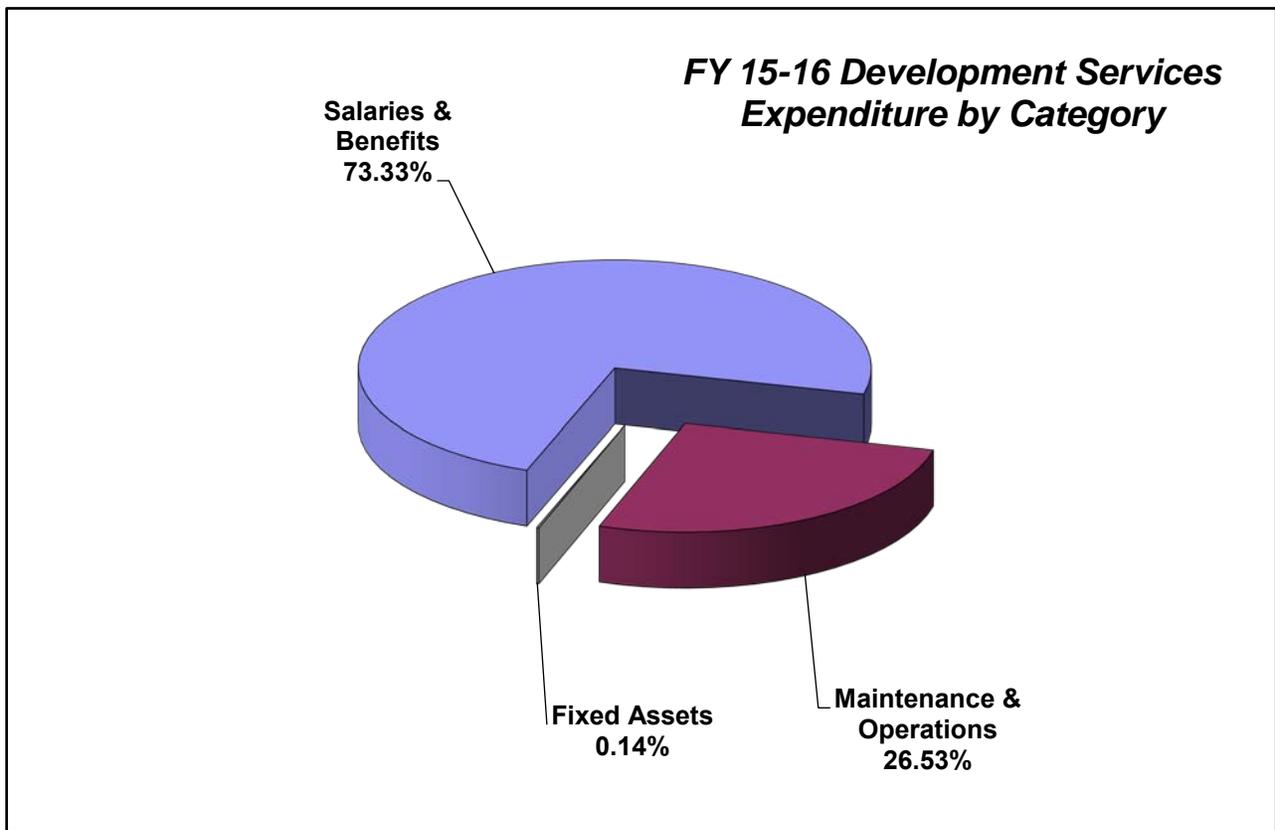
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Expenditure by Division:					
Dev. Svcs. Admin. - 18100	\$ 585,317	\$ 495,340	\$ 662,546	\$ 645,891	-2.51%
Planning - 18200	1,186,926	1,351,063	1,555,032	1,655,261	6.45%
Building Safety - 18300	2,253,916	2,053,185	2,592,508	2,904,340	12.03%
Community Improvement - 18400	-	-	-	663,902	0.00%
Housing Admin. - 11310	445,804	328,395	387,428	359,849	-7.12%
HOME - 11320	328,713	413,093	648,716	663,821	2.33%
Total Expenditures	\$ 4,800,676	\$ 4,641,076	\$ 5,846,230	\$ 6,893,064	17.91%



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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 2,996,456	\$ 2,976,316	\$ 4,203,474	\$ 5,054,706	20.25%
Maintenance & Operations	1,796,820	1,664,759	1,642,756	1,828,494	11.31%
Fixed Assets	7,400	-	-	9,864	0.00%
Total Expenditures	\$ 4,800,676	\$ 4,641,076	\$ 5,846,230	\$ 6,893,064	17.91%



	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 3,774,595	\$ 3,651,123	\$ 4,515,319	\$ 5,544,394	80.43%
HOME Fund - 205	328,713	413,093	648,716	663,821	9.63%
CDBG Fund - 207	697,368	576,859	682,195	684,849	9.94%
Total Funding Sources	\$ 4,800,676	\$ 4,641,076	\$ 5,846,230	\$ 6,893,064	100.00%

CITY OF COSTA MESA, CALIFORNIA

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 1,781,733	\$ 1,713,618	\$ 2,563,420	\$ 3,047,577	19%
Regular Salaries - Part time	501300	306,284	281,851	218,228	339,832	56%
Overtime	501400	46,303	29,549	42,000	53,000	26%
Accrual Payoff - Excess Maximum	501500	8,858	7,390	-	2,828	0%
Vacation/Comp. Time Cash Out	501600	6,574	7,115	-	8,580	0%
Holiday Allowance	501700	1,633	2,861	-	2,278	0%
Separation Pay-Off	501800	52,491	22,164	-	-	0%
Other Compensation	501900	21,677	25,174	24,227	37,475	55%
Cafeteria Plan	505100	208,303	211,089	334,686	450,372	35%
Medicare	505200	30,674	30,007	39,733	42,051	6%
Retirement	505300	448,327	562,176	881,986	1,009,240	14%
Professional Development	505500	10,808	11,561	20,893	33,522	60%
Auto Allowance	505600	440	5,724	5,724	5,724	0%
Unemployment	505800	2,150	1,993	2,113	2,113	0%
Workers' Compensation	505900	70,200	64,044	70,463	18,790	-73%
Employer Contr.Retirees' Med.	506100	-	-	-	1,324	0%
Subtotal Salaries & Benefits		\$ 2,996,456	\$ 2,976,316	\$ 4,203,474	\$ 5,054,706	20%
Stationery and Office	510100	\$ 24,637	\$ 24,369	\$ 19,996	\$ 31,053	55%
Multi-Media, Promotions and Subs	510200	2,586	6,826	19,000	23,650	24%
Small Tools and Equipment	510300	5,524	9,190	20,916	21,500	3%
Uniform & Clothing	510400	5,473	2,352	3,500	5,000	43%
Safety and Health	510500	215	103	-	-	0%
Postage	520100	9,089	8,665	9,500	10,250	8%
Legal Advertising/Filing Fees	520200	3,434	7,179	8,000	13,500	69%
Advertising and Public Info.	520300	10,567	975	1,200	700	-42%
Telephone/Radio/Communications	520400	197	275	200	200	0%
Meetings & Conferences	520500	-	-	-	3,000	0%
Mileage Reimbursement	520600	305	162	1,900	2,750	45%
Board Member Fees	520800	24,400	24,000	24,000	24,000	0%
Buildings and Structures	525100	15,281	1,410	-	-	0%
Office Furniture	525600	300	-	100	5,600	5500%
Office Equipment	525700	147	147	500	500	0%
Employment	530100	47,860	40,152	25,000	20,000	-20%
Consulting	530200	618,937	444,956	290,863	333,712	15%
Legal	530300	32,586	90,673	19,984	33,500	68%
Engineering and Architectural	530400	529,432	433,637	236,580	352,000	49%
External Rent	535400	880	878	3,000	5,000	67%
Grants, Loans and Subsidies	535500	333,305	393,000	721,550	708,816	-2%
Central Services	535800	14,681	6,362	25,500	25,969	2%
Internal Rent - Maint. Charges	536100	33,333	46,235	48,856	45,270	-7%
Internal Rent - Repl.Cost	536200	22,200	25,917	-	14,164	0%
Internal Rent - IT Replacement	536300	-	-	7,899	11,849	50%
General Liability	540100	61,400	97,158	154,712	136,511	-12%
Other Costs	540900	51	139	-	-	0%
Subtotal Maintenance & Operations		\$ 1,796,821	\$ 1,664,759	\$ 1,642,756	\$ 1,828,494	11%
Other Equipment	590800	\$ 7,400	\$ -	\$ -	\$ 9,864	0%
Subtotal Fixed Assets		\$ 7,400	\$ -	\$ -	\$ 9,864	0%
Total Expenditures		\$ 4,800,676	\$ 4,641,076	\$ 5,846,230	\$ 6,893,064	18%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

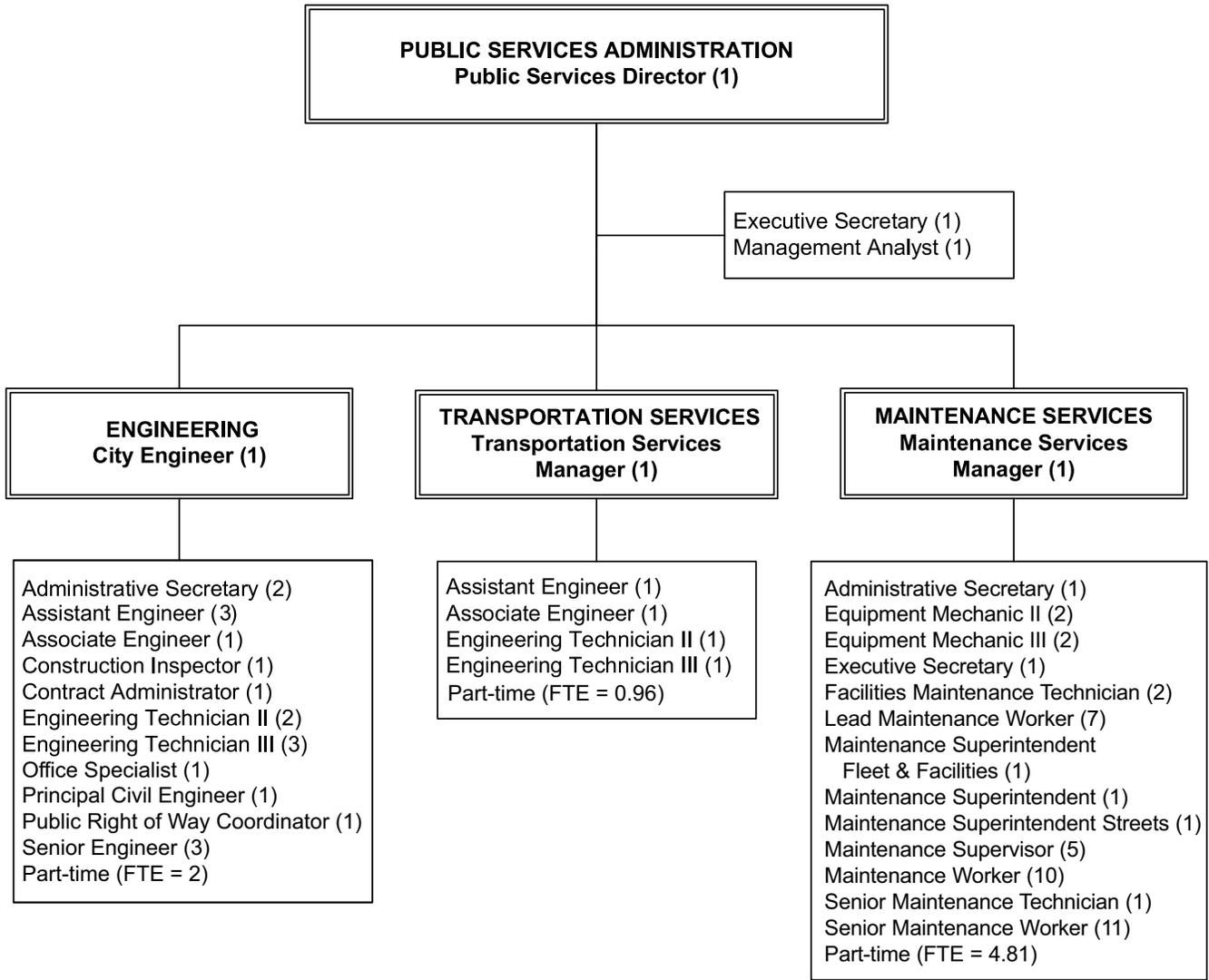
	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
DEVELOPMENT SERVICES ADMINISTRATION - 18100					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 401,552	\$ 402,565	\$ 481,315	\$ 479,243	0%
Maintenance & Operations	158,668	92,774	181,231	166,648	-8%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 560,220	\$ 495,340	\$ 662,546	\$ 645,891	-3%
<u>Economic Development - 20370</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	25,098	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Economic Development	\$ 25,098	\$ -	\$ -	\$ -	0%
PLANNING - 18200					
<u>Planning - 20320</u>					
Salaries & Benefits	\$ 716,122	\$ 934,657	\$ 1,328,937	\$ 1,420,572	7%
Maintenance & Operations	445,689	392,302	201,495	202,495	0%
Fixed Assets	-	-	-	4,594	0%
Subtotal Planning	\$ 1,161,811	\$ 1,326,959	\$ 1,530,432	\$ 1,627,661	6%
<u>Planning Commission - 20360</u>					
Salaries & Benefits	\$ 715	\$ 104	\$ 600	\$ 600	0%
Maintenance & Operations	24,400	24,000	24,000	27,000	13%
Fixed Assets	-	-	-	-	0%
Subtotal Planning Commission	\$ 25,115	\$ 24,104	\$ 24,600	\$ 27,600	12%
BUILDING SAFETY - 18300					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 763,984	\$ 557,883	\$ 798,397	\$ 820,250	3%
Maintenance & Operations	32,947	35,331	39,050	54,060	38%
Fixed Assets	-	-	-	5,000	0%
Subtotal Code Enforcement	\$ 796,930	\$ 593,214	\$ 837,447	\$ 879,310	5%
<u>Building Safety - 20410</u>					
Salaries & Benefits	\$ 869,393	\$ 949,280	\$ 1,453,065	\$ 1,590,187	9%
Maintenance & Operations	580,193	510,690	301,996	434,843	44%
Fixed Assets	7,400	-	-	-	0%
Subtotal Building Safety	\$ 1,456,985	\$ 1,459,970	\$ 1,755,061	\$ 2,025,030	15%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
COMMUNITY IMPROVEMENT DIVISION - 18400					
<u>Group Home Enforcement - 50255</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 304,051	0%
Maintenance & Operations	-	-	-	27,900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Group Home Enforcement	\$ -	\$ -	\$ -	\$ 331,951	0%
<u>Neighborhood Stabilization - 50257</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 304,051	0%
Maintenance & Operations	-	-	-	27,900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Stabilization	\$ -	\$ -	\$ -	\$ 331,951	0%
HOUSING & COMMUNITY DEV - 11310/11320					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 25,203	\$ 22,240	\$ 21,126	\$ -	-100%
Maintenance & Operations	771	3,137	5,187	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Code Enforcement	\$ 25,975	\$ 25,377	\$ 26,313	\$ -	-100%
<u>Public Service Programs - 20421</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	166,070	137,500	154,764	154,221	0%
Fixed Assets	-	-	-	-	0%
Subtotal Public Service Programs	\$ 166,070	\$ 137,500	\$ 154,764	\$ 154,221	0%
<u>Single Family Housing Rehab. - 20422</u>					
Salaries & Benefits	\$ -	\$ 42,049	\$ 51,133	\$ 45,664	-11%
Maintenance & Operations	97,090	255,500	509,228	497,037	-2%
Fixed Assets	-	-	-	-	0%
Subtotal Sgl. Fam. Housing Rehab.	\$ 97,090	\$ 297,549	\$ 560,361	\$ 542,701	-3%
<u>Neighborhood Imp. - 20425</u>					
Salaries & Benefits	\$ 59,831	\$ -	\$ -	\$ -	0%
Maintenance & Operations	78,780	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Imp.	\$ 138,611	\$ -	\$ -	\$ -	0%
<u>Neighbors for Neighbors - 20426</u>					
Salaries & Benefits	\$ 69,474	\$ -	\$ -	\$ -	0%
Maintenance & Operations	4,092	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Neighbors for Neighbors	\$ 73,566	\$ -	\$ -	\$ -	0%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13</u> <u>Actual</u>	<u>FY 13-14</u> <u>Actual</u>	<u>FY 14-15</u> <u>Adopted</u>	<u>FY 15-16</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>CDBG Admin. - 20427</u>					
Salaries & Benefits	\$ 54,806	\$ 53,657	\$ 55,553	\$ 47,008	-15%
Maintenance & Operations	124,930	111,861	150,798	158,350	5%
Fixed Assets	-	-	-	270	0%
<i>Subtotal CDBG Admin.</i>	\$ 179,736	\$ 165,518	\$ 206,351	\$ 205,628	0%
<u>CDBG Tool Rental Program - 20430</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	458	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal CDBG Tool Rental Program</i>	\$ 458	\$ -	\$ -	\$ -	0%
<u>HOME - 20440</u>					
Salaries & Benefits	\$ 35,376	\$ 13,880	\$ 13,349	\$ 43,080	223%
Maintenance & Operations	57,635	101,664	21,994	25,027	14%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME</i>	\$ 93,011	\$ 115,544	\$ 35,343	\$ 68,107	93%
<u>HOME Projects - 20445</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	53,013	53,013	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME Projects</i>	\$ -	\$ -	\$ 53,013	\$ 53,013	0%
Total Expenditures	\$ 4,800,676	\$ 4,641,076	\$ 5,846,230	\$ 6,893,064	18%



PUBLIC SERVICES
DEPARTMENT

PUBLIC SERVICES DEPARTMENT

The Public Services Department provides services related to engineering design, construction management, transportation, street, park and city facilities maintenance, water quality, waste management and recycling, street sweeping, and fleet management. The Department has 74 full time staff members composed of four management, six clerical, and sixty-four professional/technical staff. Part time staffing consists of 7.77 full time equivalents. The Department is organized in four divisions as follows:

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

PUBLIC SERVICES ADMINISTRATION - 19100

Public Services Administration – 50001

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

Recycling – 20230

Implements and monitors the City's compliance to source reduction and recycling mandates such as the Integrated Waste Management Act 1989 AB939, AB341 Mandatory Recycling for Commercial and Multi-family sectors, and the recently enacted AB1826 establishing mandates for organic waste. Administers the Franchise Permit Hauling Program and manages the City's source reduction and recycling programs including the Used Oil Grant, and Beverage Container Grant.

ENGINEERING - 19200

The Engineering Division is responsible for the design and construction of the City's Capital Improvement Program. The Division is also responsible for the procurement of real property and public right-of-way, the design and development of all parks and open space facilities, administration of water quality regulations, construction management and inspection of public works improvements, development review and processing, and utility coordination. The Engineering Division is organized into 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 2015-16 adopted budget for the Public Services Department totals \$21,996,283, an increase of \$3,309,494 or 17.71% compared to the FY 14-15 adopted budget. Salaries and Benefits accounts increased by \$306,512 or 3.48%.

Maintenance & Operations accounts increased by \$741,902, or 7.75%. Contributing to this increase is the amount of \$150,000 in Street Maintenance which includes \$150,000 (off-set by revenues) from the Bulky Item pick-up program. Also contributing is \$122,500 for increased water costs including Fairview Park Wetlands Phase II, Median and Parkway Improvement Projects, and per FDC Agreement. It also includes \$105,740 to cover a new custodial contract for city facilities that covers additional days of service and increases due to the Affordable Health Care Act.

Fixed asset costs increased by \$2,261,080, mainly due to proposed vehicle replacements.

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

- Interior renovation of the Senior Center, which included installation of new ADA sliding door system, paint, floor coverings, window coverings, new reception desk, new downstairs women's and men's restroom sinks and countertops; refurbished stage floor and installation of low flush urinals.
- Installed new roof top HVAC units at Communications Call Center and Equipment/Server Room.
- Installed new roof top HVAC unit at Fire Station #2.
- Installed new roof top HVAC unit at Old Corporation Yard.
- Renovated third floor break/lunch room at City Hall.
- Remodeled kitchen at Civic Center Fire Station.
- Added six (6) new rescue ambulances to the City fleet for the Fire Department.
- Replaced ten (10) police patrol vehicles.
- Swept and cleaned approximately 850 residential and arterial lane miles weekly, removing up to 1,500 tons of debris from City streets daily.
- Cleaned approximately 1,000 linear feet of storm drain conduits.
- Removed approximately 6 tons of debris from catch basins citywide.
- Completed approximately 5,100 preventive sidewalk repairs/grinds.
- Inspected and cleaned 850 storm drain catch basins and culverts.
- Repaired over 2,500 potholes.
- Completed 50% of the retro-reflectivity inspection of traffic signs on arterial streets.
- Completed 50% of arterial straight line striping City wide.
- Provided staff support for City of Costa Mesa Special Events and community programs.
- Secured grant funding in the amount of **\$800,000** towards pavement rehabilitation of Bristol Street and Bear Street.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued)

- Secured grant funding in the amount of **\$800,000** towards pavement rehabilitation of Bristol Street and Bear Street.
- Completed the construction of an underground storm drain system on Anaheim Avenue from 19th Street to 18th Street and a Retention Basin on Lions Park, between Historical Society and Downtown Recreation Center (construction cost was **\$2.7 million**).
- Completed the construction of the following Alleys (The construction cost was **\$1.43 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 19th street from Pomona Ave. to Meyer Place.
 - 10) Palmer Street Alley located between 15th Street and Palmer Street from Orange Avenue to Westminster Avenue.
 - 11) Palmer Street Alley located between 15th Street and Palmer Street from Westminster Avenue to Santa Ana Avenue.
 - 12) 17th Place Alley from Santa Ana Ave. to Raymond Street.
 - 13) Santa Ana Ave Alley from 17th St. Place to the South End.
 - 14) Fairway Place Alley from Orange Ave. to Fairway Dr.
 - 15) Lillian Place Alley from Orange Ave. to Fairway Dr.
 - 16) 19th Street Alley from Westminster Ave. to Santa Ana Ave.
 - 17) 19th Street Alley from located between 19th St. and Flower St. from Westminster Ave. to Santa Ana Ave.
- Completed the construction of **Wallace Avenue** Rehabilitation Project (the construction cost was **\$366,188**).
- Completed the pavement rehabilitation of the parking lots at **Fire Station No. 5, Canyon Park, Balearic Center and Vista Park** (the final construction cost was **\$173,000**).
- Completed the Citywide Street Rehabilitation Project within **Mesa North, Upper Bird, Lower Bird, Westside, States tract and Trinity Church Neighborhood, 18.9 centerline miles.** (The construction cost was **\$6.55 million**).
- Completed the construction of **Victoria Street** Rehabilitation Project from National Avenue to Westerly City limits (the final construction cost was **\$350,000**).
- Completed the construction of **Fairview Rd.** Rehabilitation Project from 405 FWY to Northerly City limits (the final construction cost was **\$373,000**).
- Completed the construction of **Industrial Way and Southbound Newport Frontage Rd.** (The final construction cost was **\$230,000**).
- Completed the construction of Sidewalk and Pedestrian Gate at Costa Mesa Country Club. (The final construction cost was **\$45,000**).
- Completed the construction of **stairs at Canary Drive.** (The construction cost was **\$35,000**).
- Completed the Construction of Harbor Boulevard Beautification Project (The construction cost was **\$630,000**).
- Completed the design and construction of 14-15 CDBG Street Improvement Project, Cove Street, Surf Street, Arnold Ave., Beach Street, Seal Street and Ross Street. (The construction cost was **\$455,000**).
- Completed the construction of the Shalimar Park playground.
- Completed the design of the following alleys (construction cost estimated at **\$750,000**).
 - 1) Broadway Alley located between Magnolia St. and Broadway from Tustin Ave. to Irvine Blvd.
 - 2) Magnolia St. Alley located between 18th St. and Magnolia St. from Fullerton Ave. to Orange Ave.
 - 3) Magnolia St. Alley located between 18th St. and Magnolia St. from Orange Ave. to Westminster Ave.
 - 4) Magnolia St. Alley located between 18th St. and Magnolia St. from Westminster Ave. to Santa Ana Ave.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued)

- 5) Magnolia St. Alley located between 18th St. and Magnolia St. from Tustin Ave. to Irvine Blvd.
- 6) Flower St. Alley located between Broadway and Flower St. from Tustin Ave. to Irvine Blvd.

- Completed the design of 14-15 Citywide Parkway Improvement and New Sidewalk construction Project (the construction cost is estimated at **\$570,500**).
- Completed the design of 14-15 Citywide Street Improvement Project which consists of streets located within **Freedom Homes neighborhood, Eastside Neighborhood, Halecrest Neighborhood and Bristol East neighborhood, 12.7 centerline miles** (construction cost estimated at **\$4.2 million**).
- Secured Measure M grant funding in the amount of approximately \$2.1 Million for three corridor signal synchronization projects.
- Secured Active Transportation Program (ATP) grant funding in the amount of \$1.1 Million for West 19th Street bicycle connection to Santa Ana River resulting in total grant funding of \$1.7 Million towards the project.
- Secured Measure M grant funding in the amount of approximately \$100,000 for bus stop improvements at three locations.
- Completed design of traffic calming improvements on East 19th Street between Fullerton Avenue and Irvine Avenue with funding from Safe Route to School (SRTS) program. Project also includes design of entry monument signs for Eastside Costa Mesa.
- Completed the construction of the Harbor Boulevard – Adams Avenue intersection improvement project.
- Completed construction phase for the Harbor Boulevard widening project between Law Court and Sunflower Avenue.
- Completed construction of Anton Boulevard – Sunflower Avenue traffic signal modifications with grant funding from Highway Safety Improvement Program (HSIP).
- Completed construction of Placentia Avenue – 20th Street crosswalk improvements with funding from Safe Route to School (SR2S).
- Completed construction phase of pedestrian improvements on West 19th Street between Harbor Boulevard and Placentia Avenue with funding from the Highway Safety Improvement Program (HSIP) grant.
- Completed construction of East 17th Street Improvements between Santa Ana Avenue and Irvine Avenue with funding from Transportation Enhancement grant funds.
- Initiated construction phase of Downtown Gateway Improvement Project.
- Initiated construction phase of Placentia Avenue Bicycle Signal project at Fairview Park.
- Completed the Victoria/Valley intersection improvement project with funding from the Highway Safety Improvement Program (HSIP) grant.
- Completed construction of traffic signal improvements and implementation of traffic signal coordination along following corridors:
 - Baker Street
 - Placentia Avenue
 - Victoria Street
 - 17th Street
- Initiated traffic signal synchronization projects along the following corridors:
 - Sunflower Avenue
 - Bristol Street
 - Newport Boulevard
 - Adams Avenue
 - Harbor Boulevard

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued)

- Continued extensive coordination with corridor agencies on the I-405 Improvement Project.
- Completed design phase of Citywide Safe Route to School Improvements with funding from SRTS program.
- Substantially completed the Costa Mesa East-West Multipurpose Bicycle Trails project study with funding from Southern California Association of Governments.
- Completed design of intersection improvements at Fairview Road – Wilson Street intersection and along Wilson Street corridor between Newport Boulevard and Fairview Road.
- Completed design of Bristol Street Median Improvement project.
- Completed design of Placentia Avenue Median Improvement project.
- Completed design of Red Hill Avenue Median Improvement project.
- Initiated development of Citywide Wayfinding Sign Program.
- Continued work on the General Plan update process.

