



CITY OF COSTA MESA
CALIFORNIA

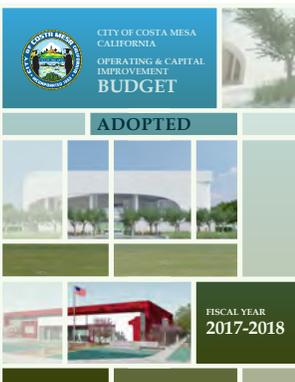
OPERATING & CAPITAL
IMPROVEMENT
BUDGET



ADOPTED



FISCAL YEAR
2017-2018



Fire Station 1

When complete, Fire Station No. 1 will feature a new 12,000 square-foot, state-of-the-art facility, including 10 dorm rooms, three administrative offices, one training/classroom, an emergency medical supply room, and four utility rooms. The new facility will address out-of-date building code and standard issues, accommodate multi-gender usage, and provide an efficient floor plan that aims to improve emergency response time.

Lions Park Project

The purpose of the Lions Park project is to improve library services, and create quality programming and event user space necessary to meet the needs of the community. The projects will repurpose both the Donald Dungan Library to the adjacent Neighborhood Community Center building and move the NCC to the current library space. Features will include: a new two-story 20,000-square-foot library building and a renovated Neighborhood Community Center. The project will also add one acre of programmed park open space that will be utilized as an event lawn and provide residents with a variety of fun, family, and educational events.

CITY OF COSTA MESA, CALIFORNIA
ADOPTED OPERATING AND
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2017-2018

CITY COUNCIL

Katrina Foley
Mayor

Sandra L. Genis
Mayor Pro Tem

Allan Mansoor
Council Member

James M. Righeimer
Council Member

John Stephens
Council Member

Thomas R. Hatch
City Manager

Prepared by the Finance Department

Stephen G. Dunivent
Interim Finance Director

In collaboration with

Raja Sethuraman
Public Services Director





KATRINA FOLEY
MAYOR

Costa Mesa
CITY COUNCIL



SANDRA L. GENIS
MAYOR PRO TEM



ALLAN MANSOOR
COUNCIL MEMBER



JAMES M. RIGHEIMER
COUNCIL MEMBER



JOHN STEPHENS
COUNCIL MEMBER

California Society of Municipal Finance Officers

Certificate of Award

***Operating Budget Excellence Award
Fiscal Year 2016-2017***

Presented to the

City of Costa Mesa

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

January 31, 2017



John Adams

***John Adams
CSMFO President***

Craig Boyer

***Craig Boyer, Chair
Professional Standards and
Recognition Committee***

Dedicated Excellence in Municipal Financial Reporting



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Costa Mesa
California**

For the Fiscal Year Beginning

July 1, 2016

Jeffrey R. Emswiler

Executive Director



TABLE OF CONTENTS

	<u>PAGE</u>
Budget Message	
Budget Message	1
FY 2017-18 Operating & Capital Budget in Brief	10
General Information	
Listing of Public Officials	17
City of Costa Mesa Organization Chart	19
Budget Guide	22
Budget Process	23
Budget Process Flow Chart	25
Description of Funds & Fund Types	26
The City’s Flow of Funds Structure	29
Summaries of Financial Data	
Calculation of Projected Fund Balances	32
Total Resources & Appropriations - All Governmental Funds Graphs	34
Four-Year Budget Summary – All Funds (Including Transfers)	35
Schedule of Interfund Transfers	36
Revenue Summaries	
Revenue & Other Financing Sources	39
Sales & Use Tax	47
Property Tax	48
Transient Occupancy Tax	49
Franchise Fees	50
Licenses & Permits	51
Fines & Forfeitures	52
Use of Money & Property	53
Motor Vehicle License Fees	54
Fees & Charges for Services	55
Appropriations Summaries	
Budget Comparison by Fund/by Department	59
Summary of Appropriations by Department/By Fund.....	62
Summary of Appropriations by Account - All Funds	64
Summary of Appropriations by Function/Program	
Protection of Persons and Property	66
Community Health and Environment	67
Transportation	68
Leisure and Community Services	69
General Government Support	70
Four-Year Personnel Summary by Department	73

TABLE OF CONTENTS

PAGE

Appropriations Summaries – General Fund

General Fund Resources & Appropriations Graphs	80
General Fund Appropriations Graphs by Department and by Category	81
Summary of Appropriations by Account - General Fund	82

Departmental Budget Details

City Council

Budget Narrative	85
Four-Year Personnel Summary	87
Expenditure Summary by Division	89
Expenditure Summary by Category/Funding Source	90
Expenditure Summary by Account	91
Expenditure Summary by Program	91

City Manager’s Office

Budget Narrative	93
Four-Year Personnel Summary	101
Expenditure Summary by Division	103
Expenditure Summary by Category/Funding Source	104
Expenditure Summary by Account	105
Expenditure Summary by Program	106

City Attorney’s Office

Budget Narrative	109
Expenditure Summary by Division	111
Expenditure Summary by Category/Funding Source	111
Expenditure Summary by Account	112
Expenditure Summary by Program	112

Finance Department

Budget Narrative	113
Four-Year Personnel Summary	117
Expenditure Summary by Division	119
Expenditure Summary by Category/Funding Source	120
Expenditure Summary by Account	121
Expenditure Summary by Program	122

Parks and Community Services Department

Budget Narrative	123
Four-Year Personnel Summary	131
Expenditure Summary by Division	133
Expenditure Summary by Category/Funding Source	134
Expenditure Summary by Account	135
Expenditure Summary by Program	136

Information Technology Department

Budget Narrative	141
Four-Year Personnel Summary	143
Expenditure Summary by Division	145
Expenditure Summary by Category/Funding Source	146

TABLE OF CONTENTS

PAGE

Departmental Budget Details (Continued)

Expenditure Summary by Account	147
Expenditure Summary by Program	148

Police Department

Budget Narrative	149
Four-Year Personnel Summary	155
Expenditure Summary by Division	159
Expenditure Summary by Category/Funding Source	160
Expenditure Summary by Account	161
Expenditure Summary by Program	162

Fire Department

Budget Narrative	169
Four-Year Personnel Summary	175
Expenditure Summary by Division	177
Expenditure Summary by Category/Funding Source	178
Expenditure Summary by Account	179
Expenditure Summary by Program	180

Development Services Department

Budget Narrative	181
Four-Year Personnel Summary	191
Expenditure Summary by Division	195
Expenditure Summary by Category/Funding Source	196
Expenditure Summary by Account	197
Expenditure Summary by Program	198

Public Services Department

Budget Narrative	201
Four-Year Personnel Summary	211
Expenditure Summary by Division	215
Expenditure Summary by Category/Funding Source	216
Expenditure Summary by Account	217
Expenditure Summary by Program	219

Non-Departmental

Budget Narrative	223
Expenditure Summary by Division	225
Expenditure Summary by Category/Funding Source	226
Expenditure Summary by Account	227
Expenditure Summary by Program	227

Capital Improvement Program

Summary of Adopted Capital Improvement Projects by Funding Source	230
Fiscal Year 2017-2018 Capital Improvement Project Details	232
Seven-Year CIP Schedule	268

TABLE OF CONTENTS

	<u>PAGE</u>
Appendix	
History of Costa Mesa	281
Miscellaneous Statistics	282
Costa Mesa 2017 Community Economic Profile	283
Financial Policies	288
Five Year Financial Plan	296
Glossary of Budget Terms	298
Acronyms	304
Assessed Valuation Last 10 Fiscal Years	312
Computation of Legal Debt Margin	313
Ratio of Net General Bonded Debt to Assessed Value and Bonded Debt Per Capita	314
Ratio of Annual Debt Service Expenditures for General Obligation Bonded Debt to Total General Government Expenditures	315
Description of City's Current Debt Obligations	316
Schedule of Debt Service Requirements to Maturity	317



CITY MANAGER'S BUDGET MESSAGE



May 9, 2017

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

I am pleased to submit the Fiscal Year 2017-18 Adopted Operating and Capital Improvement Budget. The objectives used in developing this budget are 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.

The City Council Priorities include the following items:

Tier 1: To receive the highest priority attention in FY 2017-18

- Begin Construction of the Lions Park Projects
- Engage in strategies for a safe community, including having a fully-staffed Police Department
- Address homelessness, both locally and on a cooperative basis with other communities
- Address issues related to group/sober living homes
- Maintain focus on fiscal responsibility

Tier 2: To be carried out as resources permit in FY 2017-18

- Invest in infrastructure (e.g., sidewalks, streets, safe bike trails)
- Fill City staffing vacancies to provide needed services
- Ensure our land use policies will make life better for our residents and try to keep our residential areas nice places to live
- Formally consider a new ambulance transport system
- Complete the process to create a Master Plan for the Arts
- Pursue economic development with a focus on attracting middle and well-paying jobs and supporting workforce development
- Implement additional measures to enhance our animal control and sheltering services

As presented, this represents a balanced budget for the coming fiscal year 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 16-17. Having already reduced operating expenditures to a minimum base level in prior years, management used the FY 16-17 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 the financial and budget policies; updated in October 2016. These policies are outlined and refreshed in the Appendix Section. Highlights of these policies as they relate to this budget include:

- Consistency with Council and City Manager priorities
- Balanced budgets with the exception of using dedicated non-General Fund balances for carry-over or one-time items consistent with the purpose of those funds
- Realistic assumptions for revenue forecasts
- New revenue sources pending legislation or grant approval are not included in the base budget request
- A minimum of 5% General Fund revenues dedicated to funding capital projects plus an additional 1.5% of General Fund revenues dedicated to capital facilities
- A goal of \$1,000,000 budgeted for contingencies
- Provision for an additional \$500,000 payment to reduce unfunded pension liabilities

Below is the Adopted Budget for FY 17-18 for all funds compared to the FY 16-17 Adopted Budget:

<u>ADOPTED BUDGET-ALL FUNDS</u>					
Appropriations	Adopted		<u>Increase/(Decrease)</u>		
<u>All Funds</u>	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>Amount</u>	<u>Percent</u>	
Operating Budget	\$ 120,781,897	\$ 129,805,649	\$ 9,023,752	7.5%	
Transfers Out	7,796,786	12,452,926	4,656,140	59.7%	
Capital Budget	16,057,334	20,934,170	4,876,836	30.4%	
Total	\$ 144,636,017	\$ 163,192,745	\$ 18,556,728	12.8%	

GENERAL FUND ADOPTED BUDGET

The General Fund provides 79% of the total budget for all governmental funds. The total Adopted General Fund budget is \$128.8 million, an increase of \$11.5 million or 9.8% from the current year adopted budget. Table 1 is a summary of the total General Fund resources and requirements for FY 17-18:

Table 1

<u>GENERAL FUND ADOPTED BUDGET</u>					
	Adopted <u>FY 16-17</u>	Adopted <u>FY 17-18</u>	<u>Increase/(Decrease)</u>		
			<u>Amount</u>	<u>Percent</u>	
Estimated Revenues	\$ 117,392,897	\$ 125,674,573	\$ 8,281,676		7.1%
Transfers In	-	-	-		-
Use of Fund Balance	-	-	-		-
Total Resources	<u>\$ 117,392,897</u>	<u>\$ 125,674,573</u>	<u>\$ 8,281,676</u>		7.1%
Operating Budget	\$ 109,596,111	\$ 116,517,143	\$ 6,921,032		6.3%
Transfers Out	7,796,786	12,327,926	4,531,140		58.1%
Total Appropriations	<u>\$ 117,392,897</u>	<u>\$ 128,845,069</u>	<u>\$ 11,452,172</u>		9.8%

The first set of FY 17-18 General Fund base operating budget requests submitted by the departments to the Finance Department totaled \$124.1 million; 5.7% 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. In addition, departments requested a net increase of \$1.1 million in budget increases, the largest of these being in Public Services related to operating expense increases. These two amounts totaled \$125.2 million. During the month of March, the Budget Review Team held meetings with each department to review and discuss these budget requests. The total requests were ultimately reduced by \$0.7 million to \$124.5 million. The reductions are noted later in this report.

The first set of FY 17-18 General Fund revenue estimates totaled \$122.7 million using the assumptions of modest economic growth, a gradually improving real estate market and a leveling off of development activity in the City. During the budget review period, revenue assumptions were increased by \$1.8 million to a new total of \$124.5 million. These increases were based on the need to update Fire and Parks fees that are significantly below full cost recovery, Medical Marijuana Measure X business permit and conditional use permit revenues, and six months of new Fire-Paramedic ambulance transportation revenue. Primary revenue sources and assumptions are discussed in detail in the Summaries of Financial Data section of this budget book.

The results of the budget reductions and revenue changes, in addition with a \$3.2 million transfer out of the General Fund into the Self-Insurance Fund, yielded a General Fund budget of \$128.8 million.

FINANCIAL OUTLOOK

As a result of the projection for modest growth in the economy, forecasted changes in revenue sources are projected to be mixed. Modest growth is forecasted for sales and use tax, transient occupancy tax (TOT) and franchise fees. Stronger growth is projected for property tax, licenses and permits, and motor vehicle license fees. Revenues such as fines and forfeitures are projected to be level. The City will continue to evaluate revenues and find ways to mitigate costs. Doing so will continue to stabilize the City's budget, provide necessary services to the community and work towards rebuilding reserves.

The City remains careful about its cash position. With the significant reduction in reserves seven years ago, 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 for five of the past six years which helped increase the overall cash position.

HIGHLIGHTS OF THE ADOPTED BUDGET

The FY 17-18 Adopted budget contains funding for the continuation of existing services to the community. The following highlights reflect some of the facts and changes regarding this budget:

- The budget contains funding for the full annual required contribution for the City's share of employee retirement costs plus an additional payment of \$500,000 to help reduce the unfunded liability associated with pension costs
- General Fund contribution to Capital Projects is 5% of the General Fund budget, which is \$6,481,649, and the 1.5% for Capital Facility Projects is \$1,801,995
- Allocations to the Information Technology (IT) Replacement Fund will increase from \$200,000 to \$250,000 for the accumulation of funds for future IT equipment replacements and upgrades
- Three departments (City Attorney, Finance, and IT) have budgets with a growth rate of less than 3.5%
- Both the City Manager's budget and the Development Services budget are staffed to address homelessness, both locally and on a cooperative basis with other communities and to continue to address issues related to group/sober living homes
- Police Department
 - Funds all full-time positions
 - Funded \$44,000 for ten additional e-citation devices compatible with the county-wide system
 - Additional uniform costs of \$20,000 for new employees
 - Additional communications costs of \$24,000 for the Westside Substation
 - Reduction in vacant part-time position costs of \$450,000 will help fund part of the cost to replace an aging Mobile Command vehicle (\$900,000)

- Fire Department
 - Funds all full-time positions including the six new positions added mid-year FY 16-17. The cost of the additional positions is to be offset by reduction in overtime spending.
 - Inclusion of a partial year of ambulance transportation revenue (\$600,000) will help fund most of the cost to replace an older 1500 GPM pumper truck (\$707,300)
 - Continued funding for the part-time Emergency Medical Services Coordinator position approved by Council on February 7, 2017.
- Parks and Community Services
 - Increased 5.5 full-time equivalent part-time positions
 - Added \$61,374 for the reinstated mobile recreation program
- Public Services Department
 - Includes the new park maintenance contract and deleted a total of eleven (five full-time and six part-time) vacant positions and positions to be vacated by attrition or reassignment due to the new contract
 - Reduced discretionary park maintenance items by \$86,345
 - Reduced the parks and parkways water account by \$90,000 based on lower usage
 - Reduced bulky debris item removal by \$62,589
 - Budgeted existing staff levels will ensure the Fire Station 1, Lions Park projects and other capital projects are managed efficiently and on a timely basis
- Capital Projects include \$6.2 million for the cash funding of the construction of the new Fire Station 1, \$2.8 million for second year of a four-year plan to accumulate funds for the Lions Park projects as a way to minimize new debt. A debt financing of about \$18.5 million for the Lions Park projects is planned for issuance during FY 17-18
- Contingency appropriations are \$1,000,000

GENERAL FUND RESERVES/USE OF FUND BALANCE

The General Fund – Total Fund Balance was \$64.5 million as of June 30, 2016. 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. As noted in the FY 16-17 Mid-year Budget Report, the City reached and exceeded that goal and reallocated the amount above the \$55 million to important debt reduction and one-time capital items.

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 adopted capital budget is approved in the amount of \$20.9 million, an increase of 30.4%. 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. Primary funding sources for capital projects include the General Fund, Measure M, Gas Tax, Community Development Block Grant, Park Development Fees and Drainage Fees. Key projects include Fire Station 1, Lions Park projects, City-wide street improvements and the Fairview Road traffic signal synchronization project.

Table 2 below illustrates the total capital projects funding by category planned for FY 17-18. Please see the Capital Improvement Program section of this budget for the complete list of projects and project details.

CAPITAL IMPROVEMENT PROJECTS				
	Adopted FY 16-17	Adopted FY 17-18	Increase (Decrease)	
			Amount	Percent
Parkway & Median Improvements	\$ 160,000	\$ -	\$ (160,000)	-100.0%
Fairview Park Program	1,820,000	-	(1,820,000)	-100.0%
Street Improvements & Maintenance	3,501,137	6,090,916	2,589,779	74.0%
Storm Drain Improvements	600,000	760,193	160,193	26.7%
Curbs & Sidewalks	400,000	200,000	(200,000)	-50.0%
Traffic Planning	805,000	1,562,943	757,943	94.2%
Active Transportation Programs	300,000	355,000	55,000	18.3%
Traffic Operations	604,990	2,146,474	1,541,484	254.8%
Park Development & Maintenance	3,885,965	3,169,000	(716,965)	-18.5%
Building & Equipment Maintenance	1,009,622	4,847,649	3,838,027	380.1%
Capital Facility Projects	1,788,979	1,801,995	13,016	0.7%
Next Gen. 800 MHz Comm. System	1,181,641	-	(1,181,641)	-100.0%
Total Appropriations	\$ 16,057,334	\$ 20,934,170	\$ 4,876,836	30.4%
General Funds	\$ 7,796,786	\$ 6,142,500	(1,654,286)	-21.2%
Other Funds	8,260,548	14,791,670	6,531,122	79.1%
Total Appropriations	\$ 16,057,334	\$ 20,934,170	\$ 4,876,836	30.4%

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 17-18:

Step 1 - Appropriations Limit for FY 16-17	\$ 214,145,081
Step 2 - Multiply the FY 16-17 Appropriations Limit by the cumulative growth factors for Orange County	<u>1.0440</u>
Appropriations Limit FY 17-18	<u>\$ 223,567,465</u>

The estimated proceeds from general tax revenues in FY 17-18 equal \$110 million, which is \$113 million or 51% 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. Additionally, this document will also be prepared in a manner that meets 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 GFOA presented a Distinguished Budget Presentation Award to the City of Costa Mesa for its annual budget document for the fiscal year beginning July 1, 2016. This is the 16th 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 CSMFO presented the Excellence in Operational Budgeting, and the Excellence in Public Communications awards to the City of Costa Mesa for its FY 16-17 Adopted Budget.

Staff believes the FY 17-18 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.

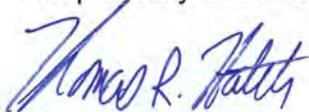
SUMMARY

Although current economic conditions continue to be favorable, this Adopted Budget continues to be careful with our reliance on potentially volatile Sales Tax revenue. The budget substantially maintains existing services and supports an important capital improvement program. It proposes a balanced annual budget, maintains, and in a very 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 Department budget team and Central Services staff. I thank the City Council for their continued support in making Costa Mesa a financially stable and well-balanced community.

Respectfully submitted,



Thomas R. Hatch
City Manager
City of Costa Mesa



FY 2017-18 OPERATING & CAPITAL BUDGET IN BRIEF

The Fiscal Year 2017-18 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 \$163.2 million, an increase of \$18.6 million, or 12.8% compared to the adopted budget for FY 16-17. Table 1 illustrates these amounts.

TABLE 1

<u>ADOPTED BUDGET-ALL FUNDS</u>					
<u>Appropriations</u> <u>All Funds</u>	<u>Adopted</u>	<u>Adopted</u>	<u>Increase/(Decrease)</u>		<u>FY 17-18</u>
	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>Amount</u>	<u>Percent</u>	<u>% of total</u>
Operating Budget	\$ 120,781,897	\$ 129,805,649	\$ 9,023,752	7.5%	79.5%
Transfers Out	7,796,786	12,452,926	4,656,140	59.7%	7.6%
Capital Budget	16,057,334	20,934,170	4,876,836	30.4%	12.8%
Total	\$ 144,636,017	\$ 163,192,745	\$ 18,556,728	12.8%	100.0%

GENERAL FUND BUDGET OVERVIEW

For all governmental funds, the General Fund comprises 79% of the *total* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The adopted General Fund budget is \$128.8 million, an increase of \$11.5 million, or 9.8% compared to the FY 16-17 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

<u>GENERAL FUND OPERATING BUDGET</u>					
<u>Expenditure Category</u>	<u>Adopted</u>	<u>Adopted</u>	<u>Increase/(Decrease)</u>		<u>FY 17-18</u>
	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>Amount</u>	<u>Percent</u>	<u>% of total</u>
Salaries & Benefits	\$ 80,881,739	\$ 86,933,355	\$ 6,051,616	7.5%	67.5%
Maint. & Operations	28,442,090	28,636,728	194,638	0.7%	22.2%
Fixed Assets	272,282	947,060	674,778	247.8%	0.7%
Transfers Out	7,796,786	12,327,926	4,531,140	58.1%	9.6%
Total	\$ 117,392,897	\$ 128,845,069	\$ 11,452,172	9.8%	100.0%

Salaries & Benefits: Budgeted personnel costs increased by \$6.1 million, or 7.5%. This increase is attributed to a number of factors including the memorandums of understanding for both the Costa Mesa Police Association and Costa Mesa City Employees Association, increases in CalPERS rates, new positions for Fire Station 6 and increases in workers' compensation insurance. Budgeted positions are set at the level of personnel needed to continue providing expected levels of services to the community.

CITY OF COSTA MESA, CALIFORNIA

Maintenance & Operations (M&O): The maintenance and operations category includes such accounts as: office supplies; office equipment; electricity, gas and water for all City owned property including parks, medians, street lights and traffic signals; park and facility maintenance, general liability insurance, the contingency account, and principal and interest payments on outstanding City debt. The adopted budget for maintenance and operations accounts is \$28.6 million, a net increase of \$194,638 or 0.7% compared to the FY 16-17 adopted budget.

Transfers Out: The adopted budget includes an operating transfer out of 5% of General Fund Revenues, to fund various Capital Improvement Projects and an additional 1.5% Capital Facilities Projects. For FY 17-18 there are also one-time transfers to the Vehicle Replacement Fund to help pay for the replacement Mobile Command Vehicle (\$450,200) and replacement Fire 1500 GPM pumper truck (\$600,000).

The total adopted FY 17-18 General Fund estimated revenue is \$125.7 million, an increase of \$5.3 million or 4.4% compared to projected revenues for FY 16-17. Table 3 illustrates the General Fund revenue sources that fund City services.

TABLE 3

<u>GENERAL FUND ESTIMATED REVENUES</u>					
<u>Revenue Source</u>	<u>Projected FY 16-17</u>	<u>Adopted FY 17-18</u>	<u>Increase/(Decrease)</u>		<u>FY 17-18 % of total</u>
			<u>Amount</u>	<u>Percent</u>	
Taxes	\$ 97,240,961	\$ 100,027,015	\$ 2,786,054	2.9%	79.6%
Licenses & Permits	2,276,161	2,636,508	360,347	15.8%	2.1%
Fines & Forfeitures	1,493,653	1,535,000	41,347	2.8%	1.2%
Use of Money & Property	3,049,850	3,109,749	59,899	2.0%	2.5%
Other Governmental Agencies	10,734,941	11,167,025	432,084	4.0%	8.9%
Fees & Charges for Services	4,122,372	5,635,426	1,513,054	36.7%	4.5%
Other Revenue	1,436,795	1,563,850	127,055	8.8%	1.2%
Total	\$ 120,354,733	\$ 125,674,573	\$ 5,319,840	4.4%	100.0%

Note: Excludes Transfers In

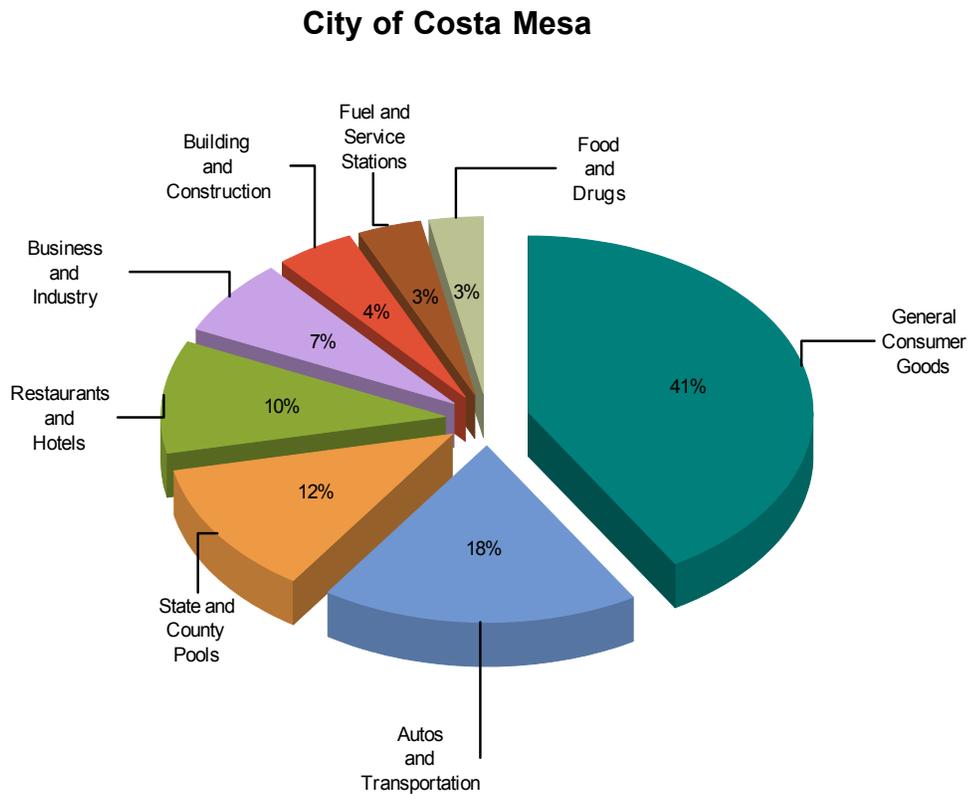
Revenues: The City has been experiencing increases in Sales Tax, Property Tax, Transient Occupancy Tax (TOT) and Building Permit revenue up to and including the current fiscal year. The outlook for these revenues for FY 16-17 is more modest growth.

Taxes include Property Tax, Sales Tax, Transient Occupancy Tax, and various utility Franchise Fees. This group of revenues is projected to grow modestly at 2.9% over the current year projection.

CITY OF COSTA MESA, CALIFORNIA

Graph 1 illustrates the categories of businesses and industries that generated sales tax revenue for the City in calendar year 2016. (Source: HdL)

GRAPH 1



Licenses & Permits include building and other permits, dog licenses and a new category of revenue for anticipated Medical Marijuana Measure X business permits (\$215,250). Other Governmental Agencies includes primarily the vehicle license fees from the State projected to grow at the historical rate. Fees and Charges for Services has above-normal growth due to the inclusion of new Medical Marijuana Measure X conditional use permit fees (\$275,080), updated Fire Cost Recovery fees (\$250,000), six months of additional Fire Paramedic Fees for ambulance transportation (\$642,000) and updated Parks fees (\$200,000).

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.

CITY OF COSTA MESA, CALIFORNIA

OTHER GOVERNMENTAL FUNDS

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

TABLE 4

<u>GOVERNMENTAL FUNDS ADOPTED BUDGET</u>					
<u>Fund Types</u>	<u>Adopted</u>	<u>Adopted</u>	<u>Increase/(Decrease)</u>		<u>FY 17-18</u>
	<u>FY 16-17</u>	<u>FY 17-18</u>	<u>Amount</u>	<u>Percent</u>	<u>% of total</u>
General Fund *	\$ 109,596,111	\$ 116,517,143	\$ 6,921,032	6.3%	71.4%
Special Revenue Funds	10,010,713	10,386,257	375,544	3.8%	6.4%
Capital Project Funds	17,379,609	22,123,645	4,744,036	27.3%	13.6%
Internal Service Funds	7,649,582	14,165,700	6,516,118	85.2%	8.7%
Total	<u>\$ 144,636,017</u>	<u>\$ 163,192,745</u>	<u>\$ 18,556,730</u>	<u>12.8%</u>	<u>100.0%</u>

* Excludes Transfers Out

INTERNAL SERVICE FUNDS

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

a) Equipment Replacement Fund (ERF) – The funding necessary to replace vehicles is accumulated in the ERF over a number of years based upon an established replacement schedule. This fund accounts for fleet services provided by the Maintenance Services Division to the user-departments. For FY 17-18, the adopted budget is \$4.5 million and the estimated revenue is \$2.2 million with an additional Operating Transfer In from the General Fund of \$950,200. Among the items scheduled for replacement are the Police mobile command vehicle, a fire truck, as well as replacement of aging support vehicles for Police, Public Services, and Parks and Community Services. All will be purchased without incurring additional City debt.

Under the Internal Service Funds method of accounting for fleet services, user-departments are charged monthly internal rent. 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 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 17-18 adopted budget totals \$5.6 million with an additional Operating Transfer In from the General Fund of \$3,170,491.