MISSION

The Public Services Department is dedicated to delivering vital services through efficient utilization and allocation of resources to provide the Costa Mesa Community with opportunities to enjoy an unsurpassed quality of life.

OVERALL DEPARTMENT GOALS

The Public Services Department works to provide a safe environment through infrastructure, facilities, programs and services via the efficient use of available resources. It fosters a highly motivated and professional workforce, who develop strategies that are adaptive and responsive to community needs. The department strives to enhance collaboration with both internal and external partners and community stakeholders.

OBJECTIVES

The department's overall goals lead to a list of objectives. These objectives strive to meet the following requirements: safe and efficient movement of vehicles, pedestrians, and bicyclists within the City's public rights-of-way; maintenance of the City's parks, parkways, urban forest, vehicles, and infrastructure in a manner and condition that will provide for the greatest benefit to the public and the maximum life of the City assets; compliance with State and Federal environmental, and child safety mandates.

- Provide landscape maintenance of 463 acres of City parks and fields, and monthly maintenance of landscaped parkways and medians.
- Manage approximately 25,000 City-owned trees annually on a 3-5 year trimming cycle.
- Abate graffiti within 24 hours of notification or discovery.
- Provide preventative maintenance and replacement of street signs to insure adequate reflectivity and visibility of City retained street signs.
- Provide safe, well-maintained painted pavement markings on City-maintained roadways.
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year.
- Repair potholes on City streets within 24 hours of notification or discovery.
- Monitor the storm drain systems and provide various debris removal programs to reduce debris and pollution from reaching the ocean in compliance with the National Pollutant Discharge Elimination System.
- Sweep and clean 850 residential/arterial lane miles weekly.
- Paint 300,000 feet of red curb, 450 pedestrian crosswalks and other pavement messages.
- Stripe 1,300,000 of residential and arterial lane lines.
- Implement and manage bulky item collection contract.
- Implement and manage shopping cart retrieval contract.
- Provide preventative maintenance and repair on City-owned facilities.
- Provide preventative maintenance and repair of the City's fleet of vehicles, off road equipment, generators, trailers and other equipment.

PUBLIC SERVICES DEPARTMENT

Objectives (continued)

- Provide preventative maintenance and repair on nine (9) vehicles for the Costa Mesa Sanitary District.
- Maintain, repair and supply the City's underground and above ground fuel storage tanks and vehicle fueling authorization system.
- Maintain records, compliance and coordinate inspections related to various regulatory bodies such as: Air Quality Management District, County of Orange Environmental Health Department, California Highway Patrol, State of California, Bureau of Automotive Repair and the Department of Transportation.
- Install a vehicle exhaust extraction system in the fleet maintenance building.
- Upgrade the fleet maintenance documentation software to the most current version and transition to a paperless system.
- Replace fuel authorization system at the Corporation Yard and the Police Facility.
- Replace fuel tank monitoring system with tank level and communication capability at Fire Stations #2, #3, and #6.
- Complete the design of parking lot lighting 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 design and construction of Harbor Boulevard Bike Trail Improvements from Fair Drive to Merrimac Way (construction cost estimated at **\$1.0 million**).
- Complete the design of FY 15-16 Citywide Street Improvement project. (Construction cost estimated at \$4,575,946).
- Complete the design of Bear Street and Bristol Street Improvement Project. (Construction cost estimated at \$1,600,000).
- Complete the design of FY 15-16 citywide Parkway Improvement Project and missing link sidewalks (Construction cost estimated at \$1,150,000).
- Complete the design of the following alleys (construction cost estimated at **\$500,000**):
 - 1) Flower St. Alley between Orange Ave. and Westminster Ave.
 - 2) Flower St. Alley between Westminster Ave. and Santa Ana Ave.
 - 3) Broadway Alley between Orange Ave. and Westminster Ave.
 - 4) Broadway Alley between Westminster Ave. and Santa Ana Ave.
- Complete the design and construction of Arlington Drive Bio-swale and Dry Weather Diversion system (construction cost is estimated at **\$2,500,000**).
- Complete the design and construction of Entry Monument at Industrial Way and Newport Frontage Road.
- Complete the design and construction of landscaping on existing medians on Mesa Verde Drive and California Street and parkway landscaping on Gisler Avenue.
- Complete the construction of 14-15 Citywide Street Improvement Project which consists of streets located within **Freedom Homes neighborhood, Eastside Neighborhood, Halecrest Neighborhood and Bristol East neighborhood, 12.7 centerline miles** (construction cost estimated at **\$4.2 million**).
- Complete the construction of FY 14-15 citywide Parkway Improvement Project and missing link sidewalks (construction cost estimated at **\$575,430**).
- 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.

PUBLIC SERVICES DEPARTMENT

Objectives (continued)

- 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 traffic signal system improvements along the following corridors:
 - Newport Boulevard
 - Bristol Street
 - Adams Avenue
 - Sunflower Avenue
 - Harbor Boulevard
- Complete construction of Downtown Gateway Improvements project.
- Complete Citywide Safe Route to School project which includes installation of radar feedback signs, pedestrian countdown heads and school zone flashers in the vicinity of several elementary schools.
- Complete installation of bicycle racks at several City facilities.
- Complete installation of pedestrian and bicycle traffic signal at Placentia Avenue and Fairview Channel Bicycle Trail.
- Initiate design of West 19th Street Bicycle Trail connection to Santa Ana River.
- Initiate construction of median improvements on Bristol Street, Placentia Avenue and Red Hill Avenue corridors.
- Complete construction of traffic calming improvements on East 19th Street between Fullerton Avenue and Irvine Avenue.
- Complete design of median improvements on Harbor Boulevard south of Wilson Street.
- Complete improvements at two bus stop locations on Harbor Boulevard and one on Wilson Street with funding from Orange County Transportation Authority.

Performance Measures/Workload Indicators:

	FY 13-14 <u>Actual</u>	FY 14-15 <u>Adopted</u>	FY 15-16 <u>Adopted</u>
<u>Performance Measures:</u>			
Percent of the total number of City trees trimmed	25%	35%	31%
Percent of budgeted building maintenance projects completed	98%	95%	100%
Percent of Costa Maintenance work requests completed/month	92%	93%	100%
Percent increase in extra-ordinary repairs of City fleet vehicles	17%	29%	20%
Percent of total street signs replaced	7%	6%	9%
Percent of total lane lines repainted	40%	60%	60%
Percent of total pavement legends repainted/re-applied	8%	10%	20%
Percent of total red curb repainted	46%	50%	75%
Percent change in tons of asphalt applied with city forces	-100%	-100%	0%
Percent change in debris removed from catch basins vs. prior year	-65%	0%	25%
Change in Pavement Condition Index (P.C.I.) for streets network vs. prior year	86.4	87.5	88.5
Percent of budgeted Capital Improvement Projects completed in budgeted fiscal year	73%	65%	70%

PUBLIC SERVICES DEPARTMENT

<u>Workload Indicators:</u>	<u>FY 13-14</u>	<u>FY 14-15</u>	<u>FY 15-16</u>
	<u>Actual</u>	<u>Adopted</u>	<u>Adopted</u>
Number of new trees planted	159	350	1,300
Number of trees removed	242	500	260
Number of trees root-pruned	35	650	25
Number of facility rehabilitation projects completed	52	50	50
Number of facilities work requests tracked	843	1,000	1,000
Number of ball field preparations performed	1,465	1,475	1,475
Number of scheduled vehicle and equipment services performed	820	860	835
Number of extraordinary vehicle and equipment services performed	675	700	625
Number of traffic and street signs maintained	780	400	1,300
Number of linear feet of lane lines repainted	1,300,000	540,000	1,300,000
Number of pavement legends repainted/reapplied	150	60	175
Number of crosswalks repainted/reapplied	60	50	80
Number of lineal feet of red curb repainted	225,000	125,000	375,000
Tons of asphalt applied annually by city forces	630	50	125
Tons of debris removed and diverted from the waterways	66	940	960
Dollar amount of construction contracts awarded	\$13.1 Million	\$12.6 Million	\$12 Million
Centerline miles of Streets Rehabilitated by outside forces	13.7	24.7	13.7
Centerline miles of Alleys Rehabilitated by outside forces	1.5	1.9	1.1
Number of Construction Permits issued	445	470	470
Number of Development Projects processed	104	110	110
Number of Building Permit Applications processed	333	350	350

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

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
<u>Public Services Administration - 19100</u>				
Public Services Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	3.00	3.00	3.00	3.00
Total Public Svcs Admin Full-time Positions	3.00	3.00	3.00	3.00
<u>Engineering - 19200</u>				
City Engineer	0.34	0.34	0.10	0.10
Associate Engineer	1.00	0.50	0.50	0.50
<i>Subtotal Water Quality - 20510</i>	1.34	0.84	0.60	0.60
City Engineer	0.33	0.33	0.20	0.20
Administrative Secretary	-	0.50	0.50	0.50
Assistant Engineer	1.00	1.00	1.00	1.00
Principal Civil Engineer	-	-	-	0.50
Engineering Technician II	1.00	1.00	1.00	1.00
Engineering Technician III	0.50	0.88	1.15	1.65
Public Right of Way Coordinator	-	-	1.00	-
Office Specialist I	-	-	-	1.00
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	3.33	4.21	5.35	6.35
City Engineer	0.33	0.33	0.20	0.20
Administrative Secretary	-	0.25	0.25	0.25
Principal Civil Engineer	-	-	-	0.50
Engineering Technician III	0.50	0.50	0.75	0.25
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Storm Drain Improvements - 30122</i>	1.33	1.58	1.70	1.70
City Engineer	-	-	0.10	0.10
Engineering Technician II	1.00	-	-	-
Engineering Technician III	-	1.37	0.50	0.50
<i>Subtotal Development - 30310</i>	1.00	1.37	0.60	0.60
City Engineer	-	-	0.10	0.10
Engineering Technician III	1.00	0.25	0.20	0.20
<i>Subtotal Real Property - 30320</i>	1.00	0.25	0.30	0.30
City Engineer	-	-	0.10	0.10
Administrative Secretary	-	0.25	0.25	0.25
Contract Administrator	1.00	1.00	0.50	0.50
Senior Engineer	1.00	1.00	0.50	0.50
<i>Subtotal Park Improvements - 40112</i>	2.00	2.25	1.35	1.35
City Engineer	-	-	0.20	0.20
Administrative Secretary	1.00	1.00	1.00	1.00
Associate Engineer	-	0.50	0.50	0.50

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

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
Engineering - 19200 (continued)				
Assistant Engineer	2.00	2.00	2.00	2.00
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	-	-	0.50	0.50
Engineering Technician II	1.00	1.00	1.00	1.00
Engineering Technician III	-	-	0.40	0.40
Public Right of Way Coordinator	-	-	-	1.00
Senior Engineer	1.00	1.00	1.50	1.50
<i>Subtotal Construction Management - 50002</i>	<u>6.00</u>	<u>6.50</u>	<u>8.10</u>	<u>9.10</u>
Total Engineering Full-time Positions	16.00	17.00	18.00	20.00
Total Engineering Part-time Positions (in FTE's)	0.50	0.50	2.60	2.00
Transportation - 19300				
Transportation Services Manager	0.75	0.75	0.60	0.60
Administrative Secretary	0.50	-	-	-
Assistant Engineer	0.25	0.25	0.25	0.25
Associate Engineer	0.25	0.25	0.40	0.40
Engineering Technician II	0.25	0.75	1.00	1.00
Engineering Technician III	-	0.25	-	-
<i>Subtotal Traffic Planning - 30210</i>	<u>2.00</u>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>
Transportation Services Manager	0.25	0.25	0.40	0.40
Administrative Secretary	0.50	-	-	-
Assistant Engineer	0.75	0.75	0.75	0.75
Associate Engineer	0.75	0.75	0.60	0.60
Engineering Technician II	0.75	0.25	-	-
Engineering Technician III	-	0.75	1.00	1.00
<i>Subtotal Traffic Operations - 30241</i>	<u>3.00</u>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>
Total Transportation Full-time Positions	5.00	5.00	5.00	5.00
Total Transportation Part-time Positions (in FTE's)	0.75	0.90	0.96	0.96
Maintenance Services - 19500				
Maintenance Services Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Senior Maintenance Supervisor	0.25	0.25	0.25	-
Maintenance Superintendent	-	-	-	0.25
<i>Subtotal Pkwy & Median Maintenance - 20111</i>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Maintenance Supervisor	0.25	0.25	0.25	0.25
Senior Maintenance Worker	3.25	3.25	3.00	-
Maintenance Superintendent - Streets	-	-	-	0.25
<i>Subtotal Street Cleaning - 20120</i>	<u>3.50</u>	<u>3.50</u>	<u>3.25</u>	<u>0.50</u>
Lead Maintenance Worker	-	-	1.00	1.00
Maintenance Worker	1.00	1.00	1.00	1.00

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

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
Maintenance Services - 19500 (continued)				
Senior Maintenance Supervisor	0.25	0.25	0.25	-
Senior Maintenance Worker	1.00	1.00	-	-
Maintenance Superintendent	-	-	-	0.25
<i>Subtotal Graffiti Abatement - 20130</i>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>
Assistant Street Superintendent	0.75	0.75	0.75	-
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Superintendent - Streets	-	-	-	0.25
Maintenance Supervisor	-	-	-	0.25
Senior Maintenance Worker	2.50	2.50	2.50	2.50
<i>Subtotal Street Maintenance - 30111</i>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>	<u>4.00</u>
Assistant Street Superintendent	0.25	0.25	0.25	-
Maintenance Superintendent - Streets	-	-	-	0.25
Maintenance Supervisor	-	-	-	0.25
Senior Maintenance Worker	0.50	0.50	0.50	0.50
<i>Subtotal Storm Drain Maintenance - 30121</i>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>	<u>1.00</u>
Maintenance Superintendent - Streets	-	-	-	0.25
Maintenance Supervisor	0.75	0.75	0.75	0.25
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	0.75	0.75	1.00	3.00
<i>Subtotal Signs & Markings - 30243</i>	<u>2.50</u>	<u>2.50</u>	<u>2.75</u>	<u>4.50</u>
Senior Maintenance Supervisor	0.50	0.50	0.50	-
Lead Maintenance Worker	5.00	5.00	5.00	5.00
Maintenance Superintendent	-	-	-	0.50
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	7.00	5.00
<i>Subtotal Park Maintenance - 40111</i>	<u>18.50</u>	<u>18.50</u>	<u>20.50</u>	<u>18.50</u>
Facilities & Equipment Supervisor	0.50	0.50	0.50	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Maintenance Superintendent Fleet & Facilities	-	-	-	0.50
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	3.00	3.00	3.00
Executive Secretary	-	-	0.25	0.25
Office Specialist II	0.25	0.25	-	-
<i>Subtotal Facility Maintenance - 50910</i>	<u>6.75</u>	<u>6.75</u>	<u>6.75</u>	<u>6.75</u>
Facilities & Equipment Supervisor	0.50	0.50	0.50	-
Maintenance Superintendent Fleet & Facilities	-	-	-	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	2.00	2.00	2.00	2.00
Executive Secretary	-	-	0.75	0.75

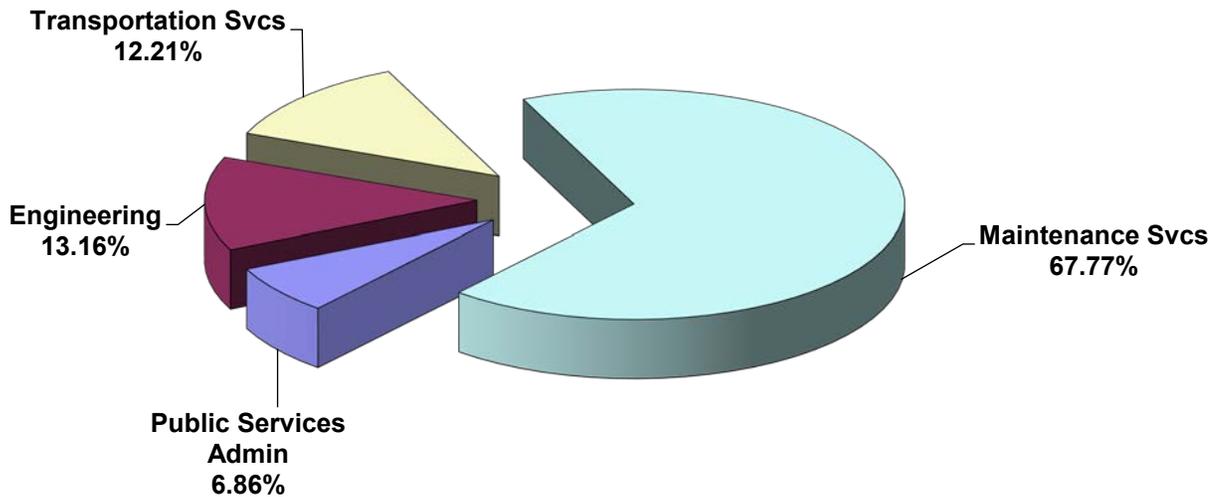
**PUBLIC SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 12-13 Adopted	FY 13-14 Adopted	FY 14-15 Adopted	FY 15-16 Adopted
Maintenance Services - 19500 (continued)				
Office Specialist II	0.75	0.75	-	-
<i>Subtotal Equipment Maintenance - 50920</i>	6.25	6.25	6.25	6.25
Total Maintenance Services Full-time Positions	47.00	47.00	49.00	46.00
Total Maint Svcs Part-time Positions (in FTE's)	2.25	2.25	4.81	4.81
Total Department Full-time Positions	71.00	72.00	75.00	74.00
Total Department Part-time Positions (in FTE's)	3.50	3.65	8.37	7.77
TOTAL DEPARTMENT	74.50	75.65	83.37	81.77

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Expenditure by Division:					
Public Services Admin. - 19100	\$ 1,557,273	\$ 1,452,651	\$ 1,452,313	\$ 1,509,463	3.94%
Engineering - 19200	2,055,161	2,222,254	2,706,992	2,893,815	6.90%
Transportation Svcs - 19300	2,291,837	2,384,875	2,549,179	2,685,813	5.36%
Maintenance Svcs - 19500	11,086,082	10,901,334	11,978,305	14,907,192	24.45%
Total Expenditures	\$ 16,990,353	\$ 16,961,115	\$ 18,686,789	\$ 21,996,283	17.71%

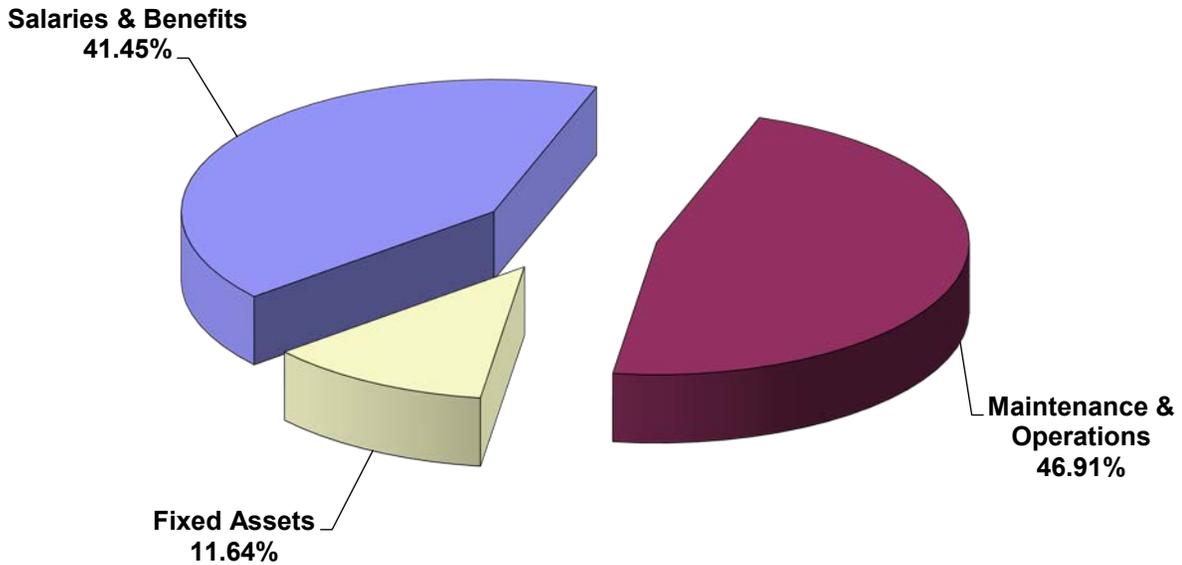
**FY 15-16 Public Services
Expenditure by Division**



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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 7,147,259	\$ 7,255,472	\$ 8,809,474	\$ 9,115,986	3.48%
Maintenance & Operations	9,843,094	9,662,227	9,577,115	10,319,017	7.75%
Fixed Assets	-	43,415	300,200	2,561,280	753.19%
Total Expenditures	\$ 16,990,353	\$ 16,961,115	\$ 18,686,789	\$ 21,996,283	17.71%

**FY 15-16 Public Services
Expenditure by Category**



	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 13,703,244	\$ 14,289,411	\$ 15,355,519	\$ 16,650,521	75.70%
Gas Tax Fund - 201	365,010	176,087	446,482	859,120	3.91%
Air Quality Imp. Fund - 203	516	4,096	15,000	15,000	0.07%
Measure M Fund - 403	220,694	806	-	-	0.00%
Measure M Fund - 414	26,768	-	-	-	0.00%
Measure M Fund - 415	73,675	64,171	-	-	0.00%
Measure M Fund - 416	30,460	179,973	282,819	20,000	0.09%
Equipment Replacement - 601	2,569,987	2,246,570	2,586,970	4,451,642	20.24%
Total Funding Sources	\$ 16,990,353	\$ 16,961,115	\$ 18,686,789	\$ 21,996,283	100.00%

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 4,466,750	\$ 4,379,781	\$ 5,512,301	\$ 5,747,574	4%
Regular Salaries - Part time	501300	317,544	244,818	218,417	190,241	-13%
Overtime	501400	82,824	128,946	73,700	74,300	1%
Accrual Payoff - Excess Maximum	501500	38,056	37,507	20,154	19,090	-5%
Vacation/Comp. Time Cash Out	501600	32,926	33,002	20,700	33,522	62%
Holiday Allowance	501700	1,058	17,481	5,242	4,962	-5%
Separation Pay-Off	501800	57,558	130,622	-	-	0%
Other Compensation	501900	54,725	54,725	64,440	62,995	-2%
Cafeteria Plan	505100	592,519	589,566	768,973	858,191	12%
Medicare	505200	67,680	70,788	85,229	82,750	-3%
Retirement	505300	1,091,666	1,262,194	1,822,347	1,730,766	-5%
Professional Development	505500	9,502	20,629	27,176	31,546	16%
Auto Allowance	505600	1,101	-	-	-	0%
Unemployment	505800	5,750	7,890	2,891	2,891	0%
Workers' Compensation	505900	327,600	277,524	187,904	277,158	47%
Subtotal Salaries & Benefits		\$ 7,147,259	\$ 7,255,472	\$ 8,809,474	\$ 9,115,986	3%
Stationery and Office	510100	\$ 11,678	\$ 14,460	\$ 11,100	\$ 13,100	18%
Multi-Media, Promotions and Subs	510200	5,270	6,617	9,650	25,150	161%
Small Tools and Equipment	510300	41,423	42,693	69,180	79,955	16%
Uniform & Clothing	510400	15,228	20,128	20,300	18,750	-8%
Safety and Health	510500	881	1,234	2,300	1,900	-17%
Maintenance & Construction	510600	598,888	621,512	652,100	631,030	-3%
Agriculture	510700	94,353	92,712	149,000	155,165	4%
Fuel	510800	681,163	636,863	700,000	700,000	0%
Electricity - Buildings & Fac.	515100	430,654	465,756	431,700	451,800	5%
Electricity - Power	515200	191,594	219,501	198,000	221,000	12%
Electricity - Street Lights	515300	1,013,312	998,106	1,100,000	1,100,000	0%
Gas	515400	25,022	25,351	26,000	26,000	0%
Water - Domestic	515500	115,674	98,636	111,850	134,000	20%
Water - Parks and Parkways	515600	628,815	792,545	700,250	822,750	17%
Waste Disposal	515700	143,857	160,607	148,300	117,600	-21%
Janitorial and Housekeeping	515800	161,337	161,645	175,236	341,540	95%
Postage	520100	3,864	5,474	4,950	7,150	44%
Legal Advertising/Filing Fees	520200	172,117	165,742	201,000	201,000	0%
Advertising and Public Info.	520300	-	86	-	-	0%
Telephone/Radio/Communications	520400	3,597	3,514	3,500	31,825	809%
Mileage Reimbursement	520600	-	-	120	120	0%
Buildings and Structures	525100	452,190	179,659	96,300	96,300	0%
Landscaping and Sprinklers	525200	1,378,249	1,388,975	1,498,470	1,409,673	-6%
Underground Lines	525300	11,087	4,087	5,000	5,000	0%
Automotive Equipment	525400	169,334	201,646	125,000	150,000	20%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	1,912	1,834	6,650	6,950	5%
Other Equipment	525800	664,703	781,027	736,184	820,245	11%
Streets, Alleys and Sidewalks	525900	245,245	170,820	284,000	1,145,100	303%
Employment	530100	7,414	52,419	-	-	0%
Consulting	530200	292,937	336,136	306,000	292,500	-4%
Engineering and Architectural	530400	58,431	21,631	71,000	91,000	28%
Principal Payments	535100	-	-	415,395	-	-100%
Interest Payments	535200	-	-	20,058	-	-100%
External Rent	535400	1,316	7,173	12,750	17,250	35%
Depreciation	535600	763,788	529,434	-	-	0%

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Central Services	535800	5,287	5,911	8,450	10,350	22%
Internal Rent - Maint. Charges	536100	334,154	316,850	494,369	315,370	-36%
Internal Rent - Repl.Cost	536200	328,900	404,263	32,522	213,197	556%
Internal Rent - IT Replacement	536300	-	-	9,874	16,697	69%
General Liability	540100	721,400	659,286	728,057	637,050	-12%
Taxes & Assessments	540700	67,100	67,521	12,000	12,000	0%
Other Costs	540900	921	376	-	-	0%
Subtotal Maintenance & Operations		\$ 9,843,094	\$ 9,662,227	\$ 9,577,115	\$ 10,319,017	8%
Buildings and Structures	590400	\$ -	\$ 18,884	\$ -	\$ -	0%
Automotive Equipment	590500	-	-	210,200	2,455,780	1068%
Other Equipment	590800	-	24,532	90,000	105,500	17%
Subtotal Fixed Assets		\$ -	\$ 43,415	\$ 300,200	\$ 2,561,280	753%
Total Expenditures		\$ 16,990,353	\$ 16,961,115	\$ 18,686,789	\$ 21,996,283	18%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<i>PUBLIC SERVICES ADMINISTRATION - 19100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 788,826	\$ 739,095	\$ 654,843	\$ 766,025	17%
Maintenance & Operations	736,966	676,195	757,970	696,938	-8%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	<u>\$ 1,525,792</u>	<u>\$ 1,415,290</u>	<u>\$ 1,412,813</u>	<u>\$ 1,462,963</u>	<u>4%</u>
<u>Recycling - 20230</u>					
Salaries & Benefits	\$ -	\$ 55	\$ 500	\$ 500	0%
Maintenance & Operations	31,481	37,306	39,000	46,000	18%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Recycling</i>	<u>\$ 31,481</u>	<u>\$ 37,361</u>	<u>\$ 39,500</u>	<u>\$ 46,500</u>	<u>18%</u>
<i>ENGINEERING - 19200</i>					
<u>Construction Management - 50002</u>					
Salaries & Benefits	\$ 618,737	\$ 635,753	\$ 1,006,870	\$ 1,129,406	12%
Maintenance & Operations	28,632	31,126	18,430	29,734	61%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Construction Mgmt</i>	<u>\$ 647,369</u>	<u>\$ 666,879</u>	<u>\$ 1,025,300</u>	<u>\$ 1,159,140</u>	<u>13%</u>
<u>Water Quality - 20510</u>					
Salaries & Benefits	\$ 202,516	\$ 122,722	\$ 99,542	\$ 244,811	146%
Maintenance & Operations	209,684	170,480	245,600	245,600	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Water Quality</i>	<u>\$ 412,200</u>	<u>\$ 293,202</u>	<u>\$ 345,142</u>	<u>\$ 490,411</u>	<u>42%</u>
<u>Street Improvements - 30112</u>					
Salaries & Benefits	\$ 368,475	\$ 427,822	\$ 722,703	\$ 701,769	-3%
Maintenance & Operations	11,969	9,694	35,355	35,542	1%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Improvements</i>	<u>\$ 380,444</u>	<u>\$ 437,516</u>	<u>\$ 758,058</u>	<u>\$ 737,311</u>	<u>-3%</u>
<u>Storm Drain Improvements - 30122</u>					
Salaries & Benefits	\$ 86,343	\$ 128,733	\$ 226,978	\$ 158,118	-30%
Maintenance & Operations	5,699	1,567	8,950	8,950	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Storm Drain Imprvmnts</i>	<u>\$ 92,042</u>	<u>\$ 130,300</u>	<u>\$ 235,928</u>	<u>\$ 167,068</u>	<u>-29%</u>

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Development - 30310</u>					
Salaries & Benefits	\$ 107,886	\$ 154,233	\$ 79,226	\$ 78,729	-1%
Maintenance & Operations	714	292	1,850	1,850	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Development</i>	\$ 108,600	\$ 154,525	\$ 81,076	\$ 80,579	-1%
<u>Real Property - 30320</u>					
Salaries & Benefits	\$ 107,780	\$ 28,641	\$ 44,505	\$ 44,056	-1%
Maintenance & Operations	1,747	984	3,550	3,550	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Real Property</i>	\$ 109,527	\$ 29,625	\$ 48,055	\$ 47,606	-1%
<u>Park Development - 40112</u>					
Salaries & Benefits	\$ 303,826	\$ 346,033	\$ 210,335	\$ 208,600	-1%
Maintenance & Operations	1,154	104,970	3,100	3,100	0%
Fixed Assets	-	18,884	-	-	0%
<i>Subtotal Park Development</i>	\$ 304,980	\$ 469,887	\$ 213,435	\$ 211,700	-1%
TRANSPORTATION SERVICES - 19300					
<u>Traffic Planning - 30210</u>					
Salaries & Benefits	\$ 305,599	\$ 319,413	\$ 357,928	\$ 414,559	16%
Maintenance & Operations	74,727	46,188	62,300	62,650	1%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Traffic Planning</i>	\$ 380,326	\$ 365,601	\$ 420,228	\$ 477,209	14%
<u>Traffic Operations - 30241</u>					
Salaries & Benefits	\$ 281,161	\$ 373,482	\$ 377,076	\$ 408,695	8%
Maintenance & Operations	1,630,349	1,646,232	1,751,875	1,799,909	3%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Traffic Operations</i>	\$ 1,911,511	\$ 2,019,715	\$ 2,128,951	\$ 2,208,604	4%
MAINTENANCE SERVICES - 19500					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 289,008	\$ 285,976	\$ 300,036	\$ 299,142	0%
Maintenance & Operations	11,743	12,575	35,588	19,433	-45%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 300,750	\$ 298,551	\$ 335,624	\$ 318,575	-5%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Parkway & Median Maint - 20111</u>					
Salaries & Benefits	\$ 8,951	\$ 8,822	\$ 32,382	\$ 35,490	10%
Maintenance & Operations	993,437	1,069,312	1,130,350	1,114,525	-1%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Pkwy & Median Maint</i>	\$ 1,002,387	\$ 1,078,134	\$ 1,162,732	\$ 1,150,015	-1%
<u>Street Cleaning - 20120</u>					
Salaries & Benefits	\$ 160,596	\$ 123,009	\$ 272,971	\$ 61,926	-77%
Maintenance & Operations	232,539	200,859	189,498	709,600	274%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Cleaning</i>	\$ 393,135	\$ 323,868	\$ 462,469	\$ 771,526	67%
<u>Graffiti Abatement - 20130</u>					
Salaries & Benefits	\$ 175,960	\$ 194,264	\$ 211,339	\$ 215,768	2%
Maintenance & Operations	32,326	38,681	34,003	36,334	7%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Graffiti Abatement</i>	\$ 208,286	\$ 232,945	\$ 245,342	\$ 252,102	3%
<u>Street Maintenance - 30111</u>					
Salaries & Benefits	\$ 384,403	\$ 349,994	\$ 452,062	\$ 458,429	1%
Maintenance & Operations	285,778	349,468	305,108	485,393	59%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Maintenance</i>	\$ 670,182	\$ 699,462	\$ 757,170	\$ 943,822	25%
<u>Storm Drain Maint - 30121</u>					
Salaries & Benefits	\$ 69,965	\$ 60,536	\$ 74,441	\$ 104,568	40%
Maintenance & Operations	23,624	36,080	7,530	25,022	232%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Storm Drain Maint</i>	\$ 93,589	\$ 96,617	\$ 81,971	\$ 129,590	58%
<u>Signs & Markings - 30243</u>					
Salaries & Benefits	\$ 250,733	\$ 321,204	\$ 335,218	\$ 442,834	32%
Maintenance & Operations	220,146	132,970	227,214	251,818	11%
Fixed Assets	-	6,825	-	-	0%
<i>Subtotal Signs & Markings</i>	\$ 470,879	\$ 460,999	\$ 562,432	\$ 694,652	24%
<u>Park Maintenance - 40111</u>					
Salaries & Benefits	\$ 1,518,407	\$ 1,541,241	\$ 2,039,968	\$ 2,041,783	0%
Maintenance & Operations	1,748,633	1,932,890	1,907,835	2,092,468	10%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Park Maintenance</i>	\$ 3,267,040	\$ 3,474,131	\$ 3,947,803	\$ 4,134,251	5%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Facility Maintenance - 50910</u>					
Salaries & Benefits	\$ 553,931	\$ 515,477	\$ 656,910	\$ 658,294	0%
Maintenance & Operations	1,555,915	1,468,173	1,178,884	1,402,723	19%
Fixed Assets	-	17,707	-	-	0%
<i>Subtotal Facility Maintenance</i>	<u>\$ 2,109,846</u>	<u>\$ 2,001,357</u>	<u>\$ 1,835,794</u>	<u>\$ 2,061,017</u>	<u>12%</u>
<u>Fleet Services - 50920</u>					
Salaries & Benefits	\$ 564,156	\$ 550,148	\$ 653,645	\$ 642,484	-2%
Maintenance & Operations	2,005,831	1,725,003	1,633,124	1,247,878	-24%
Fixed Assets	-	-	300,200	2,561,280	753%
<i>Subtotal Fleet Services</i>	<u>\$ 2,569,987</u>	<u>\$ 2,275,151</u>	<u>\$ 2,586,969</u>	<u>\$ 4,451,642</u>	<u>72%</u>
Total Expenditures	<u>\$16,990,353</u>	<u>\$16,961,115</u>	<u>\$18,686,789</u>	<u>\$21,996,283</u>	<u>18%</u>



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 15-16 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 15-16, the adopted budget for Non-Departmental includes the following:

Debt Service:

2003 Refunding Certificates of Participation (COPs)	\$ 1,252,713
2006 Refunding Revenue Bonds	220,301
2007 Certificates of Participation – Police Facility Expansion	2,265,604
Total Debt Service	<u>\$ 3,738,618</u>

Interfund Transfers:

General Fund to the Supplemental Law Enforcement Fund	\$ 188,604
General Fund to the Capital Improvement Fund	8,827,536
Fire Systems Development Fee to General Fund	400,000
Total Transfers Out	<u>\$ 9,416,140</u>

Other:

Regular Salaries	(\$3,187,011)
Multi-Media, Promotions and Subscriptions	164,000
Unfunded Liability Retirement Payment	500,000
Principal and Interest Payment from Park Development Fund	225,200
Contingency	1,000,000

Total Other	<u>(\$1,297,811)</u>
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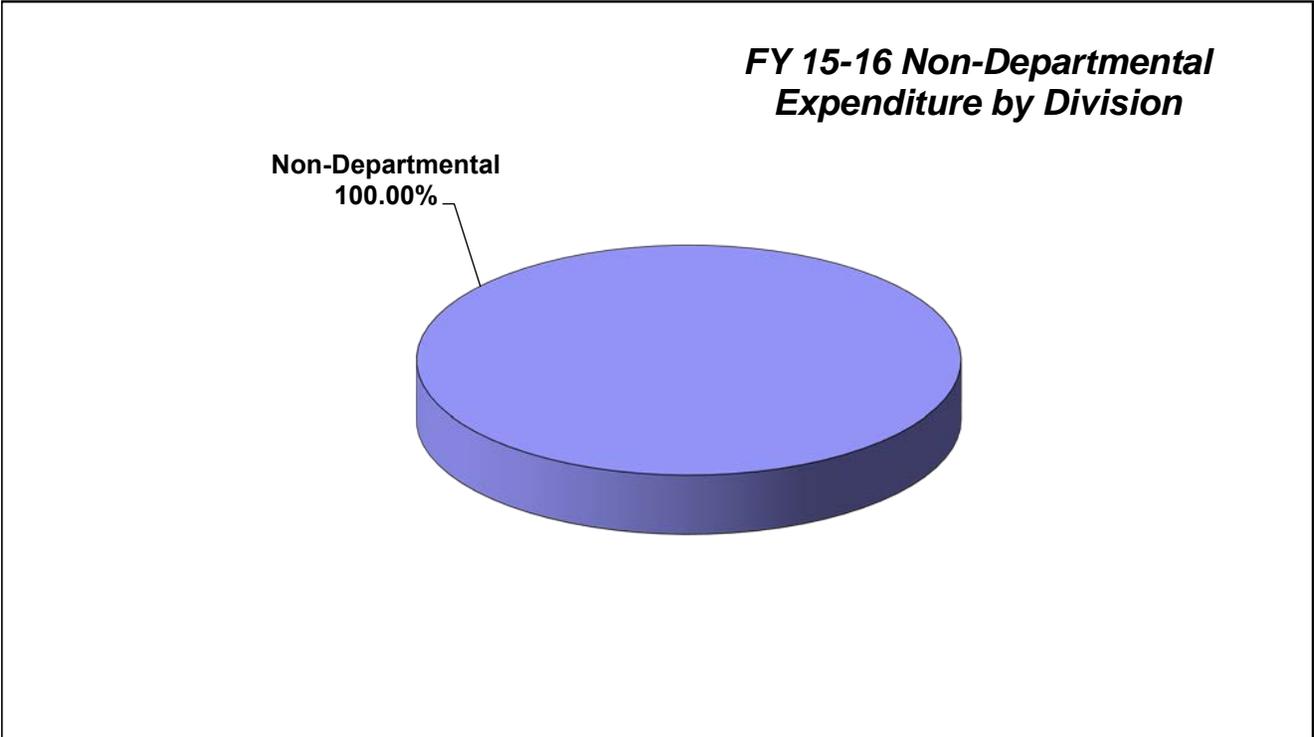
Total Non-Departmental Adopted Budget	<u><u>\$ 11,856,947</u></u>
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A Schedule of Interfund Transfers is found on page 36.



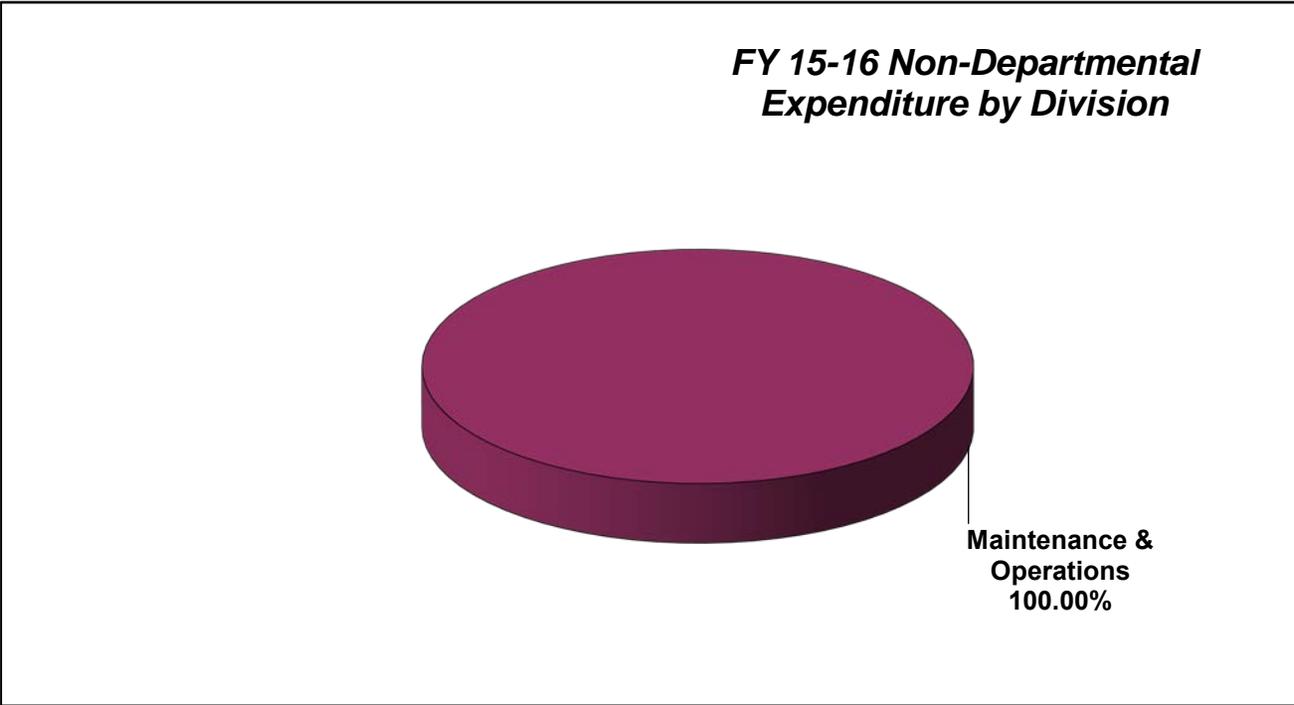
**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 12-13 Actual</u>	<u>FY 13-14 Actual</u>	<u>FY 14-15 Adopted</u>	<u>FY 15-16 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Non-Departmental - 90000	\$ 9,593,525	\$ 10,464,247	\$ 8,209,552	\$ 11,856,947	44.43%
Total Expenditures	\$ 9,593,525	\$ 10,464,247	\$ 8,209,552	\$ 11,856,947	44.43%



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

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ (2,325,187)	\$ (2,687,011)	15.56%
Maintenance & Operations	9,593,525	10,464,247	10,534,739	14,543,958	38.06%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$ 9,593,525	\$ 10,464,247	\$ 8,209,552	\$ 11,856,947	44.43%



	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 9,320,302	\$ 10,440,815	\$ 8,188,125	\$ 11,231,747	94.73%
Park Devel Fees Fund - 208	242,562	-	21,427	225,200	1.90%
Fire System Dev Fee - 218	-	-	-	400,000	3.37%
Vehicle Prking. Dist. #1 - 409	58	44	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	90	82	-	-	0.00%
Equip. Replacement Fund - 601	30,513	23,307	-	-	0.00%
Total Funding Sources	\$ 9,593,525	\$ 10,464,247	\$ 8,209,552	\$ 11,856,947	100.00%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Regular Salaries - Non Sworn Retirement	501200 505300	\$ -	\$ -	\$ (2,825,187)	\$ (3,187,011)	13%
Subtotal Salaries & Benefits		\$ -	\$ -	\$ (2,325,187)	\$ (2,687,011)	16%
Stationery and Office	510100	\$ -	\$ -	\$ -	\$ -	0%
Multi-Media, Promotions and S	510200	-	-	164,000	164,000	0%
Legal	530300	-	38,069	-	-	0%
Principal Payments	535100	2,482,050	2,305,000	2,540,000	2,855,179	12%
Interest Payments	535200	1,623,051	1,216,623	1,213,672	1,108,639	-9%
Contingency	540800	193,717	20,113	1,000,000	1,000,000	0%
Other Costs	540900	2,609,614	-	100,000	-	-100%
Acquisition Costs	545500	-	311,931	-	-	0%
Operating Transfers Out	595100	2,685,094	5,572,511	5,517,067	9,416,140	71%
Nonoperating Expenses Other	599400	-	1,000,000	-	-	0%
Subtotal Maintenance & Operations		\$ 9,593,525	\$ 10,464,247	\$ 10,534,739	\$ 14,543,958	38%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 9,593,525	\$ 10,464,247	\$ 8,209,552	\$ 11,856,947	44%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY PROGRAM**

Account Description	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Adopted	FY 15-16 Adopted	Percent Change
Non-Departmental - 50240					
Salaries & Benefits	\$ -	\$ -	\$ (2,325,187)	\$ (2,687,011)	16%
Maintenance & Operations	9,593,525	10,464,247	10,534,739	14,543,958	38%
Fixed Assets	-	-	-	-	0%
Subtotal Non-Departmental	\$ 9,593,525	\$ 10,464,247	\$ 8,209,552	\$ 11,856,947	44%
Total Expenditures	\$ 9,593,525	\$ 10,464,247	\$ 8,209,552	\$ 11,856,947	44%





CAPITAL
IMPROVEMENT
PROGRAM
FISCAL YEAR 2015-2016

SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2015-2016

Req Nbr	Program/Project Name	Gas Tax Fund 201	CDBG Fund 207	Park Dev Fee 208	Drainage Fund 209	Traffic Impact Fees Fund 214	Narcotics Asset Forf Fund 217
Parkway & Median Improvements, Program #20111							
1	Bristol Street Medians (Baker St. to Newport Blvd.)	300,000	-	-	-	-	-
2	Placentia Avenue Medians (Adams Ave. to Wilson St.)	400,000	-	-	-	-	-
Street Improvements, Program #30112							
3	Bristol Street and Bear Street Rehabilitation Project	-	-	-	-	-	-
4	Citywide Street Improvements	3,000,000	175,946	-	-	-	-
5	Citywide Unimproved Alley	500,000	-	-	-	-	-
Storm Drain Improvements, Program #30122							
6	Citywide Storm Drain Improvements (Arlington Dr. Bioswale & Dry Weather Diversion Project)	-	-	-	510,000	-	-
Curbs and Sidewalks, Program #30130							
7	New Sidewalk/Missing Link Program	100,000	-	-	-	-	-
8	Parkway Improvement Program Project	1,000,000	-	-	-	-	-
9	Priority Sidewalk Repair	50,000	-	-	-	-	-
Traffic Planning, Program #30210							
10	Bus Bench Replacements	-	-	-	-	-	-
11	Harbor Boulevard - South Coast Drive Improvements	-	-	-	-	200,000	-
12	Project W - Improvements at Bus Stops	-	-	-	-	-	-
13	West 17th St. Design - Newport Boulevard to West City Limits	-	-	-	-	600,000	-
14	West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana River	-	-	-	-	-	-
Park Maintenance, Program #40111							
15	Tewinkle Park Lake- Replace Three Wood Pedestrian Bridges W/Steel Bridges	-	-	-	-	-	-
16	Various Parks-Rehabilitate Park Parking Lots	-	-	-	-	-	-
17	Various Parks-Sidewalk Replacement	-	-	-	-	-	-
Park Development, Program #40112							
18	ADA Accessibility Improvements - Tewinkle	-	252,350	-	-	-	-
19	Costa Mesa Bark Park Renovation - Design Phase	-	-	-	-	-	-
20	Fairview Park-Delineation Fencing- Vernal Pools	-	-	-	-	-	-
21	Fairview Park Projects-On Call Environmental Consultants	-	-	-	-	-	-
22	Harbor Blvd Bike Trail Improvements	-	-	-	-	-	-
23	Jack Hammett Sports Fields Improvements	-	-	-	-	-	-
24	Newport Blvd Landscape Improvements - Design	-	-	-	-	-	-
25	Skate Park II	-	-	-	-	-	-
46	Addendum Item - Costa Mesa High School Stadium - 1,000 Additional Bleachers	-	-	50,000	-	-	-
47	Addendum Item - Davis School - Lighting and Synthetic Turf Feasibility Study	-	-	20,000	-	-	-
48	Addendum Item - Kaiser School - Lighting and Synthetic Turf Feasibility Study	-	-	20,000	-	-	-
49	Addendum Item - Parsons School - Lighting and Synthetic Turf Field Upgrade	-	-	170,000	-	-	-
50	Addendum Item - NMUSD - Field Improvements	-	-	1,640,000	-	-	-
Building Maintenance, Program #50910							
26	Building Maintenance Projects	-	-	-	-	-	-
27	City Hall- Paint Interior - 4th Floor	-	-	-	-	-	-
27A	Addendum Item - City Hall- Paint Interior - 4th Floor - Revised to Include Add'l Improvements	-	-	-	-	-	-
28	City Hall- Parking Lot Rehabilitation	-	-	-	-	-	-
29	City Hall- Security: Assess and Upgrade Security at City Hall	-	-	-	-	-	-
30	Civic Center - ADA Accessibility Evaluation	-	-	-	-	-	-
31	Downtown Recreation Center - Install Wrought Iron Fence	-	-	-	-	-	-
32	Fire Station #1- Restroom Remodel Design	-	-	-	-	-	-
33	Fire Station #2 -Slurry Seal/Rehabilitate Asphalt Parking Lot	-	-	-	-	-	-
34	Fire Station's Alerting System	-	-	-	-	-	-
35	Senior Center- ADA Accessibility Evaluation	-	-	-	-	-	-
36	Senior Center- Design and Construct New Exterior Front Patio	-	32,000	-	-	-	-
37	Senior Center- Furnigate Entire Building for Termites	-	-	-	-	-	-
38	Senior Center- Restroom Renovations (1st & 2nd Floor)	-	25,000	-	-	-	-
39	Senior Center- Skylight Replacement	-	45,000	-	-	-	-
44	Addendum Item - Police Station - Replace Emergency Generator Remove UST	-	-	-	-	-	-
45	Addendum Item - Fire Station #4 - Remodel/Addition & Rehab Parking Lot	-	-	-	-	-	-
Equipment Maintenance, Program #50920							
40	Corp Yard Old- Exhaust Extraction System (for Service Bays)	-	-	-	-	-	-
Capital Facility Account, Program #50905							
41	Fire Station Upgrades-Demolish Existing FSN1 and Construct New Facility	-	-	-	-	-	-
42	Neighborhood Community Center-Library Development	-	-	-	-	-	-
Technical Support & Maintenance, Program #51020							
43	Public Safety-Next Generation Update 800 MHZ CCCS	-	-	-	-	-	763,889
Total FY 15-16 Approved Capital Improvement Projects		\$ 5,350,000	\$ 530,296	\$ 1,900,000	\$ 510,000	\$ 800,000	\$ 763,889