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

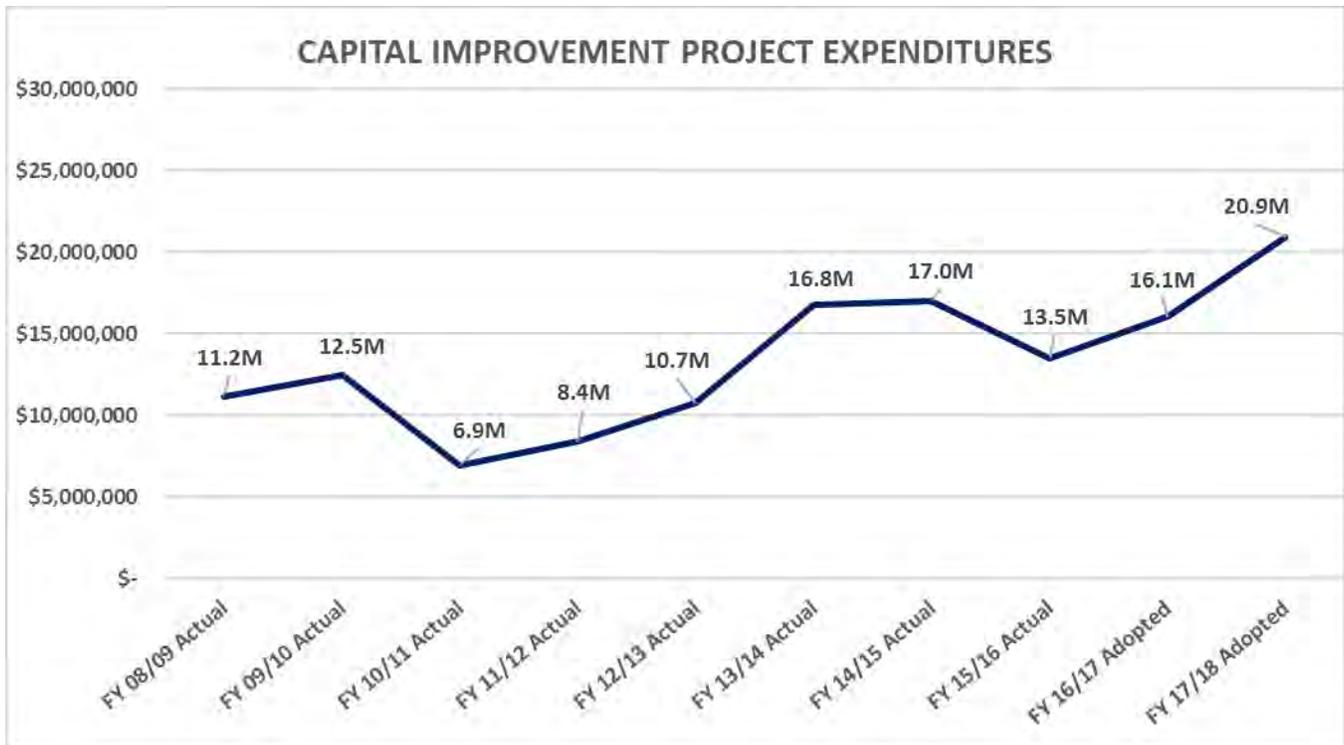
Revenues for the Self-Insurance Fund come from the internal charges to the user-departments based on historical costs of incurred losses, insurance premiums, and other services provided by the Risk Management Division.

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 spent/appropriated approximately \$134 million or an average of \$13.4 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. The fund balances of the Special Revenue Funds and Capital Projects Funds 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 17-18 adopted budget.

TABLE 5

<u>ESTIMATED FUND BALANCES TO BE USED</u>				
<u>Fund Name</u>	<u>Projected Bal.</u> <u>07/01/2017</u>	<u>Projected Bal.</u> <u>06/30/2018</u>	<u>Amount</u> <u>To Be Used</u>	<u>Percent</u>
Gas Tax Fund	\$ 597,944	\$ -	\$ 597,944	100.0%
Park Dev. Fees Fund	(1,912,880)	(2,123,079)	210,199	-11.0%
Drainage Fees Fund	863,593	365,000	498,593	57.7%
Fire System Dev. Fees Fund	356,524	134,224	97,300	* 27.3%
Equipment Replacement Fund	7,834,494	6,560,345	2,224,349	** 28.4%
Total	\$ 7,739,675	\$ 4,936,490	\$ 3,628,385	46.9%

* Includes Transfer Out of \$125,000

** Includes Transfer In of \$950,200





LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2017-2018

Thomas R. Hatch
City Manager

Tamara S. Letourneau
Assistant City Manager

Thomas Duarte
City Attorney

Stephen G. Dunivent
Interim Finance Director

Justin Martin
Parks and Community Services Director

Steve Ely
Information Technology Director

Robert Sharpnack
Police Chief

Daniel A. Stefano
Fire Chief

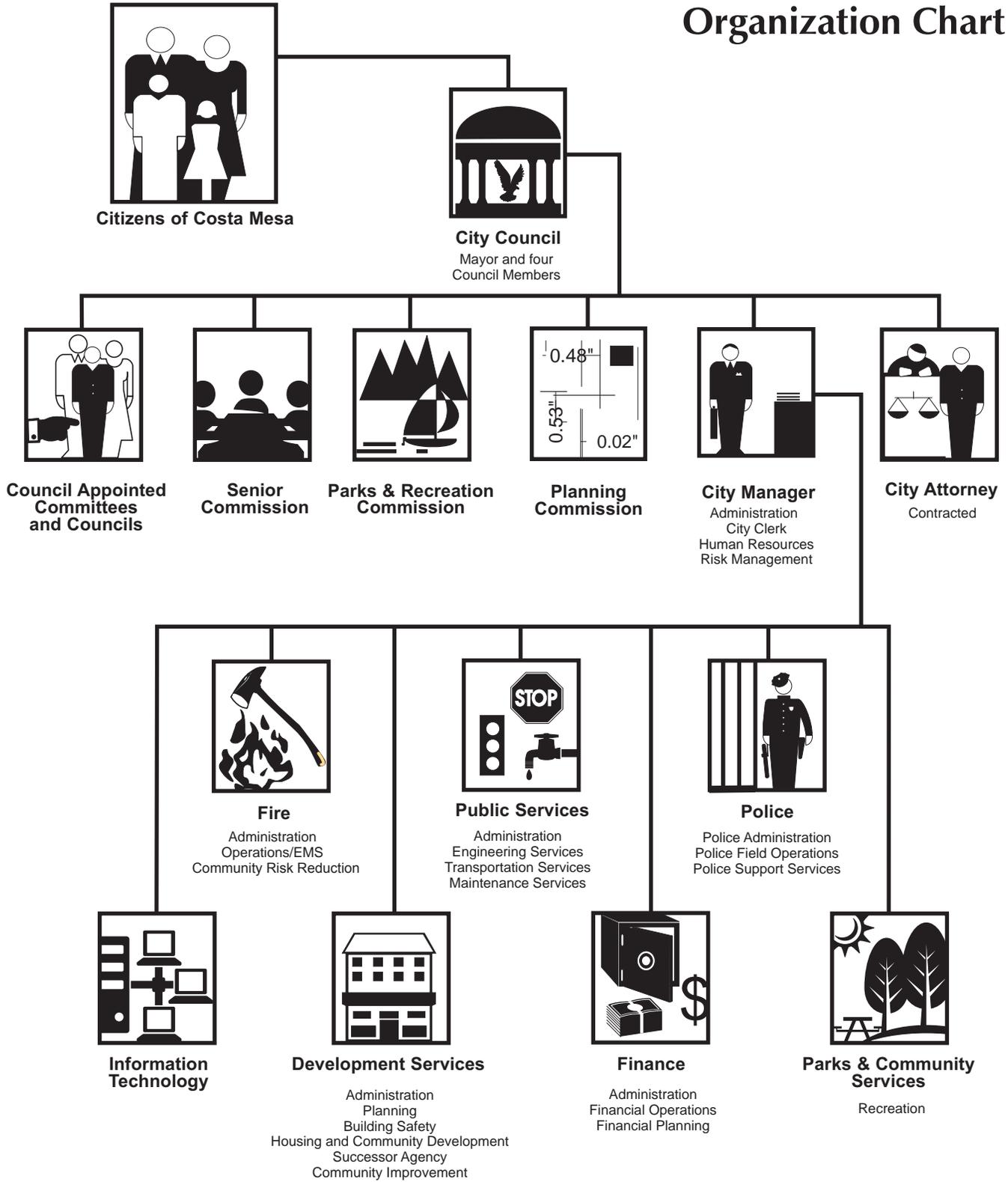
Barry Curtis
Economic and Development
Services Director

Raja Sethuraman
Public Services Director



City of Costa Mesa, California

Organization Chart



Visit our Web site at www.costamesaca.gov

RESOLUTION NO. 17-43

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL YEAR 2017-2018

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

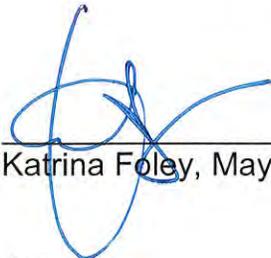
WHEREAS, the Proposed Budget for Fiscal Year 2017-2018 has been prepared in compliance with Section 2-153 of the Costa Mesa Municipal Code.

NOW, THEREFORE, BE IT RESOLVED as follows:

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

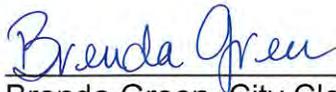
SECTION 2: The annual budget for the City of Costa Mesa for the Fiscal Year beginning July 1, 2017 and ending June 30, 2018 is hereby adopted as set forth in the Proposed 2017-2018 Budget.

PASSED AND ADOPTED this 20th day of June, 2017.



Katrina Foley, 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)

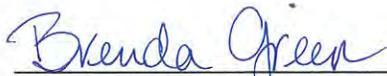
I, BRENDA GREEN, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 17-43 and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 20th day of June, 2017, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS: Stephens, Genis, and Foley

NOES: COUNCIL MEMBERS: Mansoor and Righeimer

ABSENT: COUNCIL MEMBERS: None

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 21st day of June, 2017.



Brenda Green, City Clerk

BUDGET GUIDE

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

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

After the preliminary budget is submitted by the City Manager 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 City Manager'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 City Manager 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 City Manager holds departmental budget hearings. Subsequently, the City Manager makes his recommendations and Finance, along with Central Services, prepares the proposed budget document. The City Manager 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 City Manager and staff conduct a "walkthrough" of the various proposed projects. After the City Manager'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 City Manager. The Finance Department provides a Mid-Year Budget Report to the City Manager 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 17-18:

Special Revenue Funds:

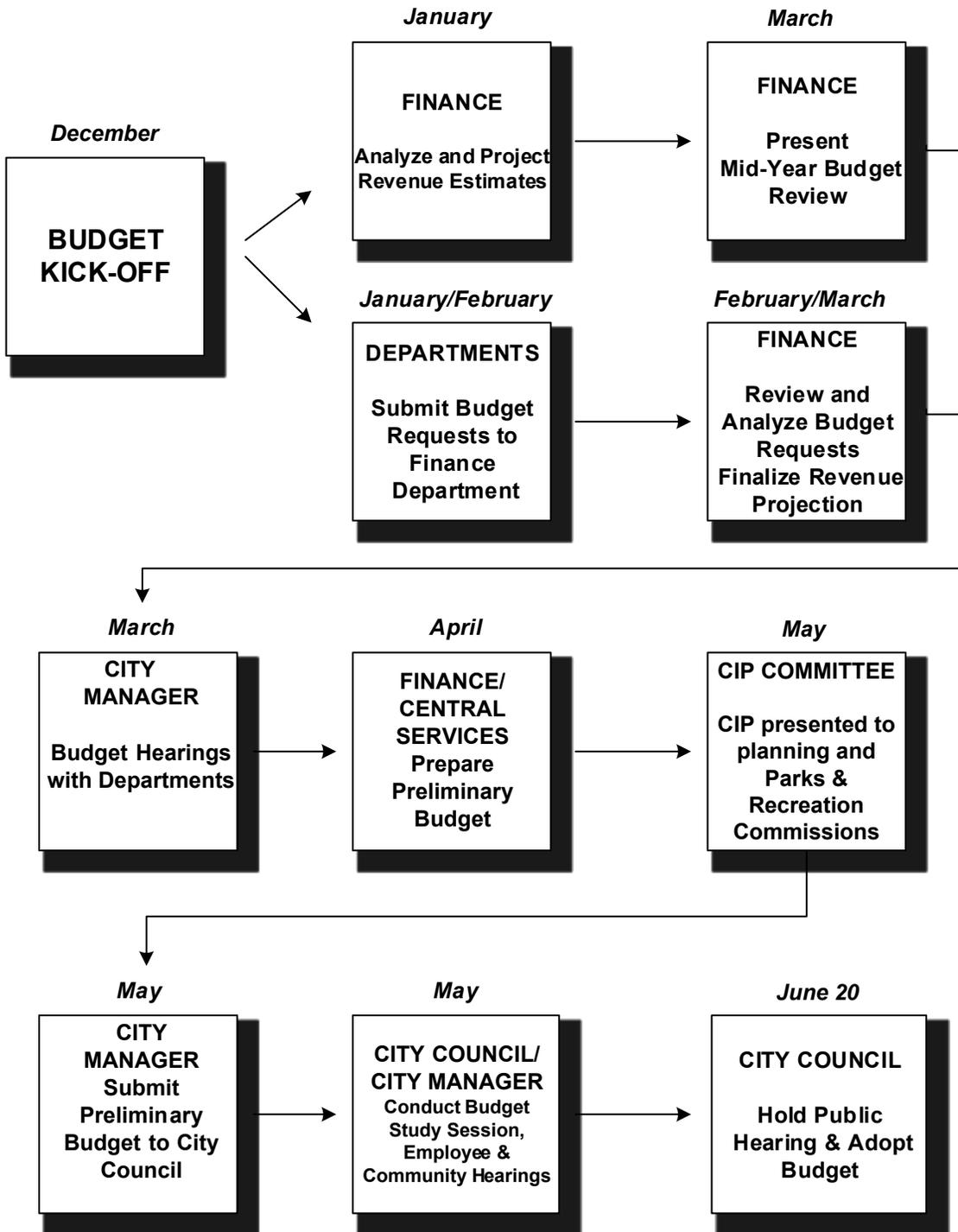
- Fund 214 Traffic Impact Fees
- Fund 216 Rental Rehabilitation Program
- Fund 217 Narcotics Forfeiture
- Fund 218 Fire System Development Fees
- Fund 219 Local Law Enforcement Block Grant

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 2017-2018**



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 2017-2018

CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2018

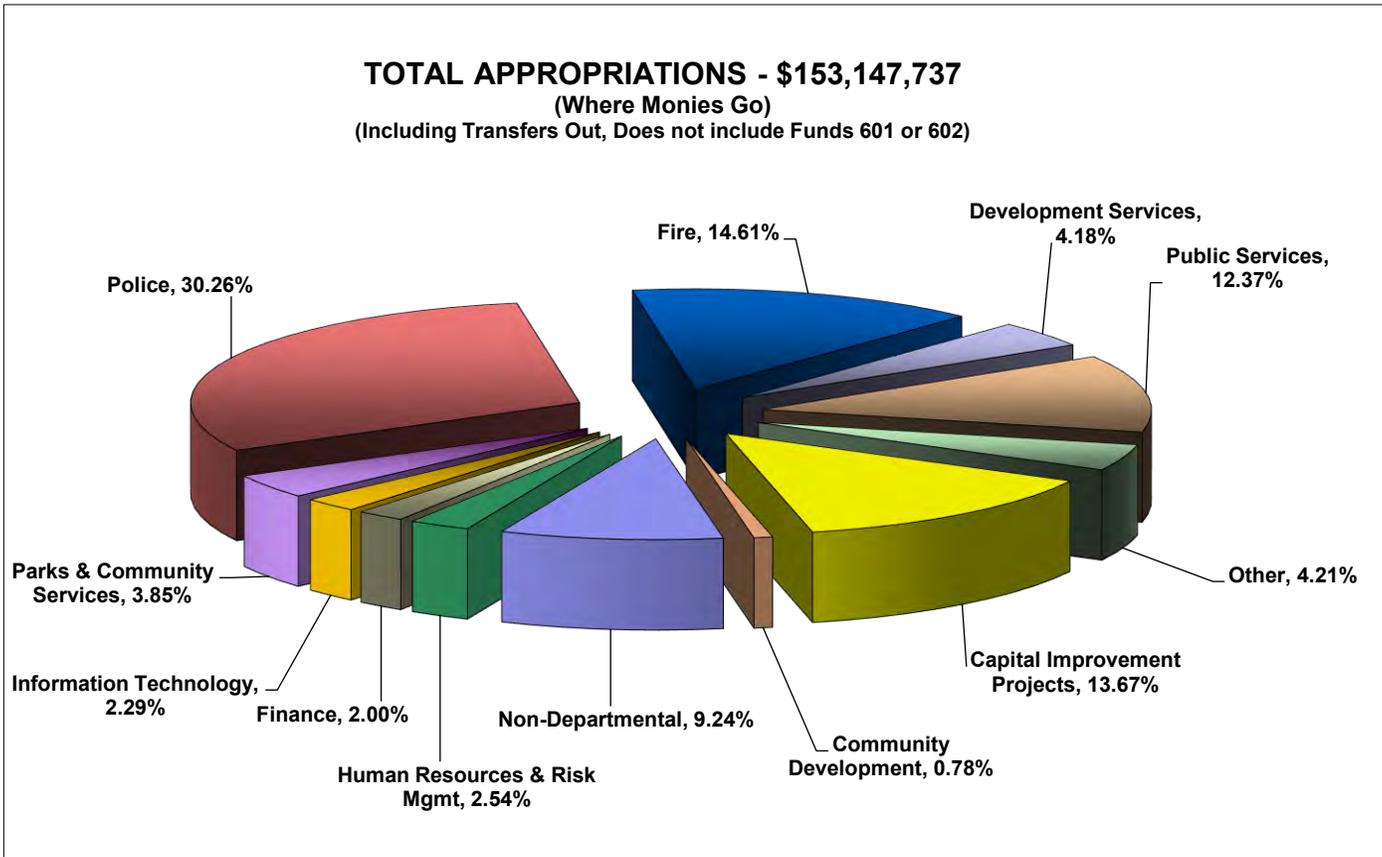
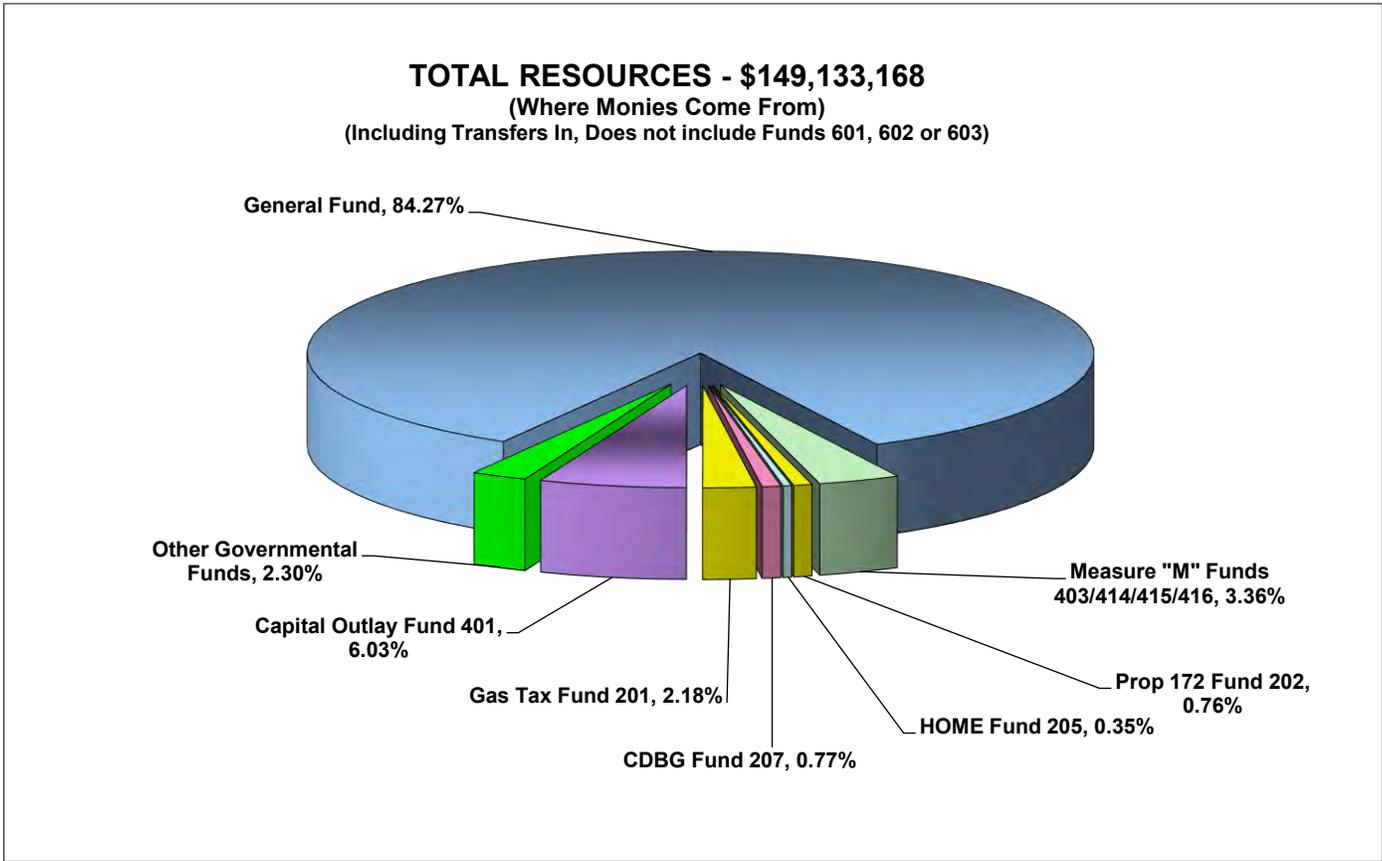
Fund Description	Projected Balances 07/01/2017*	Estimated Revenues FY 17-18	Adopted Operating Budget FY 17-18
General Fund	\$ 57,879,858	\$ 125,674,573	\$ 116,517,143
Gas Tax Fund 201	597,944	3,244,570	643,537
Proposition 172 Fund 202	(170,277)	1,126,187	894,258
Air Quality Management District Fund (AQMD) 203	(34,574)	144,354	15,000
HOME Program Fund 205	-	517,416	517,415
Community Development Block Grant Fund (CDBG) 207	(98,584)	1,150,000	669,999
Park Development Fees Fund 208	(1,912,880)	2,515,000	225,199
Drainage Fees Fund 209	863,593	261,600	-
Supplemental Law Enforcement Services Fund 213	-	209,500	258,090
Traffic Impact Fees Fund 214	1,690,229	213,000	-
Rental Rehabilitation Program Fund 216	98,253	500	-
Narcotics Forfeiture Fund 217	57,048	4,400	-
Fire System Development Fees Fund 218	356,524	2,700	-
Local Law Enforcement Block Grant Fund 219	13,967	17,000	-
Subtotal Special Revenue Funds	\$ 1,461,244	\$ 9,406,227	\$ 3,223,497
Capital Improvement Fund 401	\$ 6,501,049	\$ 707,540	\$ -
Measure "M" Construction Fund 403	245,759	750	-
Measure "M" Turnback Fund 414	60,971	-	-
Measure "M2" Regional Fund 415	(4,203,854)	2,528,817	-
Measure "M2" Fairshare Fund 416	548,798	2,474,342	20,000
Vehicle Parking District 1&2 Funds 409 and 410	60,327	8,684	-
Subtotal Capital Projects Funds	\$ 3,213,051	\$ 5,720,133	\$ 20,000
Total Governmental Funds	\$ 62,554,153	\$ 140,800,933	\$ 119,760,641
Equipment Replacement Fund 601	\$ 7,834,494	\$ 2,234,424	\$ 4,458,773
Self Insurance Fund 602	(5,231,022)	5,649,447	5,586,235
IT Replacement Fund 603	458,276	251,500	-
Total Internal Service Funds	\$ 3,061,748	\$ 8,135,371	\$ 10,045,008
GRAND TOTAL	\$ 65,615,901	\$ 148,936,304	\$ 129,805,649

* Calculated projected balance as of July 1, 2017 using total available and undesignated fund balance as of July 1, 2016 plus projected FY 16-17 revenues and expenditures through June 30, 2017.

CITY OF COSTA MESA, CALIFORNIA

Adopted Capital Budget FY 17-18	Total Adopted Budget FY 17-18	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Balances 06/30/2018
\$ -	\$ 116,517,143	\$ 9,157,430	\$ -	\$ 12,327,926	\$ 54,709,362
3,198,976	3,842,513	(597,943)	-	-	-
-	894,258	231,929	-	-	61,652
75,000	90,000	54,354	-	-	19,780
-	517,415	-	-	-	-
480,000	1,149,999	-	-	-	(98,583)
2,500,000	2,725,199	(210,199)	-	-	(2,123,079)
760,193	760,193	(498,593)	-	-	365,000
-	258,090	(48,590)	48,591	-	-
-	-	213,000	-	-	1,903,229
-	-	500	-	-	98,753
-	-	4,400	-	-	61,448
100,000	100,000	(97,300)	-	125,000	134,224
-	-	17,000	-	-	30,967
\$ 7,114,169	\$ 10,337,666	\$ (931,442)	\$ 48,591	\$ 125,000	\$ 453,393
\$ 8,851,184	\$ 8,851,184	\$ (8,143,644)	\$ 8,283,644	\$ -	\$ 6,641,049
-	-	750	-	-	246,509
-	-	-	-	-	60,971
2,528,817	2,528,817	-	-	-	(4,203,854)
2,440,000	2,460,000	14,342	-	-	563,140
-	-	8,684	-	-	69,011
\$ 13,820,001	\$ 13,840,001	\$ (8,119,868)	\$ 8,283,644	\$ -	\$ 3,376,827
\$ 20,934,170	\$ 140,694,811	\$ 106,120	\$ 8,332,235	\$ 12,452,926	\$ 58,539,581
\$ -	\$ 4,458,773	\$ (2,224,349)	\$ 950,200	\$ -	\$ 6,560,345
-	5,586,235	63,212	3,170,491	-	(1,997,319)
-	-	251,500	-	-	709,776
\$ -	\$ 10,045,008	\$ (1,909,637)	\$ 4,120,691	\$ -	\$ 5,272,801
\$ 20,934,170	\$ 150,739,819	\$ (1,803,517)	\$ 12,452,926	\$ 12,452,926	\$ 63,812,383

**TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS
FISCAL YEAR 2017-2018**



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

FISCAL YEARS 2014-2015 THROUGH 2017-2018

The following is a four-year budget summary that includes all governmental and proprietary funds. The \$11.1 million increase in taxes is related to the change in the economic condition of Sales Tax, Property Tax and Transient Occupancy Tax revenues compared to FY 14-15 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 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Taxes	\$ 90,019,979	\$ 99,186,927	\$ 96,054,586	\$ 101,161,631
Licenses & Permits	4,513,714	5,618,431	4,485,050	5,588,508
Fines & Forfeits	1,367,190	1,609,134	1,475,000	1,535,000
Intergovernmental	21,615,158	17,489,176	17,987,317	21,956,064
Charges for Services	9,532,838	10,164,302	9,677,219	13,734,297
Rental	3,250,083	3,725,818	2,983,221	2,859,749
Investment Income	1,393,406	923,758	465,155	527,205
Miscellaneous	2,302,496	1,681,533	1,086,107	1,573,850
Transfers In	10,749,332	9,324,659	7,796,786	12,452,926
Total Revenues & Other Sources	\$ 144,744,195	\$ 149,723,739	\$ 142,010,441	\$ 161,389,230
Expenditures & Other Uses	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Protection of Persons & Property	\$ 56,525,447	\$ 59,052,628	\$ 63,516,193	\$ 66,452,220
Community Health & Environment	9,771,822	10,346,441	12,149,936	12,641,330
Transportation	6,657,985	7,398,856	8,170,057	8,853,196
Leisure & Community Services	4,529,894	4,677,074	5,431,031	5,751,668
General Government Support	29,403,785	28,501,125	27,553,988	32,161,172
Capital Improvement Projects	17,011,423	13,526,287	16,057,334	20,934,170
Debt Service:				
Principal Payments*	2,390,000	2,490,000	2,960,178	3,065,178
Interest Payments*	1,169,894	1,048,721	1,000,514	880,886
Transfers Out*	10,824,803	9,324,659	7,796,786	12,452,926
Total Expenditures & Other Uses	\$ 138,285,051	\$ 136,365,792	\$ 144,636,017	\$ 163,192,745
Estimated Ending Balances	\$ 6,459,144	\$ 13,357,947	\$ (2,625,576)	\$ (1,803,515)

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

SCHEDULE OF INTERFUND TRANSFERS
FISCAL YEAR 2017-2018

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ -	\$ 12,327,926 ^{1,2,3,4}
Supplemental Law Enforcement Fund - 213	48,591 ¹	-
Fire System Development Fees Fund - 218	-	125,000 ³
Capital Improvement Fund - 401	8,283,644 ²	-
Equipment Replacement Fund - 601	950,200 ³	-
Self Insurance Fund - 602	3,170,491 ⁴	-
Total	<u>\$ 12,452,926</u>	<u>\$ 12,452,926</u>

¹ Funding of \$48,591 for support of salaries and benefits in the Supplemental Law Enforcement Fund.

² Funding of \$8,283,644 for support of projects in the Capital Improvement Fund.

³ Funding of \$950,200 for support of purchasing vehicles in the Equipment Replacement Fund.

⁴ Funding of \$3,170,491 to increase fund balance in the Self Insurance Fund.