* Includes grant funding

** FY 14-15 Mid-year allocation

SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2015-2016

Capital Improvement Fund 401					
Req Nbr	Program/Project Name	Capital Expenditures	Capital Facility	Measure M Funds 415/416	Total
Parkway & Median Improvements, Program #20111					
1	Bristol Street Medians (Baker St. to Newport Blvd.)	-	-	-	300,000
2	Placentia Avenue Medians (Adams Ave. to Wilson St.)	-	-	-	400,000
Street Improvements, Program #30112					
3	Bristol Street and Bear Street Rehabilitation Project	800,000 *	-	800,000	1,600,000
4	Citywide Street Improvements	-	-	1,400,000	4,575,946
5	Citywide Unimproved Alley	-	-	-	500,000
Storm Drain Improvements, Program #30122					
6	Citywide Storm Drain Improvements (Arlington Dr. Bioswale & Dry Weather Diversion Project)	-	-	-	510,000
Curbs and Sidewalks, Program #30130					
7	New Sidewalk/Missing Link Program	-	-	-	100,000
8	Parkway Improvement Program Project	-	-	-	1,000,000
9	Priority Sidewalk Repair	-	-	-	50,000
Traffic Planning, Program #30210					
10	Bus Bench Replacements	50,000	-	-	50,000
11	Harbor Boulevard - South Coast Drive Improvements	-	-	-	200,000
12	Project W - Improvements at Bus Stops	-	-	82,208	82,208
13	West 17th St. Design - Newport Boulevard to West City Limits	-	-	-	600,000
14	West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana River	90,000	-	-	90,000
Park Maintenance, Program #40111					
15	Tewinkle Park Lake- Replace Three Wood Pedestrian Bridges W/Steel Bridges	100,000	-	-	100,000
16	Various Parks-Rehabilitate Park Parking Lots	75,000	-	-	75,000
17	Various Parks-Sidewalk Replacement	50,000	-	-	50,000
Park Development, Program #40112					
18	ADA Accessibility Improvements - Tewinkle	-	-	-	252,350
19	Costa Mesa Bark Park Renovation - Design Phase	50,000	-	-	50,000
20	Fairview Park-Delineation Fencing- Vernal Pools	60,000	-	-	60,000
21	Fairview Park Projects-On Call Environmental Consultants	50,000	-	-	50,000
22	Harbor Blvd Bike Trail Improvements	625,000	-	-	625,000
23	Jack Hammett Sports Fields Improvements	2,500,000	-	-	2,500,000
24	Newport Blvd Landscape Improvements - Design	100,000	-	-	100,000
25	Skatepark II	50,000	-	-	50,000
46	Addendum Item - Costa Mesa High School Stadium - 1,000 Additional Bleachers	-	-	-	50,000
47	Addendum Item - Davis School - Lighting and Synthetic Turf Feasibility Study	-	-	-	20,000
48	Addendum Item - Kaiser School - Lighting and Synthetic Turf Feasibility Study	-	-	-	20,000
49	Addendum Item - Parsons School - Lighting and Synthetic Turf Field Upgrade	-	-	-	170,000
50	Addendum Item - NMUSD - Field Improvements	-	-	-	1,640,000
Building Maintenance, Program #50910					
26	Building Maintenance Projects	505,255	-	-	505,255
27	City Hall- Paint Interior - 4th Floor	80,000	-	-	80,000
27A	Addendum Item - City Hall- Paint Interior - 4th Floor - Revised to Include Add'l Improvements	164,000	-	-	164,000
28	City Hall- Parking Lot Rehabilitation	265,000	-	-	265,000
29	City Hall- Security: Assess and Upgrade Security at City Hall	25,000	-	-	25,000
30	Civic Center - ADA Accessibility Evaluation	20,000	-	-	20,000
31	Downtown Recreation Center - Install Wrought Iron Fence	60,000	-	-	60,000
32	Fire Station #1- Restroom Remodel Design	15,000	-	-	15,000
33	Fire Station #2 -Slurry Seal/Rehabilitate Asphalt Parking Lot	50,000	-	-	50,000
34	Fire Station's Alerting System	200,000	-	-	200,000
35	Senior Center- ADA Accessibility Evaluation	25,000	-	-	25,000
36	Senior Center- Design and Construct New Exterior Front Patio	-	-	-	32,000
37	Senior Center- Fumigate Entire Building for Termites	30,000	-	-	30,000
38	Senior Center- Restroom Renovations (1st & 2nd Floor)	-	-	-	25,000
39	Senior Center- Skylight Replacement	-	-	-	45,000
44	Addendum Item - Police Station - Replace Emergency Generator Remove UST	600,000	-	-	600,000
45	Addendum Item - Fire Station #4 - Remodel/Addition & Rehab Parking Lot	800,000	-	-	800,000
Equipment Maintenance, Program #50920					
40	Corp Yard Old- Exhaust Extraction System (for Service Bays)	36,000	-	-	36,000
Capital Facility Account, Program #50905					
41	Fire Station Upgrades-Demolish Existing FSN1 and Construct New Facility	-	1,676,201	-	1,676,201
42	Neighborhood Community Center-Library Development	-	4,000,000 **	-	4,000,000
Technical Support & Maintenance, Program #51020					
43	Public Safety-Next Generation Update 800 MHZ CCCS	476,080	-	-	1,239,969
Total FY 15-16 Approved Capital Improvement Projects		\$ 7,951,335	\$ 5,676,201	\$ 2,282,208	\$ 25,763,929

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 20111		
PROJECT TITLE Bristol Street Medians (Baker St. to Newport Bl. Frontage Rd.)				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 1	
PROJECT ACCOUNT STRING:		Account 500000	Fund -	Org -	Program -	Project -	Existing Project ▼
PROJECT ACCOUNT STRING:		500000	201	19300	20111	300151	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	300,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Federal HSIP Grant	-	-	-	-	-	-	-
Gas Tax	300,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ 12,000	
<p>This project provides for construction of landscaped medians and pedestrian improvements on Bristol Street between Baker Street and Newport Boulevard. Bristol Street has major commercial establishments including The LAB and The CAMP between Baker Street and Randolph Avenue. This project will include a review of pedestrian movements between these two centers as well as traffic patterns in this area to determine median and pedestrian enhancements. South of Randolph Avenue, the project includes construction of landscaped medians to Newport Boulevard.</p> <p>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 nearing completion. A total of \$400,000 of HSIP funding is available for construction as well as \$475,000 which was allocated in FY 14-15 towards construction. However, the project cost is estimated to be higher due to the need for signalization of new intersection at Bristol Street/The Camp/Pep Boys driveway. An additional allocation of \$300,000 is requested for this project.</p> <p>Operating impact for landscape maintenance is expected in Fiscal Year 2016-17.</p>							
GENERAL PLAN CONSISTENCY	GOAL: CD-1, CD-3		POLICY:		OBJECTIVE: CD-1A.1, 4, CD-3.2		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 20111		
PROJECT TITLE Placentia Avenue Medians (Adams Ave. to Wilson St.)				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 2	
PROJECT ACCOUNT STRING:	Account 500000	Fund -	Org -	Program -	Project -	Existing Project ▼	
PROJECT ACCOUNT STRING:	500000	201	19300	20111	300155		
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	400,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Federal HSIP Grant		-	-	-	-	-	-
Gas Tax	400,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 400,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ 20,000	
<p>This project provides for construction of a landscaped median on Placentia Avenue between Adams Avenue and Wilson Street. This will not only improve the streetscape adjacent to Fairview Park and Estancia High School, but also improve the traffic operations on the street. Installation of raised medians landscaped with trees will provide the appearance of a narrower roadway, resulting in a traffic calming effect. The medians are consistent with the Fairview Park Master Plan.</p> <p>Staff 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 nearing completion. A total of \$650,000 of HSIP funding is available for construction and \$450,000 was allocated in FY 14-15 towards construction. However, based on construction estimates with current design plans, the project cost is estimated to be higher. An additional allocation of \$400,000 is requested for this project.</p> <p>Operating impact for landscape maintenance is expected in Fiscal Year 2016-17.</p>							
GENERAL PLAN CONSISTENCY	GOAL: CD-1, CD-3		POLICY:		OBJECTIVE: CD-1A.1, 4, CD-3.2		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM 30112, Street Improvements		
PROJECT TITLE Bristol Street and Bear Street Rehabilitation Project				PROJECT MANAGER Fariba Fazeli		ITEM 3	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 416	Org 19200 19200	Program 30112 30112	Project 300159 300159	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	1,600,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement *	800,000	-	-	-	-	-	-
Measure "M2" fund 416	800,000	-	-	-	-	-	-
CDBG	-	-	-	-	-	-	-
Total	\$ 1,600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project will provide major rehabilitation to Bristol Street from Randolph to 405 Fwy and Bear Street from Wakeham Place to 405 Fwy. The Engineering Division was successful in securing grant funding in the amount of \$800,000 from OCTA which will pay for 50% of the construction cost.</p> <p>* The grant amount which the City will get reimbursed from OCTA</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM 30112, Street Improvements		
PROJECT TITLE Citywide Street Improvements				PROJECT MANAGER Fariba Fazeli		ITEM 4	
PROJECT ACCOUNT STRING:	Account 500000 500000 500000	Fund 201 416 207	Org 19200 19200 19200	Program 30112 30112 30112	Project 400015 400015 400015	Existing Project ▼	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	4,575,946	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)	-	-	-	-	-	-	-
Total	\$ 4,575,946	\$ 7,000,000	\$ 7,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Description of Resources							
Gas Tax	3,000,000	-	-	-	-	-	-
Measure "M2" fund 416	1,400,000	-	-	-	-	-	-
CDBG	175,946	-	-	-	-	-	-
Total	\$ 4,575,946	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<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>						\$ -	
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM 30112, Alley Improvements
PROJECT TITLE Citywide Unimproved Alley		PROJECT MANAGER Fariba Fazeli
PROJECT ACCOUNT STRING:		ITEM 5
Account	Fund	Org
500000	201	19200
Program	Project	
30112	400012	
		Existing Project ▼

Priority Classification:

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

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

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

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	500,000	1,200,000	1,200,000	1,200,000	1,200,000	300,000	300,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 500,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 1,200,000	\$ 300,000	\$ 300,000
Description of Resources							
Gas Tax	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

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

- Flower St. Alley between Orange Ave. and West End.
- Flower St. Alley between Orange Ave. and Santa Ana Ave.
- Broadway Alley between Orange Ave. and Westminster Ave.
- Broadway Alley between Westminster Ave. and Santa Ana Ave.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM 30122, Storm Drain Improvements
PROJECT TITLE Citywide storm Drain Improvement (Arlington Dr. Bioswale & Dry Weather Diversion Project)		PROJECT MANAGER Fariba Fazeli
PROJECT ACCOUNT STRING:		ITEM 6
Account	Fund	Org
500000	209	19200
Program	Project	
30122	550011	
		Existing Project ▼

Priority Classification:

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

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

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	510,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 510,000	\$ -					
Description of Resources							
Drainage Fees	510,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 510,000	\$ -					

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

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.

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.

The total cost is estimated at \$2.6 million. 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. This request will be used towards City's matching funds.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM 30130 Curbs & Sidewalks
PROJECT TITLE New Sidewalk/Missing Link Program		PROJECT MANAGER Fariba Fazeli
PROJECT ACCOUNT STRING:		ITEM 7
Account	Fund	Org
500000	201	19200
Program	Project	
30130	500009	
		Existing Project ▼

Priority Classification:

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

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

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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 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000						
Description of Resources							
Gas Tax	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -					

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

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

No Operational Impact.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM 30130 Curbs & Sidewalks		
PROJECT TITLE Parkway Improvement Program				PROJECT MANAGER Fariba Fazeli		ITEM 8	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500010	
						Existing Project ▼	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	1,000,000	250,000	250,000	250,000	250,000	250,000	250,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 1,000,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Description of Resources							
Gas Tax	1,000,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$	-
<p>A parkway maintenance program is essential to remove and replace damaged curb, gutter, and sidewalk which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform the necessary parkway repairs in anticipation of the residential street maintenance program for the following year. Additionally, ADA accessibility ramps are also constructed as part of this program throughout the City.</p> <p>No Operational Impact.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM 30130 Curbs & Sidewalks
PROJECT TITLE Priority Sidewalk Repair		PROJECT MANAGER Fariba Fazeli
PROJECT ACCOUNT STRING:		ITEM 9
Account	Fund	Org
500000	201	19200
Program	Project	
30130	500017	
		Existing Project ▼

Priority Classification:

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

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

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000						
Description of Resources							
Gas Tax	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -					

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

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

These funds will be used to perform the necessary parkway repairs where staff has been directed to remove trees by the Parks 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.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE Bus Bench Replacements				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 10	
PROJECT ACCOUNT STRING:	Account 500000	Fund -	Org -	Program -	Project -	<input type="text" value="New Project"/> ▼	
PROJECT ACCOUNT STRING:	500000	401	19300	30210	370042		
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Federal HSIP Grant		-	-	-	-	-	-
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>Currently, there are over 200 bus benches citywide. Some of the benches are misused by non-transit users either to sit for long periods of time or for sleeping. This project provides for replacement of 100 bus benches at these locations with newer style benches that are not conducive for sleeping or sitting for long periods of time. The benches do not have back rests and have anti-vagrant bars. The benches will provide needed amenity to legitimate transit riders and elderly.</p>						\$ -	
GENERAL PLAN CONSISTENCY	GOAL: CIR-1, CD-1		POLICY:		OBJECTIVE: CIR-1A.3, CD-1A.2		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services	DIVISION Transportation	PROGRAM Transportation Planning, 30210										
PROJECT TITLE Harbor Boulevard - South Coast Drive Improvements		PROJECT MANAGER Raja Sethuraman, x - 5032										
		ITEM 11										
PROJECT ACCOUNT STRING:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: center;">500000</td> <td style="text-align: center;">214</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">370048</td> </tr> </table>	Account	Fund	Org	Program	Project	500000	214	19300	30210	370048	<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>
Account	Fund	Org	Program	Project								
500000	214	19300	30210	370048								
Priority Classification:												
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.												
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22					
Description of Expenditures												
Architect Fees	-	-	-	-	-	-	-					
Construction	-	-	-	-	-	-	-					
Engineering Fees	200,000	-	-	-	-	-	-					
Equipment	-	-	-	-	-	-	-					
Inspection	-	-	-	-	-	-	-					
Land Acquisition	-	-	-	-	-	-	-					
Other Costs (please identify)	-	-	-	-	-	-	-					
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Description of Resources												
Traffic Impact Fees	200,000	-	-	-	-	-	-					
	-	-	-	-	-	-	-					
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Project Justification						Operating Impact: \$ -						
<p>The intersection of Harbor Boulevard - South Coast Drive experiences significant congestion during morning and evening peak periods and is at Level of Service D. The General Plan Circulation Element requires widening the west leg of the intersection to provide one left-turn lane, one through lane and two right-turn lanes. The project will include design of these improvements, which will include modifications to Orange County Flood Control District's Greenville Banning Channel. The improvement will result in enhancing the traffic operations at this intersection, which is in close proximity to the I-405 ramps.</p> <p>The design phase is scheduled for Fiscal Year 2015-16. Staff will solicit grant funding for construction phase of the project.</p>												
GENERAL PLAN CONSISTENCY	GOAL: CD-3, CD-13		POLICY:		OBJECTIVE: CD-3.1, CD-13.3, 13.4							

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE Project W - Improvements at Bus Stops				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 12	
PROJECT ACCOUNT STRING:		Account 500000	Fund 415	Org 19300	Program 30210	Project 370049	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	82,208	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 82,208	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Measure M2 Project W	82,208	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 82,208	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The intent of the proposed project is to improve three existing bus stops and the surrounding passenger amenities that serve these stops. The three bus stops selected for this project are the busiest bus stops in the City of Costa Mesa and are listed below.</p> <ol style="list-style-type: none"> 1. Harbor Boulevard/Victoria Street (Bus Stop # 1195) 2. Harbor Boulevard/Wilson Street (Bus Stop # 1220) 3. Wilson Street/Harbor Boulevard (Bus Stop # 1371) <p>Improvements for all three bus stops will include the installation of a new bus shelter, a new trash receptacle, and a new anti-vagrant bench. Bus stop # 1195 will include an additional new trash receptacle and an additional new anti-vagrant bench while bus stop # 1220 will only include an additional new trash receptacle and bus stop # 1371 will only include an additional new anti-vagrant bench.</p> <p>Improvements to the bus shelter area are proposed to provide safe pedestrian access and connectivity to the bus system. These improvements will provide adequate clearance by relocating any obstructions to comply with ADA regulations.</p> <p>The City secured Measure M2 Safe Transit Stops Program grant in the amount of \$82,208 towards the implementation of this project. This project does not require a City match.</p>							
GENERAL PLAN CONSISTENCY	GOAL: CIR-2		POLICY:		OBJECTIVE: CIR-2B.1		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE West 17th Street Design from Newport Boulevard to West City Limits				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 13	
PROJECT ACCOUNT STRING:		Account 500000	Fund 214	Org 19300	Program 30210	Project 370050	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	600,000	800,000	3,000,000	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 600,000	\$ 800,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Traffic Impact Fees	600,000	800,000	3,000,000	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 600,000	\$ 800,000	\$ 3,000,000	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The existing traffic volumes on the section of West 17th Street between West City Limits and Superior Avenue range from 11,000 to 15,800 vehicles per day (vpd). Currently, W. 17th Street transitions from four lanes with a painted median lane near Superior Avenue to two lanes with a painted median lane and a right turn lane at Pomona Avenue. West of Pomona Avenue, 17th Street narrows to one lane in each direction with a median two-way left-turn lane and no on-street parking. The existing two-lane roadway capacity (12,500 vpd) would result in Level of Service D conditions in the majority of this section. The intent of the subject improvement project is to plan infrastructure to meet future traffic demands caused by proposed developments in the vicinity of 17th Street. West 17th Street is designated as a Secondary Arterial according to Orange County Transportation Authority's Master Plan of Arterial Highways as well as the City of Costa Mesa General Plan Circulation Element. The proposed project will design West 17th Street to the recommended roadway capacity and geometrics.</p> <p>The design phase is scheduled for Fiscal Year 2015-16.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:	CIR-1	POLICY:		OBJECTIVE: CIR-1A.11	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE West 19th Bicycle Trail to Greenville-Banning Channel/Santa Ana River				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 14	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30210	Project 450009	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	1,700,000	-	-	-	-	-
Engineering Fees	90,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 90,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Cap Imprvmet Fund (ATP Grant)	-	1,700,000	-	-	-	-	-
Capital Improvement Fund	90,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 90,000	\$ 1,700,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ 10,000	
<p>This project provides for design and construction of a new bicycle trail connecting West 19th Street and the Santa Ana River trail system. The project also includes design of alternative bicycle plans for connecting this trail to Placentia Avenue along West 19th Street. The design phase will include detailed studies of all issues and outreach to adjacent residents.</p> <p>The City originally secured a Bicycle Corridor Improvement Program (BCIP) grant from Orange County Transportation Authority (OCTA) in the amount of \$1,000,000 towards design and construction of the project, with a City match requirement of \$700,000. Subsequently, the City in coordination with OCTA applied for the Active Transportation Program (ATP) federal grant and secured, an additional allocation of \$700,000 towards construction phase of the project. The City will be required to fully fund the design phase only. In the Fiscal Year 2014-15 budget, \$60,000 of General Fund was appropriated for design. It is anticipated that an additional allocation of \$90,000 in City funds would be required for engineering design and environmental clearance for this project. The design phase is scheduled for Fiscal Year 2015-16.</p> <p>Operating impact for landscape maintenance is anticipated from Fiscal Year 2018-19.</p>							
GENERAL PLAN CONSISTENCY	GOAL: CIR-1		POLICY:		OBJECTIVE: CIR-1A.1, CIR-1A.3		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services	DIVISION Maintenance Services	PROGRAM 40111 Park Maintenance
PROJECT TITLE Tewinkle Park - Replacement of Pedestrian Bridges		PROJECT MANAGER Bruce Hartley (714) 754-5164
		ITEM 15
PROJECT ACCOUNT STRING:	Account 500000	Fund 401
	Org 19500	Program 40111
	Project 700021	New Project ▼
Priority Classification:		
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.		
	FY 15-16	FY 16-17
	FY 17-18	FY 18-19
	FY 19-20	FY 20-21
	FY 21-22	
Description of Expenditures		
Architect Fees	5,000	-
Construction	95,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 100,000	\$ -
Description of Resources		
Capital Improvement Fund	100,000	-
	-	-
	-	-
Total	\$ 100,000	\$ -
Project Justification	Operating Impact: \$ -	
<p>This project would replace three (3) wood pedestrian bridges with steel bridges at the TeWinkle Park lakes. The existing bridges are failing and beginning to fall into the lakes. Repairs have been made, but the bridges continue to degrade due to lack of support. This project would design, purchase and install replacement bridges.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 40111 Park Maintenance		
PROJECT TITLE Various Parks - Rehabilitate Park Parking Lots				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 16	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project 700111	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	75,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	75,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
This project would rehabilitate park parking lots at Jack Hammett Sports Park, TeWinkle Park and Jordan Park.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Various Parks - Sidewalk Replacement				PROJECT MANAGER Bruce Hartley (714)754-5164		ITEM 17	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project 700106	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	75,000	75,000	50,000	50,000	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 75,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	50,000	75,000	75,000	50,000	50,000	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 75,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ -	\$ -
Project Justification						Operating Impact:	
This project would replace cracked, damaged and raised concrete sidewalks at Wakeham Park and TeWinkle Park. Eliminating trip hazards due to damaged concrete in the path of travel at parks may prevent trip and fall-type injuries and potential claims against the City.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Park Development - 40112
PROJECT TITLE ADA Improvements at TeWinkle Park		PROJECT MANAGER Bart Mejia, x-5291
PROJECT ACCOUNT STRING:		ITEM 18
Account	Fund	Org
500000	207	19200
Program	Project	
40112	700112	
		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 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	252,350	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 252,350	\$ -					
Description of Resources							
CDBG	252,350	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 252,350	\$ -					

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

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

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

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Development - 40112		
PROJECT TITLE Costa Mesa Bark Park Renovation				PROJECT MANAGER Bart Mejia X-5291		ITEM 19	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40112	Project 700113	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	50,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000		\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000		\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The Costa Mesa Bark Park has been a successful, heavily-used asset for dog owners in the community ever since it was established in 1994. The Bark Park was last substantially renovated by the City in 2001. Upon reopening the park after that renovation, it was required that it be maintained by the Costa Mesa Bark Park Foundation (CMBP) with their own funding sources. The necessary level of maintenance by the CMBP was not sustained and the condition of the park turf and soil have substantially degraded. Since the Bark Park is the only off-leash facility available in Costa Mesa, it continues to experience heavy use year around. This funding in FY15/16 will secure consulting services for the preparation of conceptual and final designs and cost estimates to fully upgrade the park to include the addition of a new shelter, picnics tables, park benches, soil and turf restoration, upgraded lighting, security, and other amenities. In addition, the parkway between the parking lot and Arlington Drive remains unimproved and does not match the rest of the park. Current improvements along the south side of Arlington Drive and across the street from this frontage will enhance the appearance of the street by adding drought-tolerant landscape, off-street bike trails and safety lighting. With the construction of these improvements, the north parkway area will now detract the overall appearance of the street and park. The design will also include landscape improvements to create an aesthetically pleasing entryway to the park and surrounding areas to match the proposed improvements on the south side of the street. Once the design and cost estimates are completed, an appropriation will be requested from City Council for the construction of the upgrades.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Park Development, 40112
PROJECT TITLE Fairview Park Delineation Fencing - Vernal Pools		PROJECT MANAGER Bart Mejia, x-5291
PROJECT ACCOUNT STRING:		ITEM 20
Account	Fund	Org
500000	401	19200
Program	Project	
40112	700114	
		New Project ▼

Priority Classification:

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

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	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	45,000	-	-	-	-	-	-
Engineering Fees	15,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 60,000	\$ -					
Description of Resources							
Capital Improvement Fund	60,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 60,000	\$ -					

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

Vernal Pools 1, 2, and 3 were restored in 2003 and in 2009 a portion of the delineation fencing was installed. Vernal Pools A, B and C on the east side of Fairview Park are not as well-known as the ones on the west side, but their importance is just the same. One of the mitigation measures of the environmental document for the Fairview Park Master Plan is the installation of protective fencing around Vernal Pools 1-6. The environmental document also recommends installing interpretive signage in the vicinity of these vernal pools. Funding has already been ear tagged for the installation of delineation fencing for Vernal Pools 4-7. Funding is requested to complete the installation of the delineation fencing around Vernal Pools 1-3 and for Vernal Pools A-C and to install the appropriate interpretive signage. Coordination with USFWS will be required.

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

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Park Development - 40112
PROJECT TITLE Fairview Park -On Call Environmental Services		PROJECT MANAGER Bart Mejia, x-5291
PROJECT ACCOUNT STRING:		ITEM 21
Account	Fund	Org
500000	401	19200
Program	Project	
40112	700109	
		Existing Project ▼

Priority Classification:

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

	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000						
Description of Resources							
Capital Improvement Fund	50,000	50,000	50,000	50,000	50,000	50,000	50,000
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000						

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

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.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Harbor Blvd Bike Trail Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 22	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 450008	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	625,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 625,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	625,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 625,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ 1,000	
<p>The design for this project has been completed. The scope of the work includes removal of the existing concrete sidewalk and grass on the west side of Harbor Boulevard between Fair Drive and Merrimac way and replacing it with drought-tolerant plants similar to the plant palette proposed for the beautification projects to the north. The purpose of this project is three-fold: beautify this very important corridor, reduce water consumption and to make it more pedestrian friendly by creating buffer between the heavily-traveled lanes and the pedestrian walkway.</p> <p>This project is proposed to be combined with the bike trail improvements approved in Fiscal Year 2012-2013 for the installation of safety lighting.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Jack Hammett Field 1 and 2 Upgrades				PROJECT MANAGER Bart Mejia, x-5291		ITEM 23	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 700115	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	2,300,000	-	-	1,100,000	-	-	-
Engineering Fees	200,000	-	-	75,000	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 2,500,000	\$ -	\$ -	\$ 1,175,000	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	2,500,000	-	-	1,175,000	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 2,500,000	\$ -	\$ -	\$ 1,175,000	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ 30,000		
<p>The Jack Hammett Sports Complex is a City-owned facility that has been and continues to be the premier facility of choice for many sporting events. This facility has six (6) lit multi-use fields. The fields are used throughout the year by many user groups except for the periods of rest and renovation required to maintain quality natural turf fields. These periods of rest and renovation (approximately 2-1/2 months), the extended periods of non-use after rain events and the limited hours of programming to manage excessive wear, reduce the available hours of use. An alternative surface material (artificial turf) is proposed for Fields 1 and 2 (closest to Fairview Road) that will allow for continuous programming through most of the year, including the above-mentioned periods of rest. In addition, new recreational programs can be accommodated during school hours such as boot camps, exercise classes, low impact programs (Tai Chi, Yoga), etc.</p> <p>The Jack Hammett Sports Complex makes the installation of artificial turf even easier because it already has sports lights, a defined footprint, and adequate parking and supporting facilities. Possible donations from user groups and grants may reduce the City's cost significantly.</p> <p>Funds are requested for the design and construction of a multi-use artificial turf fields (Fields 1 and 2), including engineered sub-bases, below-ground detention and drainage system, buffer zones, bleachers, and security fencing.</p>							
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Newport Blvd Landscape Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 24	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 700116	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	100,000	-	-	-	-	-	-
Construction	-	1,100,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	100,000	1,100,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 1,100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>City Council Community Objective 03-B3 redefined the "Parkway and Median Improvements" section of the City's Capital Improvement Program (CIP) to include design and construction of neighborhood entryways and landscape and irrigation improvements for parkways. The Newport Boulevard frontage roads between 19th Street and Bristol Street include a number of areas adjacent to the SR-55 Freeway that remain unimproved and the parkways do not include planters/buffer areas between the traveled ways and the sidewalk. Funding is requested this fiscal year to design these landscape improvements and obtain the necessary permits for construction.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Skate Park II				PROJECT MANAGER Bart Mejia, x-5291		ITEM 25	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 700117	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	50,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The City currently has one of the best skate parks in the County. It provides a skateable area of approximately 15,000 S.F. and features a combination of street elements, bowls and transition areas. The use of this facility is one of the highest of all the City facilities. The skating community and elected officials have requested the construction of another permanent skate park of larger area (35,000sf to 40,000sf) at another site suitable for this application. The Open Space Master Plan of Parks and Recreation concluded that two (2.4) skate parks are needed now and one more by 2025, and ranks them as the number one sports facility needs ["Far and away, the recreational element determined as a need by the highest number of need identification tools is a skateboard park."].</p> <p>Funds are requested to retain the services of a consultant to develop concept plans for a second skate park at a location in the City with the most service area gaps. This will help secure grant funding and/or donations. The scope of work will also include community workshops, coordination with the skating community and presentations to the Planning Commission, Parks and Recreation Commission and City Council to determine the final construction site.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE Maintenance Projects (Building Modifications)				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 26	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 200062	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	505,255	700,000	700,000	750,000	750,000	750,000	750,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 505,255	\$ 700,000	\$ 700,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Description of Resources							
Capital Improvement Fund	505,255	700,000	700,000	750,000	750,000	750,000	750,000
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 505,255	\$ 700,000	\$ 700,000	\$ 750,000	\$ 750,000	\$ 750,000	\$ 750,000
Project Justification					Operating Impact: \$ -		
<p>The attached summary of requested maintenance projects (Attachment 1) are building modifications and maintenance projects in the 22 City-owned buildings, including those leased to outside agencies. The City administers and supervises contract services for maintaining these facilities.</p> <p>Costs include maintenance and repair costs (i.e. painting, electrical repair, tiling, etc.) as well as installation of replacement and upgraded equipment. There are increases and decreases that will be realized in the ongoing operating costs as a result of these projects. The projects are prioritized and grouped accordingly, with an estimated \$505,255 funding level requested in the B-12, a lesser amount than the total amount of all requested projects.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

**SCHEDULE OF APPROVED
BUILDING MODIFICATIONS / MAINTENANCE PROJECTS
FY 2015-2016 BUDGET**

	COST	DESCRIPTION
Balearic Center	\$ 2,500	Repaint/refinish cabinets in the Adobe & Sierra Room.
Balearic Center	\$ 5,000	Address poor drainage at the rear of building.
Balearic Center	\$ 5,000	Refinish kitchen and office cabinets.
Balearic Center	\$ 10,000	Replace carpet and hard flooring in Adobe room (50% each).
City Hall 1st Floor	\$ 6,100	Remove & replace existing walkway coating at east employee entrance.
City Hall 1st Floor	\$ 29,800	Replace existing corroded stair/ramp rails with stainless steel at front entrance.
City Hall 2nd Floor	\$ 8,000	Replace existing floor tile in lobby with new slip-resistant tile, approx. 432 sq.ft.
City Hall 2nd Floor	\$ 11,000	Replace existing Planning counter top; resurface front counter with wood veneer.
City Hall 2nd Floor	\$ 22,500	Renovate kitchen/break room.
City Hall 4th Floor	\$ 4,000	Replace existing floor tile in lobby with new slip-resistant tile, approx. 250 sq.ft.
City Hall 4th Floor	\$ 7,000	Install new mens/womens restroom partitions.
City Hall 4th Floor	\$ 22,500	Renovate kitchen/break room.
City Hall 5th Floor	\$ 22,500	Renovate kitchen/break room.
City Hall Basement	\$ 4,000	Relocate Facility work shop to Corp Yard.
City Hall Various Floors	\$ 21,000	Replace obsolete HVAC Control Components (3 of 9).
City Hall Walkway Canopy	\$ 4,600	Replace walkway canopy lighting with LED.
Corporation Yard New	\$ 4,000	Install ceiling in map room/back office.
Corporation Yard Old	\$ 5,000	Install cover over Traffic Operations paint and stencil rack area.
Del Mesa Park	\$ 2,000	Resurface key areas only on the basketball court.
Del Mesa Park	\$ 2,600	Replace ceramic sinks with stainless steel, 1 per restroom.
DRC	\$ 1,200	Repaint/clean building letters at 3 areas.
DRC	\$ 4,000	Waterproof exterior brick. (Materials only)
DRC Gym	\$ 5,000	Add cages to protect lights from impact in the gym. (28 lights)
DRC Locker Rooms	\$ 9,700	Restore tile and grout in restrooms and locker rooms.
DRC Pool	\$ 1,500	Replace exterior speakers on pool deck. Speakers are inaudible and rusting.
DRC Pool	\$ 29,000	Replace chemical controller; new variable speed drive for pool pump motor/new backwash controller.
Estancia Park Restroom	\$ 555	Paint restroom interior.
Estancia Park Restroom	\$ 500	Upgrade interior lighting.
Fire Station #1	\$ 4,000	Replace HVAC equip. (heat pump) for day room.
Fire Station #1	\$ 10,000	Patch or replace and paint fascia and support columns on front of the station.
Fire Station #3	\$ 1,500	Clean and seal tile grout in all three bathrooms.
Fire Station #3	\$ 6,000	Add blinds on front door, replace blinds in office, in kitchen, slider door, outside exit door and both day room windows with roller shades.
Fire Station #3	\$ 7,000	Replace roof top make-up air unit.
Fire Station #4	\$ 5,000	Replace kitchen counter tops.
Fire Station #6	\$ 1,700	Replace south-end bunkroom blinds with roller shades.
Fire Station #6	\$ 8,000	Fix or replace kitchen counter tops.
Fire Station #6	\$ 10,000	Replace downstairs carpet.
Historical Society Museum	\$ 2,500	Replace exterior pole lighting with higher output LED fixtures.
Lions Park	\$ 9,000	Davis Field: Paint interior and exterior of restrooms, wooden arbor, storage doors, metal doors, and gates to underneath bleachers, roll-up doors and bars to scorer's booths.
Mesa Verde Library	\$ 4,000	Repair walkway canopy roof.
NCC	\$ 2,500	Install 'PrivacyLink' fence around exterior solar panel electrical.
NCC	\$ 7,500	Replace roof top make-up air unit.
Police Facility	\$ 12,000	Remove carpet in lobby and replace with tile, approx. 600 sq.ft.
Senior Center	\$ 5,000	Pressure wash building; paint main entrance hallway.

Senior Center	\$ 7,000	Paint and recondition partition walls in Multi-Purpose Room and upstairs classrooms.
Senior Center	\$ 29,000	Replace back gate; install new fencing along southwest corner of building.
Shiffer Park	\$ 5,500	Paint restroom interior, exterior and picnic shelter.
Tewinkle Park	\$ 6,000	Skate Park: Install a drain in turf on north side of Skate Park.
Tewinkle Park	\$ 25,000	Install security gates at entry points to TW Athletic Complex.
South Coast Dr. Median	\$ 4,500	South Coast Drive: Replace deteriorated electrical service cabinet.
Various Park Locations	\$ 7,500	Replace damaged bollards.
Various Locations	\$ 14,000	Install stainless steel sinks and toilets in restrooms: TeWinkle Restroom #2 & Wilson Park (sinks only).
Various Locations	\$ 15,000	Replace damaged picnic tables.
Various Locations	\$ 26,500	Upgrade controllers: Suburbia II Park, Ketchum Libolt Park and Sunflower Median.
Wakeham Park	\$ 2,500	Install lock devices on both restroom gates.
Wakeham Park	\$ 8,000	Remove and replace 2 leaning light poles.
Wilson Park	\$ 2,500	Paint restroom interior & apply floor coating.
Wilson Park	\$ 6,000	Reinforce, sand and seal four (4) pedestrian bridges.
GRAND TOTAL	\$ 505,255	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE City Hall - 4th Floor Interior Painting				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 27	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 200068	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	80,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	80,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>In conjunction with re-carpeting each floor of City Hall, re-painting would improve the appearance of the work areas and public contact areas of each department. Painting would update the look of the interior spaces of the building and would be performed at the same time that workstations and furniture is moved to complete re-carpeting. Some dated or deteriorating wall coverings would be removed. Walls with coverings that are in good condition would remain.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE City Hall - 4th Floor Remodel				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 27A	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 200068	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other (carpet, furniture, moving)	164,000	-	-	-	-	-	-
Total	\$ 164,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	164,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 164,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This funding includes recarpeting, new furniture, and associated moving expenses to improve the functionality and appearance of the work areas and public contact areas of each division on the 4th floor of City Hall, and is in conjunction with the 4th floor painting project. Painting will done in coordination with the surplussing of the old workstations and furniture and removal of the old carpet. New carpeting, new workstations, and associated furniture will be installed. Dated or deteriorating wall coverings will be removed as well. Walls with coverings that are in good condition will remain.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services	DIVISION Engineering	PROGRAM Parking Lot Improvements, 50910
PROJECT TITLE City Hall Parking Lot Rehabilitation		PROJECT MANAGER Bruce Hartley (714)754-5164
PROJECT ACCOUNT STRING:		ITEM 28
Account	Fund	Org
500000	401	19500
Program	Project	
50910	200069	
		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 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	240,000	-	-	-	-	-	-
Engineering Fees	25,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 265,000	\$ -					
Description of Resources							
Capital Improvement Fund	265,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 265,000	\$ -					

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

The parking lots at the Civic Center are aging and in less than satisfactory condition. Slurry sealed at the conclusion of the seismic retrofit project, the parking lots are showing reflective cracking and some localized areas of deterioration. In similar fashion as is performed with residential and arterial roadways, rehabilitation of the asphalt parking lot of the Civic Center will renew the condition of the facility for many more years of use.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Administration			PROGRAM 50001 Administration		
PROJECT TITLE City Hall - Evaluate Facility Security				PROJECT MANAGER Mike Koziel - 714-754-5024		ITEM 29	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19100	Program 50001	Project 200070	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	25,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	25,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>This project would include a comprehensive evaluation of the security of the City Hall building through the services of a specialized security consultant. The study would include evaluating access points to the building; identify areas of the facility with high security needs; evaluate access (door locks) systems; determine current and future needs; evaluate the security issues and needs to provide for after hours access for public meetings; develop prioritization and cost projections.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2015-2016

DEPARTMENT Public Services	DIVISION Engineering	PROGRAM Facility Maintenance, 50910
PROJECT TITLE ADA Accessibility Study - Civic Center		PROJECT MANAGER Fariba Fazeli
		ITEM 30
PROJECT ACCOUNT STRING:	Account 500000	Fund 401
	Org 19200	Program 50910
	Project 200071	
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 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	20,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 20,000	\$ -					
Description of Resources							
Capital Improvement Fund	20,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 20,000	\$ -					

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

Americans with Disabilities Act (ADA) requirements have been changed. This request will allow the City to evaluate the existing Civic Center for ADA accessibility upgrades, and needs required for bringing them up to the latest standards.

GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:
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CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance			
PROJECT TITLE Downtown Recreation Center - Wrought Iron Fence Installation				PROJECT MANAGER Bruce Hartley (714)754-5164		ITEM 31		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 800018	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		60,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Improvement Fund		60,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>Installation of wrought iron fencing around the turf area south of the Downtown Recreation Center between Luke Davis Field and the recreation center would provide a physical barrier from the street and from Lions Park in support of outdoor recreation programming. With the installation of the underground storm drain project to the north of the DRC, the turf area was converted to drought tolerant landscaping and is no longer suitable for the various outdoor recreational activities that take place at the DRC. A temporary fence was used in the past year on a trial basis. Recreation Division staff believe that a permanent fence would provide the safety they would like for their outdoor programs for children.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance			
PROJECT TITLE Fire Station #1 - Restroom Remodel Design				PROJECT MANAGER Bruce Hartley (714)754-5164		ITEM 32		
PROJECT ACCOUNT STRING:		Account 500000	Fund -	Org -	Program -	Project -		
PROJECT ACCOUNT STRING:		500000	401	19500	50910	200072		
<input type="text" value="New Project"/> ▼								
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency.								
<input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.								
<input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.								
<input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		15,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Federal HSIP Grant		-	-	-	-	-	-	-
Capital Improvement Fund		15,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact:			
Design conversion of two (2) back-to-back hallway bathrooms into one (1) bathroom/shower enclosure for gender compliance.								
GENERAL PLAN CONSISTENCY		GOAL: CD-1, CD-3		POLICY:		OBJECTIVE: CD-1A.1, 4, CD-3.2		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Facility Maintenance, 50910		
PROJECT TITLE Parking Lot Rehabilitation - FS No. 2				PROJECT MANAGER Fariba Fazeli		ITEM 33	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 50910	Project 200073	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	50,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
Slurry seal/rehabilitate asphalt parking lot and repaint lines at Fire Station #2. Significant "alligatoring" has created loose areas of asphalt. In addition, a patched area of asphalt traversing the entire lot at fire station #2 exists as a result of the Snoopy House enclosure project. This patched area is uneven and was not intended to support long-term frequent travel conditions which currently exist.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Fire Department		DIVISION Fire Administration			PROGRAM Facility Maintenance, 50910		
PROJECT TITLE Station Alerting				PROJECT MANAGER DC Fred Seguin		ITEM 34	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 50910	Project 200074	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction		-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	200,000	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The Fire Departments station alerting system is 30+ years old. When the new SunGard Computer Aided Dispatch (CAD) system went live to replace Motorola (CAD) the current MOSCAD station alerting system in place became and is unstable. At this time it is unknown if the current MOSCAD alerting system can be fixed and made fully operational as it was prior to the new CAD. Estimates have been around \$150,000.00 to possibly fix it however, this would be only a band aid on the 30+ year old alerting system. A new state of the art alerting system can be purchased for approximately \$200,000.00.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE Senior Center - ADA Accessibility Evaluation and Construction				PROJECT MANAGER Bruce Hartley (714)754-5164		ITEM 35	
PROJECT ACCOUNT STRING:		Account 500000	Fund -	Org -	Program -	Project -	
PROJECT ACCOUNT STRING:		500000	401	19500	50910	800019	
<input type="text" value="New Project"/>							
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency.							
<input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service.							
<input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions.							
<input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	25,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	25,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact:		
<p>This project will fund a complete analysis of the Costa Mesa Senior Center as it relates to accessibility for handicapped patrons. This study will identify deficiencies or improvements needed to meet current laws, regulations and building codes; which will support the design and construction of future improvements at the center. Current building codes require ADA upgrades to be completed with most improvement projects. The study will identify needs and develop construction cost estimates for future use.</p>							
GENERAL PLAN CONSISTENCY	GOAL: CD-1, CD-3		POLICY:		OBJECTIVE: CD-1A.1, 4, CD-3.2		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM 50910 Building Maintenance			
PROJECT TITLE Senior Center - Design and Construct New Exterior Front Patio				PROJECT MANAGER Bruce Hartley (714)754-5164		ITEM 36		
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 50910	Project 800020	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures								
Architect Fees		2,000	-	-	-	-	-	-
Construction		30,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
CDBG		32,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 32,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ 2,000
Design and construct a new concrete exterior front patio outside the Sunroom at the Costa Mesa Senior Center to support outdoor gatherings associated with programs and/or events.								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE Senior Center - Building Fumigation				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 37	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 800021	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	30,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	30,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
Fumigate entire building for subterranean and dry wood termites. Active termites continue to be discovered in several areas of the building. Fumigation would stop the progressive damage and preserve the City's asset.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE Senior Center - Restroom Renovations				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 38	
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 50910	Project 800022	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	25,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
CDBG	25,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
Funding is requested for the renovation of all six (6) restrooms in the Costa Mesa Senior Center; including the replacement of tile flooring, tile walls, urinals, toilets, fixtures, and reconfiguring all stalls to be fully ADA accessible.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE Senior Center - Replace Skylights Polycarbonate Panels				PROJECT MANAGER Bruce Hartley (714)754-5164		ITEM 39	
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 50910	Project 800023	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	45,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
CDBG	45,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project will replace one (1) main (atrium) and four (4) smaller polycarbonate skylights damaged during a recent hail storm. The existing panels, dating to the original construction, are becoming brittle due to UV degradation and are susceptible to damage and leakage. The panels have been re-sealed previously, but are aging and are in need of replacement. Failure of the skylights results in rain intrusion and water damage to the building. This is a preventative maintenance project.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE Corporation Yard - Exhaust Extraction System				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 40	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50920	Project 200075	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	36,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	36,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 36,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>Installation of an exhaust extraction system in the Equipment Maintenance (Fleet) building located at the Corporation Yard. This system would consist of two (2) ceiling mounted hose reels that slide on tracks allowing them to move from one end to the other end of the shop. The hoses can be extended to connect to a vehicle exhaust pipe. A roof mounted fan would pull exhaust fumes through the hoses and exit them outside the building. This system would allow mechanics to run engines inside the shop for diagnosis and testing, and eliminate the vehicle exhaust fumes inside the building.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Capital Facility, 50905		
PROJECT TITLE Demolish Existing and construct New Facility, Fire Station #1				PROJECT MANAGER Fariba Fazeli		ITEM 41	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 16200	Program 50905	Project 200076	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	400,000	-	-	-	-	-	-
Construction	1,276,201	6,100,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 1,676,201	\$ 6,100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	-	6,100,000	-	-	-	-	-
Capital Facility Account	1,676,201	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 1,676,201	\$ 6,100,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$	-
<p>The existing building consists of 2,750 Square Foot of Engine room (Apparatus Bay/Garage) and 6,725 Square Foot of Living facilities (livable space). The existing Fire Station facility is old and outdated. It is more cost effective to construct a new state of the art Fire Station. This request will cover the cost to prepare final and complete construction documents to replace the existing facility with a new one.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2015-2016

DEPARTMENT CEO	DIVISION CEO	PROGRAM Park Development, 40112					
PROJECT TITLE Neighborhood Community Center - Library Development		PROJECT MANAGER Letourneau					
PROJECT ACCOUNT STRING:		ITEM 42					
Account	Fund	Org					
500000	401	19200					
Program	Project						
40112	800024						
		New Project ▼					
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	4,000,000	18,000,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 4,000,000	\$ 18,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Facility Account	4,000,000	18,000,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 4,000,000	\$ 18,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
The project will consist of renovating the existing Neighborhood Community Center to become an expanded library.							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Police		DIVISION Communications			PROGRAM Technical Support & Maint-51020		
PROJECT TITLE 800 Mhz CCCS Next Generation Update				PROJECT MANAGER Rob Sharpnack		ITEM 43	
PROJECT ACCOUNT STRING:	Account 500000 500000	Fund 401 217	Org 15400 15400	Program 51020 51020	Project 200067 200067	Existing Project ▼	
Priority Classification:							
<input checked="" type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	1,239,969	1,239,969	1,239,969	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 1,239,969	\$ 1,239,969	\$ 1,239,969	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	476,080	476,080	476,080	-	-	-	-
Narcotics Asset Forfeiture Fund	763,889	763,889	763,889	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 1,239,969	\$ 1,239,969	\$ 1,239,969	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact:		
					\$ -		
<p>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.</p> <p>The total upgrade cost is \$ 6,333,738 over the course of four years, with an annual amount of \$ 1,239,969 for FY15-16 through FY17-18.</p>							
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM 50910 Building Maintenance		
PROJECT TITLE Police Facility - Emergency Generator Replacement				PROJECT MANAGER Bruce Hartley (714) 754-5164		ITEM 44	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 200078	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	50,000	-	-	-	-	-	-
Construction	550,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	600,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>Replace emergency generator with above ground generator and fuel tank, located outside of the building; abandon underground fuel tank in place. Existing generator is in extremely poor condition. It provides back-up power only for minimal circuits in the newly remodeled Police Facility. The generator overheats, leaks fluids and is unreliable. Any extended operation of the generator would likely lead to failure. The new generator system would fully power this essential facility during power outages or natural disasters. This project would move the generator outside of the building, and would have a self-contained fuel supply, reducing the dangers of having the generator and fuel inside of an essential emergency facility.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Facility Maintenance, 50910		
PROJECT TITLE Remodel/Addition & rehab. parking lot, Fire Station #4				PROJECT MANAGER Fariba Fazeli		ITEM 45	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 50910	Project 200064	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	750,000	-	-	-	-	-	-
Special Inspection Fees	50,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvement Fund	800,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 800,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project will add 800 SF to the existing building; a new 1,024 SF of a new detached rescue vehicle storage building; will upgrade existing restroom to meet American with Disability Act (ADA) accessibility requirements; will create new Handicapped parking stalls, ADA path of travel to the building, rehabilitate the parking lot pavement; includes painting the entire exterior of the building; and installation of a new emergency generator.</p> <p>In Fiscal Year 2014-2015, City Council allocated \$290,000 towards the design and construction. The design phase has been completed and the construction documents have been prepared. Additional \$800,000 is needed to complete the construction.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Costa Mesa High School Stadium - 1,000 Additional Bleachers				PROJECT MANAGER Newport Mesa Unified School District		ITEM 46	
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19200	Program 40112	Project 700121	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	50,000	-	-	-	-	-	-
Construction	-	570,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 570,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development Fund	50,000	570,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 570,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The Newport-Mesa Unified School District (NMUSD) is in the process of building a new stadium on the campus of Costa Mesa High School. Council Member Katrina Foley is requesting that the City Council consider a partnership with the NMUSD to expand the seating at the stadium by 1,000 seats.</p> <p>City staff does not have the total costs of the stadium but District staff has estimated the costs to be an additional \$1,700,000 to provide additional restrooms facilities and other amenities that would be needed to expand the number of seats at the stadium by 1,000. Council Member Foley is requesting funding to assist with exploring the feasibility of requesting the District to modify the current plans to include the additional facilities and amenities that will allow additional seating. The NMUSD is the lead agency on the stadium project and would be the lead agency on any expansion of seating. The NMUSD would need to approve of this concept and support the involvement of the City of Costa Mesa.</p> <p>Staff has estimated that approximately \$50,000 may be needed to modify any existing plans. In addition, Council Member Foley has indicated that 1/3 of the estimated \$1,700,000 costs for the additional facilities to accommodate the added seating is requested from the City. The requested funding from the City is estimated at \$570,000.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Davis School - Lighting and Synthetic Turf Feasibility Study				PROJECT MANAGER Bart Mejia, x-5291		ITEM 47	
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19200	Program 40112	Project 700118	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	20,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development Fund	20,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>Funding is requested to retain the services of a qualified consultant to conduct a feasibility study for the reconstruction of the existing track and field at Davis Magnet School with a new lighted artificial turf, regulation-size football/soccer field. The facility will also include security fencing, landscape improvements, a new parking facility that will connect with the adjacent parking lots at CMHS and TeWinkle Park Athletic Complex. NMUSD is the owner of the facility and will be the lead agency for this project. A MOU and a Site Specific Joint Use Agreement between the City and the School District will be developed for the planning, design, construction, use and maintenance of the new facility. Schmidt Design Group developed a draft Master Plan for this facility and will be utilized as the starting point for the feasibility study.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Kaiser School - Lighting and Synthetic Turf Feasibility Study				PROJECT MANAGER Bart Mejia, x-5291		ITEM 48	
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19200	Program 40112	Project 700119	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	20,000	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development Fund	20,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 20,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>Funding is requested to retain the services of a qualified consultant to conduct a feasibility study for the reconstruction of the existing fields at Kaiser Elementary School with new lighted artificial turf multi-use fields. The facility will also include security fencing and landscape improvements.</p> <p>NMUSD is the owner of the facility and will be the lead agency for this project. A MOU and a Site Specific Joint Use Agreement between the City and the School District will be developed for the planning, design, construction, use and maintenance of the new facility.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Parsons School - Lighting and Synthetic Turf Field Upgrade				PROJECT MANAGER Bart Mejia, x-5291		ITEM 49	
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19200	Program 40112	Project 700103	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	170,000	-	-	-	-	-	-
Construction	-	2,230,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 170,000	\$ 2,230,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development Fund	170,000	2,230,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 170,000	\$ 2,230,000	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>Parsons School is a Newport-Mesa Unified School District facility located between Estancia High School and Canyon Drive. Parsons School includes a four-acre multiuse field that the City programs after school and on weekends for practices and games.</p> <p>The fields are used throughout the year by many user groups except for the periods of rest and renovation required to maintain quality natural turf fields. These periods of rest and renovation (approximately 6-8 weeks), the extended periods of non-use after rain events and the limited hours of programming to manage excessive wear, reduce the available hours of use. An alternate surface material (synthetic turf) is proposed for this field that will allow for continuous programming through most of the year, including the above-mentioned periods of rest.</p> <p>Funds in the amount of \$20,000 for a feasibility study were approved in FY 13-14. Additional funds are requested for the design of a regulation-size multi-use synthetic turf field and a half-sized practice field, including engineered sub-bases, below-ground detention and drainage system, buffer zones, security fencing, and state-of-the-art sports lighting.</p> <p>NMUSD is the owner of the facility and will be the lead agency for this project. A MOU and a Site Specific Joint Use Agreement between the City and the School District will be developed for the planning, design, construction, use and maintenance of the new facility.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2015-2016