REVENUE SUMMARIES

FISCAL YEAR 2017-2018



REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
Fund 101 - General Fund					
Property Tax - Secured	\$ 21,882,259	\$ 23,362,799	\$ 23,667,101	\$ 24,570,529	\$ 25,806,310
Property Tax - Unsecured	824,705	774,260	800,417	772,375	804,419
Property Tax - Supplemental	595,455	612,279	500,000	613,552	645,000
Property Tax - Homeowners	156,221	155,647	157,584	153,198	156,008
Delinquent Tax - Penalties/Int	58,617	52,889	50,000	52,048	50,000
Property Transfer Tax	541,562	1,040,197	750,000	708,828	650,000
Sales & Use Tax	38,706,304	46,772,382	54,600,000	56,072,000	56,906,000
Sales Tax In-Lieu	12,408,760	10,821,179	-	-	-
Transient Occupancy Tax	7,995,154	8,622,505	8,531,000	8,680,239	9,250,000
Electric Franchise Fee	1,359,603	1,355,237	1,310,319	1,311,000	1,336,525
Cable TV Franchise Fee	1,207,187	1,183,528	1,214,800	943,342	1,161,948
PEG Cable Franchise Fee	108,430	370,728	100,900	222,132	150,000
Gas Franchise Fee	259,858	214,071	252,200	214,000	250,000
Solid Waste Hauler Franchise Fee	1,950,848	1,936,837	2,082,937	2,021,307	1,900,000
Business License	963,238	983,100	953,052	916,990	969,005
Business License Web Fee	(8,830)	(9,579)	(8,200)	(10,579)	(8,200)
Total Taxes	\$ 89,009,372	\$ 98,248,058	\$ 94,962,110	\$ 97,240,961	\$ 100,027,015
Dog License	\$ 98,437	\$ 99,876	\$ 98,400	\$ 96,154	\$ 98,400
Fire Permits	99,893	89,264	96,300	111,418	176,115
Building Permits	1,087,612	1,454,538	1,260,000	1,247,898	1,268,000
Electrical Permits	167,601	268,237	187,000	209,229	249,000
Plumbing/Mechanical Permits	201,236	305,100	217,988	242,153	270,000
Street Permits	268,795	321,525	276,545	321,425	320,000
Special Business Permits	215	215	100	215	200
Measure X MM Business Permits	-	-	-	-	215,250
Home Occupation Permits	12,524	12,550	12,000	13,285	12,000
Operator's Permits	2,850	3,675	1,300	3,525	3,000
Other Permits	31,786	29,262	24,300	30,860	24,543
Total Licenses & Permits	\$ 1,970,948	\$ 2,584,241	\$ 2,173,933	\$ 2,276,161	\$ 2,636,508
Municipal Code Violations	\$ 71,374	\$ 64,145	\$ 80,000	\$ 262,097	\$ 190,000
Vehicle Code Violations	346,248	327,890	345,000	282,746	345,000
Parking Citations	760,229	1,111,499	1,050,000	928,771	1,000,000
Red Light Camera Violations	27,017	26,512	-	20,039	-
Total Fines & Forfeitures	\$ 1,204,868	\$ 1,530,046	\$ 1,475,000	\$ 1,493,653	\$ 1,535,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
Investment Earnings	\$ 1,142,056	\$ 359,231	\$ 180,800	\$ 255,481	\$ 250,000
GASB 31 Adjustment	296,377	814,662	-	-	-
Other Interest	21,426	20,426	-	11,882	-
Buildings/Grounds, Rental	211,913	209,905	212,962	221,897	210,000
Rental - Downtown Comm. Center	19,885	16,282	29,000	19,571	15,000
Rental - Balearic Center	16,382	22,419	19,000	20,789	20,000
Rental - Neighborhood Comm. Ctr.	114,622	93,717	111,180	28,551	-
Senior Center, Rental	81,926	104,492	105,000	87,271	105,000
Rental - Fields	146,214	122,470	157,500	110,147	140,000
Rental - Tennis	49,942	47,799	47,607	45,771	49,749
Rental - Golf Course Operations	2,206,319	2,167,021	2,215,000	2,123,435	2,215,000
Rental - Bus Shelter Ads	85,076	106,627	85,972	125,054	105,000
Total Use of Money & Property	\$ 4,392,138	\$ 4,085,050	\$ 3,164,021	\$ 3,049,850	\$ 3,109,749
Motor Vehicle In-Lieu Tax	\$ 48,020	\$ 45,777	\$ 48,000	\$ 51,340	\$ 48,000
Vehicle License Fee Swap - Property Tax	9,433,319	9,937,171	9,906,688	10,213,979	10,578,189
Other Federal Grants	494,616	175,616	500,000	44,255	175,000
POST Reimbursements	23,681	16,439	21,300	17,885	20,000
Beverage Container Program	-	29,599	-	28,870	30,000
SB 90 - State Mandated Costs	996,667	60,897	60,000	57,648	30,000
Other State Grants	-	97,429	41,710	144,692	95,000
Other County Grants	116,169	85,901	-	176,272	75,000
Reimb. - Oth Governmental Agencies	116,662	-	117,720	-	115,836
Total Other Govt. Agencies	\$ 11,229,135	\$ 10,448,830	\$ 10,695,418	\$ 10,734,941	\$ 11,167,025
Zoning/Variance/CUP Fees	\$ 136,305	\$ 194,535	\$ 139,713	\$ 170,753	\$ 167,000
Measure X MM CUP	-	-	-	-	275,080
Subdivision Map Fees	24,565	40,355	31,878	23,005	25,500
Environmental Impact Fees	27,970	12,859	29,000	22,993	18,000
Plan Checking Fee	342,349	398,840	410,040	410,540	430,020
Vacation/Abandonment of ROW	750	300	500	150	500
Street, Sidewalk, Curb Repairs	24,624	-	-	-	-
Source Reduction/Recycling	15,250	18,910	16,600	14,420	16,600
Special Policing Fees	378,127	395,118	500,000	471,662	475,000
Vehicle Storage/Impound Fees	176,420	196,000	175,822	246,545	195,000
Vehicle Code Violation Fee	4,090	4,130	3,600	3,098	4,000
Repo Vehicle Release Fee	3,450	3,420	3,400	3,675	3,400
DUI/Emergency Response	5,341	(9,239)	6,000	260	6,000
Jail Booking Fees - City	14,900	39,521	38,000	85,106	39,140
Police False Alarms	262,138	190,898	200,000	215,909	200,000
Fingerprinting	60,977	62,329	60,700	55,677	60,700
Fire Cost Recovery	2,592	(1,006)	7,500	(315)	5,000
Fire Inspections	4,260	6,530	4,590	6,360	505,000
Hazmat Disclosure Fee	128,941	133,456	135,275	136,802	139,333

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
EMS - First Responder Fee	\$ 264,116	\$ 231,819	\$ 264,531	\$ 235,809	\$ 222,112
Paramedic Fee - Advanced	279,902	313,452	258,000	346,731	972,898
Medical Supply Reimbursement	128,938	131,932	100,000	128,630	130,000
Fire False Alarms	405	-	1,400	-	1,400
Accident Cost Recovery	32,690	20,461	25,800	18,118	25,800
Park Permits	41,942	39,180	40,755	39,766	42,385
Park Improvements	8,822	10,686	7,294	6,562	7,389
Recreation - Aquatics	81,777	73,789	85,000	69,198	80,000
Recreation - Day Camp	148,464	192,628	143,210	164,478	347,000
Playgrounds	317,464	355,562	302,560	358,045	360,000
Special Events	32,800	34,375	31,240	32,550	34,364
Recreation - Early Childhood	95,981	122,648	125,000	121,551	128,125
Instructional Classes	469,719	517,636	465,000	474,482	476,625
Recreation - Basketball	19,190	17,357	17,500	17,471	21,000
Adult Open Gym	3,895	7,294	5,000	7,534	5,000
Recreation - Softball	111,833	23,328	38,000	37,776	38,000
Adult Sports Futsal	-	-	17,500	1,456	5,000
Teen Camp	33,371	41,968	34,000	36,447	34,000
Senior Center Charges	11,571	10,515	20,000	16,649	10,000
Photocopies	4,375	4,118	3,300	3,611	3,300
Police Reports	26,717	30,871	26,000	29,480	27,560
Police Clearance Letters	4,470	3,965	4,300	4,290	4,515
Sale - Maps & Publications	746	425	900	255	900
Sale - Miscellaneous Supplies	761	1,380	1,700	330	1,500
Central Services Reimb	84,510	74,395	51,700	90,205	75,000
Charges for Other Services	13,760	16,862	14,000	13,205	14,280
Special Assessments	1,695	742	2,000	1,106	2,000
Total Fees & Charges	\$ 3,832,962	\$ 3,964,345	\$ 3,848,308	\$ 4,122,372	\$ 5,635,426

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
Contributions	\$ 1,500	\$ -	\$ 1,500	\$ 100	\$ 150,000
Sponsorship Naming Rights	-	-	-	1,500	-
Donations	112,206	101,650	-	100,000	-
Reimb. - Const. Permit Insp. Fees	83,650	68,750	75,000	59,730	70,000
Damage to City Property	20,804	12,932	25,000	58,030	25,000
Civil Subpoena Costs	13,075	9,440	10,706	10,789	11,000
Settlements	43,518	99	-	-	-
Other Reimbursements	230,241	466,121	200,000	315,378	400,000
Sale - Other Equipment	882	-	900	-	1,000
Gain on Disposal of Assets	-	5,700	-	-	-
Nonoperating Income - Other	626,386	287,740	649,101	649,101	556,850
Other	211,590	183,686	111,900	242,167	350,000
Total Other Revenues	\$ 1,343,853	\$ 1,136,117	\$ 1,074,107	\$ 1,436,794	\$ 1,563,850
Total Revenues	\$ 112,983,276	\$ 121,996,687	\$ 117,392,897	\$ 120,354,733	\$ 125,674,573
Operating Transfers In	\$ 201	\$ 400,505	\$ -	\$ 291	\$ -
Total Other Financing Sources	\$ 201	\$ 400,505	\$ -	\$ 291	\$ -
Total Fund 101	\$ 112,983,477	\$ 122,397,192	\$ 117,392,897	\$ 120,355,024	\$ 125,674,573

Fund 201 - Gas Tax

Investment Earnings	\$ 46,214	\$ 103,192	\$ 20,000	\$ 48,376	\$ 50,000
Gas Tax - 2103	1,239,870	582,814	267,597	267,597	458,846
Gas Tax - 2105	694,603	636,993	708,602	708,602	666,101
Gas Tax - 2106	448,108	416,452	350,675	350,675	407,105
Gas Tax - 2107.1	894,475	829,452	984,007	984,007	860,506
Gas Tax - 2107.5	20,000	10,000	10,000	10,000	10,000
Gas Tax - Loan Repayment	-	-	-	-	131,128
Gas Tax - Road Maintenance Rehab Acct.	-	-	-	-	660,884
Other Reimbursements	394,970	58,987	-	99,338	-
Total Fund 201	\$ 3,738,240	\$ 2,637,889	\$ 2,340,881	\$ 2,468,595	\$ 3,244,570

Fund 202 - Prop 172

Investment Earnings	\$ 91	\$ -	\$ -	\$ -	\$ -
Sales Tax - Public Safety	1,002,064	930,601	1,086,253	1,066,869	1,126,187
Total Fund 202	\$ 1,002,155	\$ 930,601	\$ 1,086,253	\$ 1,066,869	\$ 1,126,187

Fund 203 - Air Quality

Investment Earnings	\$ 1,883	\$ 3,829	\$ 2,500	\$ 609	\$ 2,500
AB 2766 - AQMD	138,769	144,554	125,000	145,899	141,854
Other Reimbursements	533	-	-	-	-
Total Fund 203	\$ 141,184	\$ 148,383	\$ 127,500	\$ 146,508	\$ 144,354

Fund 205 - HOME

Investment Earnings	\$ 75	\$ 1,123	\$ 1,000	\$ 25	\$ -
Lien/Loan Repayment	112,626	160,205	-	-	-

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
HOME Invest/Partnership Grant	255,316	158,765	480,017	380,321	517,416
Total Fund 205	\$ 368,017	\$ 320,093	\$ 481,017	\$ 380,346	\$ 517,416
<u>Fund 207 - CDBG</u>					
Investment Earnings	\$ 160	\$ 33	\$ -	\$ -	\$ -
Lien/Loan Repayment	185,132	-	-	14,000	-
Community Dev. Block Grant	1,720,740	690,451	1,220,347	1,220,347	1,150,000
Other Reimbursements	-	6,630	-	-	-
Total Fund 207	\$ 1,906,031	\$ 697,115	\$ 1,220,347	\$ 1,234,347	\$ 1,150,000
<u>Fund 208- Park Development</u>					
Investment Earnings	\$ 16,818	\$ 33,218	\$ 15,000	\$ 28,486	\$ 15,000
Park Development Fees	1,992,098	1,952,014	1,761,117	1,642,450	2,500,000
Total Fund 208	\$ 2,008,916	\$ 1,985,232	\$ 1,776,117	\$ 1,670,936	\$ 2,515,000
<u>Fund 209 - Drainage Fees</u>					
Investment Earnings	\$ 6,375	\$ 16,034	\$ 9,000	\$ 7,307	\$ 9,600
Drainage Assessment Fees	308,770	636,820	400,000	395,185	252,000
Total Fund 209	\$ 315,146	\$ 652,854	\$ 409,000	\$ 402,492	\$ 261,600
<u>Fund 213 - SLESF</u>					
Safety (COPS)	\$ 203,370	\$ 186,555	\$ 203,404	\$ 206,820	\$ 209,500
Total Revenues	\$ 203,370	\$ 186,555	\$ 203,404	\$ 206,820	\$ 209,500
Operating Transfers In	\$ 87,165	\$ 106,583	\$ 44,544	\$ 126,110	\$ 48,591
Total Other Financing Sources	\$ 87,165	\$ 106,583	\$ 44,544	\$ 126,110	\$ 48,591
Total Fund 213	\$ 290,535	\$ 293,138	\$ 247,948	\$ 332,931	\$ 258,091
<u>Fund 214 - Traffic Impact Fees</u>					
Investment Earnings	\$ 17,147	\$ 35,481	\$ 20,000	\$ 15,989	\$ 13,000
Traffic Impact Fees	241,897	445,356	150,000	206,112	200,000
Other Reimbursements	11,010	-	-	-	-
Total Fund 214	\$ 270,054	\$ 480,837	\$ 170,000	\$ 222,101	\$ 213,000
<u>Fund 216 - Rental Rehab</u>					
Lien/Loan Repayment	\$ -	\$ 40,000	\$ -	\$ 40,000	\$ -
Investment Earnings	92	553	300	494	500
Total Fund 216	\$ 92	\$ 40,553	\$ 300	\$ 40,494	\$ 500
<u>Fund 217 - Narcotic Seizure</u>					
Asset Forfeiture - US Treasury	\$ 26,724	\$ -	\$ -	\$ -	\$ -
Asset Forfeiture - DOJ	110,820	61,566	-	-	-
Asset Forfeiture - County/Other	24,778	17,522	-	-	-
Investment Earnings	12,251	17,517	12,000	6,908	4,400
Total Fund 217	\$ 174,573	\$ 96,605	\$ 12,000	\$ 6,908	\$ 4,400

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
<u>Fund 218 - Fire System Dev.</u>					
Investment Earnings	\$ 3,995	\$ 3,416	\$ 2,700	\$ 2,178	\$ 2,700
Total Fund 218	\$ 3,995	\$ 3,416	\$ 2,700	\$ 2,178	\$ 2,700
<u>Fund 219 - LLEBG</u>					
Investment Earnings	\$ 127	\$ 285	\$ -	\$ 64	\$ -
Local Law Enforcement Block Grant	20,994	15,529	-	17,290	17,000
Total Fund 219	\$ 21,121	\$ 15,814	\$ -	\$ 17,354	\$ 17,000
<u>Fund 220 - Office of Traffic Safety</u>					
Other Federal Grants	\$ 69,940	\$ 128,266	\$ -	\$ 22,527	\$ -
Total Fund 220	\$ 69,940	\$ 128,266	\$ -	\$ 22,527	\$ -
<u>Fund 401 - Capital Outlay</u>					
Investment Earnings	\$ 58,340	\$ 203,760	\$ 140,000	\$ 100,000	\$ 140,000
ISTEA Grant	500,000	-	-	-	-
Other Federal Grants	660,892	894,769	63,000	231,250	567,540
Other State Grants	401,171	-	-	1,500,000	-
Other Governmental Agencies	7,763	-	-	1,100,000	-
Other Reimbursements	63,631	64,127	-	-	-
Total Revenues	\$ 1,691,797	\$ 1,162,656	\$ 203,000	\$ 2,931,250	\$ 707,540
Operating Transfers In - 5%	\$ -	\$ -	\$ 5,963,263	\$ 5,963,263	\$ 6,006,649
Operating Transfers In - 1.5%	-	-	1,788,979	1,788,979	1,801,995
Operating Transfers In	10,652,000	8,827,536	-	4,669,153	475,000
Total Other Financing Sources	\$ 10,652,000	\$ 8,827,536	\$ 7,752,242	\$ 12,421,395	\$ 8,283,644
Total Fund 401	\$ 12,343,797	\$ 9,990,192	\$ 7,955,242	\$ 15,352,645	\$ 8,991,184
<u>Fund 403 - Measure M Regional</u>					
Investment Earnings	\$ 6,708	\$ 1,301	\$ -	\$ 1,500	\$ 750
Total Fund 403	\$ 6,708	\$ 1,301	\$ -	\$ 1,500	\$ 750
<u>Fund 414 - Measure M Turnback</u>					
Investment Earnings	\$ 754	\$ 152	\$ -	\$ 138	\$ -
Other County Grants	-	45,810	-	-	-
Total Fund 414	\$ 754	\$ 45,961	\$ -	\$ 138	\$ -

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
<u>Fund 415 - Measure M2 Competitive</u>					
Measure "M2" Regional Grant	\$ 864,202	\$ -	\$ 900,000	\$ 4,320,160	\$ 2,528,817
Other Reimbursements	5,151	-	-	15,931	-
Total Revenues	\$ 869,353	\$ -	\$ 900,000	\$ 4,336,091	\$ 2,528,817
Operating Transfers In	\$ 9,966	\$ (9,966)	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ 9,966	\$ (9,966)	\$ -	\$ -	\$ -
Total Fund 415	\$ 879,319	\$ (9,966)	\$ 900,000	\$ 4,336,091	\$ 2,528,817
<u>Fund 416 - Measure M2 Fairshare</u>					
Investment Earnings	\$ 26,318	\$ 48,643	\$ 12,000	\$ 17,545	\$ 12,000
Measure "M2" Fairshare	2,245,812	2,299,937	1,979,250	2,383,680	2,462,342
Total Fund 416	\$ 2,272,129	\$ 2,348,580	\$ 1,991,250	\$ 2,401,225	\$ 2,474,342
<u>Fund 409 - Veh Prkg Dist. 1</u>					
Property Tax - Secured	\$ 2,902	\$ 2,836	\$ 2,000	\$ 2,894	\$ 2,900
Property Tax - Unsecured	15	13	11	14	15
Property Tax - Supplemental	11	11	10	10	10
Property Tax - Homeowners	3	3	1	3	3
Delinquent Tax - Penalties/Int	1	1	1	1	1
Investment Earnings	75	187	105	89	90
Total Fund 409	\$ 3,008	\$ 3,051	\$ 2,128	\$ 3,011	\$ 3,019
<u>Fund 410 - Veh Prkg Dist. 2</u>					
Property Tax - Secured	\$ 5,585	\$ 5,380	\$ 4,200	\$ 5,488	\$ 5,500
Property Tax - Unsecured	13	11	-	11	-
Property Tax - Supplemental	9	9	-	9	-
Property Tax - Homeowners	2	2	-	2	-
Delinquent Tax - Penalties/Int	1	1	-	1	-
Investment Earnings	141	351	250	161	165
Total Fund 410	\$ 5,751	\$ 5,754	\$ 4,450	\$ 5,672	\$ 5,665

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2014-2015 THROUGH FISCAL YEAR 2017-2018

FUND/ACCT DESCRIPTION	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 16-17 Projected	FY 17-18 Adopted
<u>Fund 601 - Equipment Replacement</u>					
Investment Earnings	\$ 28,145	\$ 45,892	\$ 30,000	\$ 4,755	\$ 5,000
Other Charges for Services	3,874	2,132	2,000	-	-
Rental of Automotive Equip	1,386,558	1,895,857	742,725	1,755,805	2,219,424
Damage to City Property	-	(18,228)	-	-	-
Sale of Automotive Equipment	95,134	51,353	10,000	10,485	10,000
Sale of Office Furniture	193	831	-	-	-
Sale of Office Equipment	877	1,434	-	-	-
Sale of Other Equipment	2,798	7,243	-	29,647	-
Total Revenues	\$ 1,517,579	\$ 1,986,514	\$ 784,725	\$ 1,800,692	\$ 2,234,424
Operating Transfers In	\$ -	\$ -	\$ -	\$ 1,326,000	\$ 950,200
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ 1,326,000	\$ 950,200
Total Fund 601	\$ 1,517,579	\$ 1,986,514	\$ 784,725	\$ 3,126,693	\$ 3,184,624
<u>Fund 602 - Self Insurance</u>					
Investment Earnings	\$ 25,254	\$ 47,353	\$ 18,000	\$ 20,091	\$ 20,000
General Liability Premiums	1,821,732	1,762,513	2,241,479	2,241,480	2,303,196
Workers' Comp. Premiums	2,348,799	2,348,798	2,601,919	2,644,618	3,240,251
Unemployment Premiums	42,787	42,787	42,788	85,575	86,000
Other Reimbursements	-	130,714	-	317,007	-
Other	82,714	39,989	-	1,706	-
Total Revenues	\$ 4,321,286	\$ 4,372,154	\$ 4,904,186	\$ 5,310,477	\$ 5,649,447
Operating Transfers In	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 3,170,491
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ 1,000,000	\$ 3,170,491
Total Fund 602	\$ 4,321,286	\$ 4,372,154	\$ 4,904,186	\$ 6,310,477	\$ 8,819,938
<u>Fund 603 - IT Replacement Fund</u>					
Investment Earnings	\$ 388	\$ 2,207	\$ 1,500	\$ 1,978	\$ 1,500
Rental of IT Equipment	100,000	150,002	200,000	200,000	250,000
Total Revenues	\$ 100,388	\$ 152,209	\$ 201,500	\$ 201,978	\$ 251,500
Operating Transfers In	\$ -	\$ -	\$ -	\$ 2,600,000	\$ -
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ 2,600,000	\$ -
Total Fund 603	\$ 100,388	\$ 152,209	\$ 201,500	\$ 2,801,978	\$ 251,500
TOTAL REVENUES	\$ 134,004,829	\$ 140,399,080	\$ 134,213,655	\$ 145,235,243	\$ 148,936,304
TOTAL OTHER SOURCES	\$ 10,739,366	\$ 9,324,659	\$ 7,796,786	\$ 17,473,797	\$ 12,452,926
GRAND TOTAL ALL FUNDS	\$ 144,744,195	\$ 149,723,739	\$ 142,010,441	\$ 162,709,040	\$ 161,389,230

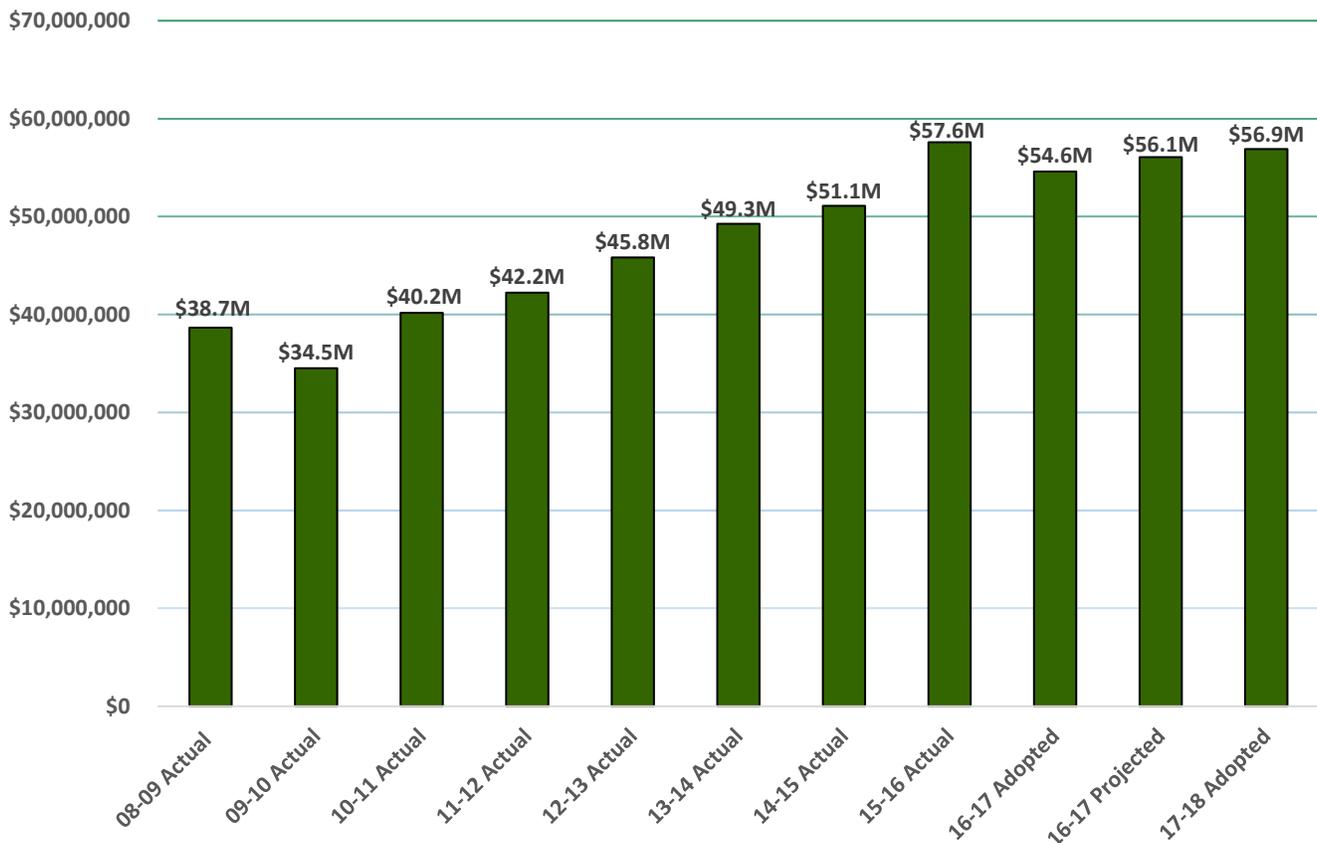
SALES & USE TAX

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 percent 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 \$56.9 million, or 45.3 percent of the total General Fund revenues estimated for FY 17-18. This amount is based on a projection by HDL, the city's sales tax consultant, who prepares a projection specifically tailored to the City's unique collection of business groups. This amount represents an increase of \$834,000, or 1.5 percent from current year estimates.

The State Board of Equalization administers sales taxes and remits funds to local governments: 30 percent for the first month of each quarter, another 30 percent the following month, and 40 percent at the end of the quarter with a "clean-up" payment. 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.

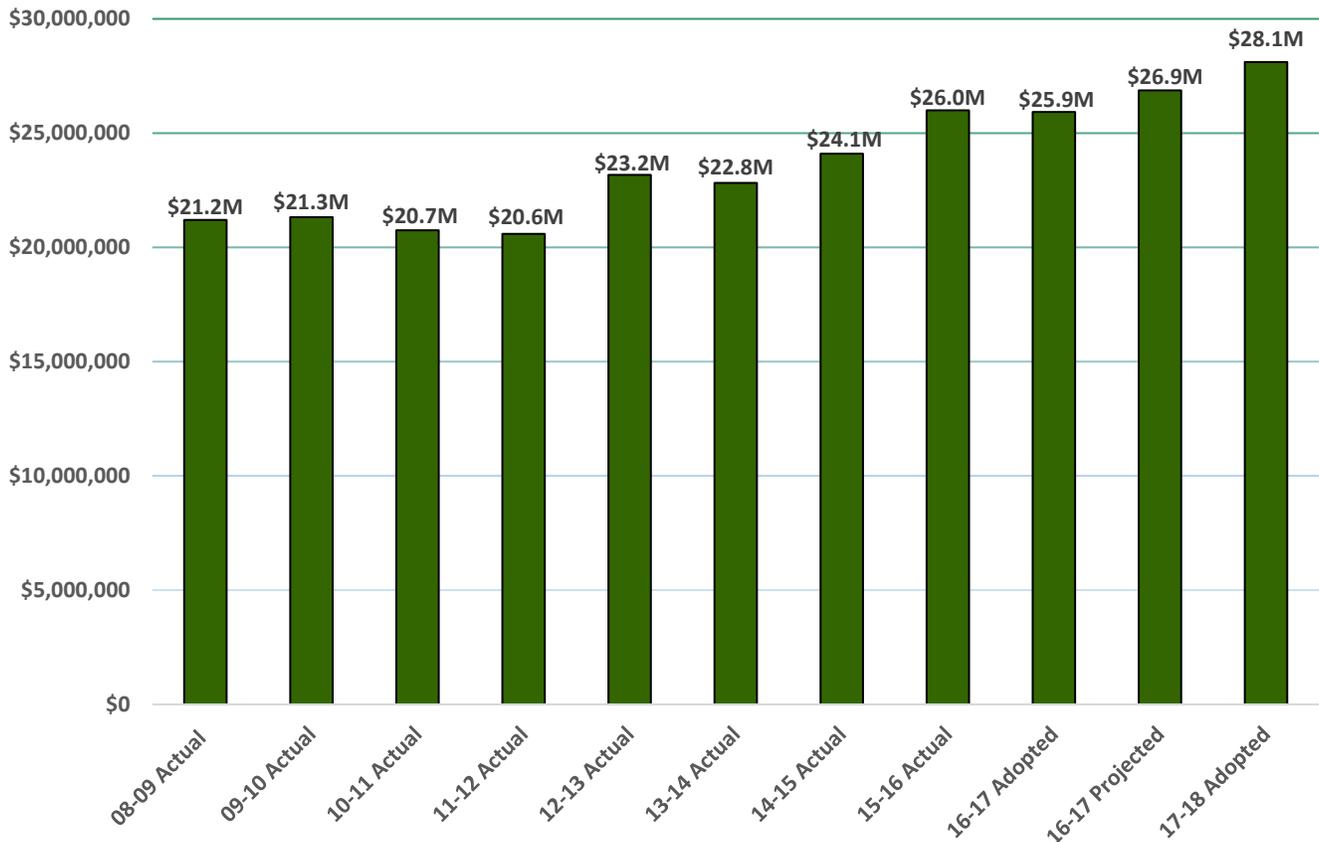


PROPERTY TAX

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 percent 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 percent 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 percent CPI increase each year when the CPI index exceeds 2 percent.

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. Since then, 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.

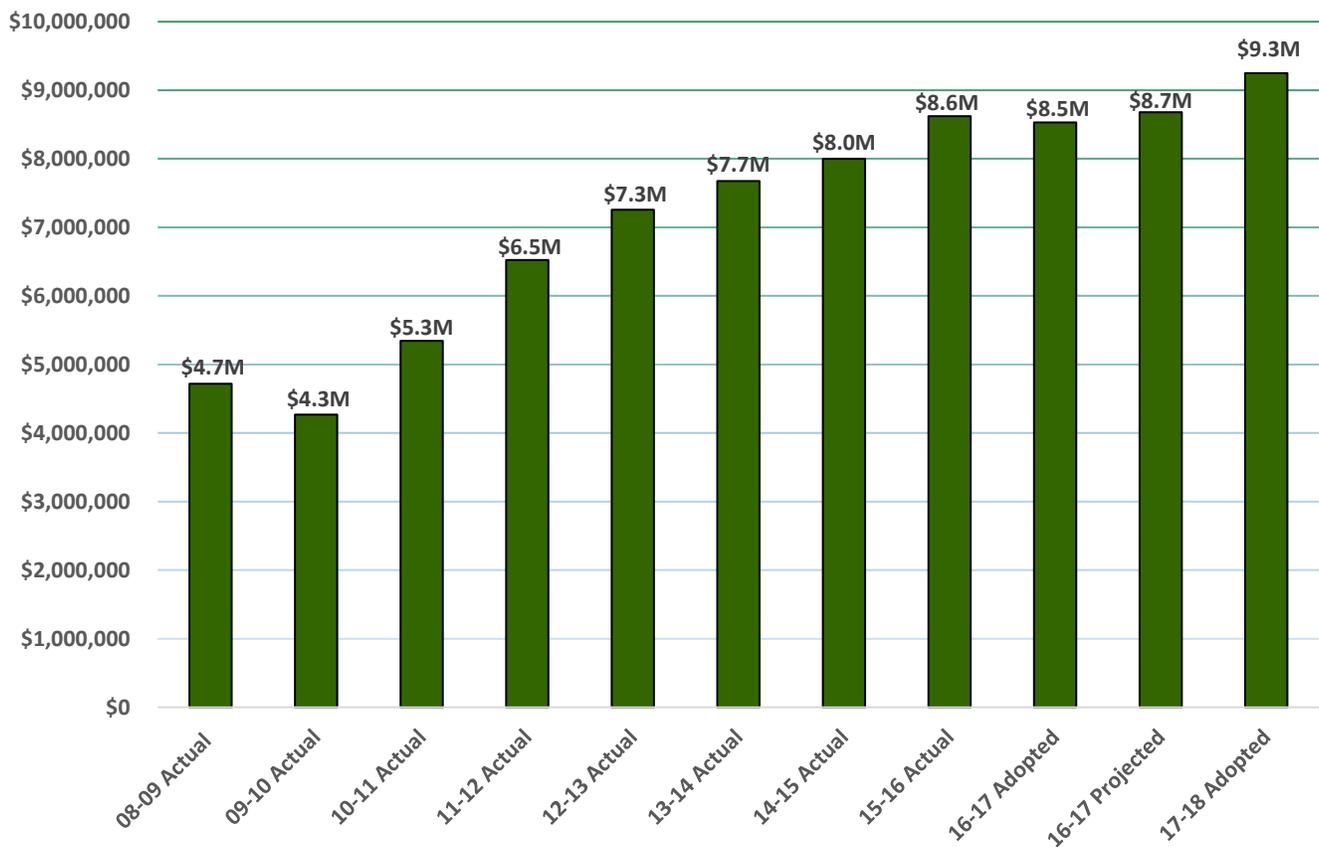
For FY 17-18, estimated revenue from Property Taxes is \$28.1 million, which represents 22.4 percent of the total General Fund revenue. This estimate is an increase of \$1.2 million, or 4.6 percent over current year projected revenue. The City is expecting an increase in revenue due to: property values increasing over the prior year sales of existing homes, and new construction. Included in the estimates are Secured Property Tax at \$25.8 million, Unsecured Taxes at \$804,000, Supplemental Taxes at \$645,000; Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$156,000, Delinquent Taxes at \$50,000; and \$650,000 derived from Property Transfers (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).



TRANSIENT OCCUPANCY TAX

Transient Occupancy Tax (TOT) is imposed on persons staying 30 days or less in a hotel, inn, motel, tourist home or other lodging facilities. In November 2010, the voters of Costa Mesa approved a measure to increase the City's rate from 6 percent to 8 percent. The Business Improvement Area (BIA), comprised of ten hotels within the City, imposes an additional 3 percent. The amount collected from the additional 3 percent is remitted to the Costa Mesa Conference and Visitor's Bureau to promote travel and tourism throughout the City. Thirty-three hotels/lodging facilities are located within the City.

TOT is the City's fourth largest revenue source. For FY 17-18, estimated revenue from TOT is \$9.3 million, which represents 7.4 percent of the total General Fund revenue. The projected amount reflects an increase of \$570,000, or 6.6 percent from current year projected revenue.



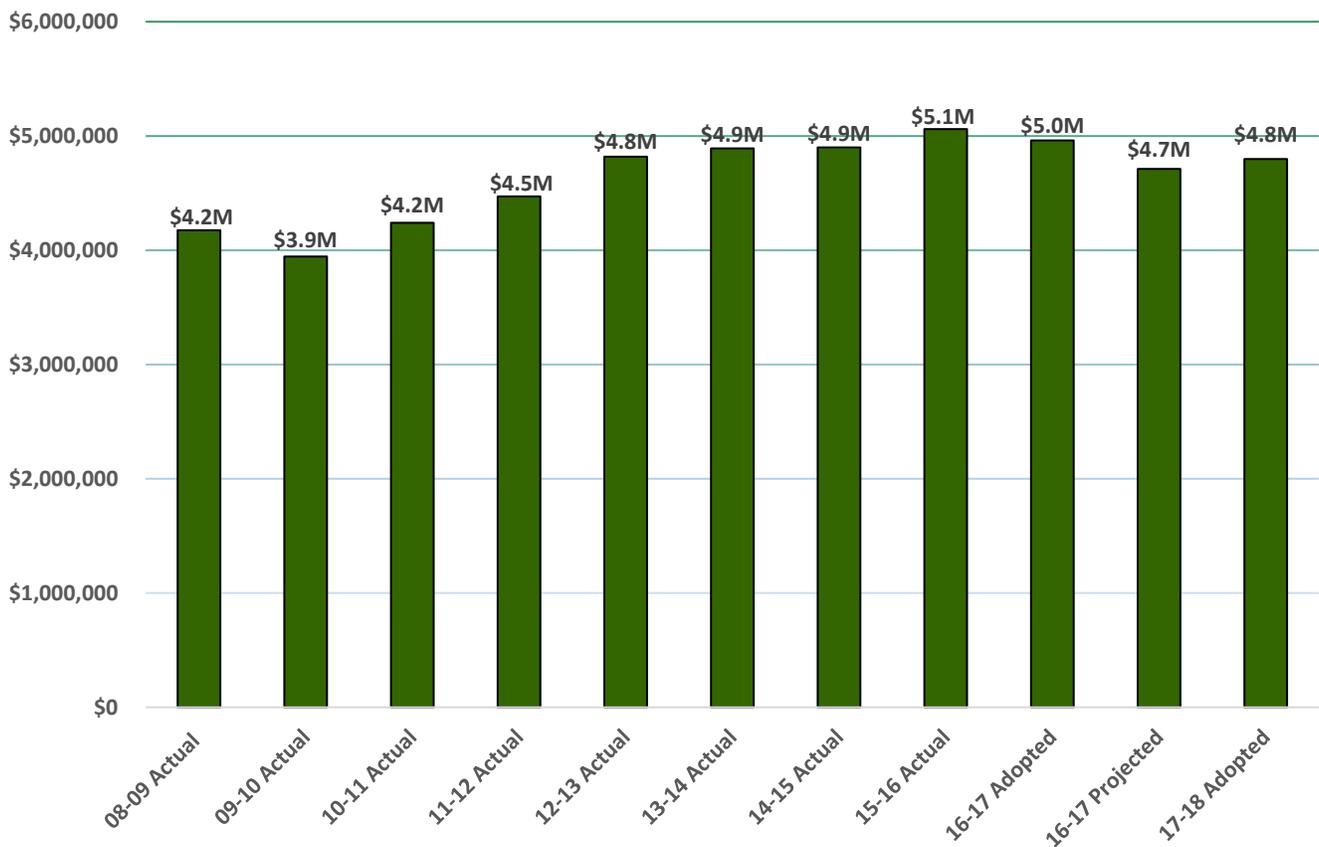
FRANCHISE FEES

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 percent of gross receipts arising from use, operation or possession of the franchise; and, cable franchise fees from Spectrum at the rate of 5 percent 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 percent and cable franchise fees are limited to 5 percent 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 percent of gross receipts payable quarterly to the City.

For FY 17-18, estimated revenue from all Franchise Fees is \$4.8 million, which represents 3.8 percent of total General Fund revenues.

These amounts include \$150,000 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.

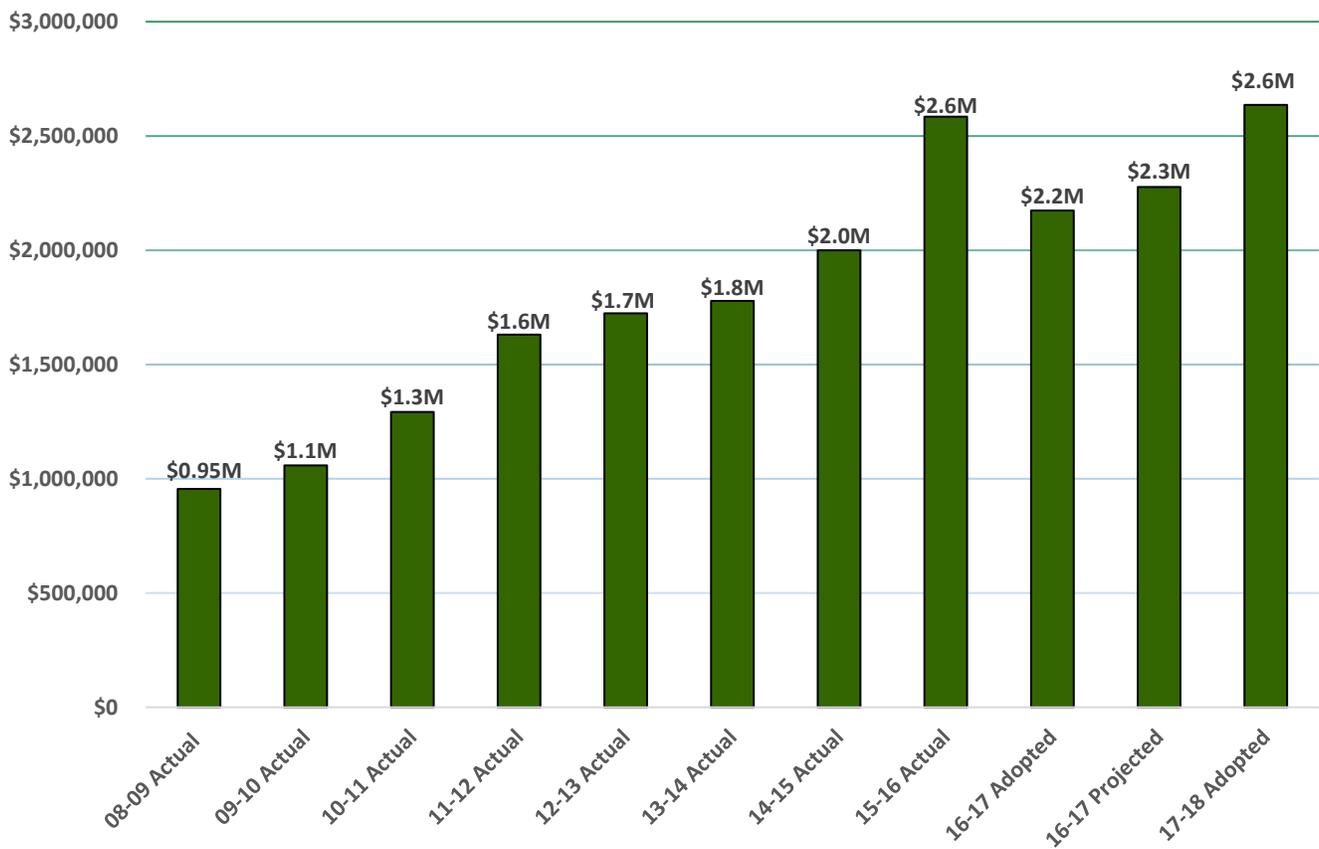


LICENSES & PERMITS

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 17-18, estimated revenue from Licenses & Permits is \$2.6 million, which represents 2.1 percent of total General Fund revenues. This estimate reflects an increase of \$360,000, or 15.8 percent from current year projected revenue. The largest component for this revenue source comes from building permits projected at \$1,268,000, based on City estimates of current activity. The larger than normal increase for this revenue category is the addition of the medical marijuana Measure X business permits estimated at \$215,250.

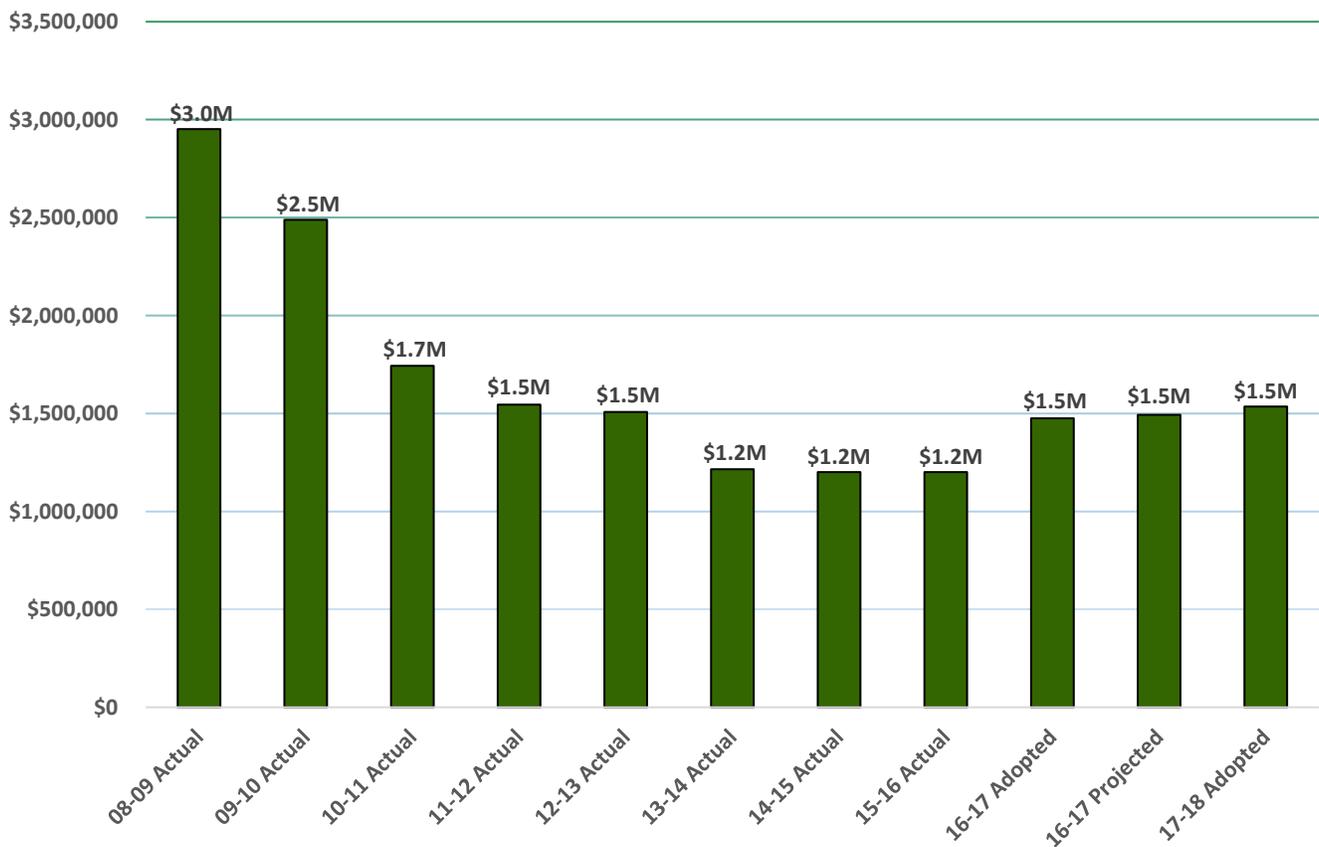


FINES & FORFEITURES

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 17-18, estimated revenue from Fines & Forfeitures is \$1.5 million, which represents 1.2 percent of the total General Fund revenue. The estimated amount reflects an increase of \$41,000, or 2.8 percent from current year revenue, based on vehicle code violations and parking citation trends.

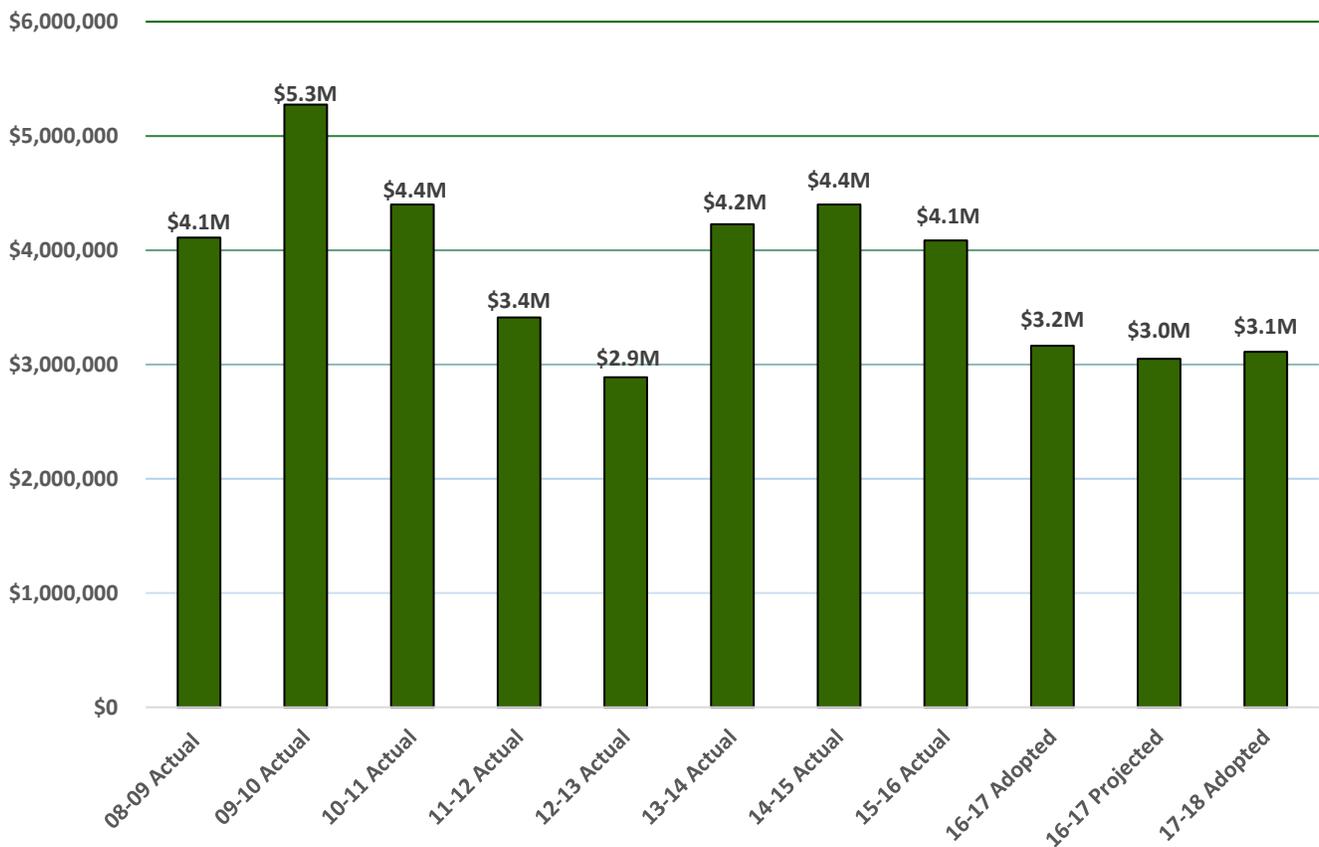


USE OF MONEY & PROPERTY

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. The Neighborhood Community Center was recently closed in preparation for the Lions Park project construction.

For FY 17-18, estimated revenue from Use of Money & Property is \$3.1 million or 2.5 percent of the total General Fund revenue. The estimated revenue reflects an increase of \$60,000, or 2.0 percent from current year estimate, due to current activity levels.

A private company manages the golf course operations on behalf of the City; in return, the City receives between 6 percent and 35 percent 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, about the same as previous years.



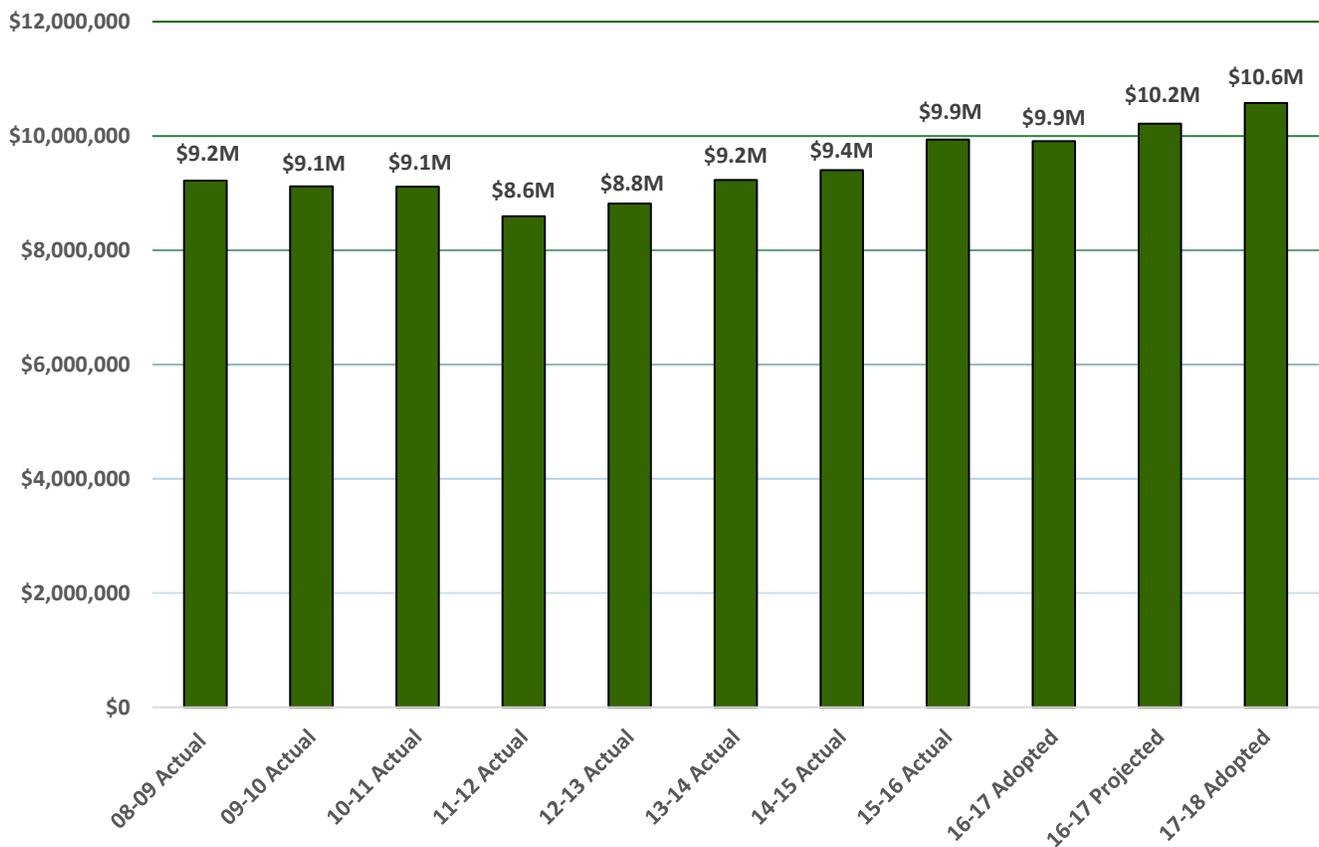
MOTOR VEHICLE LICENSE FEES

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

In 1998, legislation was passed to reduce the VLF paid by the taxpayers by 25 percent and again by 35 percent in 2002. (Subsequently, the VLF rate was permanently reduced to its current rate of 0.65 percent.) 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 17-18, estimated revenue from VLF is \$10.6 million, which represents 8.4 percent of the total General Fund revenue. This estimate reflects an increase of \$364,000, or 3.6 percent from current year projected revenues.



FEES & CHARGES FOR SERVICES

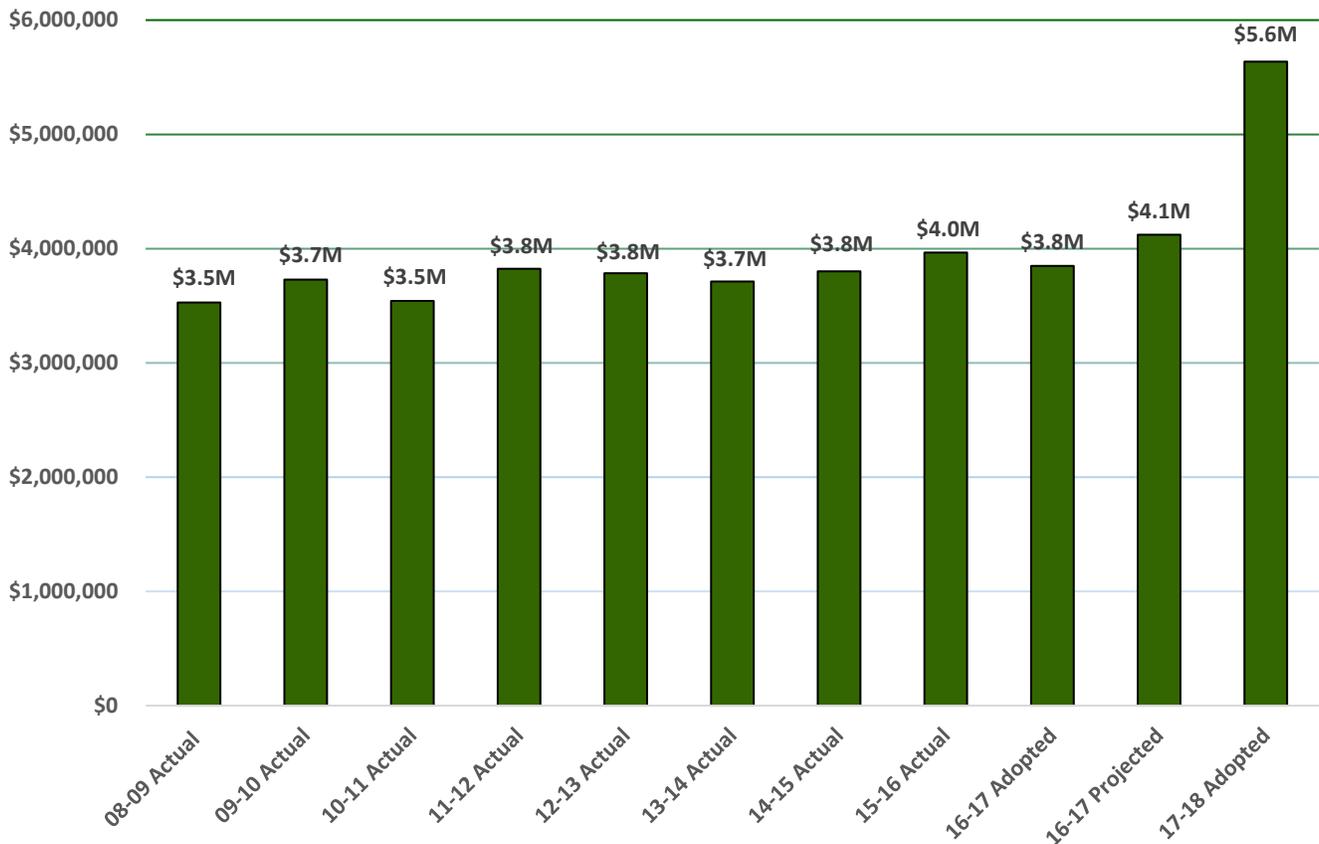
Cities have the general authority to impose fees or charges for services. Fees & Charges are distinguished from taxes in two principle ways: 1) that the amount of the fee may not exceed the estimated reasonable cost of providing the particular service or facility for which the fee is charged; and 2) 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 17-18, estimated revenue from Fees & Charges for Services is \$5.6 million, which represents 4.5 percent of the total General Fund revenue. This revenue is about \$1.5 million, or 36.7 percent greater than current year as a result of the following:

- Addition of \$275,080 for medical marijuana Measure X conditional use permit revenue
- Increased Fire-Paramedic ambulance transportation revenue (\$600,000 for six months)
- Updated Parks and Community Services fees (\$200,000)





APPROPRIATIONS SUMMARIES

ALL FUNDS

FISCAL YEAR 2017-2018



**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>
<u>General Fund (101)</u>				
City Council	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093
City Manager's Office	7,771,156	8,061,479	8,595,614	8,861,825
City Attorney's Office	1,305,124	1,223,132	1,000,000	1,020,000
Finance	2,432,792	2,608,271	2,966,946	3,068,400
Parks & Community Services	4,538,489	4,700,459	5,444,331	5,902,138
Information Technology	2,637,899	2,684,491	3,397,359	3,509,453
Police	35,572,020	36,750,804	42,808,280	45,241,406
Fire	20,127,674	22,282,663	21,152,202	22,334,130
Development Services	4,455,717	5,350,853	5,969,010	6,402,728
Public Services	14,389,644	14,877,128	17,078,740	18,262,927
Non-Departmental	15,499,882	12,623,162	8,610,422	13,794,969
Subtotal Fund 101	\$ 109,157,932	\$ 111,527,151	\$ 117,392,897	\$ 128,845,069
<u>Gas Tax Fund (201)</u>				
Capital Improvement Projects	\$ 3,979,369	\$ 819,312	\$ 2,110,287	\$ 3,198,976
Public Services	322,607	1,072,426	778,152	643,537
Subtotal Fund 201	\$ 4,301,976	\$ 1,891,738	\$ 2,888,439	\$ 3,842,513
<u>Prop 172 Fund (202)</u>				
Police	\$ 1,073,138	\$ 1,184,092	\$ 1,048,055	\$ 846,044
Fire	69,868	26,342	58,214	48,214
Subtotal Fund 202	\$ 1,143,006	\$ 1,210,435	\$ 1,106,269	\$ 894,258
<u>AQMD Fund (203)</u>				
Capital Improvement Projects	\$ 367,290	\$ 367,517	\$ 304,990	\$ 75,000
Public Services	4,390	6,887	15,000	15,000
Subtotal Fund 203	\$ 371,680	\$ 374,404	\$ 319,990	\$ 90,000
<u>HOME Fund (205)</u>				
Development Services	\$ 386,640	\$ 294,729	\$ 480,018	\$ 517,415
Subtotal Fund 205	\$ 386,640	\$ 294,729	\$ 480,018	\$ 517,415
<u>CDBG Fund (207)</u>				
Development Services	\$ 586,548	\$ 542,310	\$ 646,622	\$ 669,999
Capital Improvement Projects	1,256,260	154,761	573,725	480,000
Subtotal Fund 207	\$ 1,842,808	\$ 697,071	\$ 1,220,347	\$ 1,149,999
<u>Park Dev Fees Fund (208)</u>				
Capital Improvement Projects	\$ 64,621	\$ 72,068	\$ 2,370,965	\$ 2,500,000
Non-Departmental	21,426	20,405	225,199	225,199
Subtotal Fund 208	\$ 86,048	\$ 92,473	\$ 2,596,164	\$ 2,725,199