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE NMUSD - Field Improvements				PROJECT MANAGER Ernesto Munoz, x -5173		ITEM 50	
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19200	Program 40112	Project 700120	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	1,640,000	-	-	-	-	-	-
Total	\$ 1,640,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development Fund	1,640,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 1,640,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>Projects in cooperation with the school district pending NMUSD reviews/authorization and community input.</p> <p>\$1.9M of the Park Development Fund 208 has been partially allocated to the following projects: Turf and lighting at Parsons Field (\$170,000), feasibility study for lights at Kaiser Elementary (\$20,000), feasibility study for lights at Davis Elementary (\$20,000), and CMHS additional bleachers (\$50,000).</p> <p>Specific funding for the remaining \$1,640,000 will be determined at a later time.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	



CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY
PROGRAM / Project Description

FY 15-16 FY 16-17 FY 17-18 FY 18-19

TRANSPORTATION

Traveled Ways

Street Improvements

Bear St. / SR-73 N/B Ramp-2nd left-turn lane	\$ -	\$ -	\$ -	\$ 57,200
Bristol St. / Baker St. Intersection Improvement	-	-	-	412,500
Bristol St. / Sunflower Ave. Intersection Improvement	-	-	-	115,500
Bristol St. Widening - I-405 to Baker St.	-	-	-	-
Citywide Way Finding Signage	-	50,000	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.)	-	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. / Victoria St. E/B Right-Turn Lane	-	-	-	55,550
Red Hill Ave. Medians (McCormick Ave. to Bristol St.)	-	-	-	-
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
Westside Improvements	-	250,000	250,000	250,000
West 17th St. Design (Newport Boulevard to West City Limits)	600,000	800,000	3,000,000	-
West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana	90,000	1,700,000	-	-
Subtotal Street Improvements	\$ 690,000	\$ 3,918,100	\$ 5,659,300	\$ 4,534,600

Street Maintenance

Adams Ave.- Harbor Blvd. To Santa Ana River	\$ -	\$ -	\$ 1,750,000	\$ -
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	750,000	-
Anaheim Ave. - Superior Ave. to 19th St.	-	180,000	-	-
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.	-	-	-	-
Baker St.- Bristol St. to Newport Blvd.	-	-	-	-
Baker St.- Bear St. to Harbor Blvd.	-	-	-	-
Baker St.- Harbor Blvd. to Samar Dr.	-	-	-	-
Baker St.- Red Hill Ave. to Newport Blvd. (NB)	-	-	-	-
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	-	-	-	-
Bristol Street and Bear Street Rehabilitation Project	1,600,000	-	-	-
Bristol St. from 300' N/O Randolph to Easterly City Limits	-	-	-	-
Bristol St. from I-405 to 300' N/O Randolph	-	-	-	-
Bristol St. from I-405 to Sunflower Ave.	-	-	320,000	-
California St. - Gisler Ave. to Nevada Ave.	-	-	-	680,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 19-20	FY 20-21	FY 21-22	Total
TRANSPORTATION				
Traveled Ways				
Street Improvements				
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. / 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	-	-	-	100,000
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.)	-	-	-	968,100
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. / Victoria St. E/B Right-Turn Lane	83,600	347,050	-	486,200
Red Hill Ave. Medians (McCormick Ave. to Bristol St.)	-	-	-	-
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
Westside Improvements	250,000	250,000	250,000	1,500,000
West 17th St. Design (Newport Boulevard to West City Limits)	-	-	-	4,400,000
West 19th Street Bicycle Trail to Greenville Banning Channel/Santa Ana	-	-	-	1,790,000
Subtotal Street Improvements	\$ 5,701,250	\$ 7,452,500	\$ 3,529,000	\$ 31,484,750
Street Maintenance				
Adams Ave.- Harbor Blvd. To Santa Ana River	\$ -	\$ -	\$ -	\$ 1,750,000
Adams Ave.- Harbor Blvd. Fairview Rd.	-	-	-	750,000
Anaheim Ave. - Superior Ave. to 19th St.	-	-	-	180,000
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	877,000
Baker St.- Bristol St. to Newport Blvd.	483,000	-	-	483,000
Baker St.- Bear St. to Harbor Blvd.	-	1,338,000	-	1,338,000
Baker St.- Harbor Blvd. to Samar Dr.	185,000	-	-	185,000
Baker St.- Red Hill Ave. to Newport Blvd. (NB)	280,000	-	-	280,000
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	-	-	600,000	600,000
Bristol Street and Bear Street Rehabilitation Project	-	-	-	1,600,000
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	-	-	1,000,000	1,000,000
Bristol St. from I-405 to Sunflower Ave.	-	-	-	320,000
California St. - Gisler Ave. to Nevada Ave.	-	-	-	680,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY
PROGRAM / Project Description

	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Citywide Unimproved Alley Program	500,000	1,200,000	1,200,000	1,200,000
Citywide Street Improvements	4,575,946	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.	-	-	-	-
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.	-	-	-	-
Mesa Dr. - Newport Blvd. to Santa Ana Ave.	-	314,000	-	-
Merrimac Way - Fairview Rd. to Harbor Blvd.	-	485,000	-	-
Monrovia Ave. - From S'ly City Limits to 19th St.	-	-	-	440,000
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.	-	-	-	290,000
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.	-	-	-	-
Orange Ave. - 22nd St. to Del Mar Ave.	-	-	-	-
Paularino Ave.- Bear St. Bristol St.	-	-	-	258,000
Placentia Ave. - Adams to Southerly City Limits	-	-	2,140,000	-
Pomona Ave. - Victoria St. to 16th St.	-	-	845,000	-
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	-	-	-
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.	-	-	-	-
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	-
Subtotal Street Maintenance	\$ 6,675,946	\$ 11,962,000	\$ 16,259,927	\$ 10,256,000
Storm Drain Improvements				
E. 17th St. Storm Drain System	\$ -	\$ -	\$ -	\$ 1,176,785
W. 18th St. Storm Drain System	-	-	653,490	-
W. 19th St. Storm Drain System	-	-	823,390	-
Brentwood Ave. Storm Drain System	-	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	510,000	-	-	-
Jack Hammett Sports Complex-Infiltration System	-	-	-	-
Pomona Ave/Industrial Wy Water Quality & Storm Drain-Phase II	-	500,000	500,000	500,000
Subtotal Storm Drain Improvements	\$ 510,000	\$ 1,293,040	\$ 1,976,880	\$ 1,676,785
Traffic Operations				
Adams Avenue Traffic Signal Synchronization	\$ -	\$ -	\$ -	\$ -
Baker - Babb Traffic Signal Modifications	-	50,000	-	-
Bear Street Signal Coordination/ Improvements	-	261,250	-	-
Bicycle Rack Improvements at Schools	-	50,000	-	-
Bristol Street Traffic Signal Synchronization	-	-	-	-
Bus Bench Replacements	50,000	-	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 19-20	FY 20-21	FY 21-22	Total
Citywide Unimproved Alley Program	1,200,000	300,000	300,000	5,900,000
Citywide Street Improvements	3,000,000	3,000,000	3,000,000	30,575,946
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	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	476,000
Mesa Dr. - Newport Blvd. to Santa Ana Ave.	-	-	-	314,000
Merrimac Way - Fairview Rd. to Harbor Blvd.	-	-	-	485,000
Monrovia Ave. - From S'ly City Limits to 19th St.	-	-	-	440,000
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.	-	-	-	290,000
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.	-	-	140,000	140,000
Orange Ave. - 22nd St. to Del Mar Ave.	627,000	-	-	627,000
Paularino Ave.- Bear St. Bristol St.	-	-	-	258,000
Placentia Ave. - Adams to Southerly City Limits	-	-	-	2,140,000
Pomona Ave. - Victoria St. to 16th St.	-	-	-	845,000
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	-	730,000	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	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
Subtotal Street Maintenance	\$ 10,361,000	\$ 7,183,000	\$ 14,545,000	\$ 77,242,873
Storm Drain Improvements				
E. 17th St. Storm Drain System	\$ -	\$ -	\$ -	\$ 1,176,785
W. 18th St. Storm Drain System	-	-	-	653,490
W. 19th St. Storm Drain System	-	-	-	823,390
Brentwood Ave. Storm Drain System	-	-	-	793,040
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	-	-	-	510,000
Jack Hammett Sports Complex-Infiltration System	-	-	2,500,000	2,500,000
Pomona Ave/Industrial Wy Water Quality & Storm Drain-Phase II	500,000	500,000	500,000	3,000,000
Subtotal Storm Drain Improvements	\$ 3,221,600	\$ 2,509,360	\$ 3,000,000	\$ 14,187,665
Traffic Operations				
Adams Avenue Traffic Signal Synchronization	\$ -	\$ -	\$ -	\$ -
Baker - Babb Traffic Signal Modifications	-	-	-	50,000
Bear Street Signal Coordination/ Improvements	-	-	-	261,250
Bicycle Rack Improvements at Schools	-	-	-	50,000
Bristol Street Traffic Signal Synchronization	-	-	-	-
Bus Bench Replacements	-	-	-	50,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 15-16	FY 16-17	FY 17-18	FY 18-19
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 - South Coast Drive Improvements	200,000	-	-	-
Harbor Boulevard Traffic Signal Synchronization	-	-	-	-
Intersection Safety Light Enhancements	-	75,000	75,000	75,000
Newport Boulevard Traffic Signal Synchronization	-	-	-	-
Project W - Improvements at Bus Stops	82,208	-	-	-
Signal System Upgrade- Paularino	-	500,000	-	-
Signal System Upgrade- Fair Dr. & Wilson St.	-	-	-	250,000
SOBECA Traffic Study	-	50,000	-	-
SR-55 Frwy. Access Study	-	250,000	250,000	250,000
Sunflower Avenue Traffic Signal Synchronization	-	-	-	-
Traffic Management Center Video Cameras and Server	-	60,000	-	-
Traffic Signal Installation	-	180,000	190,000	-
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	25,000	-	-
Subtotal Traffic Operations	\$ 332,208	\$ 1,751,250	\$ 1,015,000	\$ 1,075,000
Curbs and Sidewalks				
New Sidewalks / Missing Link Program	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Parkway Improvement Program	1,000,000	250,000	250,000	250,000
Priority Sidewalk Repair	50,000	50,000	50,000	50,000
Subtotal Curbs and Sidewalks	\$ 1,150,000	\$ 400,000	\$ 400,000	\$ 400,000
TOTAL TRANSPORTATION	\$ 9,358,154	\$ 19,324,390	\$ 25,311,107	\$ 17,942,385
COMMUNITY HEALTH & ENVIRONMENT				
Beautification				
Parkway and Median Improvements				
Adams Avenue Landscape Renovation	\$ -	\$ 50,000	\$ -	\$ -
Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)	-	1,000,000	-	-
Arlington Drive Parking Lot Landscape	-	50,000	-	-
Arlington Dr. at Newport Blvd. Streetscape	-	-	180,000	-
Bristol St. Medians (Baker St. to Newport Blvd.)	300,000	-	-	-
Gisler Avenue Bike Trail Landscape	-	165,000	-	-
Mission Mendoza Landscaping	-	60,000	-	-
Newport Blvd. Landscape - 19th St. to Bristol St.	100,000	1,100,000	-	-
Placentia Ave. Medians (Adams Ave. to Wilson St.)	400,000	-	-	-
Redhill Avenue Median Improvements (McCormick Ave. to Bristol St.)	-	888,000	-	-
Smalley Road Landscape Renovation	-	50,000	-	-
Tree Planting Program	-	50,000	50,000	50,000
Victoria Street - Phased Landscape Renovation	-	30,000	30,000	30,000
Subtotal Parkway & Median Improvements	\$ 800,000	\$ 3,443,000	\$ 260,000	\$ 80,000
Park Development				
ADA Accessibility Improvements - Heller Park	\$ -	\$ 112,708	\$ -	\$ -
ADA Accessibility Improvements - Shiffer Park	-	115,058	-	-
ADA Accessibility Improvements - Tewinkle Park	252,350	-	-	-
ADA Accessibility Improvements - Wakeham Park	-	116,050	-	-
Balearic Center-Land Acquisition Services	-	60,000	-	-
Balearic Center-Lighting Feasibility Study	-	-	-	-
Brentwood Park - Improvements	-	750,000	-	-
Canyon Park - New Restroom	-	-	-	-
Costa Mesa Bark Park Renovation - Design Phase	50,000	-	-	-
Davis School Field Design & Construction	-	-	-	-
Entryway Monument - Industrial Way and Newport Blvd.	-	-	-	-
Estancia High School Sports Lighting	-	1,200,000	-	-
Fairview Developmental Center Sports Complex	-	-	500,000	2,000,000
Fairview Park-Bluff Stairs (South)Bluff Stairs at South Fairview Park	-	350,000	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 19-20	FY 20-21	FY 21-22	Total
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 - South Coast Drive Improvements	-	-	-	200,000
Harbor Boulevard Traffic Signal Synchronization	-	-	-	-
Intersection Safety Light Enhancements	75,000	75,000	75,000	450,000
Newport Boulevard Traffic Signal Synchronization	-	-	-	-
Project W - Improvements at Bus Stops	-	-	-	82,208
Signal System Upgrade- Paularino	-	-	-	500,000
Signal System Upgrade- Fair Dr. & Wilson St.	500,000	-	-	750,000
SOBECA Traffic Study	-	-	-	50,000
SR-55 Frwy. Access Study	250,000	-	-	1,000,000
Sunflower Avenue Traffic Signal Synchronization	-	-	-	-
Traffic Management Center Video Cameras and Server	-	-	-	60,000
Traffic Signal Installation	200,000	-	-	570,000
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	-	-	25,000
Subtotal Traffic Operations	\$ 1,525,000	\$ 575,000	\$ 325,000	\$ 6,598,458
Curbs and Sidewalks				
New Sidewalks / Missing Link Program	\$ 100,000	\$ 100,000	\$ 100,000	\$ 700,000
Parkway Improvement Program	250,000	250,000	250,000	2,500,000
Priority Sidewalk Repair	50,000	50,000	50,000	350,000
Subtotal Curbs and Sidewalks	\$ 400,000	\$ 400,000	\$ 400,000	\$ 3,550,000
TOTAL TRANSPORTATION	\$ 21,208,850	\$ 18,119,860	\$ 21,799,000	\$ 133,063,746

COMMUNITY HEALTH & ENVIRONMENT

Beautification

Parkway and Median Improvements				
Adams Avenue Landscape Renovation	\$ -	\$ -	\$ -	\$ 50,000
Adams Avenue Median Installation (Shantar to Mesa Verde Dr. E)	-	-	-	1,000,000
Arlington Drive Parking Lot Landscape	-	-	-	50,000
Arlington Dr. at Newport Blvd. Streetscape	-	-	-	180,000
Bristol St. Medians (Baker St. to Newport Blvd.)	-	-	-	300,000
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Mission Mendoza Landscaping	-	-	-	60,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,200,000
Placentia Ave. Medians (Adams Ave. to Wilson St.)	-	-	-	400,000
Redhill Avenue Median Improvements (McCormick Ave. to Bristol St.)	-	-	-	888,000
Smalley Road Landscape Renovation	-	-	-	50,000
Tree Planting Program	50,000	50,000	50,000	300,000
Victoria Street - Phased Landscape Renovation	30,000	30,000	30,000	180,000
Subtotal Parkway & Median Improvements	\$ 80,000	\$ 80,000	\$ 80,000	\$ 4,823,000

Park Development

ADA Accessibility Improvements - Heller Park	\$ -	\$ -	\$ -	\$ 112,708
ADA Accessibility Improvements - Shiffer Park	-	-	-	115,058
ADA Accessibility Improvements - Tewinkle Park	-	-	-	252,350
ADA Accessibility Improvements - Wakeham Park	-	-	-	116,050
Balearic Center-Land Acquisition Services	-	-	-	60,000
Balearic Center-Lighting Feasibility Study	-	-	-	-
Brentwood Park - Improvements	-	-	-	750,000
Canyon Park - New Restroom	-	-	650,000	650,000
Costa Mesa Bark Park Renovation - Design Phase	-	-	-	50,000
Davis School Field Design & Construction	2,500,000	-	-	2,500,000
Entryway Monument - Industrial Way and Newport Blvd.	-	-	-	-
Estancia High School Sports Lighting	-	-	-	1,200,000
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	-	-	-	350,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY
PROGRAM / Project Description

	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restor Native Habitat	-	250,000	2,000,000	2,000,000
Fairview Park Delineation Fencing-Core Area of CA ORA 58	-	-	-	-
Fairview Park Delineation Fencing-Vernal Pools	60,000	-	-	-
Fairview Park - Fence Along Placentia Ave	-	350,000	-	-
Fairview Park Improvements	-	250,000	250,000	250,000
Fairview Park Projects-On Call Environmental Consultants	50,000	50,000	50,000	50,000
Fairview Park Riparian Habitat Phase III	-	500,000	500,000	-
Fairview Park Southeast Entrance and Parking Lot	-	150,000	-	-
Fairview Park-West Bluff Repair	-	100,000	650,000	-
Fence Along Placentia Ave.	-	330,000	-	-
Harbor Boulevard Bike Trail Improvements	625,000	-	-	-
Harbor Boulevard, Parkway Improvements	-	100,000	-	-
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Jack Hammett - Addition of a Storage Facility	-	40,000	410,000	-
Jack Hammett Sports Fields Improvements	2,500,000	-	-	1,175,000
Jack Hammett-Restroom Addition	-	340,000	-	-
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	-	90,000	-	-
Moon Park - 1 New Half Court Basketball Court	-	-	-	-
Neighborhood Community Center-Library Development	4,000,000	18,000,000	-	-
Park Monument Signage	-	50,000	50,000	50,000
Park Security Lighting Replacement Program	-	400,000	400,000	400,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Restroom North of Fairview Park Entrance	-	-	525,000	-
Skatepark II	50,000	-	-	-
Smallwood Park Improvements	-	140,000	250,000	350,000
Smallwood Park Security Lighting	-	-	100,000	-
Talbert Nature Preserve	-	135,000	-	-
Tanager Park - 2 New Tennis Courts	-	-	-	-
TeWinkle Park - 2 New Tennis Courts	-	-	-	-
TeWinkle Park - 2 Sand Volleyball Courts	-	-	-	-
TeWinkle Park - Drainage Swale - North Boundary	-	-	-	400,000
TeWinkle Park - Landscape Buffer North Boundary	-	-	-	300,000
TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr.	-	275,000	-	-
TeWinkle Park - New Restroom - Lake Area	-	-	-	-
TeWinkle Park - New Tot Lot East of Junipero Dr.	-	-	-	-
TeWinkle Park - Presidio Square Restroom Demolition	-	-	-	-
TeWinkle Park - Skate Park Expansion	-	70,000	750,000	-
Vista Park - Picnic Shelter	-	165,000	-	-
Vista Park-Veteran's Memorial	-	-	60,000	-
Wakeham Park - 2 New Tennis Courts	-	-	-	-
Youth Sports- Costa Mesa United	-	-	100,000	100,000
Subtotal Park Improvements	\$ 7,587,350	\$ 24,538,816	\$ 6,595,000	\$ 8,875,000
Park Development Fund				
Costa Mesa High School Stadium	\$ 50,000	\$ 570,000	\$ -	\$ -
Davis School Lighting and Turf	20,000	-	-	-
Kaiser Lighting and Turf	20,000	-	-	-
Parsons Lighting and Turf	170,000	2,230,000	-	-
NMUSD Field Improvements	1,640,000	-	-	-
Subtotal Park Development Fund	\$ 1,900,000	\$ 2,800,000	\$ -	\$ -
Park Maintenance				
Del Mesa Park - Replace Walkway Lights	\$ -	\$ -	\$ -	\$ -
Estancia Park-Slope Renovation	-	30,000	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 19-20	FY 20-21	FY 21-22	Total
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restor Native Habitat	2,000,000	2,000,000	-	8,250,000
Fairview Park Delineation Fencing-Core Area of CA ORA 58	-	-	-	-
Fairview Park Delineation Fencing-Vernal Pools	-	-	-	60,000
Fairview Park - Fence Along Placentia Ave	-	-	-	350,000
Fairview Park Improvements	250,000	250,000	250,000	1,500,000
Fairview Park Projects-On Call Environmental Consultants	50,000	50,000	50,000	350,000
Fairview Park Riparian Habitat Phase III	-	-	-	1,000,000
Fairview Park Southeast Entrance and Parking Lot	-	-	-	150,000
Fairview Park-West Bluff Repair	-	-	-	750,000
Fence Along Placentia Ave.	-	-	-	330,000
Harbor Boulevard Bike Trail Improvements	-	-	-	625,000
Harbor Boulevard, Parkway Improvements	-	-	-	100,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Jack Hammett - Addition of a Storage Facility	-	-	-	450,000
Jack Hammett Sports Fields Improvements	-	-	-	3,675,000
Jack Hammett-Restroom Addition	-	-	-	340,000
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	-	-	-	90,000
Moon Park - 1 New Half Court Basketball Court	80,000	-	-	80,000
Neighborhood Community Center-Library Development	-	-	-	22,000,000
Park Monument Signage	50,000	50,000	50,000	300,000
Park Security Lighting Replacement Program	-	-	-	1,200,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Restroom North of Fairview Park Entrance	-	-	-	525,000
Skatepark II	-	-	-	50,000
Smallwood Park Improvements	-	-	-	740,000
Smallwood Park Security Lighting	-	-	-	100,000
Talbert Nature Preserve	-	-	-	135,000
Tanager Park - 2 New Tennis Courts	150,000	-	-	150,000
TeWinkle Park - 2 New Tennis Courts	-	150,000	-	150,000
TeWinkle Park - 2 Sand Volleyball Courts	-	-	150,000	150,000
TeWinkle Park - Drainage Swale - North Boundary	-	-	-	400,000
TeWinkle Park - Landscape Buffer North Boundary	-	-	-	300,000
TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr.	-	-	-	275,000
TeWinkle Park - New Restroom - Lake Area	-	650,000	-	650,000
TeWinkle Park - New Tot Lot East of Junipero Dr.	500,000	-	-	500,000
TeWinkle Park - Presidio Square Restroom Demolition	250,000	-	-	250,000
TeWinkle Park - Skate Park Expansion	-	-	-	820,000
Vista Park - Picnic Shelter	-	-	-	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
Subtotal Park Improvements	\$ 8,160,000	\$ 4,250,000	\$ 1,250,000	\$ 61,256,166
Park Development Fund				
Costa Mesa High School Stadium	\$ -	\$ -	\$ -	\$ 620,000
Davis School Lighting and Turf	-	-	-	20,000
Kaiser Lighting and Turf	-	-	-	20,000
Parsons Lighting and Turf	-	-	-	2,400,000
NMUSD Field Improvements	-	-	-	1,640,000
Subtotal Park Development Fund	\$ -	\$ -	\$ -	\$ 4,700,000
Park Maintenance				
Del Mesa Park - Replace Walkway Lights	\$ 45,000	\$ -	\$ -	\$ 45,000
Estancia Park-Slope Renovation	-	-	-	30,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY
PROGRAM / Project Description

	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Gisler Park - Replace Picnic Shelter	-	45,000	-	-
Heller Park - Replace Security Lighting	-	125,000	-	-
Heller Park- Replace Existing Restroom	-	-	-	600,000
Parkway Landscape Improvements - Andros Street and Elm	-	40,000	-	-
Paularino Park-Replace Picnic Shelter	-	40,000	-	-
Pinkley Park - Renovate Arbor	-	140,000	-	-
Pinkley Park - Replace Existing Playground Equipment	-	-	65,000	-
Shiffer Park - Replace Walkway Lighting	-	25,000	-	-
Shiffer Park - Replace Playground Equipment (2 Areas)	-	-	-	175,000
Smalley/Sunflower - Landscape Renovation	-	75,000	-	-
TeWinkle Park Lake - Design of repair of lake liners and	-	50,000	-	-
TeWinkle Park Lake- Repair Lake Liner and Waterfalls	-	50,000	150,000	-
TeWinkle Park Lake - Replace Three Wood Pedestrian Bridges	100,000	-	-	-
Vista Park- Installation of Perimeter Trail Fence	-	40,000	-	-
Rehabilitate Parking Lot - Various Locations	-	25,000	25,000	25,000
Various Locations-Install Backflow Enclosures	-	50,000	-	-
Various Parks-Replace Park Parking Lots	75,000	-	-	-
Various Parks-Replace Playground Surfacing	-	100,000	-	-
Various Parks-Sidewalk Replacement	50,000	75,000	75,000	50,000
Vista Park - Install Perimeter Trail Fence at Top of Slope	-	40,000	-	-
Wakeham Park - Playground and Planter	-	180,000	-	-
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	200,000	-	-
Subtotal Park Maintenance	\$ 225,000	\$ 1,330,000	\$ 315,000	\$ 850,000
Sanitation				
Water Quality				
NPDES Best Management Practices Implementation	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Subtotal Water Quality	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
TOTAL COMMUNITY HEALTH & ENVIRONMENT	\$ 10,512,350	\$ 32,161,816	\$ 7,220,000	\$ 9,855,000