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>
<u>Drainage Fees Fund (209)</u>				
Capital Improvement Projects	\$ 1,063,384	\$ 245,701	\$ 365,000	\$ 760,193
Subtotal Fund 209	\$ 1,063,384	\$ 245,701	\$ 365,000	\$ 760,193
<u>SLESF Fund (213)</u>				
Police	\$ 273,538	\$ 310,134	\$ 264,944	\$ 258,090
Subtotal Fund 213	\$ 273,538	\$ 310,134	\$ 264,944	\$ 258,090
<u>Traffic Impact Fees Fund (214)</u>				
Capital Improvement Projects	\$ 547,871	\$ 176,372	\$ 725,000	\$ -
Subtotal Fund 214	\$ 547,871	\$ 176,372	\$ 725,000	\$ -
<u>Narcotics Forfeiture Fund (217)</u>				
Capital Improvement Projects	\$ 50,328	\$ 839,803	\$ -	\$ -
Police	983,172	271,686	-	-
Subtotal Fund 217	\$ 1,033,500	\$ 1,111,488	\$ -	\$ -
<u>Fire System Development Fund (218)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 100,000
Non-Departmental	-	400,000	-	125,000
Subtotal Fund 218	\$ -	\$ 400,000	\$ -	\$ 225,000
<u>LLEBG Fund (219)</u>				
Police	\$ 35,922	\$ 601	\$ -	\$ -
Subtotal Fund 219	\$ 35,922	\$ 601	\$ -	\$ -
<u>Office of Traffic Safety (220)</u>				
Police	\$ 72,355	\$ 94,785	\$ -	\$ -
Subtotal Fund 220	\$ 72,355	\$ 94,785	\$ -	\$ -
<u>Capital Outlay Fund (401)</u>				
Capital Improvement Projects	\$ 3,933,388	\$ 5,773,471	\$ 7,815,242	\$ 8,851,184
Subtotal Fund 401	\$ 3,933,388	\$ 5,773,471	\$ 7,815,242	\$ 8,851,184
<u>Measure M Fund (403)</u>				
Capital Improvement Projects	\$ 618,569	\$ 545,401	\$ -	\$ -
Non-Departmental	9,966	(9,966)	-	-
Subtotal 403 Fund	\$ 628,534	\$ 535,435	\$ -	\$ -
<u>Vehicle Prk Dist 1 Fund (409)</u>				
Non-Departmental	\$ 70	\$ 176	\$ -	\$ -
Subtotal Fund 409	\$ 70	\$ 176	\$ -	\$ -

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>
<u>Vehicle Prk Dist 2 Fund (410)</u>				
Non-Departmental	\$ 131	\$ 330	\$ -	\$ -
Subtotal Fund 410	\$ 131	\$ 330	\$ -	\$ -
<u>Measure M Turnback Fund (414)</u>				
Capital Improvement Projects	\$ 3,334	\$ -	\$ -	\$ -
Subtotal Fund 414	\$ 3,334	\$ -	\$ -	\$ -
<u>Measure M 2 (415)</u>				
Capital Improvement Projects	\$ 2,767,249	\$ 1,420,883	\$ -	\$ 2,528,817
Public Services	14,681	184	-	-
Subtotal Fund 415	\$ 2,781,930	\$ 1,421,067	\$ -	\$ 2,528,817
<u>Measure M 2 Fair Share (416)</u>				
Capital Improvement Projects	\$ 2,359,760	\$ 3,110,999	\$ 1,792,125	\$ 2,440,000
Public Services	218,628	19,530	20,000	20,000
Subtotal Fund 416	\$ 2,578,388	\$ 3,130,529	\$ 1,812,125	\$ 2,460,000
<u>Vehicle Repl Fund (601)</u>				
Finance	\$ 6,029	\$ 51,191	\$ -	\$ -
Public Services	2,595,006	2,396,027	2,967,142	4,458,773
Non-Departmental	8,062	-	-	-
Subtotal Fund 601	\$ 2,609,097	\$ 2,447,218	\$ 2,967,142	\$ 4,458,773
<u>Self-Insurance Fund (602)</u>				
City Manager's Office	\$ 5,433,519	\$ 4,630,485	\$ 4,682,440	\$ 5,586,235
Subtotal Fund 602	\$ 5,433,519	\$ 4,630,485	\$ 4,682,440	\$ 5,586,235
Grand Total	\$ 138,285,051	\$ 136,365,792	\$ 144,636,017	\$ 163,192,745

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

FY 2017-18 Adopted Budget

Fund	City Council	City Manager	City Attorney	Finance	Parks & Comm Svcs	I.T.
General Fund - 101	\$ 447,093	\$ 8,861,825	\$ 1,020,000	\$3,068,400	\$ 5,902,138	\$ 3,509,453
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	-	-	-	-	-	-
Fire System Devel Fund - 218	-	-	-	-	-	-
Capital Outlay Fund - 401	-	-	-	-	-	-
Measure M Fund - 403/415/416	-	-	-	-	-	-
Equipment Replacement Fund - 601	-	-	-	-	-	-
Self-Insurance Fund - 602	-	5,586,235	-	-	-	-
Total	\$ 447,093	\$ 14,448,060	\$ 1,020,000	\$3,068,400	\$ 5,902,138	\$ 3,509,453

CITY OF COSTA MESA, CALIFORNIA

Police	Fire	Development Services	Public Services	Non- Departmental	CIP	Total
\$ 45,241,406	\$ 22,334,130	\$ 6,402,728	\$ 18,262,927	\$ 13,794,969	\$ -	\$ 128,845,069
-	-	-	643,537	-	3,198,976	3,842,513
846,044	48,214	-	-	-	-	894,258
-	-	-	15,000	-	75,000	90,000
-	-	517,415	-	-	-	517,415
-	-	669,999	-	-	480,000	1,149,999
-	-	-	-	225,199	2,500,000	2,725,199
-	-	-	-	-	760,193	760,193
258,090	-	-	-	-	-	258,090
-	-	-	-	125,000	100,000	225,000
-	-	-	-	-	8,851,184	8,851,184
-	-	-	20,000	-	4,968,817	4,988,817
-	-	-	4,458,773	-	-	4,458,773
-	-	-	-	-	-	5,586,235
\$ 46,345,540	\$ 22,382,344	\$ 7,590,142	\$ 23,400,237	\$ 14,145,168	\$ 20,934,170	\$ 163,192,745

CITY OF COSTA MESA, CALIFORNIA

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

Description	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Regular Salaries - Sworn	\$ 18,907,710	\$ 18,960,592	\$ 22,681,193	\$ 22,468,355
Regular Salaries - Non-Sworn	16,290,110	17,226,925	15,906,207	19,464,857
Regular Salaries - Part-Time	4,158,702	3,997,523	4,919,701	4,810,428
Overtime	7,141,940	7,442,492	4,577,706	4,319,086
Accrual Payoff - Excess Max.	176,295	153,364	214,472	214,472
Vacation/Comp. Time Cash Out	283,673	226,555	158,094	156,915
Holiday Allowance	759,612	666,029	405,771	475,141
Separation Pay-Off	387,294	333,120	-	-
Other Compensation	2,168,183	2,090,312	2,601,313	2,534,161
Cafeteria Plan	4,060,181	4,349,215	4,872,088	5,770,260
Medicare	715,330	732,477	656,895	675,562
Retirement	17,569,927	18,920,026	21,695,544	22,997,957
Longevity	2,568	2,664	2,268	2,760
Professional Development	432,123	518,009	667,219	724,530
Auto Allowance	30,696	31,576	35,662	35,662
Unemployment	71,757	73,699	128,363	128,360
Workers' Compensation	5,085,059	4,911,926	4,962,131	6,162,790
Employer Contr.Retirees' Med.	1,880,229	1,914,220	1,915,100	1,915,100
Salaries & Benefits	\$ 80,121,388	\$ 82,550,725	\$ 86,399,727	\$ 92,856,396
Stationery and Office	\$ 203,855	\$ 216,536	\$ 199,413	\$ 202,412
Multi-Media, Promos, Subscript.	326,378	428,466	458,984	636,769
Small Tools and Equipment	700,054	404,157	448,823	371,470
Uniforms and Clothing	349,614	287,012	393,069	408,169
Safety and Health	287,583	389,710	452,438	479,349
Maintenance and Construction	728,042	773,401	733,230	700,230
Agriculture	125,362	148,065	131,165	102,000
Fuel	521,886	425,298	600,200	600,200
Electricity - Buildings & Fac.	605,593	572,108	587,600	545,708
Electricity - Power	270,833	255,060	269,000	276,400
Electricity - Street Lights	1,045,470	1,022,924	1,100,000	1,100,000
Gas	37,870	42,157	47,000	46,600
Water - Domestic	167,062	134,034	168,075	159,210
Water - Parks and Parkways	692,970	457,467	834,250	689,813
Waste Disposal	148,420	137,240	150,100	150,300
Janitorial and Housekeeping	397,821	448,315	396,056	439,711
Postage	152,667	108,238	99,700	102,400
Legal Advertising/Filing Fees	225,485	221,076	235,400	236,900
Advertising and Public Info.	7,439	9,295	11,750	11,750
Telephone/Radio/Communications	331,995	471,113	479,440	514,186
Meetings and Conferences	48,814	43,956	36,000	37,700
Mileage Reimbursement	2,575	2,192	4,873	5,373
Board Member Fees	29,700	32,700	34,200	34,200
Buildings and Structures	107,141	150,685	120,350	313,550
Landscaping and Sprinklers	1,295,394	1,433,979	1,597,364	2,864,384
Underground Lines	-	5,000	5,000	4,000
Automotive Equipment	166,849	151,720	150,000	151,800
Subtotal Maint. & Operations	\$ 8,976,872	\$ 8,771,904	\$ 9,743,480	\$ 11,184,584

CITY OF COSTA MESA, CALIFORNIA

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

Description	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Office Furniture	\$ 16,942	\$ 28,035	\$ 6,350	\$ 6,350
Office Equipment	641,480	587,944	672,593	59,302
Other Equipment	1,153,193	818,649	892,982	902,536
Streets, Alleys and Sidewalks	140,720	813,651	1,150,100	1,089,394
Employment	554,778	418,586	83,300	51,800
Consulting	4,076,305	4,223,210	4,516,890	4,142,641
Legal	354,559	782,924	263,500	283,500
Engineering and Architectural	300,964	402,221	488,584	343,438
Financial & Information Svcs.	157,195	189,146	235,100	227,230
Medical and Health Inspection	131,717	159,947	213,555	213,555
Law Enforcement	506,925	621,542	763,390	722,242
Recreation	427,184	477,962	579,321	548,571
Principal Payments	2,390,000	2,490,000	2,960,178	3,065,178
Interest Payments	1,169,894	1,048,721	1,000,514	880,886
External Rent	737,912	723,543	757,940	762,440
Grants, Loans and Subsidies	634,535	525,508	676,403	707,700
Depreciation	661,723	616,964	-	-
Central Services	151,591	163,770	139,700	146,950
Internal Rent - Maint. Charges	1,129,080	1,197,668	1,556,292	1,540,831
Internal Rent - Repl.Cost	257,478	698,189	749,814	678,594
Internal Rent - IT Replacement	100,000	150,002	200,000	250,002
General Liability	3,807,363	3,452,413	3,841,588	4,236,731
Special Liability	7,402	4,612	4,612	4,612
Buildings & Personal Property	443,522	315,000	286,759	265,049
Faithful Performance Bonds	-	-	7,500	-
Taxes and Assessments	177,151	190,839	122,235	120,235
Contingency	(58,882)	(285,744)	1,000,000	1,000,000
Other Costs	(78)	683	-	-
Assistance	9,425	13,666	20,000	20,000
Acquisition Costs	322,736	-	-	-
Operating Transfers Out	10,824,803	9,324,659	7,796,786	12,452,926
Loss on Disposal of Assets	222,880	29,533	-	-
Maintenance & Operations	\$ 40,427,366	\$ 38,955,746	\$ 40,729,466	\$ 45,907,277
Buildings and Structures	\$ 6,838	\$ 11,355	\$ -	\$ -
Automotive Equipment	51,299	21,418	1,135,110	2,505,744
Office Furniture	-	76,998	4,023	14,626
Office Equipment	21,518	41,000	-	-
Other Equipment	645,218	1,182,263	310,357	974,532
Fixed Assets	\$ 724,874	\$ 1,333,034	\$ 1,449,490	\$ 3,494,902
Total Operating	\$ 121,273,628	\$ 122,839,504	\$ 128,578,682	\$ 142,258,575
Capital Improvements	\$ 17,011,423	\$ 13,526,287	\$ 16,057,334	\$ 20,934,170
Total Appropriations	\$ 138,285,051	\$ 136,365,792	\$ 144,636,017	\$ 163,192,745

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 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Adopted
Police Protection				
Police Administration - 50001	\$ 3,503,000	\$ 3,529,766	\$ 4,013,837	\$ 4,481,607
Field Area Policing - 10111	16,702,741	17,755,481	18,386,529	18,908,641
Helicopter Patrol - 10112	237,384	272,300	300,000	300,000
Traffic Enforcement - 10113	2,819,046	3,233,012	3,557,405	3,660,680
Contract & Special Event Policing - 10114	461,006	428,124	514,007	522,128
Crime Investigation - 10120	2,412,335	3,022,594	4,242,107	4,476,592
Vice and Narcotics - 10125	-	45	-	-
Special Investigation Unit - 10127	1,644,765	1,179,795	1,800,936	1,824,875
Records / Information Systems - 10131	2,068,911	1,571,976	2,189,952	2,358,784
Crime Scene Inv./Photographic Svcs - 10132	484,054	506,064	698,895	697,058
Training - 10133	629,076	651,236	911,435	995,564
Youth Crime Intervention - 10135	605,233	1,007,703	1,656,644	1,753,805
Property and Evidence - 10136	394,809	414,081	554,286	585,636
Jail - 10137	1,546,729	724,864	814,580	817,566
Equipment Maintenance - 10138	12,371	1,239	19,628	14,188
Animal Control - 10139	364,814	390,066	383,959	405,000
RAID - 10143	20,120	25,401	99,924	96,722
2010 COPS Hiring Grant - 70210	626,717	17,677	-	-
2012 Justice Assistance Grant - 70907	-	601	-	-
2013 Justice Assistance Grant - 70908	17,896	-	-	-
2014 Justice Assistance Grant - 70909	18,026	-	-	-
AB109-Post Release Comm Superv - 71019	14,554	22,844	-	-
2014 STEP Grant - 71024	6,420	-	-	-
2015 STEP Grant - 71025	65,936	6,360	-	-
2016 STEP Grant - 71026	-	88,424	-	-
BSCC Local Assistance - 71100	-	45,616	-	-
Total Police Protection	\$ 34,655,942	\$ 34,895,272	\$ 40,144,124	\$ 41,898,844
Fire Protection				
Fire Administration - 50001	\$ 1,850,058	\$ 2,185,167	\$ 2,394,594	\$ 2,268,035
Response and Control - 10210	16,623,065	17,791,802	17,670,268	18,983,071
Fire Prevention - 10220	567,162	669,454	857,369	880,897
Emergency Medical Aid - 10230	1,157,256	1,662,583	288,185	250,341
Total Fire Protection	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,382,344
Other Public Safety Services				
Building Safety - 20410	\$ 1,671,963	\$ 1,848,351	\$ 2,161,653	\$ 2,171,031
Total Other Public Safety Services	\$ 1,671,963	\$ 1,848,351	\$ 2,161,653	\$ 2,171,031
Total Protection of Persons and Property	\$ 56,525,447	\$ 59,052,628	\$ 63,516,193	\$ 66,452,220

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 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Adopted
Beautification				
Parkway and Median Maintenance - 20111	\$ 1,076,158	\$ 1,090,929	\$ 1,206,146	\$ -
Fairview Park - 20115	-	-	422,201	542,869
Street Cleaning - 20120	379,543	767,274	796,463	801,934
Graffiti Abatement - 20130	243,557	272,462	258,346	224,538
Park Maintenance - 40111	3,745,429	3,225,963	3,908,965	4,935,763
Park Development - 40112	283,651	322,932	121,556	150,915
Total Beautification	\$ 5,728,339	\$ 5,679,560	\$ 6,713,677	\$ 6,656,019
Sanitation				
Recycling - 20230	\$ 37,806	\$ 40,097	\$ 160,500	\$ 160,500
Water Quality - 20510	248,735	286,123	341,762	405,699
Total Sanitation	\$ 286,541	\$ 326,220	\$ 502,262	\$ 566,199
Planning				
Development Services Admin. - 50001	\$ 642,822	\$ 641,663	\$ 878,665	\$ 904,207
Current Planning - 20320	1,679,565	1,722,274	1,427,929	1,769,584
Planning Commission - 20360	25,949	27,207	27,600	27,600
Total Planning	\$ 3,055,853	\$ 2,391,144	\$ 2,334,194	\$ 2,701,391
Community Improvement				
Code Enforcement - 20350	\$ -	\$ 854,272	\$ 1,245,800	\$ 1,850,306
Group Home Enforcement - 50255	-	321,506	412,605	-
Neighborhood Stabilization - 50257	-	184,026	114,758	-
Total Community Improvement	\$ -	\$ 1,359,804	\$ 1,773,163	\$ 1,850,306
Housing and Community Development				
Code Enforcement - 20350	\$ 9,535	\$ -	\$ -	\$ -
Public Service Programs - 20421	133,322	147,925	148,552	150,000
Single Family Housing Rehabilitation - 20422	352,679	233,397	373,215	347,237
Neighbors for Neighbors - 20426	28	-	-	-
CDBG Administration - 20427	171,564	145,940	198,070	199,999
HOME Program -20440	33,960	61,332	55,968	68,071
HOME Projects -20445	-	1,120	50,835	102,107
Total Housing & Community Dev	\$ 701,089	\$ 589,714	\$ 826,640	\$ 867,415
Total Community Health & Environment	\$ 9,771,822	\$ 10,346,441	\$ 12,149,936	\$ 12,641,330

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 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Adopted
Administration				
Development - 30310	\$ 78,040	\$ 81,662	\$ 81,287	\$ 76,140
Real Estate - 30320	43,888	49,900	48,089	51,610
Public Services Admin. - 50001	1,431,657	1,473,291	1,374,234	1,888,823
Construction Management - 50002	797,696	1,172,991	1,132,917	1,224,595
Total Administration	\$ 2,351,282	\$ 2,777,844	\$ 2,636,527	\$ 3,241,168
Traveled Ways				
Street Maintenance - 30111	\$ 574,509	\$ 725,911	\$ 930,274	\$ 870,845
Street Improvements - 30112	538,201	580,530	657,030	752,478
Storm Drain Maintenance - 30121	89,121	147,722	199,973	191,620
Storm Drain Improvements - 30122	150,154	143,223	240,208	263,664
Total Traveled Ways	\$ 1,351,985	\$ 1,597,386	\$ 2,027,485	\$ 2,078,606
Traffic Safety				
Traffic Planning - 30210	\$ 382,857	\$ 364,591	\$ 441,495	\$ 496,498
Active Transportation Improvements - 30225	-	-	132,564	217,115
Traffic Operations - 30241	2,133,994	2,128,137	2,208,847	2,095,717
Signs and Markings - 30243	437,867	530,898	723,139	724,091
Total Traffic Safety	\$ 2,954,718	\$ 3,023,626	\$ 3,506,045	\$ 3,533,421
Total Transportation	\$ 6,657,985	\$ 7,398,856	\$ 8,170,057	\$ 8,853,196

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 14-15	FY 15-16	FY 16-17	FY 17-18
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Adopted</u>
Community Facilities				
Downtown Recreation Center - 40121	\$ 157,025	\$ 178,917	\$ 321,765	\$ 225,045
Balearic Community Center - 40122	160,419	195,089	208,174	266,198
Neighborhood Community Center - 40123	273,269	291,636	374,651	215,085
Total Community Facilities	<u>\$ 590,713</u>	<u>\$ 665,641</u>	<u>\$ 904,590</u>	<u>\$ 706,328</u>
Community Programs				
Recreation Administration - 50001	\$ 855,437	\$ 688,930	\$ 912,431	\$ 1,091,972
Aquatics - 40212	187,771	164,135	209,293	293,700
Tennis - 40213	24,113	24,290	26,600	26,600
Adult Sports Basketball and Volleyball - 40214	26,345	26,638	26,970	35,466
Adult Sports Softball - 40215	52,346	23,474	7,149	10,736
Adult Sports Misc/Field Ambassadors - 40216	462,298	435,351	552,069	548,745
Youth Sports Basketball/Cheerleading - 40218	79,898	102,849	90,494	143,464
Youth Sports Football/Cheer/Soccer- 40219	15	-	-	-
Adult Sports Futsal- 40222	-	4,167	18,400	24,361
Senior Citizens - 40231	930,964	930,949	982,211	1,133,029
Day Camp - 40232	168,521	180,702	135,599	207,648
Playgrounds - 40233	527,726	664,061	749,670	709,092
Teen Programs - 40236	149,845	162,131	155,361	149,734
Concert Programs - 40237	-	4,568	-	-
Early Childhood - 40241	132,059	145,828	146,728	155,528
Adult Instructional Classes - 40242	108,135	105,537	135,992	127,482
Youth Instructional Classes - 40243	233,710	309,436	329,006	286,496
Special Recreation Events - 40244	-	771	5,773	1,942
Mobile Recreation - 40245	-	-	-	61,374
Bark Park - 40248	-	37,458	40,795	36,071
Community Gardens - 40249	-	158	1,900	1,900
Total Community Programs	<u>\$ 3,939,181</u>	<u>\$ 4,011,433</u>	<u>\$ 4,526,441</u>	<u>\$ 5,045,339</u>
Total Leisure and Community Services	<u>\$ 4,529,894</u>	<u>\$ 4,677,074</u>	<u>\$ 5,431,031</u>	<u>\$ 5,751,668</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.

	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Adopted
Representation				
City Council - 50110	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093
Elections - 50120	236,600	94,793	321,558	112,586
Parks & Recreation Comm. - 50125	4,403	4,300	6,650	6,650
Senior Commission - 50126	1,600	4,400	4,650	4,650
Cultural Arts Committee - 50190	2,592	12,364	1,000	1,000
Historic Resources Committee - 50191	-	204	1,000	1,000
Total Representation	\$ 672,730	\$ 480,770	\$ 704,851	\$ 572,979
Policy Formulation & Implementation				
City Manager - 50001	\$ 1,852,815	\$ 1,951,410	\$ 2,314,612	\$ 2,291,859
City Manager - 50210	2,941	2,272	-	-
City Manager City Council - 50110	-	14,113	-	-
Non-Departmental - 50240	15,539,537	13,032,987	8,835,621	14,145,168
Network for Homeless Solutions - 50250	584,578	293,844	231,520	195,895
Public Communications - 51030	1,262	196	-	-
Communications and Marketing - 51050	1,164,642	1,220,547	1,154,246	1,508,461
Total Policy Formulation & Implement	\$ 19,145,774	\$ 16,515,369	\$ 12,535,999	\$ 18,141,383
Legal Services				
General Legal Services - 50320	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000
Total Legal Services	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000
City Clerk				
City Council Meetings - 50410	\$ 138,578	\$ 231,902	\$ 325,924	\$ 367,821
Public Records - 50420	263,878	369,426	438,373	498,066
Total City Clerk	\$ 402,457	\$ 601,328	\$ 764,297	\$ 865,887
Financial Services				
Finance Administration - 50001	\$ 396,595	\$ 384,188	\$ 532,767	\$ 445,044
Accounting - 50510	713,529	679,424	809,239	870,740
Budget and Research - 50520	235,859	342,274	364,000	398,956
Purchasing - 50530	494,430	538,066	568,747	604,034
Treasury - 50540	598,408	715,510	692,193	749,626
Total Financial Services	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,400

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

ALL FUNDS (Excludes CIP)

	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Adopted
Personnel Services				
Human Resources Administration - 50610	\$ 1,109,037	\$ 1,415,248	\$ 1,388,164	\$ 1,420,912
Employee Benefit Administration - 50630	38,596	41,518	42,788	42,788
Post Employment Benefits - 50650	2,007,763	2,053,472	1,988,546	1,916,000
Insurance Administration - 50661	402,532	403,650	432,671	550,225
General Liability - 50662	2,416,673	1,762,768	1,998,979	2,303,196
Workers' Compensation- 50663	2,985,216	2,836,805	2,640,673	3,240,251
Total Personnel Services	\$ 8,959,816	\$ 8,513,460	\$ 8,491,821	\$ 9,473,372
Computer Services				
Computer Operations - 50001	\$ -	\$ 570	\$ 487,253	\$ 552,285
IT Administration - 50710	1,853,570	1,471,506	1,306,565	1,305,728
Computer Systems Development - 50720	784,329	1,212,415	1,603,541	1,651,440
Total Computer Services	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453
Maintenance Services				
Maintenance Services Admin. - 50001	\$ 318,975	\$ 358,773	\$ 441,256	\$ 339,937
Facility Maintenance - 50910	1,958,796	2,200,944	2,064,640	2,663,282
Fleet Services - 50920	2,594,322	2,409,348	2,967,142	4,458,773
Total Maintenance Services	\$ 4,872,093	\$ 4,969,065	\$ 5,473,038	\$ 7,461,993
Telecommunications				
Operations - 51010	\$ 2,917,566	\$ 3,346,527	\$ 3,347,935	\$ 3,603,955
Technical Support and Maintenance - 51020	423,250	354,543	402,484	455,361
Emergency Services - 51040	12,952	16,357	226,736	387,380
Total Telecommunications	\$ 3,353,768	\$ 3,717,427	\$ 3,977,155	\$ 4,446,695
Total General Government Support	\$ 43,788,481	\$ 41,364,505	\$ 39,311,466	\$ 48,560,162



FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 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>City Manager's Office</u>				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	2.00	2.00	2.00	2.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Recreation Supervisor	1.00	1.00	-	-
Central Services Supervisor	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Code Enforcement Officer	3.00	-	-	-
Community Outreach Worker	-	-	1.00	1.00
Deputy City Clerk	2.00	2.00	2.00	2.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Graphics Designer	1.00	1.00	1.00	1.00
Human Resources Administrator	-	-	-	1.00
Human Resources Analyst	3.00	3.00	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
Principal Human Resources Analyst	2.00	2.00	2.00	1.00
Public Affairs Manager/Assistant to the City Manager	2.00	3.00	3.00	3.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	-	-	-
Website Coordinator	-	-	1.00	1.00
Total City Manager's Office	27.00	24.00	25.00	25.00
<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	2.00	2.00	2.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	-	1.00	1.00	1.00
Payroll Coordinator	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	-	-
Treasury Specialist	-	-	1.00	1.00
Total Finance Department	18.00	19.00	19.00	19.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Parks and Community Services Department</u>				
Parks and Community Services Director	-	-	-	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Recreation Supervisor	2.00	2.00	3.00	3.00
Fariview Park Administrator	-	-	-	1.00
Management Analyst	-	-	1.00	1.00
Recreation Coordinator	1.00	3.00	2.00	2.00
Recreation Manager	1.00	1.00	1.00	-
Recreation Specialist	1.00	-	-	-
Recreation Supervisor	2.00	2.00	1.00	1.00
Senior Center Program Administrator	1.00	1.00	1.00	1.00
Total Parks and Community Svcs Department	9.00	10.00	10.00	11.00
<u>Information Technology Department</u>				
Information Technology Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	-	-
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00
Executive Secretary	-	-	1.00	1.00
Network Administrator	3.00	3.00	3.00	3.00
Programmer Analyst II	-	1.00	1.00	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	10.00	11.00	11.00	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	16.00	16.00	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Community Services Specialist	11.00	6.00	6.00	6.00
Court Liaison	-	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	1.00	-	-
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	3.00	4.00	3.00	3.00
Custody Officer	7.00	-	-	-
Electronics Technician	1.00	1.00	1.00	1.00
Emergency Services Administrator	-	-	1.00	1.00
Executive Secretary	2.00	2.00	2.00	2.00
Logistical Support Manager	1.00	1.00	-	-
Office Specialist II	1.00	1.00	1.00	1.00
Park Ranger	-	5.00	6.00	6.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Police Department (Continued)</u>				
Police Officer	97.00	98.00	101.00	102.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Shift Supervisor	3.00	3.00	3.00	3.00
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
Public Affairs Manager	-	-	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Senior Communications Officer	1.00	1.00	1.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Senior Police Officer	7.00	6.00	3.00	2.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Total Police Department	217.00	213.00	212.00	212.00
<u>Fire Department</u>				
Fire Chief	1.00	1.00	1.00	1.00
Assistant Fire Marshal	-	-	-	1.00
Battalion Chief - Administration	1.00	-	-	-
Code Enforcement Officer	-	1.00	1.00	1.00
Division Chief - Administration	-	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Executive Secretary	1.00	1.00	1.00	1.00
Fire Captain	15.00	15.00	15.00	18.00
Fire Captain - Administration	-	1.00	1.00	1.00
Fire Engineer	18.00	18.00	18.00	18.00
Fire Protection Analyst	1.00	1.00	1.00	-
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	39.00	39.00	39.00	42.00
Management Analyst	1.00	1.00	1.00	1.00
Total Fire Department	82.00	84.00	84.00	90.00
<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, Community Improvement Division	-	1.00	1.00	-
Assistant Planner	1.00	1.00	-	1.00
Associate Planner	2.00	3.00	3.00	3.00
Building/Combination Bldg. Inspector	5.00	5.00	5.00	5.00
Building Official	1.00	1.00	1.00	1.00
Building Technician II	2.00	2.00	2.00	2.00
Chief of Code Enforcement	1.00	1.00	1.00	-
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	-	1.00	1.00	1.00
Code Enforcement Officer	5.00	9.00	8.00	6.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Development Services Department (Continued)</u>				
Community Improvement Manager	-	-	-	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	3.00	2.00	3.00	3.00
Office Specialist II	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Plan Checker	-	-	-	1.00
Plan Check Engineer	1.00	-	-	1.00
Principal Planner	3.00	1.00	1.00	1.00
Senior Code Enforcement Officer	-	-	1.00	2.00
Senior Combination Inspector	-	-	1.00	-
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	-	1.00	1.00	1.00
Total Development Services Department	33.00	37.00	38.00	38.00
<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	-	-	-
Associate Engineer	2.00	2.00	1.00	4.00
Chief Construction Inspector	-	-	-	1.00
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	3.00	3.00	1.00	-
Engineering Technician III	4.00	4.00	6.00	5.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	2.00	2.00	2.00	2.00
Executive Secretary	2.00	2.00	2.00	2.00
Facilities & Equipment Supervisor	1.00	-	-	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	7.00	7.00	7.00	6.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Superintendent	-	3.00	3.00	3.00
Maintenance Supervisor	5.00	5.00	5.00	5.00
Maintenance Worker	10.00	10.00	10.00	5.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist I	-	1.00	1.00	1.00
Principal Civil Engineer	-	1.00	1.00	1.00
Public Right of Way Coordinator	1.00	1.00	1.00	-
Senior Engineer	3.00	3.00	4.00	3.00
Senior Maintenance Supervisor	1.00	-	-	-
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	14.00	11.00	11.00	8.00
Transportation Services Manager	1.00	1.00	1.00	1.00
Total Public Services Department	75.00	74.00	74.00	65.00
Total Full-time Employees	477.00	478.00	479.00	477.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
Filled Positions at Fiscal End	408.00	402.00	403.00	
<u>Part-time Employees FTE's (Full-time Equivalents)</u>				
City Manager's Office	11.91	9.29	12.59	14.74
Finance Department	2.21	2.71	2.50	3.25
Parks and Community Services*	44.43	60.77	64.00	69.54
Information Technology Department	0.50	1.48	1.94	2.16
Police Department	18.91	19.63	22.46	23.60
Fire Department	2.75	3.25	3.50	4.00
Development Services Department	4.25	6.50	8.23	7.95
Public Services Department	8.37	7.77	10.82	12.47
Total Part-time FTE's	93.33	111.40	126.04	137.71

* Division title changed from Recreation in FY 14-15. Previously included in Public Services in prior year.