GENERAL GOVERNMENT SUPPORT

Facilities Maintenance

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ 150,000	\$ -
Balearic Center - Construct Undergrounding of New Electrical Service	-	65,000	-	-
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - Install New HVAC Unit	-	75,000	-	-
Building Maintenance Projects	505,255	700,000	700,000	750,000
City Hall-Evaluate Facility Security	25,000	-	-	-
City Hall - HVAC Upgrade	-	66,000	550,000	-
City Hall - Lock Replacements	-	50,000	-	-
City Hall - Paint Interior - 2nd Floor	-	80,000	-	-
City Hall - Paint Interior - 3rd Floor	-	80,000	-	-
City Hall - Paint Interior - 4th Floor	80,000	-	-	-
City Hall - Paint Interior - 4th Floor Remodel	164,000	-	-	-
City Hall - Paint Exterior and Walkway Canopy	-	125,000	-	-
City Hall-Parking Lot Rehabilitation	265,000	-	-	-
City Hall - Replace Carpet; Including moving expense, 2nd floor	-	85,000	-	-
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	85,000	-	-
City Hall - Replace Carpet; Including moving expense, 5th floor	-	85,000	-	-
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	-	-
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	-	125,000	130,000	135,000
Civic Center-ADA Accessibility Evaluation	20,000	-	-	-
Communications - City EOC & Property Evidence Building	-	450,000	1,000,000	1,000,000
Communications - Floor Finishes & Carpet	-	-	-	50,000
Communications - Exterior Paint & Abatement	-	-	30,000	-
Corp Yard Old - Building Lighting - Upgrade with LED	-	25,000	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY PROGRAM / Project Description	FY 19-20	FY 20-21	FY 21-22	Total
Gisler Park - Replace Picnic Shelter	-	-	-	45,000
Heller Park - Replace Security Lighting	-	-	-	125,000
Heller Park- Replace Existing Restroom	-	-	-	600,000
Parkway Landscape Improvements - Andros Street and Elm	-	-	-	40,000
Paularino Park-Replace Picnic Shelter	-	-	-	40,000
Pinkley Park - Renovate Arbor	-	-	-	140,000
Pinkley Park - Replace Existing Playground Equipment	-	-	-	65,000
Shiffer Park - Replace Walkway Lighting	-	-	-	25,000
Shiffer Park - Replace Playground Equipment (2 Areas)	-	-	-	175,000
Smalley/Sunflower - Landscape Renovation	-	-	-	75,000
TeWinkle Park Lake - Design of repair of lake liners and	-	-	-	50,000
TeWinkle Park Lake- Repair Lake Liner and Waterfalls	-	-	-	200,000
TeWinkle Park Lake - Replace Three Wood Pedestrian Bridges	-	-	-	100,000
Vista Park- Installation of Perimeter Trail Fence	-	-	-	40,000
Rehabilitate Parking Lot - Various Locations	25,000	-	-	100,000
Various Locations-Install Backflow Enclosures	-	-	-	50,000
Various Parks-Replace Park Parking Lots	-	-	-	75,000
Various Parks-Replace Playground Surfacing	-	-	-	100,000
Various Parks-Sidewalk Replacement	50,000	-	-	300,000
Vista Park - Install Perimeter Trail Fence at Top of Slope	-	-	-	40,000
Wakeham Park - Playground and Planter	-	-	-	180,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	-	200,000
Subtotal Park Maintenance	\$ 120,000	\$ -	\$ -	\$ 2,840,000
Sanitation				
Water Quality				
NPDES Best Management Practices Implementation	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
Subtotal Water Quality	\$ 50,000	\$ 50,000	\$ 50,000	\$ 300,000
TOTAL COMMUNITY HEALTH & ENVIRONMENT	\$ 8,410,000	\$ 4,380,000	\$ 1,380,000	\$ 73,919,166
GENERAL GOVERNMENT SUPPORT				
Facilities Maintenance				
Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ -	\$ 150,000
Balearic Center - Construct Undergrounding of New Electrical Service	-	-	-	65,000
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - Install New HVAC Unit	-	-	-	75,000
Building Maintenance Projects	750,000	750,000	750,000	4,905,255
City Hall-Evaluate Facility Security	-	-	-	25,000
City Hall - HVAC Upgrade	-	-	-	616,000
City Hall - Lock Replacements	-	-	-	50,000
City Hall - Paint Interior - 2nd Floor	-	-	-	80,000
City Hall - Paint Interior - 3rd Floor	-	-	-	80,000
City Hall - Paint Interior - 4th Floor	-	-	-	80,000
City Hall - Paint Interior - 4th Floor Remodel	-	-	-	164,000
City Hall - Paint Exterior and Walkway Canopy	-	-	-	125,000
City Hall-Parking Lot Rehabilitation	-	-	-	265,000
City Hall - Replace Carpet; Including moving expense, 2nd floor	-	-	-	85,000
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	-	-	85,000
City Hall - Replace Carpet; Including moving expense, 5th floor	-	-	-	85,000
City Hall - Replace Roof on Exterior Walkway Canopy	95,000	-	-	95,000
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	140,000	145,000	-	675,000
Civic Center-ADA Accessibility Evaluation	-	-	-	20,000
Communications - City EOC & Property Evidence Building	1,000,000	-	-	3,450,000
Communications - Floor Finishes & Carpet	-	-	-	50,000
Communications - Exterior Paint & Abatement	-	-	-	30,000
Corp Yard Old - Building Lighting - Upgrade with LED	-	-	-	25,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY
PROGRAM / Project Description

	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Corp Yard Old - Exhaust Extraction System (for Service Bays)	36,000	-	-	-
Corp Yard Old - Extent Bay #2 on North Side of Building for Fire Apparatus	-	50,000	-	-
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	75,000	-	-
Corp Yard Old - Replace Four (4) Fuel Dispensers	-	40,000	-	-
Corp Yard Old/Police Facility - Replace Fuel Authorization System	-	132,000	-	-
Corp Yard - Security System Bldg A	-	15,000	-	-
Corp Yard - Paint Exterior	-	-	80,000	-
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	175,000	-
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	-	-	-	185,000
Corp Yard Warehouse - Exterior Doors (2 out of 8 doors per year)	-	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	-	-
Downtown Recreation Center - Install Wrought Iron Fence Around the Turf Area South of the DRC between Luke Davis Field & DRC	60,000	-	-	-
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	65,000	-
Fire Stations - Alerting System	200,000	-	-	-
Fire Station #1 - Demolish Existing and Construct New Facility	1,676,201	6,100,000	-	-
Fire Station #1 - Improvements	-	220,000	-	-
Fire Station #1 - Rebuild (Royal Palm)	-	120,000	-	-
Fire Station #1 - Restroom Remodel Design	15,000	-	-	-
Fire Station #2 - Access Improvements	-	250,000	-	-
Fire Station #2 - Public Access Parking for Baker Street	-	250,000	-	-
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #2 - Slurry seal/Rehabilitate asphalt parking lot	50,000	-	-	-
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	135,000	-	-
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	-	45,000	-	-
Fire Station #4 - Improvements & Replace Emergency Generator	-	-	-	-
Fire Station #4 - Remodel/Addition and Rehabilitate Parking Lot	800,000	-	-	-
Fire Station #6 - Perimeter Concrete Block Walls	-	65,000	-	-
Fire Station #6 - Replace Obsolete HVAC Control & Components	-	25,000	-	-
Fire Station #6 - Replace HVAC	-	25,000	-	-
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	-	-
Fire Station #2, 3, and 6 - Replace Fuel Tank Monitoring System with Tank Level and Communication Capability	-	74,000	-	-
Fire Stations Solar Carport Panels	-	30,000	-	-
New Corporation Yard - Wall Finishes	-	-	-	-
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
Police Station - Replacement of Emergency Generator	600,000	-	-	-
Police Substation - ADA Restrooms	-	175,000	-	-
Police Substation - Interior Floor Finishes	-	80,000	-	-
Police Department- Next Generation Update 800 MHZ CCCS	1,239,969	1,239,969	1,239,969	-
Senior Center - ADA accessibility evaluation and construction estimates	25,000	-	-	-
Senior Center - Design and construct new exterior front patio outside Sunroom	32,000	-	-	-
Senior Center - Door Replacement	-	48,000	-	-
Senior Center - Elevator Upgrade	-	30,000	-	-
Senior Center -Fumigate entire building for termites	30,000	-	-	-
Senior Center - Install LED monument sign on 19th street	-	50,000	-	-
Senior Center - Interior Upgrades	-	90,000	-	-
Senior Center - Restroom Renovations	25,000	-	-	-
Senior Center - Shade Structure	-	35,000	-	-
Senior Center - Skylight replacement	45,000	-	-	-
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 5,893,425	\$ 11,854,969	\$ 4,159,969	\$ 2,505,000
GRAND TOTAL	\$ 25,763,929	\$ 63,341,175	\$ 36,691,076	\$ 30,302,385

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2015-2016 through FISCAL YEAR 2021-2022

MAJOR SERVICE CATEGORY
PROGRAM / Project Description

	FY 19-20	FY 20-21	FY 21-22	Total
Corp Yard Old - Exhaust Extraction System (for Service Bays)	-	-	-	36,000
Corp Yard Old - Extent Bay #2 on North Side of Building for Fire Apparatus	-	-	-	50,000
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	-	-	75,000
Corp Yard Old - Replace Four (4) Fuel Dispensers	-	-	-	40,000
Corp Yard Old/Police Facility - Replace Fuel Authorization System	-	-	-	132,000
Corp Yard - Security System Bldg A	-	-	-	15,000
Corp Yard - Paint Exterior	-	-	-	80,000
Corp Yard Fleet - Remove 1-2 of 4 UST/Install Above-Ground Tanks	-	-	-	175,000
Corp Yard Fleet - Remove 3-4 of 4 UST/Install Above-Ground Tanks	-	-	-	185,000
Corp Yard Warehouse - Exterior Doors (2 out of 8 doors per year)	-	-	-	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
Downtown Recreation Center - Install Wrought Iron Fence Around the Turf Area South of the DRC between Luke Davis Field & DRC	-	-	-	60,000
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	-	65,000
Fire Stations - Alerting System	-	-	-	200,000
Fire Station #1 - Demolish Existing and Construct New Facility	-	-	-	7,776,201
Fire Station #1 - Improvements	-	-	-	220,000
Fire Station #1 - Rebuild (Royal Palm)	-	-	-	120,000
Fire Station #1 - Restroom Remodel Design	-	-	-	15,000
Fire Station #2 - Access Improvements	-	-	-	250,000
Fire Station #2 - Public Access Parking for Baker Street	-	-	-	250,000
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #2 - Slurry seal/Rehabilitate asphalt parking lot	-	-	-	50,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	-	-	135,000
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	-	-	-	45,000
Fire Station #4 - Improvements & Replace Emergency Generator	-	-	-	-
Fire Station #4 - Remodel/Addition and Rehabilitate Parking Lot	-	-	-	800,000
Fire Station #6 - Perimeter Concrete Block Walls	-	-	-	65,000
Fire Station #6 - Replace Obsolete HVAC Control & Components	-	-	-	25,000
Fire Station #6 - Replace HVAC	-	-	-	25,000
Fire Station #6 - Remove UST/Install Above-Ground Tank	180,000	-	-	180,000
Fire Station #2, 3, and 6 - Replace Fuel Tank Monitoring System with Tank Level and Communication Capability	-	-	-	74,000
Fire Stations Solar Carport Panels	-	-	-	30,000
New Corporation Yard - Wall Finishes	22,000	-	-	22,000
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
Police Station - Replacement of Emergency Generator	-	-	-	600,000
Police Substation - ADA Restrooms	-	-	-	175,000
Police Substation - Interior Floor Finishes	-	-	-	80,000
Police Department- Next Generation Update 800 MHZ CCCS	-	-	-	3,719,907
Senior Center - ADA accessibility evaluation and construction estimates	-	-	-	25,000
Senior Center - Design and construct new exterior front patio outside Sunroom	-	-	-	32,000
Senior Center - Door Replacement	-	-	-	48,000
Senior Center - Elevator Upgrade	-	-	-	30,000
Senior Center -Fumigate entire building for termites	-	-	-	30,000
Senior Center - Install LED monument sign on 19th street	-	-	-	50,000
Senior Center - Interior Upgrades	-	-	-	90,000
Senior Center - Restroom Renovations	-	-	-	25,000
Senior Center - Shade Structure	-	-	-	35,000
Senior Center - Skylight replacement	-	-	-	45,000
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 2,187,000	\$ 895,000	\$ 750,000	\$ 28,245,363
GRAND TOTAL	\$ 31,805,850	\$ 23,394,860	\$ 23,929,000	\$ 235,228,275





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 2015-2016

General	June 29, 1953
Date of Incorporation	
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	111,163
Acres Zoned for Industry	1,146
Acres of Open Space	1,957
Post Offices	2
Number of Full-Time Employees	478
Fire Protection	
Number of Fire Stations	6
Number of Sworn Fire Fighters	78
Fire Insurance Rating	Class 2
Police Protection	
Number of Sworn Police Officers	136
Streets, Parks and Sanitation	
Miles of Streets (in lane miles)	525
Miles of Alleys	14.61
Trees, Street	25,000
Park Sites	30
Skate Park	1
18-hole Public Golf Courses	2
Miles of Storm Drains	45.5
Miles of Sewers	325.7
Sanitation Pumping Stations	20
Education Facilities	
Elementary Schools	13
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

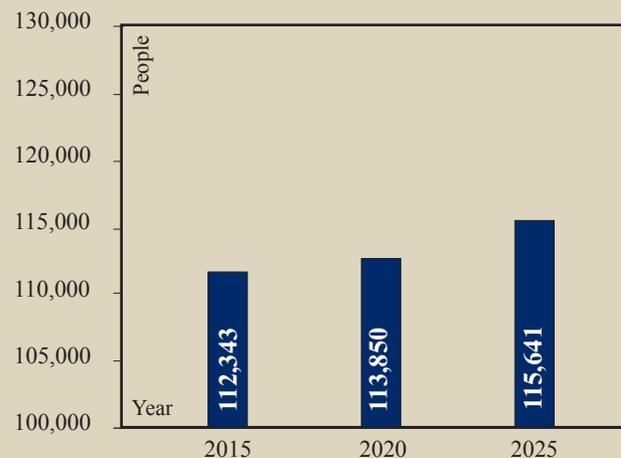
Incorporated in June, 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, the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

Population Characteristics

Population:	111,163
Median Age:	33.7
Average Household Size:	2.68
Average Family Size:	3.36

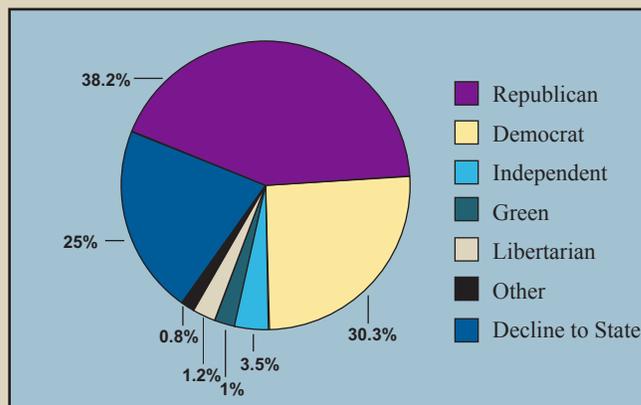
Source: 2013 ACS 3 Yr. CDR

POPULATION PROJECTIONS



CDR, OCP 2014 Projections

VOTER REGISTRATION



CDR 2013

Growth and Trends

	1980	2000	2010	2015	2020
Population Orange County¹	1,932,709	2,846,289	3,010,232	3,451,757	3,533,935
Population Costa Mesa	82,562	106,103	109,960	112,343	113,850
Costa Mesa Retail Sales Tax Revenue²	\$11.2 million	\$30.3 million	\$40.9 million	–	–

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

2. Costa Mesa Finance Department (2010)

Land Use

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

3. Costa Mesa General Plan (2000)

Property Sales Prices in Costa Mesa⁴

Homes	2013	2014
Highest	\$ 1,700,000	\$ 1,710,000
Median	\$ 536,700	\$ 713,000
Lowest	\$ 292,000	\$ 400,000

Condominiums

Highest	\$ 750,000	\$ 990,000
Median	\$ 355,000	\$ 420,000
Lowest	\$ 87,600	\$ 177,500

4. Torelli Realty

Orange County Fair Market Rental Rates⁶

Studio apartments	\$ 1,142
One-bedroom apartments	\$ 1,312
Two-bedroom apartments	\$ 1,644

6. Department of Housing and Urban Development (2010)

2010 Housing Units Distribution ⁵	Units	%
Single Detached:	16,745	38.83%
Single Attached:	3,760	8.7%
2 to 4 units/ structure:	6,139	14.2%
5+ units/ structure:	15,740	36.5%
Mobile homes:	703	1.63%
Other	41	.09%
Total housing units:	43,128	100.0%
Occupied units:	40,906	94.8%
Vacant units:	2,222	5.15%
Persons per unit:	2.68	

5. US Census

2010 Households ⁷	Units	%
Owner occupied	15,117	36.95%
Renter occupied	25,789	63.04%

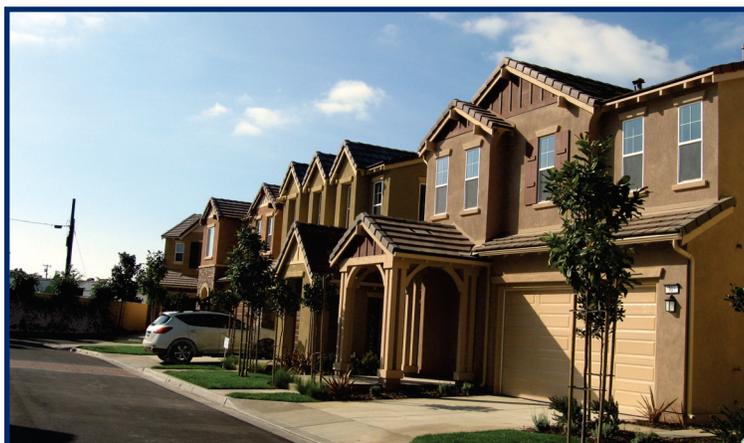
7. US Census

Property Valuation

In 2012-2013, the total assessed property valuation for the City was \$15.1 billion. The total valuation for the City may be broken down into the following categories⁸.

Single family	\$ 6.6 billion
Multi-family	\$ 2.4 billion
Commercial	\$ 4.4 billion
Industrial	\$ 1.2 billion
Other	\$ 0.5 billion

8. County Assessor's Office



Employment

The major industries in the City are services and trade followed by manufacturing. The projection of future employment within the City is a total of 87,097 jobs in Year 2015, increasing to a total of 91,891 jobs in Year 2030³. Wages, rates, extent of unionization, fringe benefits and related information for specific industries and job classifications may be obtained from the State Employment Development Department at (714) 558-6406. General information for the State of California is available at (916) 445-8008.



2010 Income

Median Household Income \$64,864

Income Distribution

Income and benefits
(In 2010 inflation-adjusted dollars)

Income Range	Number	Percent
Less than \$ 10,000	1,923	4.7%
\$10,000 to \$14,999	1,882	4.6%
\$15,000 to \$24,999	3,150	7.7%
\$25,000 to \$34,999	3,313	8.1%
\$35,000 to \$49,999	5,850	14.3%
\$50,000 to \$74,999	6,995	17.1%
\$75,000 to \$99,999	5,318	13.0%
\$100,000 to \$149,999	7,118	17.4%
\$150,000 to \$199,999	2,618	6.4%
\$200,000 or more	2,741	6.7%

1. U.S. Census Bureau (2010)

Education (No. of schools)

Newport Mesa Unified School District:

Elementary Schools	10
Junior High Schools	2
High Schools	2

Orange Coast Community College

Private Schools 19

Vanguard University

Whittier Law School

National University

Industry²

Civilian Employed Population	61,250
Agriculture, Forestry, Fishing	0.2%
Construction	4.9%
Manufacturing	9.7%
Wholesale Trade	3.1%
Retail Trade	11.3%
Transportation	2.7%
Information	1.5%
Finance and Insurance	10.5%
Professional, Scientific	16.4%
Educational Services	16.3%
Arts, Entertainment	14.3%
Other Services, except	7.6%
Public Administration	1.4%

2. ACS 8 Yr. Est. 2013

Major Employers

Name of Company	Estimated Employees
Experian Information Solutions	3,700
Coast Community College District	2,500
Orange Coast College	1,900
Mental Health California	1,500
Clark/McCarthy Joint Venture	1,250

3. CDR Progress Report

	Number	Percent of Total
Employed	61,250	91.42%
Unemployed	5,696	8.5%
Total Labor Force	67,002	100%

4. 2013 3 Yr. ACS

Major Development Projects/Areas

Harbor Gateway (78 acres) – north of Sunflower Ave., east of Hyland Ave., and west of Harbor Blvd.

Automobile Club of Southern California (39 acres) – 3333 Fairview Road.

Segerstrom Home Ranch (93 acres) – north of I-405, east of Harbor Blvd., west of Fairview Road, and south of Sunflower Ave.

Metro Pointe (50 acres) – 901-907 South Coast Drive.

South Coast Plaza (115 acres) – 3333 Bristol Street and 3333 Bear Street

South Coast Plaza Town Center (54 acres) – east of Bristol Street, south of Sunflower Ave., north of I-405, and west of Avenue of the Arts.

South Coast Metro Center/ Experian Solutions (45 acres) – 475-595 Anton Blvd.

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

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

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

5. Major Undeveloped Areas

Major Medical Facilities

Fairview Developmental Center

(714) 957-5000

2501 Harbor Blvd

Hoag Health Center

(714) 668-2550

1190 Baker Street

College Hospital of Costa Mesa

(714) 642-2734

301 Victoria Street



City Budget

The adopted City budget for all funds used for the Fiscal Year 2014-2015 is \$139,896,529. The General Fund portion of the budget is \$109,451,662. The approved budget is effective from July 1, 2014 through June 30, 2015.

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

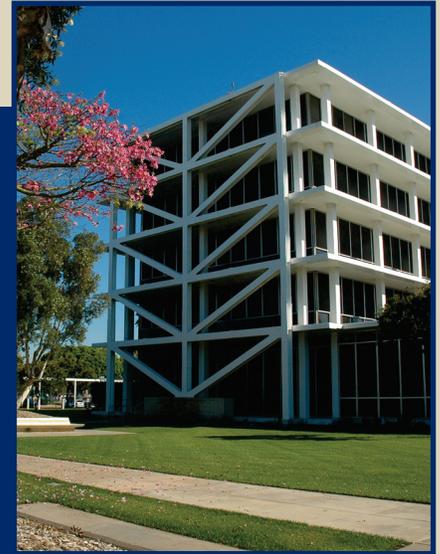
- Electricity:** Southern California Edison (800) 684-8123
- Natural Gas:** Southern California Gas Company (800) 427-2200
- Telephone:** AT&T (866) 505-1765
- Cable:** Time Warner Cable (888) 892-2253
- Water:** Mesa Consolidated Water District (949) 631-1200
Irvine Ranch Water District (949) 453-5300
- 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



*This brochure was prepared by the City of Costa Mesa Planning Division
Visit our Website at www.costamesaca.gov*



City Offices

Police Services

- Emergency 911 or (714) 754-5252
- Police Information (714) 754-5311
- Animal Control (714) 754-5311

Fire Services

- Emergency 911
- Administration (714) 754-5106

City Council (714) 754-5285

City Manager (714) 754-5328

City Clerk (714) 754-5225

Business Assistance Hotline (714) 754-5613

Development Services

- Administration (714) 754-5270
- Plan Check and Permits (714) 754-5273
- Inspections (714) 754-5626
- Planning (714) 754-5245
- Code Enforcement (714) 754-5607

Business Licenses (714) 754-5235

Public Services (714) 754-5323

Engineering (714) 754-5335

Transportation (714) 754-5343

Recreation (714) 754-5300

Housing & Community Dev. (714) 754-4870

FINANCIAL POLICIES

INTRODUCTION:

Updated financial and budget policies were adopted by the City Council on March 3, 2015. Excerpts of these policies and additional information is presented below.

The City of Costa Mesa's largest financial responsibility to its residents is the care of public funds. Financial and budget policies are developed by the Finance Department and CEO in order to establish the framework for the overall budget planning and financial management of the City of Costa Mesa. These policies shall periodically be reviewed by the City's Finance Advisory Committee and adopted by the City Council. These policies will help City officials plan fiscal strategy using a consistent approach contributing to the City's fiscal stability and will provide adequate funding of the services desired by the public.

The Chief Executive Officer (CEO) will propose a budget within a reasonable amount of time for the City Council and public to review and discuss it before adoption. The budget will be adopted by the City Council by June 30 of each year. If, for some unforeseen reason, the budget is not adopted by June 30, the Council must adopt a continuing appropriations resolution by June 30 that will provide for operations until the budget is adopted.

REVENUES:

Diversified and Stable Base

The City will seek to maintain a diversified and stable revenue base to protect the City from short-term fluctuations in any one revenue source.

Revenues and Grants

Ongoing revenues will be projected using realistic assumptions. Revenue forecasts will be neither overly optimistic nor overly conservative. They will be as realistic as possible based on the best available information. Should economic downturns develop which could result in revenue shortfalls or fewer available resources, the City will make adjustments in anticipated expenditures to compensate.

One-time revenues shall be limited for use on non-recurring items including start-up costs, reserve stabilization, capital expenses and early debt retirement.

New revenue sources pending legislation or grant approval are not included in the base budget request. They will be considered for addition to the budget during the mid-year budget report process (i.e. when legislation is passed or grants awarded).

Fees and Charges for Services

User fees will be imposed to cover the cost of services provided for unique or narrow segments of the community. Fees will normally be set at full cost recovery. Full cost recovery includes direct and indirect costs, overhead and depreciation for the period during which the fee will be in effect. Fees may be set at less than full cost recovery (cost of service may be subsidized) as the City Council deems necessary. Fees will be reviewed and updated on an ongoing basis to ensure that they keep pace with changes in the cost-of-living as well as changes in methods or levels of service delivery. Fees that are set by State law shall be implemented in accordance with those laws.

FINANCIAL POLICIES

OPERATING & CAPITAL BUDGET:

Consistency with Council & CEO Priorities

Base operating budget requests shall be consistent with the priorities and operational plans set forth by the City Council, CEO and the City's Financial Policies. Department heads are responsible for using these priorities and plans along with program outcome indicators to evaluate existing programs and redirect existing resources as needed for greater efficiency, to reduce cost and minimize the requests for additional resources. A certification regarding the evaluation of existing resources is required as part of the budget request submittal.

Balanced Budget

A balanced budget means that operating revenues must fully cover operating expenditures, including debt service. Under this policy, it is allowable for total expenditures to exceed revenues in a given year by the use of unassigned fund balance. However, in that situation, beginning unassigned fund balance can only be used to fund capital improvement plan projects or other one-time, non-recurring expenditures. Budgets for funds outside the General Fund are balanced to the fund's own revenue sources without General Fund subsidy unless previously approved by the Council or CEO.

Salaries & Benefits

The Finance Department budget staff will set the regular salary and employee benefits base budgets based on known changes in bargaining unit MOUs, retirement rates and other employee benefit costs. (See the City Budget Manual for detailed accounts centrally prepared by Finance and those prepared by the departments.) The vacancy factor will initially be set at zero percent (0%) for each department. The vacancy factor may be modified later in the budget process if necessary to reflect actual, projected or targeted vacancy rates. If the vacancy factor is set above zero percent, the resulting salary savings will be included in the non-departmental section of the budget.

Services & Supplies

Services and supplies shall be budgeted at the same level as current year budget to the extent they are necessary to support basic operations, Council and CEO goals. Budgeted base amounts may be reduced if an analysis of actual usage reveals ongoing over-budgeting practices. One-time items applicable only to past years operations may to be removed from the base.

Percentage of General Fund Budget for Capital Expenditures

The City will allocate a minimum of five percent (5%) of the General Fund budget to capital expenditures and plan a goal of an additional one and one-half percent (1.5%) dedicated to a Capital Facilities Account. This allocation may be annually reviewed by the Finance Advisory Committee. During an economic downturn or in the event of a disaster these allocated funds could be used as a type of reserve for operations.

For purposes of this policy, Capital Expenditures are defined as: fixed assets (those capital items with value greater than \$5,000), improvements/modifications to buildings/facilities/infrastructure, and improvements/modifications to City owned parks/fields/open space. These expenditures can be budgeted in either the City's General Fund, Capital Improvement Fund.

FINANCIAL POLICIES

Contingencies

A contingency line-item of approximately \$1,000,000 will be included in the non-departmental section of the budget. This amount will allow the CEO to retain budget flexibility for operations during the fiscal year. The Finance Department and CEO will develop a process to account for requests and approvals of the use of these funds during the fiscal year. Use of these funds, as with all other funds, will comply with the City Purchasing Policy & Procedures. A status report and allocation of the use of these funds will be included in the mid-year budget report.

Requests for Budget Increase

All requests for budget increase require outcome indicators that outline the department's intended outcome(s) resulting from the obtaining the additional resources. Multiple requests will be ranked in order of the department's priority for approval. Department heads will certify that all potential alternatives for redirecting existing resources have been examined and that lower priority items have been reduced or eliminated in order to free up existing resources before asking for an increase.

Budget Staff and the CEO will conduct a mid-year review of prior year budget increases to determine what prior year budget increases will be funded. Funding for these increases will continue if the CEO and the department agree that:

- They meet the performance expectations
- They merit continuation
- They are still relevant to the department's mission
- Sufficient funding exists

Special Revenue Funds

Special Revenue Funds will be used for specific programs or projects under the guidelines established for each fund. Appropriations may not exceed the anticipated resources including use of reserves when appropriate.

Debt Service Funds

Adequate funding will be appropriated within the Debt Service Funds to fund debt obligations as they come due. Reserves will be maintained within the Funds as necessary pursuant to bond covenants and/or other legal restrictions.

Internal Service Funds

Internal Service Funds will have revenues (intra-City user charges, interest income, and other income) sufficient to meet operating expenses and capital outlay.

Five-Year Financial Plan

The City will forecast its General Fund revenues and expenditures for each of the next five years and will update this forecast at least every two years. This forecast will be reviewed by the Finance Advisory Committee

FINANCIAL POLICIES

GENERAL EXPENDITURE MANAGEMENT:

Mid-Year Budget Reviews

The City Council will formally review the budget to actual status of revenues and expenditures as soon as practical when the December actual information is available, and amend the budget if necessary. The mid-year review will also serve as an opportunity for the Council to discuss and provide input on expectations for the next fiscal year budget.

Budgetary Control

The level of budget control exists at the program level. Annual budgets are set at the individual account level however Department Heads will be responsible for not exceeding the overall program budget. The Finance Department will provide monthly budget to actual reports to the City CEO and to each department (Director, Manager or Budget Liaison) for review. It is the responsibility of each department to communicate to Finance when program budgets might be exceeded. This communication is to be before the situation occurs and include the reason or cause for the potential situation. At that time, the most appropriate action will be discussed to resolve any budget shortfalls.

Budget Transfers and Adjustments

Budget transfers are shifts of existing resources between divisions, programs and accounts. Department heads are responsible for the efficient and effective use of the resources within their departmental budgets and are required to reallocate existing resources before requesting budget increases. Therefore they are permitted, with the concurrence of the Finance Department, to make budget transfers of resources among the accounts, programs and divisions within their department. If necessary, the CEO may also transfer resources between departments staying within the total appropriations previously authorized by the City Council. Exceptions to this flexibility are transfers out of salaries and benefits (which require CEO or Finance Department approval) and transfers of specific program funds that have restrictions on their use.

Budget adjustments are changes that affect the total amount of the City budget. These include appropriation of new grants or other revenues that had not been approved or realized at the time of the June budget adoption. These also include increases or decreases to unassigned fund balance for items were approved but not spent in previous fiscal years or for unanticipated, one-time items that cannot be postponed to the next budget cycle. Budget adjustments must be approved by the City Council.

Operating Carryover and Surplus

Operating program appropriations not spent during the first fiscal year may be carried over for specific purposes into the second fiscal year with the approval of the CEO.

A fiscal year-end surplus may occur when there is a net increase in fund balance or when there is a positive budget variance. Such a surplus will be reviewed for potential use using the following priorities:

1. Increase reserves if reserves are below target
2. Examine opportunities for prepayment and accelerated payoff of debt
3. Increase funds for capital facilities

ACCOUNTING:

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

FINANCIAL POLICIES

INVESTMENTS:

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

RESERVES:

Current General Fund reserves consist of committed and assigned fund balance. They are part of the General Fund balance. As of June 30, 2014 they total \$26,141,092 and consisted of the following:

\$ 14,125,000	Committed for declared disasters
2,000,000	Committed for self insurance
4,443,799	Assigned for compensated absences
2,262,032	Assigned for Police Retirement 1% Supplemental
3,310,261	Assigned for Optional Post-Employment Benefits (OPEB)
<u>\$ 26,141,092</u>	Total Committed and Assigned Fund Balance (Reserves)
20,629,130	Unassigned Fund Balance
<u>\$ 46,770,222</u>	Total Unassigned Fund Balance & Reserves

When reserves are combined with the unassigned fund balance, the total is \$46,770,222. The following is a brief discussion of each of these items.

Emergency Reserve/Committed for Declared Disasters

The \$14,125,000 committed for declared disasters was established by the City Council as an emergency reserve. As set forth by Council Resolution 11-27 (June 21, 2011) and Municipal Code Sections 2-206 and 2-207, use of this reserve is limited to the following purposes:

1. To provide required emergency funding as a result of a declared emergency.
2. To provide required funding for an unanticipated but urgent event threatening the public health, safety and welfare of the City such as earthquakes, major unanticipated infrastructure failures and terrorist events.

This reserve may only be utilized by resolution of the City Council for the reasons stated above. This amount will be shown as committed fund balance on the City's Comprehensive Annual Financial Report (CAFR).

Paired with this reserve is the policy of a minimum monthly cash balance (throughout the fiscal year) in the General Fund of at least \$14,000,000. This keeps the reserve funds liquid rather than having them tied up on longer-term investments. The amount presented on the monthly Treasurer's Report will be used to determine the actual ending monthly cash balance.

Self-insurance Reserve

The \$2,000,000 self-insurance reserve is set by Resolution 11-27 and Municipal Code Section 2-154. The City will maintain a minimum \$2,000,000 Committed General Fund Balance to be used to pay actual losses not covered by other insurance policies or insurance pools. If used, this reserve shall be replenished with funds each fiscal year from the General Fund operating reserve.

FINANCIAL POLICIES**Other Reserves**

The other three categories of reserves listed above are based on specific studies or calculations of what is needed for those programs. The amounts are refreshed annually and recommended to continue as long as required.

Reserve Study and Goals

The risks that the City faces, and which should be accounted for in the process of establishing reserves, include economic volatility, major infrastructure failure, natural disasters and other emergencies. A separate study of these risks is prepared and periodically updated to assess each category of risk and recommend an adequate amount of reserves that will enable the City to prepare for them. During the annual budget process, the mid-year budget report and preparation of the five-year financial plan, actual reserve amounts will be compared to recommended amounts. If reserves are below target, recommendations will be made for increasing reserves.

Debt Service Funds

The Debt Service Funds shall maintain reserves as prescribed by the bond covenants adopted at the time of the debt issuance.

Equipment Replacement Fund

The Equipment Replacement Fund shall maintain adequate reserves to provide funding for replacement of fleet vehicles and motorized equipment.

Self-Insurance Fund

The Self-Insurance Fund shall maintain adequate loss reserves based upon an actuarial analysis of the risk of loss to provide funding for estimated claims and potential liabilities.

DEBT:**Debt Issuance**

The City may issue long-term (exceeding twelve months) for capital projects and fixed assets. All General Fund debt issuances shall identify the method of repayment (or have a dedicated revenue source). The term of the debt should not exceed the life of the asset being financed. The City shall not issue General Fund debt to support ongoing operating costs unless such debt issuance achieves net operating cost savings and such savings are verified by independent analysis.

Unfunded Pension Liability

Should the City's pension obligations include an unfunded liability, the City shall develop a plan to reduce and eventually eliminate the unfunded liability. In addition to paying the annual required contribution (that includes amortization of the unfunded pension liability), the City will annually allocate a minimum of \$500,000 per year toward reducing the unfunded liability starting with the Fire Side Fund. In addition if the City prepays annual retirement costs, the savings on any prepayment option exercised will be used to make an additional payment to the Fire Side Fund. These actions are intended to pay off the Fire Side Fund in eleven or twelve years; four to five years early.

GLOSSARY OF BUDGET TERMS

ACCRUAL BASIS OF ACCOUNTING: Revenues are recognized when both measurable and available; expenditures are recorded when services have been substantially performed or goods have been received and the liabilities incurred.

ADOPTED BUDGET: The official budget as approved by the City Council at the start of each fiscal year.

AD VALOREM TAX: (which means “according to its value”) A state or local government tax based on the value of real property as determined by the county tax assessor.

AGENCY FUND: Used to account for assets held by the City in a fiduciary capacity for individuals, government entities, and others. Such funds are operated by carrying out the specifications of trust indentures, statutes, ordinances, or other governing regulations.

AMENDED BUDGET: The adopted budget as amended by the City Council through the course of a fiscal year.

APPROPRIATIONS: A legal authorization granted by a legislative body to make expenditures and to incur obligations for specific purposes. An appropriation is usually limited in amount and to the time when it may be expended.

ARBITRAGE: The interest rate differential that exists when proceeds from a municipal bond – which is tax-free and carries a lower yield – are invested in taxable securities with a yield that is higher. The 1986 Tax Reform Act made this practice by municipalities illegal solely as a borrowing tactic, except under certain safe-harbor conditions.

ASSESSED VALUATION: A municipality’s property tax base stated in dollars based on real estate and/or other taxable business property for the purposes of taxation, sometimes expressed as a percent of the full market value of the taxable property within a community.

AUTHORITY OR AGENCY: A state or local unit of government created to perform a single activity or a limited group of functions and authorized by the state legislature to issue bonded debt.

AUTHORIZING ORDINANCE: A law that, when enacted, allows the unit of government to sell a specific bond issue or finance a specific project.

BOND: A security whereby an issuer borrows money from an investor and agrees and promises, by written contract, to pay a fixed principal sum on a specified date (maturity date) and at a specified rate of interest.

BOND PREMIUM: The amount at which a bond or note is bought or sold above its par value or face value without including accrued interest.

BUDGET: A plan of financial operation comprised of estimated expenditures for a given period (usually a single fiscal year) and the proposed means of financing the expenditures (through revenues).

BUDGET MESSAGE: A written discussion of the budget presented by the City Manager to the City Council.

CAPITAL BUDGET: A budget which focuses on capital projects to implement the Capital Improvement Program.

CAPITAL IMPROVEMENT PROGRAM: A plan for capital improvements to be implemented each year over a number of years to meet capital needs arising from the assessment of long-term needs. It sets forth the estimated cost for each project and specifies the resources required to finance the projected expenditures.

GLOSSARY OF BUDGET TERMS

CAPITAL IMPROVEMENT PROJECT: The budget unit to group activities and costs necessary to implement a specific capital improvement and/or acquisition. A project can include the construction, acquisition, expansion, replacement, or rehabilitation of a physical facility or improvement. Projects often include planning and design, land acquisition, and project management costs related to such facilities and improvements.

CAPITAL PROJECTS FUNDS: Used to account for financial resources for the acquisition or construction of major capital facilities other than those financed by proprietary and trust funds.

CERTIFICATES OF PARTICIPATION (COPs): A form of lease revenue bond that permits the investor to participate in a stream of lease payments, installment payments or loan payments relating to the acquisition or construction of specific equipment, land, or facilities. COPs have become a popular financing device in California since the passage of Proposition 13. COPs are not viewed legally as “debt” because payment is tied to an annual appropriation by the government body. As a result, COPs are seen by investors as providing weaker security and often carry ratings that are a notch or two below an agency’s general obligation rating.

COMMUNITY FACILITIES DISTRICT 91-1: Established to account for a special tax received under the Mello-Roos Community Facilities Act of 1982. Bonds were issued to provide for improvements within the district and the special tax revenue is restricted for payment of principal and interest to the bondholder.

CONTRACTED SERVICES: Services rendered in support of City operations and activities by external parties. These may be based upon either formal contracts or ad hoc charges.

COUPON RATE: The specified annual interest rate payable to the bond or note holder as printed on the bond. This term is still used even though there are no coupon bonds anymore.

DEBT LIMIT: The maximum statutory or constitutional amount of debt that the general obligation bond issuer can either issue or have outstanding at any time.

DEBT SERVICE FUNDS: Account for the accumulation of resources set aside to meet current and future debt service requirements (payments) on general long-term debt.

DELINQUENT TAXES: Property Taxes that have been levied but remain unpaid on and after the due date. In California, the due dates are December 10 and April 10. Special taxes and assessments are often due on these dates as well. When tax delinquencies exceed 5%, the Bond Advisor places the issue on its internal Bond Watch.

DEPARTMENT: A major organizational group of the City with overall management responsibility for an operation or a group of related operations within a functional area.

DISCOUNT: The amount by which market value of a bond is less than par value or face value.

DIVISION: An organizational subgroup of a department.

ENCUMBRANCE: The commitment of appropriated funds to purchase goods, which have not yet been received, or services that has yet to be rendered

EXPENDITURES: Decreases in net financial resources. Expenditures include current operating expenses which require the current or future use of net current assets, debt service and capital outlays.

EXPENSES: Decreases in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

GLOSSARY OF BUDGET TERMS

FEASIBILITY STUDY: A financial study provided by the issuer of a revenue bond that estimates service needs, construction schedules, and most importantly, future project revenues and expenses used to determine the financial feasibility and creditworthiness of the project to be financed.

FISCAL AGENT: Also known as the Paying Agent, the bank, designated by the issuer, to pay interest and principal to the bondholder.

FISCAL YEAR: A 12-month period to which the annual operating budget applies and at the end of which an entity determines its financial position, the results of its operations, and adopts a budget for the coming year. The City of Costa Mesa's fiscal year is from July 1 to June 30.

FIXED ASSETS: Equipment costing \$5,000 or more, including tax, with a useful life longer than one year, and not qualifying as a capital improvement project. Includes automotive equipment, office equipment, office furniture, acquisitions, landscaping improvements, etc.

FULL FAITH AND CREDIT: The pledge of "the full faith and credit and taxing power without limitation as to rate or amount." A phrase used primarily in conjunction with General Obligation bonds to convey the pledge of utilizing all taxing powers and resources, if necessary, to pay the bond holders.

FULL-TIME EQUIVALENT (FTE): The conversion of part-time employee hours to an equivalent of a full-time position. For example: one person working 20 hours a week for a year would be 0.5 FTE.

FUND: An independent fiscal and accounting entity with a self-balancing set of accounts, recording resources, related liabilities, obligations, reserves and equities segregated for the purpose of carrying out specific activities or attaining certain objectives in accordance with special regulations, restrictions or limitations.

FUND BALANCE: The equity (assets minus liabilities) of governmental fund and fiduciary fund types. However, for budgeting purposes, a working capital definition of current assets minus current liabilities is used for the computation.

GENERAL OBLIGATION (GO) BOND: A bond secured by a pledge of the issuer's taxing powers (limited or unlimited). More commonly the general obligation bonds of local governments are paid from ad valorem property taxes and other general revenues. Considered the most secure of all municipal debt. Limited in California by Proposition 13 to debt authorized by a two-thirds vote in the case of local governments or a simple majority for State issuance.

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP): Uniform minimum standards of and guidelines for financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define accepted accounting practices at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provides a standard by which to measure financial presentations.

GOVERNMENTAL FUNDS: Typically are used to account for tax-supported (governmental) activities. These include the General Fund, Special Revenue Funds, Capital Projects Funds, and Debt Service Funds.

HOMEOWNERS' SUBVENTION: Owner-occupied properties are eligible for an annual exemption of \$7,000 of the assessed value of the property. This State exemption is reimbursed to the City through this subvention.

GLOSSARY OF BUDGET TERMS

INTERFUND TRANSFERS: Defined as "flows of assets" (such as goods or services) without equivalent flows of assets in return and without requirement for repayment.

INTERGOVERNMENTAL REVENUE: Revenue collected by one government and distributed (usually through some predetermined formula) to another level of government(s).

INTERNAL SERVICE FUNDS: Account for the goods or services provided by one fund and/or department to another fund and/or department on a cost reimbursement basis.

INVESTMENT GRADE: A rating issued by the three major bond rating agencies, Moody's, Standard & Poor's, and Fitch, rated BBB, Baa or better. Many fiduciaries, trustees, and some mutual fund managers can only invest in securities with an investment grade rating.

ISSUER: A state or local unit of government that borrows money through the sale of bonds and/or notes.

JOINT POWERS AUTHORITY (JPA): The formation of two or more public entities with common powers to consolidate their forces and resources to acquire assets and/or provide services to the public. Their bonding authority and taxing ability is the same as their powers as separate units.

LETTER OF CREDIT: A form of supplement or, in some cases, direct security for a municipal bond under which a commercial bank or private corporation guarantees payment on the bond under certain specified conditions.

LIEN: A claim on revenues, assessments or taxes made for a specific issue of bonds.

MARKS-ROOS BOND: The State Legislature enacted the Marks-Roos (named after its legislative sponsors) Local Bond Pooling Act of 1985 to facilitate the financing of local government facilities by bond bank pools funded by bond proceeds. The pool, formed under a Joint Powers Authority, can buy any type of legally issued debt instrument within or without its geographic area. The idea was to save money through economies of scale by selling one large bond issue to finance several small projects. (Several Marks-Roos issues have defaulted and are under investigation by the Securities and Exchange Commission. Prospective investors should find out what sort of loans the pooled fund will make before buying such deals.)

MELLO-ROOS BOND: The Mello-Roos (named for its legislative sponsors) Community Facilities District Act of 1982 established another method where by almost every municipal subdivision of the state may form a special, separate district to finance a long list of public facilities by the sale of bonds and finance certain public services on a pay-as-you-go basis. These Community Facilities Districts are formed and bond issues authorized by a two-thirds vote of the property owners in the district. Typically, the only voters in a district are one or more real estate developers who own or have an option on all of the land in the district. These land-based financings were nicknamed "dirt bonds" by the Bond Advisor years ago. Bonds are sold to finance facilities that can include school, parks, libraries, public utilities and other forms of infrastructure. The Districts may provide public services that include police and fire protection, recreation programs, area maintenance, library services, flood and storm drainage. Bonded debt service and/or the public services are paid for by special taxes levied on the real property within the district. As the developer subdivides and sells off the land the new property owner assumes the tax burden. (Tax delinquencies can lead to fines and penalties and ultimately foreclosure and sale. The ultimate security for Mello-Roos bonds is the value of the real property being taxed, consequently a provision in the law requires the appraised value of the land be three times the bonded debt. Recent foreclosure sales have cast doubts on the skills of the appraisers and underscore the risk of some of this debt when a severe real estate slump hits developers.)

GLOSSARY OF BUDGET TERMS

MODIFIED ACCRUAL BASIS: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting.

NET BUDGET: The legally adopted budget less interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements are subtracted from the legally adopted budget amount.

OBJECTIVE: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should specify a standard of performance for a given program or stated goal.

OBJECT CODE: The classification of expenditures in terms of what is bought and paid for grouped into categories.

OFFICIAL STATEMENT (OS): A document (prospectus) circulated for an issuer prior to a bond sale with salient facts regarding the proposed financing. There are two OS, the first known as the preliminary, or "red herring" – so named because some of the type on its cover is printed in red – and it is supposed to be available to the investor before the sale. The final OS must be sent to the purchaser before delivery of the bonds.

OPERATING BUDGET: A budget which focuses on everyday operating activities and programs. Usually includes personnel, maintenance and operations and capital equipment.

OVERLAPPING DEBT: The proportionate share of the general obligation bonds of local governments located wholly or in part within the limits of the reporting unit of government, that must be borne by property owners within the unit.

PAR VALUE: The face value or principal amount of a bond, usually \$5,000, due to the holder at maturity. It has no relation to the market value.

PERSONNEL EXPENSES: Compensation paid to or on behalf of City employees for salaries and wages, overtime and benefits.

PREMIUM: The amount, if any, by which the price exceeds the principal amount (par value) of a bond. Its current yield will be less than its coupon rate.

PRINCIPAL: The face value of a bond, exclusive of interest.

PROFESSIONAL SERVICES: Includes the cost of outside professional and specialized services purchased by the City, such as consultants for special studies, outside attorneys, architectural and engineering, etc.

PROGRAM BUDGET: A budget organized by a grouping of related activities, projects and services which are similar in purpose. The expenditure focus of a program budget is related to the nature of work and services performed.

PROPERTY TAX: A tax levied on real estate and personal property. The basic rate in Orange County is 1% of assessed value, of which Costa Mesa receives approximately 15 cents for every dollar collected.

PROPERTY TRANSFER TAX: An assessment on real property transfers at the current rate of \$.55 per \$500 in market value, and is collected at the time of the transfer with the County receiving half the collected amount. Also known as the Documentary Transfer Tax.

GLOSSARY OF BUDGET TERMS

PROPOSED BUDGET: The budget as formulated and proposed by the City Manager. It is submitted to the City Council for review and approval.

RATINGS: Various alphabetical and numerical designations used by institutional investors, underwriters, and commercial rating companies to indicate bond and note creditworthiness. Standard & Poor's and Fitch Investors Service Inc. use the same system, starting with their highest rating of AAA, AA, A, BBB, BB, B, CCC, CC, C, and D for default. Moody's Investors Services uses Aaa, Aa, A, Baa, Ba, B, Caa, Ca, C, and D. Each of the services use + or – or +1 to indicate half steps in between. The top four grades are considered Investment Grade Ratings.

REFUNDING BOND: The issuance of a new bond for the purpose of retiring an already outstanding bond issue.

RETAINED EARNINGS: An equity account reflecting the accumulated earnings of Proprietary Fund types. For budgeting purposes, the working capital definition of fund balance is used.

REVENUE: Moneys that the City receives as income such as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

REVENUE BOND: A municipal bond whose debt service is payable solely from the revenues received from operating the facilities acquired or constructed with the proceeds of the bonds.

SELF-INSURANCE: The retention of liabilities, arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. The City currently provides self-insurance for workers' compensation, general liability and unemployment, and purchases outside insurance for excess coverage in these areas.

SPECIAL REVENUE FUNDS: Account for the revenue derived from specific taxes or other earmarked revenue sources (other than expendable trusts or for major capital projects) that are restricted by law or administrative action to expenditures for specified purposes.

SUPPLEMENTAL ROLL PROPERTY TAXES: Assessed on property that changes ownership during the year and is based on the difference between the new and old assessed values.

TAX BASE: The total resource of the community that is legally available for taxation.

TAXES: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. Neither does the term include charges for services rendered only to those paying such charges as, for example, user charges.

TRUSTEE: A bank designated as the custodian of funds and official representative of bondholders. Appointed to ensure compliance with trust indenture.

UNDERWRITER: A financial institution (investment or commercial bank), which purchases a new issue of municipal securities for resale; may acquire the bonds either by negotiated sale or based on competitive bidding.

USER CHARGES: Payments made by users or customers of publicly provided services that benefit specific individuals. These services exhibit "public good" characteristics. Examples of user charges are fees paid for recreational activities, building fees, police fees, etc.

ACRONYMS

- AB:** Assembly Bill
- ABLE:** AirBorne Law Enforcement
- AC:** Air Conditioning
- ACT:** Activity Club for Teens
- ADA:** Americans with Disabilities Act
- ADT:** Average Daily Traffic
- AHRP:** Arterial Highway Rehabilitation Program
- ALS:** Advanced Life Support
- APA:** American Planning Association
- AQMD:** Air Quality Management District
- A/V:** Audio/Video
- AVL:** Automatic Vehicle Location
- AYSO:** American Youth Soccer Organization
- BAN:** Bank Anticipation Note
- BCC:** Balearic Community Center
- BIA:** Business Improvement Area
- BLS:** Basic Life Support
- BMP:** Best Management Practices
- CAD:** Computer Automated Dispatch
- CAFR:** Comprehensive Annual Financial Report
- CAL OSHA:** California Occupational Safety and Health Administration
- CalPERS:** California Public Employees Retirement System
- CalTrans:** California Department of Transportation
- CCTV:** Closed-circuit Television
- CD:** Community Design
- CDBG:** Community Development Block Grant

ACRONYMS

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

VLF: Vehicle License Fee

WMD: Weapons of Mass Destruction

WROC: Westside Revitalization Oversight Committee

ASSESSED VALUATION

Last 10 Fiscal Years

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
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%
2013-14	\$ 14,926,307,046	\$ 549,253,543	3.82%

Sources: HDL Coren & Cone
Orange County Assessor

COMPUTATION OF LEGAL DEBT MARGIN
Fiscal Year Ended June 30, 2014

ASSESSED VALUE		<u>\$ 14,926,307,046</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 559,736,514
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	<u>\$ 2,505,000</u>	
LESS: Assets in Debt Service Fund (Net)	<u>704,300</u>	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		<u>\$ 1,800,700</u>
LEGAL DEBT MARGIN		<u><u>\$ 557,935,814</u></u>

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

<u>Fiscal Year</u>	<u>Population ⁽¹⁾</u>	<u>Assessed Value ⁽²⁾</u>	<u>Gross Bonded Debt</u>	
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	
2013-14	111,846	14,926,307,046	2,505,000	
<u>Fiscal Year</u>	<u>Less Debt Service Fund ⁽³⁾</u>	<u>Net Bonded Debt</u>	<u>Ratio of Net Bonded Debt to Assessed Value</u>	<u>Net Bonded Debt Per Capita</u>
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
2013-14	704,300	1,800,700	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>
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%
2013-14	-	-	-	120,992,396	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 15-16 is \$3.7 million, which is equivalent to 3.5% of the General Fund operating budget. At this time, these payments are accommodated within the City's existing financial resources.

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, 2015, 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 2015-2016 Adopted Budget:

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