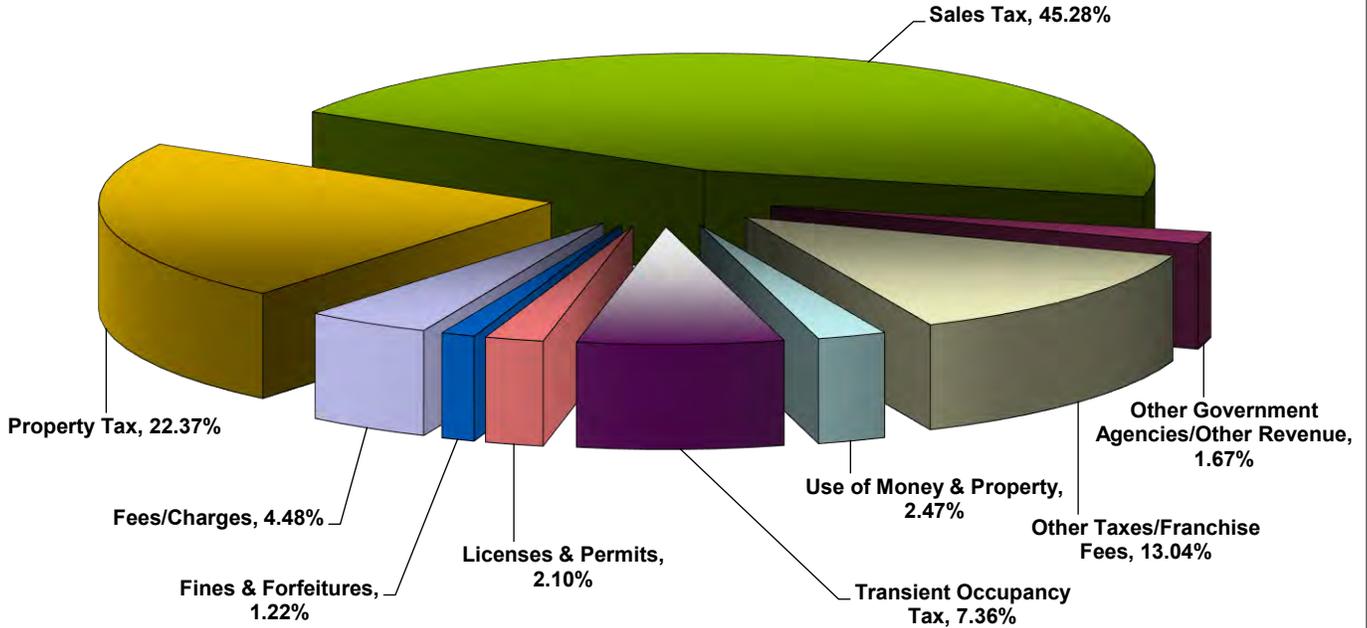
APPROPRIATIONS SUMMARIES

GENERAL FUND

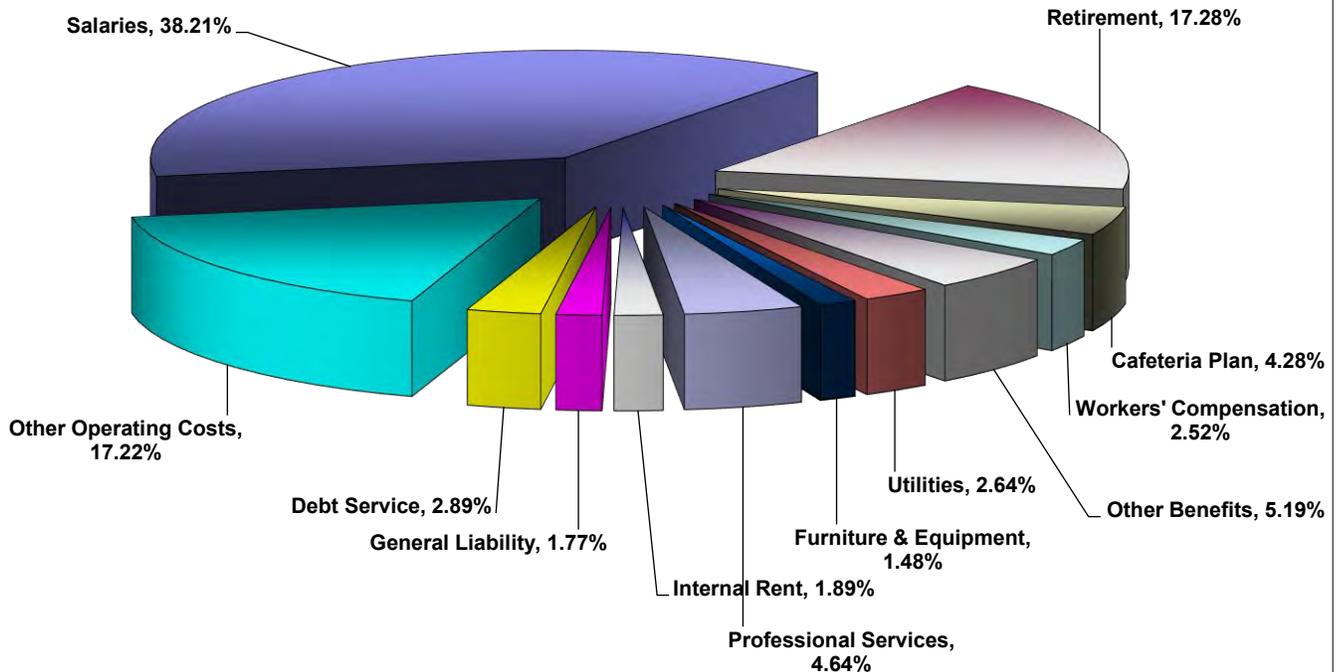
FISCAL YEAR 2017-2018

CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND RESOURCES & APPROPRIATIONS
FISCAL YEAR 2017-2018

GENERAL FUND RESOURCES - TOTAL \$125,674,573
(Including Transfers In)

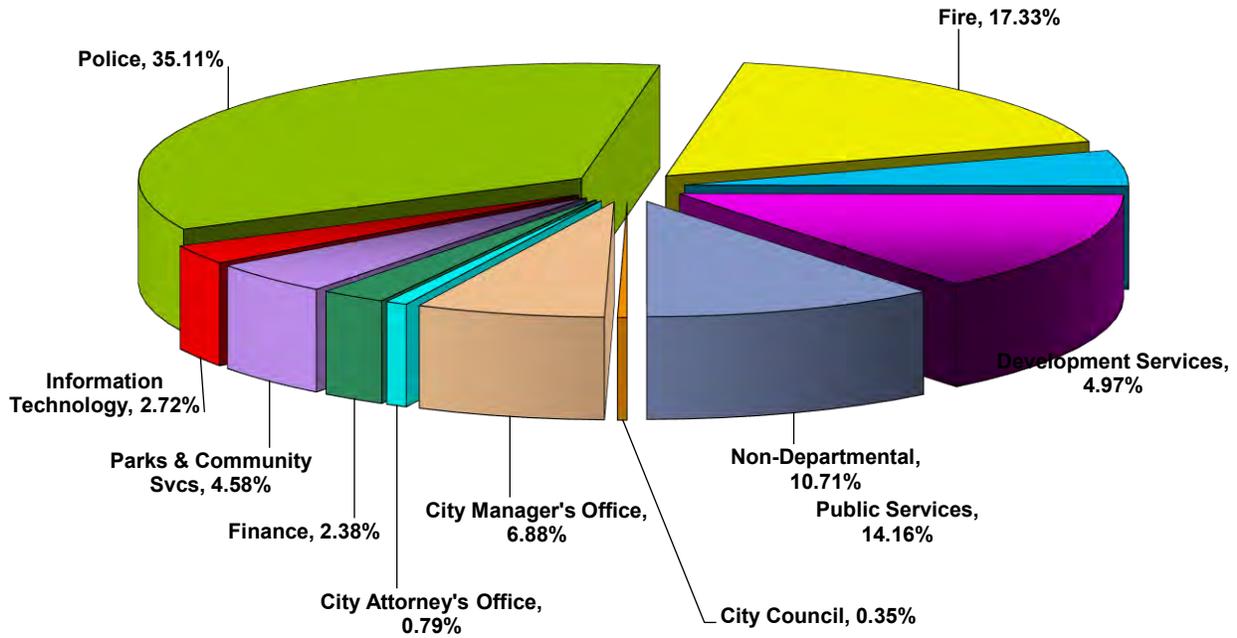


GENERAL FUND APPROPRIATIONS - TOTAL \$128,845,069

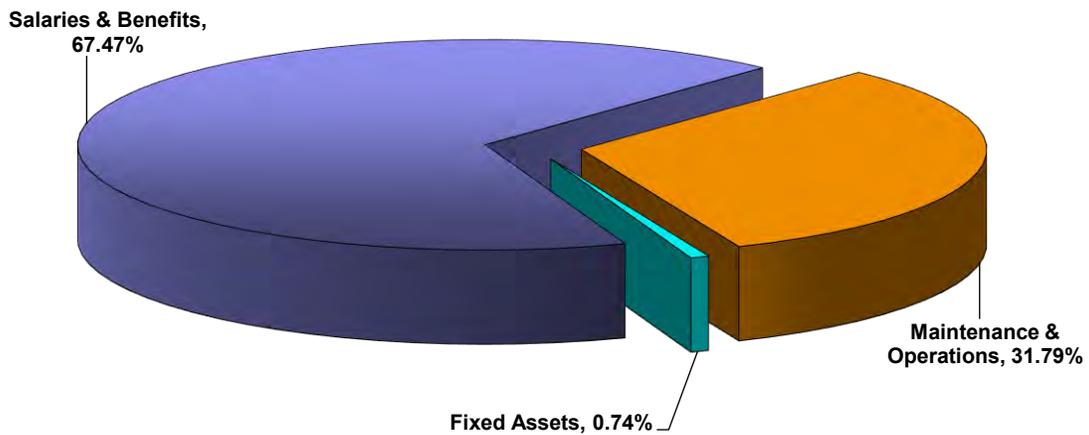


CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND APPROPRIATIONS
 FISCAL YEAR 2017-2018

GENERAL FUND APPROPRIATIONS by DEPARTMENT
 Total \$128,845,069



GENERAL FUND APPROPRIATIONS by CATEGORY
 Total \$128,845,069



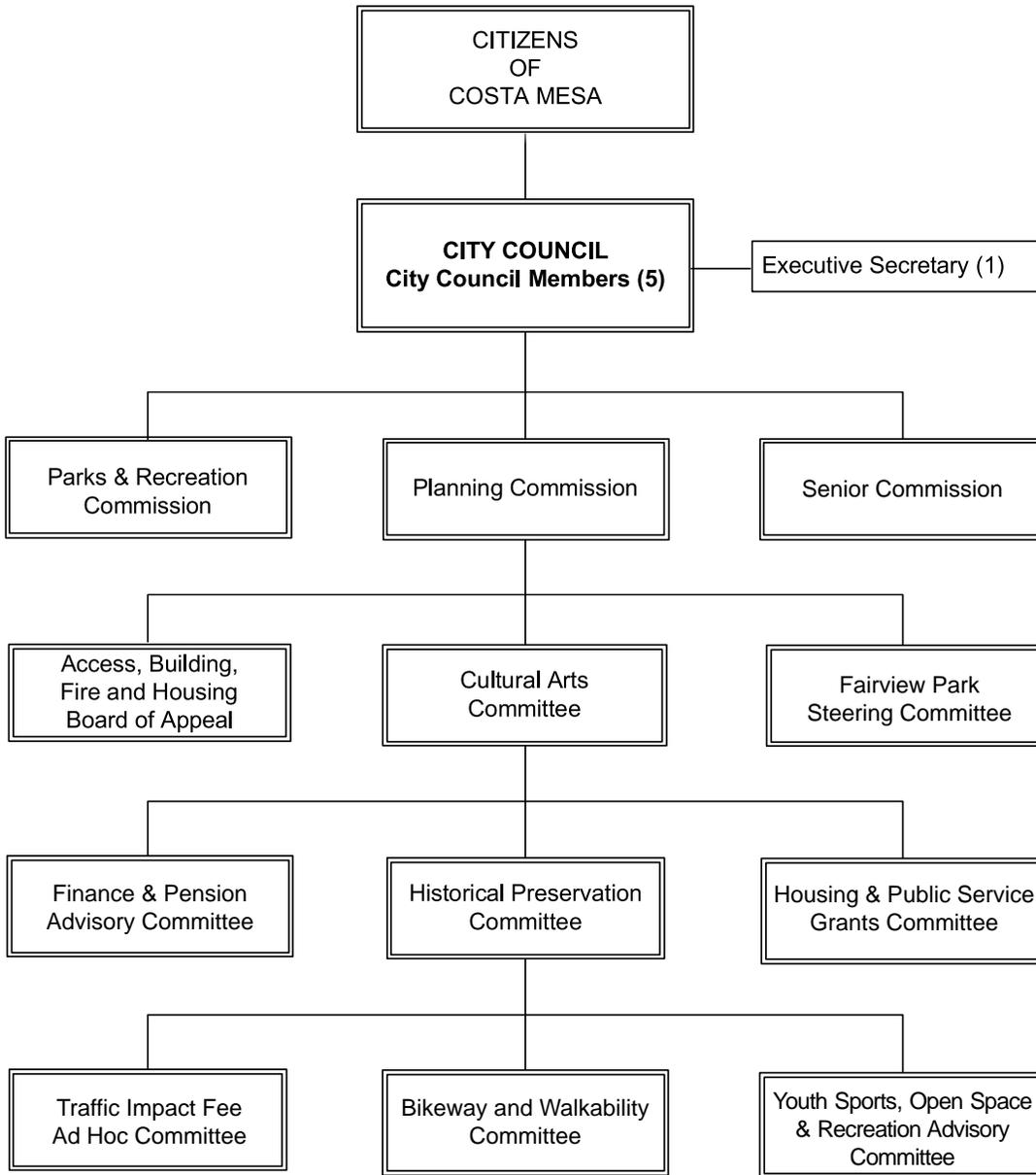
**SUMMARY OF APPROPRIATIONS
BY ACCOUNT - GENERAL FUND ONLY**

Description	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Adopted
Regular Salaries - Sworn	\$ 18,320,595	\$ 18,322,223	\$ 22,006,226	\$ 21,881,255
Regular Salaries - Non-Sworn	15,314,727	15,975,179	14,689,647	18,334,361
Regular Salaries - Part-Time	4,092,264	3,959,820	4,876,796	4,736,329
Overtime	6,617,025	7,124,396	4,532,965	4,273,872
Accrual Payoff - Excess Max.	168,807	147,590	212,072	212,072
Vacation/Comp. Time Cash Out	265,353	214,420	158,094	156,915
Holiday Allowance	733,383	642,765	405,771	475,141
Separation Pay-Off	374,201	320,869	-	-
Other Compensation	2,076,036	2,001,636	2,497,275	2,438,339
Cafeteria Plan	3,887,212	4,158,495	4,644,694	5,517,696
Medicare	688,814	701,612	628,015	649,415
Retirement	16,928,366	18,003,320	20,948,417	22,263,260
Longevity	2,568	2,664	2,268	2,760
Professional Development	412,175	515,579	657,019	716,330
Auto Allowance	30,696	31,576	35,662	35,662
Unemployment	41,811	41,811	84,599	84,596
Workers' Compensation	2,304,484	2,302,938	2,587,119	3,240,252
Employer Contr.Retirees' Med.	1,880,229	1,914,220	1,915,100	1,915,100
Salaries & Benefits	\$ 74,138,746	\$ 76,381,115	\$ 80,881,739	\$ 86,933,355
Stationery and Office	\$ 199,598	\$ 213,053	\$ 188,847	\$ 191,854
Multi-Media, Promos, Subscript.	324,181	426,466	454,612	633,853
Small Tools and Equipment	472,484	357,051	408,035	339,888
Uniforms and Clothing	346,365	284,353	386,069	401,169
Safety and Health	287,462	389,286	451,938	478,849
Maintenance and Construction	450,557	467,592	462,230	429,230
Agriculture	125,362	148,065	131,165	102,000
Fuel	(935)	-	200	200
Electricity - Buildings & Fac.	605,593	572,108	587,600	545,708
Electricity - Power	270,833	255,060	269,000	276,400
Electricity - Street Lights	1,045,470	1,022,924	1,100,000	1,100,000
Gas	37,870	42,157	47,000	46,600
Water - Domestic	167,062	134,034	168,075	159,210
Water - Parks and Parkways	692,970	457,467	834,250	689,813
Waste Disposal	147,699	137,240	149,600	149,600
Janitorial and Housekeeping	396,861	447,327	395,056	438,711
Postage	151,762	107,674	98,600	100,600
Legal Advertising/Filing Fees	219,266	214,189	219,400	219,400
Advertising and Public Info.	7,186	9,033	10,750	10,750
Telephone/Radio/Communications	331,995	471,113	479,440	514,186
Meetings and Conferences	48,814	43,823	36,000	37,000
Mileage Reimbursement	2,244	2,153	3,695	4,195
Board Member Fees	29,700	32,700	34,200	34,200
Buildings and Structures	83,322	99,935	100,350	293,550
Landscaping and Sprinklers	1,295,394	1,433,979	1,597,364	2,864,384
Underground Lines	-	5,000	5,000	4,000
Automotive Equipment	-	-	-	1,800
Office Furniture	16,942	28,035	3,850	3,850
Office Equipment	641,401	587,519	671,793	58,402

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

Description	FY 14-15	FY 15-16	FY 16-17	FY 17-18
	Actual	Actual	Adopted	Adopted
Maintenance & Operations (Continued)				
Other Equipment	\$ 1,137,510	\$ 817,687	\$ 882,982	\$ 892,536
Streets, Alleys and Sidewalks	140,720	813,651	1,150,100	1,089,394
Employment	552,118	418,586	83,300	51,800
Consulting	3,674,691	3,670,304	4,053,987	3,675,238
Legal	349,782	778,529	238,500	258,500
Engineering and Architectural	283,085	373,105	422,084	276,938
Financial & Information Svcs.	157,195	189,146	235,100	227,230
Medical and Health Inspection	131,717	159,947	213,555	213,555
Law Enforcement	426,351	571,903	763,390	722,242
Recreation	427,184	477,962	579,321	548,571
Principal Payments	2,390,000	2,490,000	2,755,000	2,860,000
Interest Payments	1,124,579	1,028,316	980,493	860,865
External Rent	612,764	638,013	757,940	762,440
Grants, Loans and Subsidies	190,345	198,547	150,000	156,100
Central Services	151,474	163,759	139,700	144,450
Internal Rent - Maint. Charges	1,115,713	1,182,058	1,529,195	1,517,263
Internal Rent - Repl.Cost	253,231	689,465	744,682	668,653
Internal Rent - IT Replacement	100,000	150,002	200,000	250,002
General Liability	1,740,140	1,742,501	2,223,407	2,286,314
Taxes and Assessments	87,554	91,368	25,235	25,235
Contingency	-	-	1,000,000	1,000,000
Other Costs	(78)	683	-	-
Assistance	9,425	13,666	20,000	20,000
Acquisition Costs	322,736	-	-	-
Operating Transfers Out	10,814,636	8,934,119	7,796,786	12,327,926
Maintenance & Operations	\$ 34,590,328	\$ 33,982,654	\$ 36,238,876	\$ 40,964,654
Buildings and Structures	\$ -	\$ 2,603	\$ -	\$ -
Automotive Equipment	1,404	-	-	-
Office Furniture	-	76,998	4,023	14,626
Office Equipment	21,518	41,000	-	-
Other Equipment	405,936	1,042,782	268,259	932,434
Fixed Assets	\$ 428,858	\$ 1,163,383	\$ 272,282	\$ 947,060
Total Appropriations	\$ 109,157,932	\$ 111,527,151	\$ 117,392,897	\$ 128,845,069





CITY COUNCIL

The City Council is the policy setting body of the City. There are five Council Members and one Executive Secretary in this department. After swearing in and qualifying any newly elected member, the City Council shall elect the Mayor and the Mayor Pro-Tem.

CITY COUNCIL - 10100

City Council - Program 50110

Council duties include establishing goals and policies, enacting legislation, adopting the City's operating and capital budget, and appropriating the funds necessary to provide services to the City's residents, businesses and visitors. City Council Members also participate in a wide variety of community and regional activities and spend a considerable amount of time interacting with residents, business owners, and community stakeholders.

Clerical staff provides administrative support and customer services to five City Council Members and the public.

BUDGET NARRATIVE

The FY 17-18 adopted budget for the City Council is \$447,093, an increase of \$77,100, or 20.8 percent as compared to the adopted budget for FY 16-17. This increase is mainly attributed to an increase in the Professional Development and Cafeteria Plan account.

GOALS

In March 2017, the City Council set the following strategic goals to receive the highest priority attention in FY 2017-18:

Tier 1: To receive the highest priority attention in FY 2017-18

- Begin Construction of the Lions Park Projects
- Engage in strategies for a safe community, including having a fully-staffed Police Department
- Address homelessness, both locally and on a cooperative basis with other communities
- Address issues related to group/sober living homes
- Maintain focus on fiscal responsibility

Tier 2: To be carried out as resources permit in FY 2017-18

- Invest in infrastructure (e.g., sidewalks, streets, safe bike trails)
- Fill City staffing vacancies to provide needed services
- Ensure our land use policies will make life better for our residents and try to keep our residential areas nice places to live
- Formally consider a new ambulance transport system
- Complete the process to create a Master Plan for the Arts
- Pursue economic development with a focus on attracting middle and well-paying jobs and supporting workforce development
- Implement additional measures to enhance our animal control and sheltering services

Each Department has identified its FY 2017-18 Tier 1 and Tier 2 Goals and Objectives in its Budget Narrative pages.



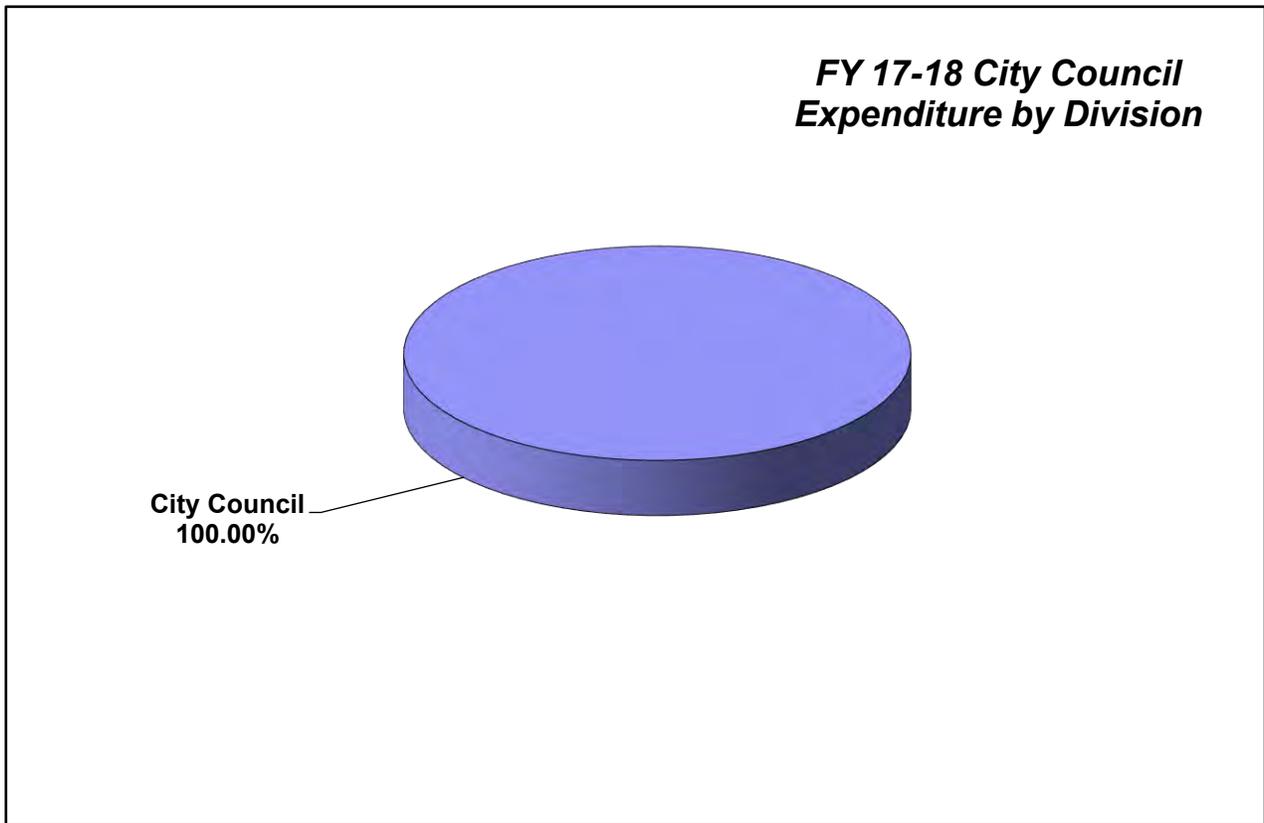
**CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 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>



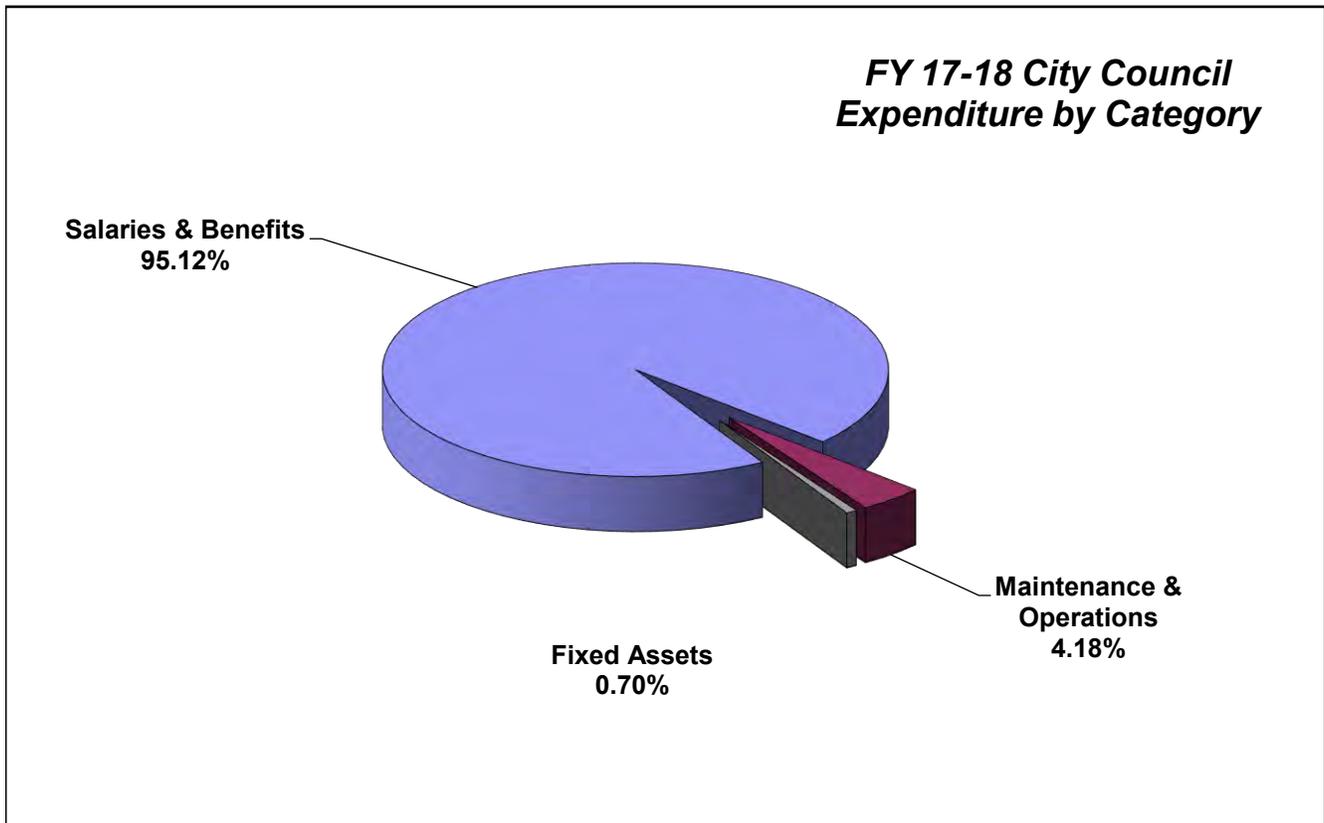
**CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
City Council - 10100	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	20.84%
Total Expenditures	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	20.84%



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

	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 343,581	\$ 335,398	\$ 350,768	\$ 425,268	21.24%
Maintenance & Operations	80,805	29,312	16,075	18,675	16.17%
Fixed Assets	3,150	-	3,150	3,150	0.00%
Total Expenditures	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	20.84%



	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	100.00%
Total Funding Sources	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	100.00%

CITY OF COSTA MESA, CALIFORNIA

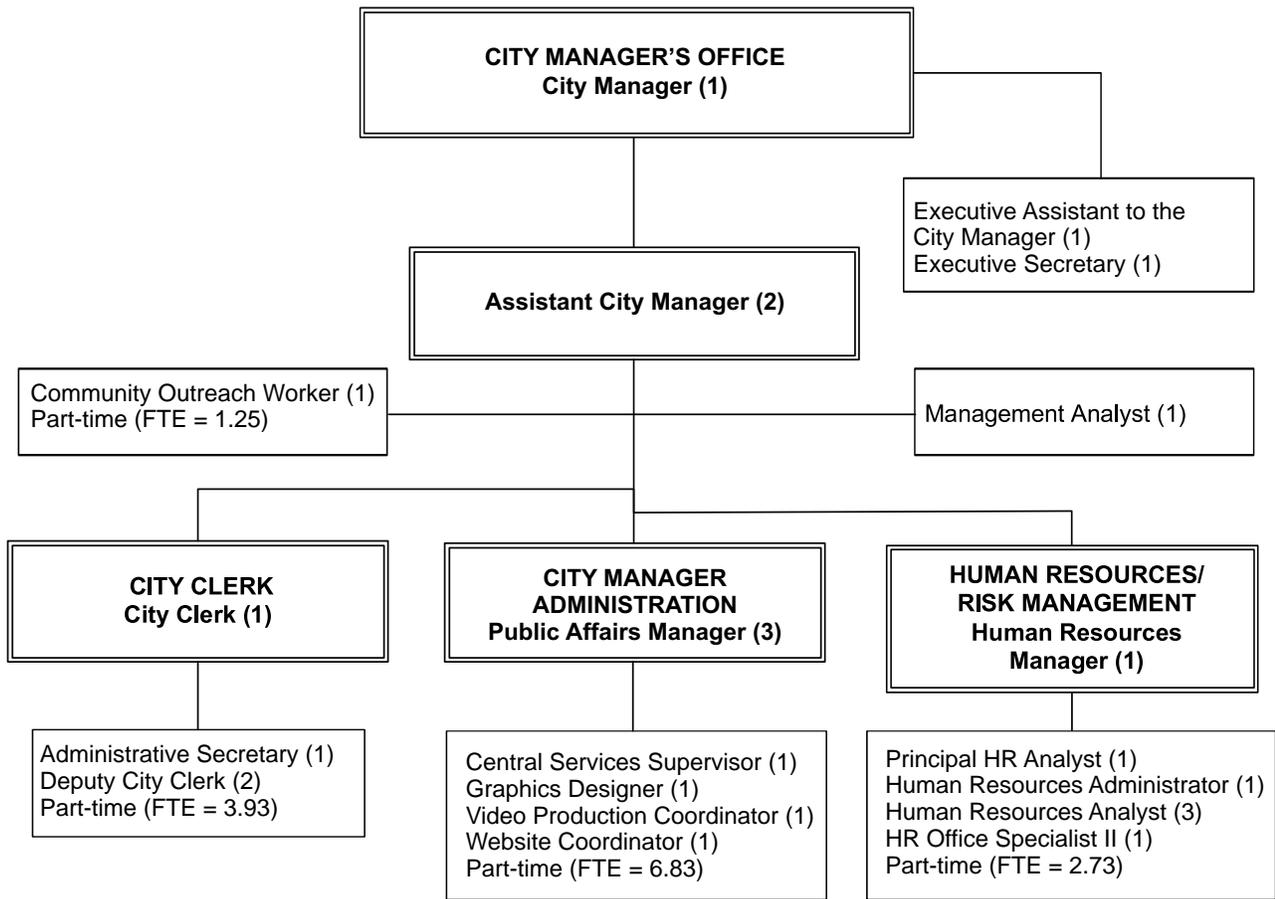
**CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account #	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 122,660	\$ 101,087	\$ 109,513	\$ 101,938	-7%
Overtime	501400	297	1,030	-	-	0%
Separation Pay-Off	501800	-	206	-	-	0%
Cafeteria Plan	505100	120,025	121,789	119,628	142,560	19%
Medicare	505200	2,241	2,129	1,588	1,478	-7%
Retirement	505300	36,937	19,842	26,217	26,323	0%
Professional Development	505500	61,421	89,315	93,822	152,969	63%
Subtotal Salaries & Benefits		\$ 343,581	\$ 335,398	\$ 350,768	\$ 425,268	21%
Stationery and Office	510100	\$ 1,172	\$ 718	\$ 1,250	\$ 1,250	0%
Multi-Media, Promotions and Subs	510200	9,674	2,047	1,875	1,875	0%
Small Tools and Equipment	510300	901	1,340	1,350	1,350	0%
Uniform & Clothing	510400	-	-	500	500	0%
Safety and Health	510500	715	1,086	-	1,100	0%
Postage	520100	52,595	16	600	600	0%
Meetings & Conferences	520500	10,214	11,971	8,500	10,000	18%
Mileage Reimbursement	520600	-	128	-	-	0%
Employment	530100	-	9,905	-	-	0%
External Rent	535400	4,868	766	500	500	0%
Central Services	535800	666	1,335	1,500	1,500	0%
Subtotal Maintenance & Operations		\$ 80,805	\$ 29,312	\$ 16,075	\$ 18,675	16%
Other Equipment	590800	\$ 3,150	\$ -	\$ 3,150	\$ 3,150	0%
Subtotal Fixed Assets		\$ 3,150	\$ -	\$ 3,150	\$ 3,150	0%
Total Expenditures		\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	21%

**CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
CITY COUNCIL - 10100					
City Council - 50110					
Salaries & Benefits	\$ 343,581	\$ 335,398	\$ 350,768	\$ 425,268	21%
Maintenance & Operations	80,805	29,312	16,075	18,675	16%
Fixed Assets	3,150	-	3,150	3,150	0%
Subtotal City Council	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	21%
Total Expenditures	\$ 427,536	\$ 364,710	\$ 369,993	\$ 447,093	21%





CITY MANAGER'S OFFICE

The City Manager's Office is a General Government Support function. The Department is comprised of four divisions, split into different programs and has 25 full-time staff members composed of eight management, 13 professional, and four clerical positions. Part-time staffing consists of 14.74 full-time equivalents. The four divisions are as follows:

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

ADMINISTRATION - 11100

City Manager's Office 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.

Network for Homeless Solutions - 50250

The Network for Homeless Solutions (NHS) is responsible for the execution of the Homeless Task Force Implementation Strategy adopted by the City Council in 2012. Community Outreach Workers assist Costa Mesa homeless residents obtain housing and link them to services designed to end their homelessness. The NHS team, consisting of department staff liaisons as well as key stakeholders within the community and mental health workers from the County of Orange, meets weekly to discuss strategies to remediate homelessness and quality of life issues.

Communications and Marketing - 51050

Ensures quality communication, both internally and externally, utilizing a variety of platforms such as the website, news blog, social media, TV channel, newsletter, print and more.

CITY CLERK - 11200

Elections - 50120

As the local elections official, the City Clerk conducts the General Municipal Election by coordinating the filing of candidate nominations, initiatives, referendums, and recall actions. The City Clerk is the Filing Officer for the Political Reform Act and coordinates the filing of campaign financial statements and Conflicts of Interest Statements.

Council Meetings - 50410

The role of the City Clerk includes serving as Clerk of the City Council and Secretary to the Housing Authority, Successor Agency to the Costa Mesa Redevelopment Agency and the Oversight Board of the Successor Agency to the Redevelopment Agency. As the Brown Act official the Clerk is responsible for preparing and reviewing agendas for all meetings, manages records pertaining to Council legislative actions and proceedings, minutes, ordinances, resolutions, public notices and indices thereof. The City Clerk's office manages the concierge services in the City Hall lobby which is responsible for greeting the public, checking in of guests, and answering the main telephone line to City Hall.

Public Records - 50420

As the Public Records Act official, Custodian of Records and City Archivist the Clerk is the administrator for official city documents and records, including indexing, preservation and archiving programs, retention schedules, public records requests responses, and subpoenas for records. The City Clerk is responsible for the execution of the

CITY MANAGER'S OFFICE

Electronic Document Imaging System including adding records to the database to provide greater access to public documents.

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). Serves 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. Serves as a liaison to the Pension Oversight Committee to review annual and long-term pension and financial matters as it pertains to the City's CalPERS retirement pension obligation. 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.

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.

CITY MANAGER'S OFFICE

BUDGET NARRATIVE

The FY 17-18 adopted budget for the City Manager's Office is \$14,448,060, an increase of \$1,170,006, or 8.81%, compared to the adopted budget for FY 16-17.

Increases are mainly attributed to Salaries and Benefits accounts as well as a slight increase in Maintenance and Operations accounts.

PRIOR YEAR'S ACCOMPLISHMENTS

- Ensured successful November 2016 election with comprehensive outreach and public information campaigns regarding ballot measures.
- Apprised residents of City information in a timely and easily accessible manner through various means: press releases, brochures and flyers, City's website, CMTV 3, social media channels, the Costa Mesa Minute, Costa Mesa Connected and City Hall Snapshot.
- Hosted and expanded upon the annual Snoopy House event attracting an estimated 30,000 guests and celebrated the 50th anniversary of the holiday tradition.
- Prepared multiple letters on bills and legislative issues to area legislators, state bill authors, and the Governor to make sure the City is heard on issues that potentially impact Costa Mesa.
- Continued to assist the 1/5 Support Group in fundraising and awareness efforts for the City's adopted 1st Battalion, 5th Marine Regiment.
- Network for Homeless Solutions Outreach Team connected approximately 69 individuals with permanent housing in 2016. They currently have an active case load of approximately 104 clients and continue to follow up on 20 individuals who have recently been housed. The collaborative team also reconnected another 17 individuals to family or placement outside of the area.
- City Clerk Division successfully conducted the General Municipal Election including an unprecedented 8 measures on the ballot and 7 City Council candidates.
- City Clerk Division processed a record 783 Public Records Act Requests, a 10% increase over 2015.
- City Clerk Division expanded the Electronic Document Imaging System as Laserfiche was installed in the Building, Planning, Code Enforcement, and Engineering Departments.
- City Clerk Division facilitated the scanning and integration of 250,000 building documents, permits, and plans into the Laserfiche system.
- City Clerk Division researched and initiated the SeamlessDocs program for forms and digital signature solutions, further promoting a paperless organization.
- City Clerk Division upgraded the City's document imaging system from Laserfiche Avante to Laserfiche Rio, in order to add 50 user accounts Citywide, and to begin implementing the public portal (public online access to approved City records).
- City Clerk Division completed the update of the citywide Records Retention Schedule.
- City Clerk Division processed 310 campaign financial statements and 225 Conflict of Interest statements.
- City Clerk Division prepared 30 meeting agendas, processed 86 resolutions, and 18 ordinances.
- In partnership with the Police Department, HR Division maintained an ongoing recruitment process to proactively attract and hire Police Recruits, Police Academy Graduate, Police Officers and Police Reserve Officers.
- Provided ongoing staffing and recruitment solutions to departments in addressing a variety of part-time, full-time and temporary needs.
- Provided assistance to the City's Chief Negotiator with the Costa Mesa City Employee Association and Costa Mesa Fire Association regarding wages, hours, terms and conditions of employment, or meet and confer negotiations following the COIN Ordinance.
- In conjunction with the COIN Negotiation process, HR successfully implemented the agreed upon provisions of the MOU with the Costa Mesa Police Association.
- Created and implemented a program to comply with Title IV of the Civil Rights Act.
- Facilitated implementation of 9/80 alternative work schedule.
- Managed, coordinated and facilitated various employee recognition programs to include the monthly Meet & Greet and City Manager Award ceremony, and the annual Employee Service Award ceremony and program.

CITY MANAGER'S OFFICE

- Facilitated employment law and employee relations training including supervisory, performance management, and mandated harassment training for managers and supervisors through the Orange County Human Resources Consortium.
- Provided managers and supervisors with essential and proactive employee relations counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Proactively managed the City's DOT Drug and Alcohol Testing Policy and Program.
- Continued to administer the ongoing recommendations of the City's Workers' Compensation Organizational Report and diligently worked with the City's third party administrator, AdminSure, regarding Workers' Compensation claims.
- Successfully implemented Accord Affordable Care Act (ACA) reporting and management system.

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.
- Administer special programs and projects in a timely manner, as set by the City Council.
- Ensure quality communication, both internally and externally, utilizing a variety of platforms such as website, news blog, social media, TV channel, newsletter and more.
- Maintain accurate records of official documents of the City; publish City legal notices as required by law.
- 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. (Tier 1)
- 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.
- Provide the highest quality services and programs to the community; provide professional, timely and cost effective services to City staff; strengthen community image and facilitate community problem-solving through a commitment to teamwork and customer service.
- Develop and refine internal reporting systems to allow for tracking compliance with new ordinances. (Tier 1)
- Establish realistic strategies and make recommendations that address the needs of the Costa Mesa community, residents, businesses, and the homeless. (Tier 1)
- Forge additional partnerships in the community and strengthen those that already exist through community outreach, engagement, and integration of services with existing partners. (Tier 1)
- Work towards increased cooperation from homeless service providers to focus efforts on Costa Mesa homeless. (Tier 1)

CITY MANAGER'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.
- 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.
- 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.
- 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.
- 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.
- Conduct Citywide training for all clerical support and analyst level staff to inform them of various Human Resources and Payroll procedures.
- Create a policy, materials and pertinent training to comply with Title VI of the Civil Rights Act.
- Report all new work related injuries to the third party administrator 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.
- Provide supervisors and employees with assistance and counseling on benefits and leave-related matters.
- Continue to provide highly responsive and cost effective printing, duplicating and postal services to all City departments.
- 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.

CITY MANAGER'S OFFICE***Performance Measures/Workload Indicators:***

<u>Performance Measures:</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Percentage of complaint responses provided within 10 business days	70%	70%	70%
Completed City Council minutes by the following Council meeting	100%	100%	100%
Public record requests to the City Clerk responded to within prescribed time	100%	100%	100%
Employee turnover rate (non-retirements)	7%	5%	6%
Percentage of eligibility lists established within ten (10) weeks of administrative authorization to fill	81%	70%	75%
Percentage of promotional eligibility lists established within (5) weeks of administrative authority to fill	54%	70%	70%
Percentage of work-related injuries reported to third-party administrator within 24-hour notice of injury	100%	100%	100%
Percentage of insurance certificate verification requests reviewed within 5 business days	90%	90%	90%
Percentage of claims filed that are closed without litigation	80%	80%	80%
Percentage of benefit change requests processed within five business days	90%	90%	95%
Percentage of complaints regarding homeless issues responded to within five days	100%	100%	100%
<u>Workload Indicators:</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Number of correspondence letters prepared on legislation	10	10	10
Number of complaints requiring formal written response (including email letters)	150	150	150
Number of weekly informal complaints/inquiries received/processed	800	800	800
Number of press releases and information pieces processed	40	160	170
Number of Council requests and projects processed	1250	1500	1750
Number of City Hall Snapshots distributed	50	50	50
Number of internal newsletters published	*	*	50
Number of proclamations, certificates, speeches, tours, response/congratulatory lettered prepared and other Council-related support activities	650	600	675
Number of formal and informal records & phone calls processed	5,100	5,500	5,750
Number of Costa Mesa Minutes episodes produced	272	270	270
Number of citizens reached through City social media	9,221	8,500	12,000
Number of recruitments processed	60	60	60
Number of public records requests processed	783	700	800
Number of documents scanned into the Laserfiche system	250,000	*	200,000
Number of microfiche images converted to the Laserfiche system	3 million	*	2 million
Number of qualified job applicants placed onto an eligibility list	357	600	525

CITY MANAGER'S OFFICE

Number of volunteers participating in City programs	98	100	100
Number of job applicants processed	5,889	7,000	6,750
Number of open enrollment submissions processed	627	425	600
Number of benefit enrollment changes/submissions processed outside of the open enrollment window	1,002	*	1,300
Number of outgoing mail metered in-house	103,100	120,000	121,000
Number of copies produced by Central Services	1,806,965	1,600,000	1,900,000
Number of individuals placed into permanent housing	69	40	50
Number of individuals placed into temporary housing	30	23	16
Number of linkages to social services made	1000	250	1000
Number of individuals reconnected to family or placement outside the area	17	20	20

* No figures



**CITY MANAGER'S OFFICE
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

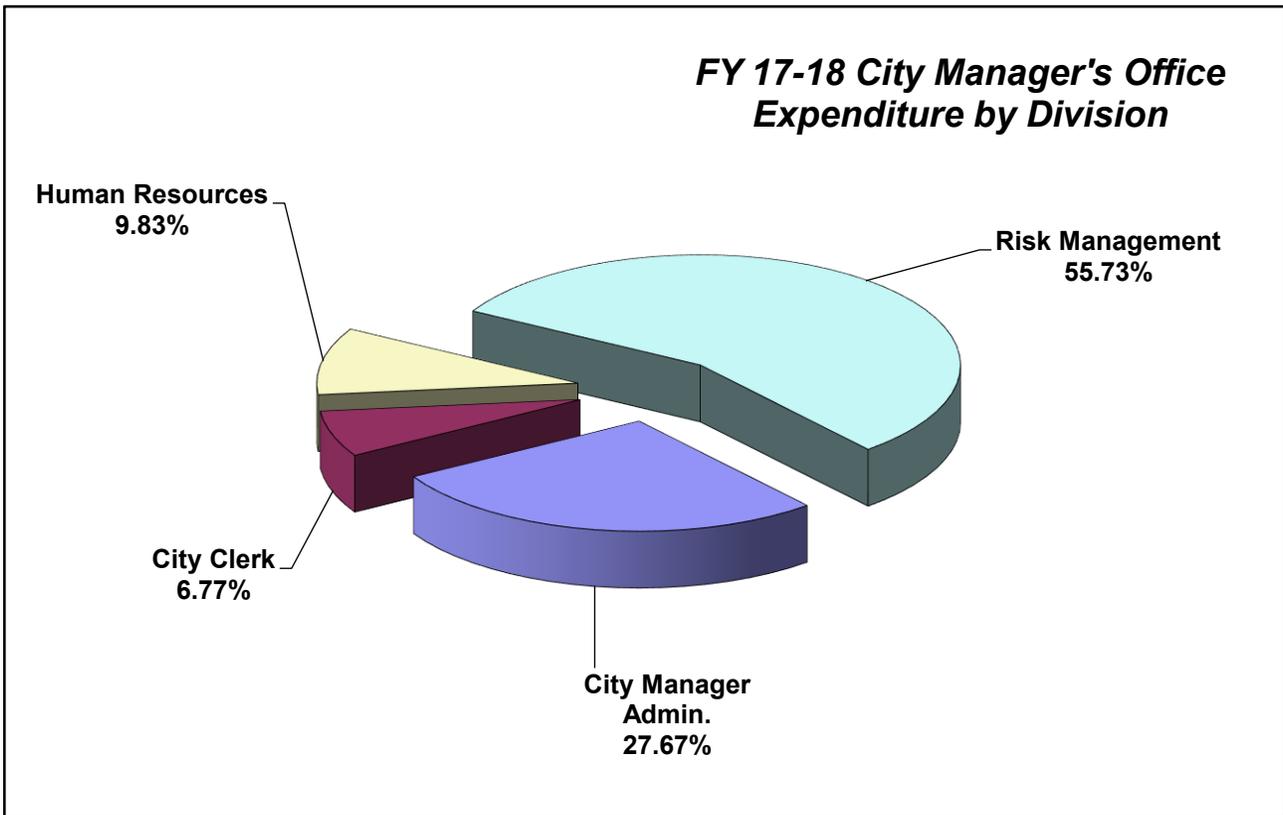
	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>City Manager Administration - 11100</u>				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	2.00	2.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Public Affairs Manager/Assistant to the City Manager	-	-	1.00	-
<i>Subtotal City Manager Administration - 50001</i>	5.00	6.00	7.00	6.00
Code Enforcement Officer	3.00	-	-	-
Website Coordinator	-	-	1.00	-
<i>Subtotal Network for Homeless Solutions - 50250</i>	3.00	-	1.00	-
Assistant Recreation Supervisor	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
Public Affairs Manager/Assistant to the City Manager	2.00	3.00	2.00	2.85
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	-	-	-
Website Coordinator	-	-	-	1.00
<i>Subtotal Communications and Marketing - 51050</i>	6.50	7.00	5.00	6.85
<u>Housing Authority - 11500</u>				
City Clerk	-	-	-	0.05
Community Outreach Worker	-	-	-	1.00
Deputy City Clerk	-	-	-	0.05
Public Affairs Manager/Assistant to the City Manager	-	-	-	0.15
<i>Housing - 20600</i>	-	-	-	1.25
Community Outreach Worker	-	-	1.00	-
<i>Homeless Prevention - 20605</i>	-	-	1.00	-
Total City Manager Full-time Positions	14.50	13.00	14.00	14.10
Total City Manager Part-time (in FTE's)	8.85	7.00	7.36	8.08

**CITY MANAGER'S OFFICE
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>City Clerk - 11200</u>				
City Clerk	0.50	0.30	0.30	0.30
Deputy City Clerk	0.20	-	0.20	0.10
<i>Subtotal Elections - 50120</i>	0.70	0.30	0.50	0.40
City Clerk	0.25	0.40	0.40	0.35
Deputy City Clerk	0.90	1.00	0.90	0.85
Administrative Secretary	0.50	0.50	0.50	0.50
<i>Subtotal City Council Meetings - 50410</i>	1.65	1.90	1.80	1.70
City Clerk	0.25	0.30	0.30	0.30
Deputy City Clerk	0.90	1.00	0.90	1.00
Administrative Secretary	0.50	0.50	0.50	0.50
<i>Subtotal Public Records - 50420</i>	1.65	1.80	1.70	1.80
Total City Clerk Full-time Positions	4.00	4.00	4.00	3.90
Total City Clerk Part-time Positions (in FTE's)	1.06	0.50	2.50	3.93
<u>Human Resources - 14100</u>				
Assistant City Manager	0.50	-	-	-
Human Resources Manager	0.65	0.65	0.65	0.65
Human Resources Administrator	-	-	-	1.00
Human Resources Analyst	2.00	2.00	2.10	2.10
Human Resources Office Specialist II	0.70	0.70	0.70	0.70
Principal Human Resources Analyst	1.00	1.00	1.00	-
<i>Subtotal Human Resources Admin - 50610</i>	4.85	4.35	4.45	4.45
Total Human Resources Full-Time Positions	4.85	4.35	4.45	4.45
Total HR Part-time Positions (in FTE's)	1.45	1.25	2.25	1.50
<u>Risk Management - 14400</u>				
Assistant City Manager	0.50	-	-	-
Human Resources Manager	0.35	0.35	0.35	0.35
Human Resources Analyst	1.00	1.00	0.90	0.90
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>	3.15	2.65	2.55	2.55
Total Risk Management Full-time Positions	3.15	2.65	2.55	2.55
Total Risk Mgmt Part-time Positions (in FTE's)	0.55	0.55	0.48	1.23
Total Department Full-time Positions	26.50	24.00	25.00	25.00
Total Department Part-time Positions (in FTE's)	11.91	9.30	12.59	14.74
TOTAL DEPARTMENT	38.41	33.30	37.59	39.74

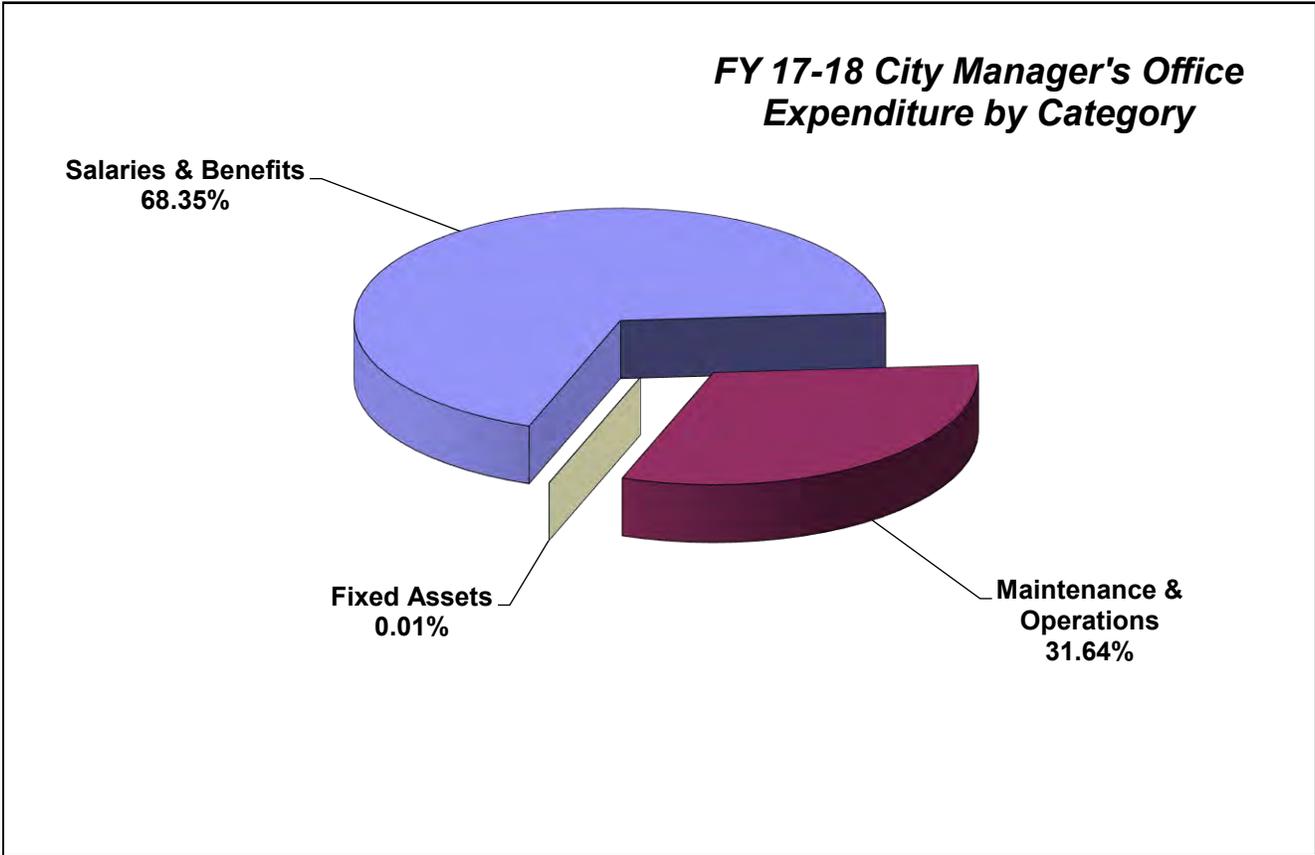
**CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Division:</u>					
City Manager Admin. - 11100	\$ 3,605,802	\$ 3,482,382	\$ 3,700,378	\$ 3,996,215	7.99%
City Clerk - 11200	639,056	696,121	1,085,855	978,473	-9.89%
Human Resources - 14100	1,213,900	1,425,178	1,388,164	1,420,912	2.36%
Risk Management -14400	7,745,916	7,088,283	7,103,657	8,052,460	13.36%
Total Expenditures	\$ 13,204,675	\$ 12,691,963	\$ 13,278,054	\$ 14,448,060	8.81%



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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 9,072,867	\$ 8,721,023	\$ 8,918,166	\$ 9,875,871	10.74%
Maintenance & Operations	4,124,131	3,924,219	4,359,178	4,571,479	4.87%
Fixed Assets	7,677	46,721	710	710	0.00%
Total Expenditures	\$ 13,204,675	\$ 12,691,963	\$ 13,278,054	\$ 14,448,060	8.81%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 7,771,156	\$ 8,061,479	\$ 8,595,614	\$ 8,861,825	61.34%
Self-Insurance Fund - 602	5,433,519	4,630,485	4,682,440	5,586,235	38.67%
Total Funding Sources	\$ 13,204,675	\$ 12,691,963	\$ 13,278,054	\$ 14,448,060	100.00%

CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,287,300	2,288,806	\$ 2,440,117	\$ 2,508,914	3%
Regular Salaries - Part time	501300	408,238	449,031	539,293	640,599	19%
Overtime	501400	86,976	69,454	29,000	37,000	28%
Accrual Payoff - Excess Maximum	501500	3,708	4,264	3,400	3,400	0%
Vacation/Comp. Time Cash Out	501600	39,272	36,484	11,200	12,320	10%
Holiday Allowance	501700	12,949	9,182	-	1,780	0%
Separation Pay-Off	501800	2,512	3,873	-	-	0%
Other Compensation	501900	7,454	11,928	47,483	72,000	52%
Cafeteria Plan	505100	339,935	379,291	349,128	428,631	23%
Medicare	505200	44,258	44,138	35,458	36,539	3%
Retirement	505300	1,033,999	789,364	955,470	985,982	3%
Professional Development	505500	80,922	94,040	63,285	95,514	51%
Auto Allowance	505600	19,248	19,248	18,600	18,600	0%
Unemployment	505800	30,886	32,828	87,492	87,492	0%
Workers' Compensation	505900	2,794,980	2,574,872	2,423,140	3,032,000	25%
Employer Contr.Retirees' Med.	506100	1,880,229	1,914,220	1,915,100	1,915,100	0%
Subtotal Salaries & Benefits		\$ 9,072,867	\$ 8,721,023	\$ 8,918,166	\$ 9,875,871	11%
Stationery and Office	510100	\$ 30,013	\$ 36,172	\$ 16,780	\$ 21,280	27%
Multi-Media, Promotions and Subs	510200	89,844	114,293	94,400	260,900	176%
Small Tools and Equipment	510300	53,077	51,177	26,640	26,640	0%
Uniform & Clothing	510400	407	-	1,300	2,300	77%
Safety and Health	510500	16	-	250	1,330	432%
Maintenance & Construction	510600	226	-	500	500	0%
Postage	520100	11,814	8,780	11,025	11,025	0%
Legal Advertising/Filing Fees	520200	13,812	15,978	20,300	20,300	0%
Advertising and Public Info.	520300	5,783	8,000	10,300	10,300	0%
Telephone/Radio/Communications	520400	1,052	1,257	5,150	6,350	23%
Meetings & Conferences	520500	16,973	9,220	5,000	5,000	0%
Mileage Reimbursement	520600	1,337	620	1,125	1,125	0%
Office Furniture	525600	5,741	-	500	500	0%
Office Equipment	525700	289	11,176	800	800	0%
Other Equipment	525800	4,666	1,977	14,500	14,500	0%
Employment	530100	70,307	47,052	21,800	31,800	46%
Consulting	530200	582,736	600,105	1,051,190	734,140	-30%
Legal	530300	164,333	416,532	85,000	85,000	0%
Medical and Health Inspection	530600	67,863	66,782	91,600	91,600	0%
Law Enforcement	530700	83,294	107,191	163,550	153,550	-6%
External Rent	535400	39,821	40,888	49,320	52,520	6%
Grants, Loans and Subsidies	535500	128,405	198,547	150,000	150,000	0%
Central Services	535800	26,189	20,571	14,150	14,150	0%
Internal Rent - Maint. Charges	536100	8,464	10,228	5,896	13,774	134%
Internal Rent - Repl.Cost	536200	3,082	10,406	10,299	10,297	0%
Internal Rent - IT Replacement	536300	10,953	16,430	21,906	27,383	25%
General Liability	540100	2,222,250	1,994,774	2,082,026	2,451,754	18%
Special Liability	540200	7,402	4,612	4,612	4,612	0%
Buildings & Personal Property	540500	443,522	315,000	286,759	265,049	-8%
Faithful Performance Bonds	540600	-	-	7,500	-	-100%
Taxes & Assessments	540700	79,919	88,528	85,000	83,000	-2%
Contingency	540800	(58,882)	(285,744)	-	-	0%
Assistance	545300	9,425	13,666	20,000	20,000	0%
Subtotal Maintenance & Operations		\$ 4,124,131	\$ 3,924,219	\$ 4,359,178	\$ 4,571,479	5%
Other Equipment	590800	\$ 7,677	\$ 46,721	\$ 710	\$ 710	0%
Subtotal Fixed Assets		\$ 7,677	\$ 46,721	\$ 710	\$ 710	0%
Total Expenditures		\$ 13,204,675	\$ 12,691,963	\$ 13,278,054	\$ 14,448,060	9%

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

	<u>FY 14-15</u> Actual	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Adopted	<u>FY 17-18</u> Adopted	<u>Percent</u> <u>Change</u>
<u>ADMINISTRATION - 11100</u>					
<u>City Manager Administration - 50001</u>					
Salaries & Benefits	\$ 1,324,604	\$ 1,277,384	\$ 1,613,303	\$ 1,482,110	-8%
Maintenance & Operations	528,211	645,160	701,309	809,749	15%
Fixed Assets	-	28,866	-	-	0%
<i>Subtotal City Manager Admin</i>	\$ 1,852,815	\$ 1,951,410	\$ 2,314,612	\$ 2,291,859	-1%
<u>City Council - 50110</u>					
Salaries & Benefits	\$ -	\$ 1,663	\$ -	\$ -	0%
Maintenance & Operations	-	1,690	-	-	0%
Fixed Assets	-	10,760	-	-	0%
<i>Subtotal City Council</i>	\$ -	\$ 14,113	\$ -	\$ -	0%
<u>City Manager - 50210</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	2,941	2,272	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal City Manager</i>	\$ 2,941	\$ 2,272	\$ -	\$ -	0%
<u>Network for Homeless Solutions - 50250</u>					
Salaries & Benefits	\$ 463,739	\$ 140,898	\$ 106,520	\$ 62,090	-42%
Maintenance & Operations	119,093	152,410	124,290	133,095	7%
Fixed Assets	1,746	536	710	710	0%
<i>Subtotal Ntwk for Homeless Sol</i>	\$ 584,578	\$ 293,844	\$ 231,520	\$ 195,895	-15%
<u>Cable Television Services - 51030</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	827	196	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Cable Television Services</i>	\$ 827	\$ 196	\$ -	\$ -	0%
<u>Communications and Marketing - 51050</u>					
Salaries & Benefits	\$ 945,624	\$ 1,029,189	\$ 947,481	\$ 1,313,507	39%
Maintenance & Operations	218,680	184,785	206,765	194,954	-6%
Fixed Assets	338	6,573	-	-	0%
<i>Subtotal Comm and Marketing</i>	\$ 1,164,642	\$ 1,220,547	\$ 1,154,246	\$ 1,508,461	31%

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

	<u>FY 14-15</u> <u>Actual</u>	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<i>CITY CLERK - 11200</i>					
<u>Elections - 50120</u>					
Salaries & Benefits	\$ 109,505	\$ 21,909	\$ 77,258	\$ 68,286	-12%
Maintenance & Operations	127,095	72,884	244,300	44,300	-82%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Elections</i>	\$ 236,600	\$ 94,793	\$ 321,558	\$ 112,586	-65%
<u>City Council Meetings - 50410</u>					
Salaries & Benefits	\$ 110,790	\$ 203,761	\$ 298,274	\$ 336,721	13%
Maintenance & Operations	27,789	28,141	27,650	31,100	12%
Fixed Assets	-	-	-	-	0%
<i>Subtotal City Council Meetings</i>	\$ 138,578	\$ 231,902	\$ 325,924	\$ 367,821	13%
<u>Public Records - 50420</u>					
Salaries & Benefits	\$ 242,164	\$ 251,183	\$ 266,733	\$ 332,426	25%
Maintenance & Operations	16,914	118,243	171,640	165,640	-3%
Fixed Assets	4,800	-	-	-	0%
<i>Subtotal Public Records</i>	\$ 263,878	\$ 369,426	\$ 438,373	\$ 498,066	14%
<i>HUMAN RESOURCES - 14100</i>					
<u>Human Resources Administration - 50610</u>					
Salaries & Benefits	\$ 735,222	\$ 788,702	\$ 881,884	\$ 913,932	4%
Maintenance & Operations	373,022	626,561	506,280	506,980	0%
Fixed Assets	793	(15)	-	-	0%
<i>Subtotal Human Resources Admin</i>	\$ 1,109,037	\$ 1,415,248	\$ 1,388,164	\$ 1,420,912	2%
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 104,863	\$ 9,930	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Risk Mgmt Admin</i>	\$ 104,863	\$ 9,930	\$ -	\$ -	0%
<i>RISK MANAGEMENT - 14400</i>					
<u>Employee Benefit Admin - 50630</u>					
Salaries & Benefits	\$ 28,970	\$ 30,912	\$ 42,788	\$ 42,788	0%
Maintenance & Operations	9,626	10,606	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Employee Benefit Admin</i>	\$ 38,596	\$ 41,518	\$ 42,788	\$ 42,788	0%

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

	<u>FY 14-15</u> <u>Actual</u>	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Post-Employment Benefits - 50650</u>					
Salaries & Benefits	\$ 2,006,788	\$ 2,052,622	\$ 1,987,646	\$ 1,915,100	-4%
Maintenance & Operations	975	850	900	900	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Post Employment Benefits</i>	\$ 2,007,763	\$ 2,053,472	\$ 1,988,546	\$ 1,916,000	-4%
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 264,337	\$ 349,744	\$ 378,766	\$ 490,320	29%
Maintenance & Operations	33,331	43,976	53,905	59,905	11%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Risk Mgmt Admin</i>	\$ 297,668	\$ 393,720	\$ 432,671	\$ 550,225	27%
<u>Liability - 50662</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	2,416,673	1,762,768	1,998,979	2,303,196	15%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Liability</i>	\$ 2,416,673	\$ 1,762,768	\$ 1,998,979	\$ 2,303,196	15%
<u>Workers' Comp - 50663</u>					
Salaries & Benefits	\$ 2,736,260	\$ 2,563,128	\$ 2,317,513	\$ 2,918,591	26%
Maintenance & Operations	248,956	273,677	323,160	321,660	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Workers' Comp</i>	\$ 2,985,216	\$ 2,836,805	\$ 2,640,673	\$ 3,240,251	23%
Total Expenditures	\$ 13,204,675	\$ 12,691,963	\$ 13,278,054	\$ 14,448,060	9%

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 17-18 adopted budget for the City Attorney's Office is \$1,020,000, an increase of \$20,000, or 2.0%, compared to the adopted budget for FY 16-17.

City of Costa Mesa
FY 17-18 Legal Expenses Budget by Fund and Department/Division/Account

	<u>General Fund</u>	<u>Other Fund</u>	<u>Total</u>	<u>Other Fund Description</u>
<u>By Department/Division</u>				
Dev Services/HCD	\$ -	\$ 25,000	\$ 25,000	Fund 207 CDBG
Dev Services/Planning	8,500	-	8,500	
City Attorney	1,020,000	-	1,020,000	
City Manager/HR	85,000	-	85,000	
Total	\$ 1,113,500	\$ 25,000	\$ 1,138,500	
<u>By Account</u>				
Legal	\$ 258,500	\$ 25,000	\$ 283,500	
Consulting	855,000	-	855,000	
Total	\$ 1,113,500	\$ 25,000	\$ 1,138,500	



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

	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
City Attorney - 12100	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2.00%
Total Expenditures	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2.00%

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

	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	1,305,124	1,223,132	1,000,000	1,020,000	2.00%
Fixed Assets	-	-	-	-	-
Total Expenditures	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2.00%

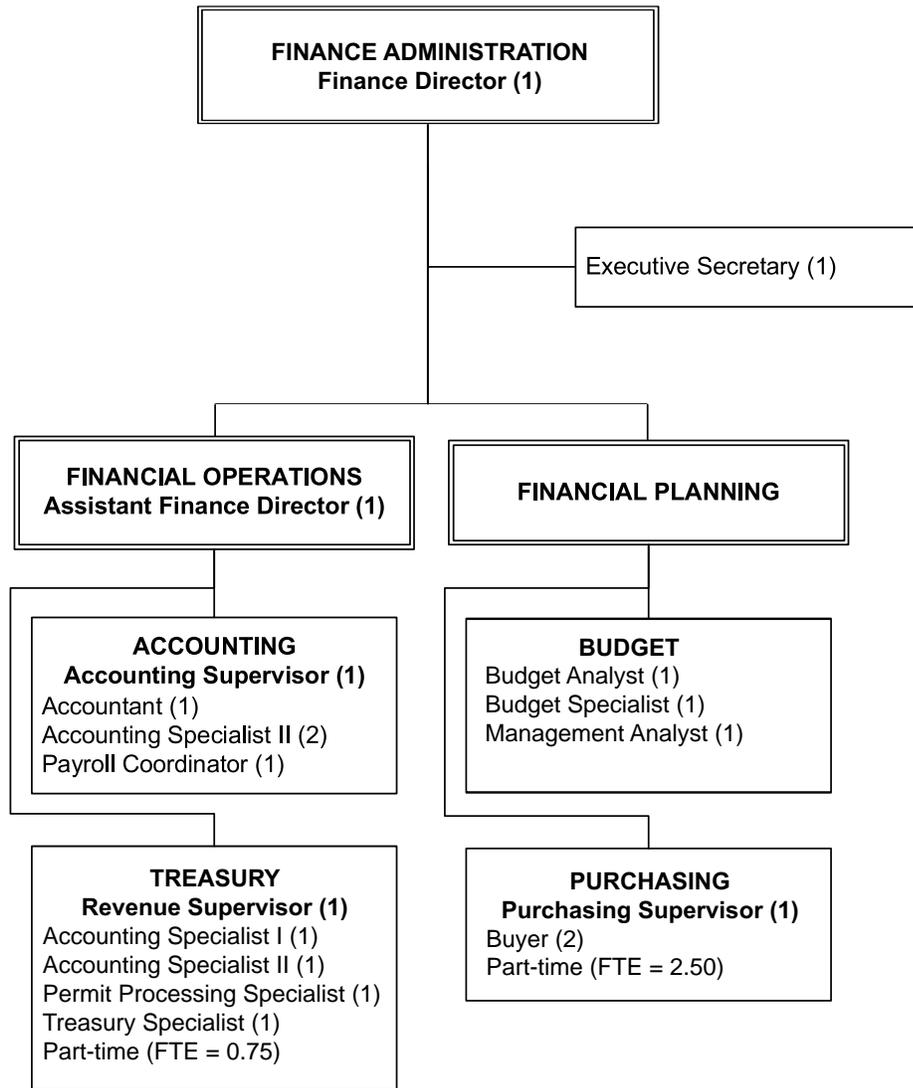
	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	100.00%
Total Funding Sources	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	100.00%

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

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Postage	520100	\$ 1	\$ -	\$ -	\$ -	0%
Consulting	530200	1,119,674	937,436	855,000	855,000	0%
Legal	530300	185,449	285,665	145,000	165,000	14%
Subtotal Maintenance & Operations		\$ 1,305,124	\$ 1,223,101	\$ 1,000,000	\$ 1,020,000	2%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 1,305,124	\$ 1,223,101	\$ 1,000,000	\$ 1,020,000	2%

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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
CITY ATTORNEY'S OFFICE - 12100					
Legal Services - 50320					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,305,124	1,223,132	1,000,000	1,020,000	2%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services					
	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2%
Total Expenditures					
	\$ 1,305,124	\$ 1,223,132	\$ 1,000,000	\$ 1,020,000	2%



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, 13 professional staff, and one clerical position, plus 3.25 part-time positions to assist in the Purchasing and Treasury programs. 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 City Manager, City Council, and the Finance and Pension Advisory Committee.

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 cashing and collections; performs investment functions under direction of the Finance Director/City Treasurer; monitors accounting for Transient Occupancy Tax, Business Improvement Area Assessments; franchise taxes and lease revenues; issues permits for special events, sidewalk sales, non-profit solicitations, and firework stands; administers the City's business and animal license programs; generates billings for various receivables; reviews audits performed by outside consultants for Transient Occupancy Tax and waste hauler 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, City Manager 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 17-18 adopted budget for the Finance Department is \$3,068,400, a slight increase of \$101,454, or 3.42% compared to the adopted budget for FY 16-17. Increases are mainly attributed to Salaries and Benefits accounts.

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

- Obtained Council approval of:
 - City Financial and Budget Policies
 - The City's first risk-based approach Reserves Study
 - Capital Asset Needs ordinance
- Developed the Library/NCC/Park/Fire Station 1 financing plan.
- Prepared the June 30, 2016 CAFR incorporating new GASB pronouncements and reporting requirements, and closed FY 2015-16 with a general fund surplus of \$10,656,510.
- Created and refined the City's first multi-dimensional five-year financial plan model.
- Implemented purchase requisition and contract log (City-wide Master Contract Tracking Report) to allow for increased code compliance; began bi-weekly posting of updated versions to the intranet.
- Continued to receive the budgeting, financial reporting, and procurement awards from GFOA and CSMFO.
- 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.
- Successfully converted banking and merchant services to a new financial institution while maintaining current internal and external customer services

GOALS

- Complete Purchasing Policy & Procedures and department training; clear findings from a prior audit (Tier 1)
- Implement online Animal Licensing System (Tier 2)

OBJECTIVES

- Account for the City's fiscal activities in an accurate and timely manner within Generally Accepted Accounting Principles (GAAP) and other legal requirements (Tier 1)
- Complete internal preparation of the City's financial statements in a timely manner (Tier 1)
- Assist the City Manager in preparation of a balanced budget and maintain established operating reserves for contingencies (Tier 1)
- Safeguard the City's assets and invest available cash within the City's adopted investment policy (Tier 1)
- Provide financial services such as accounts payable, payroll, cash receiving, to departments (Tier 1)
- Provide purchasing and warehouse services to take advantage of volume discounts (Tier 1)
- Coordinate bidding procedures for all departments (Tier 1)
- Update user fees for Council adoption (Tier 1)

FINANCE DEPARTMENT**Performance Measures/Workload Indicators:**

<u>Performance Measures:</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Number of Audit Adjustments (Auditor Recommended)	1	1	1
Years Received GFOA CAFR Award	36	37	38
Years Received GFOA Distinguished Budget Award	15	16	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)	32	25	25
Percentage of items posted/sold via online auction	5%	32.5%	32.5%
Inventory turnover ratio per fiscal year	4.00	4.00	4.00

<u>Workload Indicators:</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
City budgeted funds monitored (Millions)	\$136.4	\$144.6	\$155
Number of budget adjustments processed	15	20	15
Number of budget transfers	145	250	175
Accounts Payable checks issued	9,182	10,000	10,000
Number of payroll checks issued	15,958	15,750	15,750
Number of Journal Entries prepared	532	500	500
Number of purchase orders issued	1,305	900	1,500
Average days to process purchase order (informal bid) (new in 16-17)	7	25	7
Number of contracts issued	231	180	350
Number of surplus items (new in 16-17)	235	917	0
Percentage of surplus items posted/sold via auctioneer (new in 16-17)	100%	32.5%	0%
Dollar value of online auction sales (new in 16-17)	\$169,251	\$57,539	\$25,000
Number of Transient Occupancy Tax (TOT) audits	10	11	11
Number of animal license renewals processed	4,001	4,000	4,000
Number of new animal licenses processed	605	1,000	1,000
Number of accounts receivable invoices processed	2,776	3,000	3,000
Number of special event permits issued	62	65	65
Number of cash register transactions processed	13,309	13,000	13,000
Number of Finance Advisory Committees meetings	12	12	12
Number of Pension Committee meetings	12	12	*

*** Finance Advisory and Pension Committees combined as Finance and Pension Advisory Committee as of January 2017.**

<u>Workload Indicators (Continued)</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Business Licenses:			
Number of business license renewal notices mailed	11,308	11,000	11,000
Number of business license past due and delinquent notices mailed	3,151	3,000	3,000
Number of business license renewal submitted on-line	3,274	3,500	3,500
Number of business license renewal submitted by mail or over counter	8,438	9,500	9,500
Number of business license new application submitted on-line	1,134	1,500	1,500
Number of business license new application submitted by mail or over counter	1,204	1,500	1,500

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

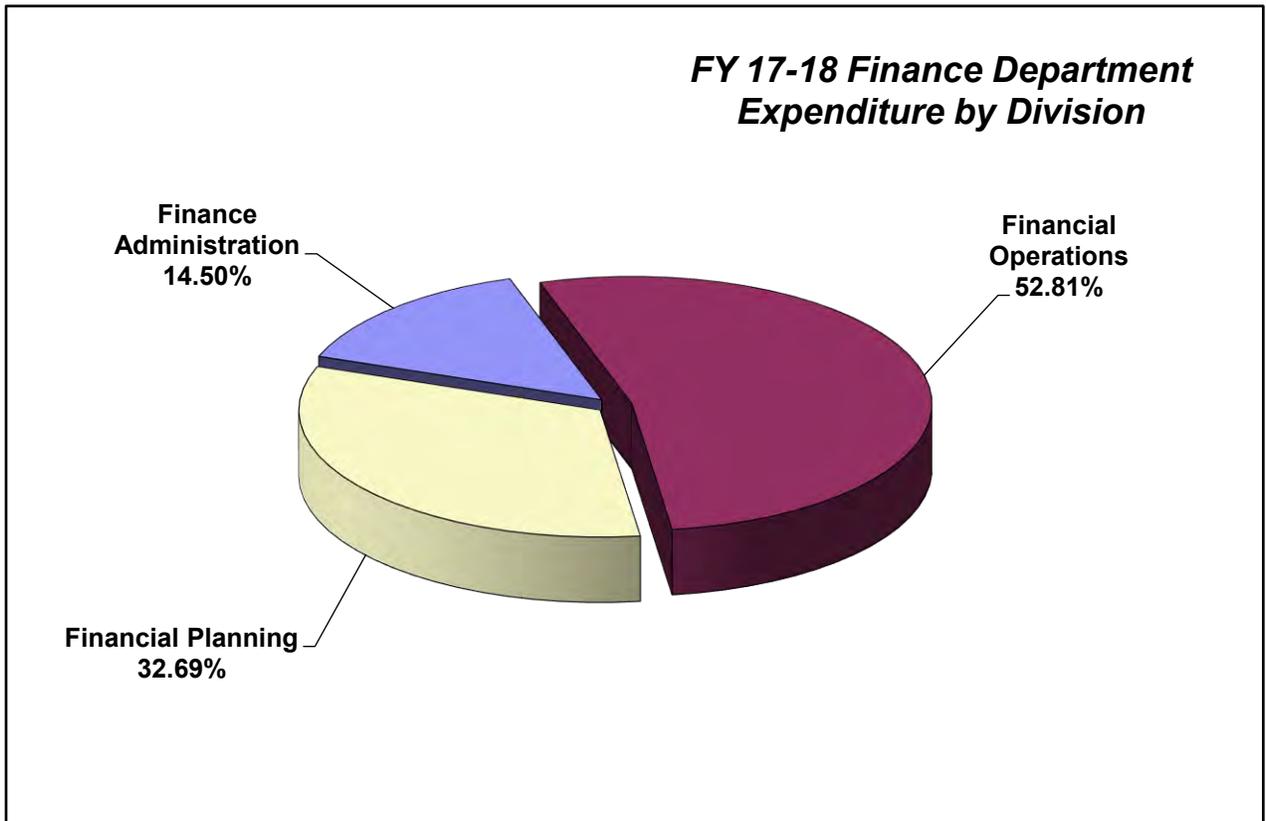
	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Finance Administration - 13100</u>				
Finance Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	2.00	2.00	2.00	2.00
Total Finance Administration Full-time Positions	2.00	2.00	2.00	2.00
<u>Financial Operations - 13200</u>				
Assistant Finance Director	0.65	0.65	0.60	0.58
Accountant	1.00	1.00	1.00	0.95
Accounting Specialist II	2.00	2.00	2.00	2.00
Accounting Supervisor	1.00	1.00	1.00	0.95
Payroll Coordinator	1.00	1.00	1.00	1.00
<i>Subtotal Accounting - 50510</i>	5.65	5.65	5.60	5.48
Assistant Finance Director	0.35	0.35	0.40	0.38
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	-	-
Treasury Specialist	-	-	1.00	1.00
<i>Subtotal Treasury - 50540</i>	5.35	5.35	5.40	5.38
Total Financial Operations Full-time Positions	11.00	11.00	11.00	10.85
Total Financial Operations Part-time Positions	-	-	-	0.75
<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	1.00	1.00
<i>Subtotal Budget & Research - 50520</i>	2.00	3.00	3.00	3.00
Buyer	2.00	2.00	2.00	2.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Purchasing - 50530</i>	3.00	3.00	3.00	3.00
Total Financial Planning Full-time Positions	5.00	6.00	6.00	6.00
Total Fin Planning Part-time Positions (in FTE's)	2.21	2.71	2.50	2.50

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Housing Authority - 11500</u>				
Assistant Finance Director	-	-	-	0.05
Accounting Supervisor	-	-	-	0.05
<i>Subtotal Housing - 20600</i>	-	-	-	0.10
Accountant	-	-	-	0.05
<i>Subtotal Civic Center Barrio - 20635</i>	-	-	-	0.05
Total Housing Authority Full-time Positions	-	-	-	0.15
Total Department Full-time Positions	18.00	19.00	19.00	19.00
Total Department Part-time Positions (in FTE's)	2.21	2.71	2.50	3.25
TOTAL DEPARTMENT	20.21	21.71	21.50	22.25

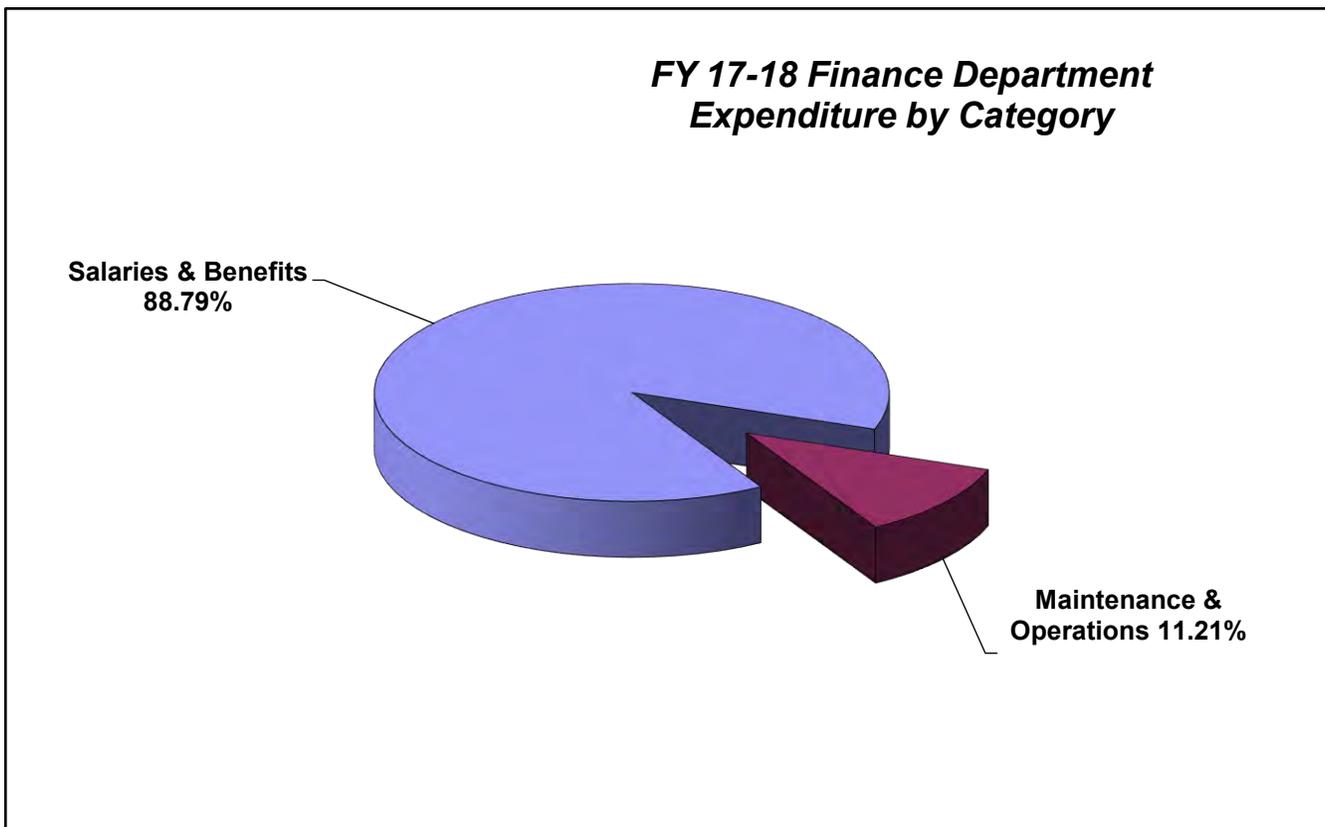
**FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Finance Admin. - 13100	\$ 396,595	\$ 384,197	\$ 532,767	\$ 445,044	-16.47%
Financial Operations - 13200	1,311,937	1,394,925	1,501,432	1,620,366	7.92%
Financial Planning - 13300	730,289	880,340	932,747	1,002,990	7.53%
Total Expenditures	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,400	3.42%



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

	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 1,999,199	\$ 2,130,896	\$ 2,589,864	\$ 2,724,573	5.20%
Maintenance & Operations	439,621	527,964	377,082	343,827	-8.82%
Fixed Assets	-	602	-	-	0.00%
Total Expenditures	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,400	3.42%



	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,432,792	\$ 2,608,271	\$ 2,966,946	\$ 3,068,400	100.00%
Equipment Replacement Fund - 601	6,029	51,191	-	-	
Total Funding Sources	\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,400	100.00%

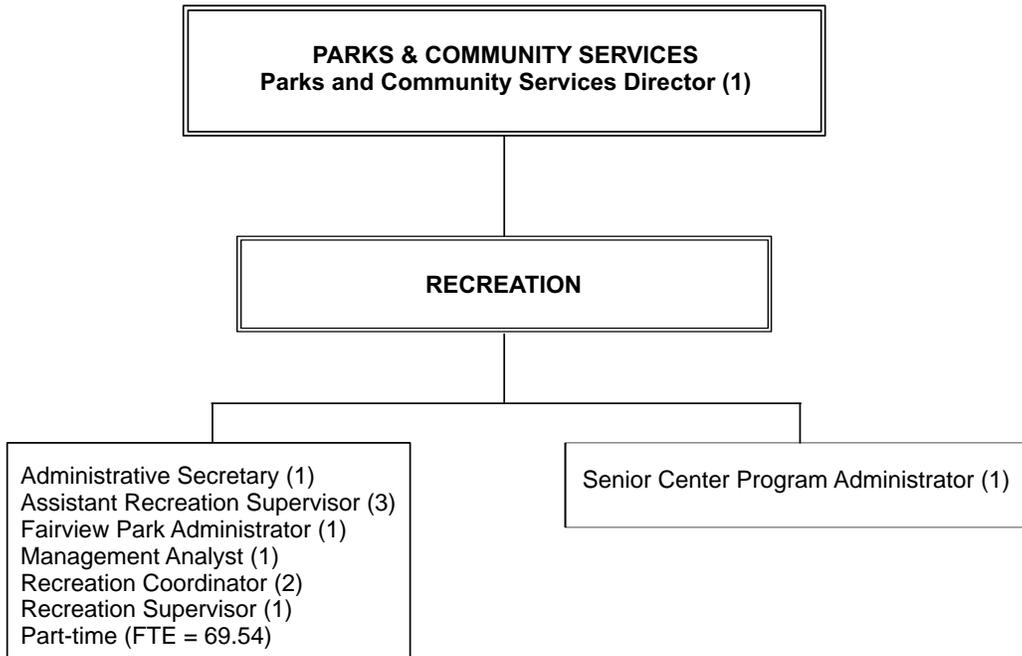
CITY OF COSTA MESA, CALIFORNIA

**FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 962,096	\$ 1,089,491	\$ 1,587,805	\$ 1,630,341	3%
Regular Salaries - Part time	501300	357,127	377,647	149,973	181,167	21%
Overtime	501400	20,954	21,014	12,700	7,700	-39%
Accrual Payoff - Excess Maximum	501500	1,228	-	-	-	0%
Vacation/Comp. Time Cash Out	501600	3,850	7,823	-	-	0%
Holiday Allowance	501700	2,631	2,362	-	-	0%
Separation Pay-Off	501800	8,324	3,771	-	-	0%
Other Compensation	501900	6,132	7,969	15,957	21,912	37%
Cafeteria Plan	505100	160,718	191,403	230,700	267,517	16%
Medicare	505200	21,923	24,235	23,143	23,769	3%
Retirement	505300	407,939	388,618	496,912	513,816	3%
Professional Development	505500	9,600	8,072	18,415	12,103	-34%
Unemployment	505800	1,446	1,446	1,446	1,443	0%
Workers' Compensation	505900	35,232	7,046	52,813	64,805	23%
Subtotal Salaries & Benefits		\$ 1,999,199	\$ 2,130,896	\$ 2,589,864	\$ 2,724,573	5%
Stationery and Office	510100	\$ 17,816	\$ 13,662	\$ 16,150	\$ 16,150	0%
Multi-Media, Promotions and Subs	510200	2,795	603	4,000	2,300	-43%
Small Tools and Equipment	510300	604	2,034	1,550	1,050	-32%
Uniform & Clothing	510400	-	730	250	250	0%
Safety and Health	510500	260	344	-	-	0%
Maintenance & Construction	510600	20,859	90,760	-	-	0%
Postage	520100	26,940	26,238	23,075	25,075	9%
Legal Advertising/Filing Fees	520200	868	94	500	500	0%
Meetings & Conferences	520500	1,874	-	-	-	0%
Mileage Reimbursement	520600	218	86	-	-	0%
Office Equipment	525700	2,467	3,845	4,800	5,050	5%
Employment	530100	154,554	150,720	41,500	-	-100%
Consulting	530200	1,152	3,324	-	-	0%
Financial & Information Svcs	530500	157,195	189,146	235,100	227,230	-3%
External Rent	535400	2,519	(153)	2,600	-	-100%
Central Services	535800	17,455	17,199	10,000	15,000	50%
Internal Rent - Maint. Charges	536100	692	935	3,204	2,188	-32%
Internal Rent - Repl.Cost	536200	-	3,318	3,680	4,164	13%
Internal Rent - IT Replacement	536300	4,129	6,194	8,258	10,323	25%
General Liability	540100	27,302	18,201	22,415	34,548	54%
Other Costs	540900	(78)	683	-	-	0%
Subtotal Maintenance & Operations		\$ 439,621	\$ 527,964	\$ 377,082	\$ 343,827	-9%
Other Equipment	590800	\$ -	\$ 602	\$ -	\$ -	0%
Subtotal Fixed Assets		\$ -	\$ 602	\$ -	\$ -	0%
Total Expenditures		\$ 2,438,820	\$ 2,659,462	\$ 2,966,946	\$ 3,068,400	3%

FINANCE DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
FINANCE ADMINISTRATION - 13100					
<u>Finance Admin - 50001</u>					
Salaries & Benefits	\$ 288,257	\$ 275,732	\$ 410,994	\$ 348,924	-15%
Maintenance & Operations	108,338	108,456	121,773	96,120	-21%
Fixed Assets	-	-	-	-	0%
Subtotal Finance Administration	\$ 396,595	\$ 384,188	\$ 532,767	\$ 445,044	-16%
<u>Acctg. & Financial Rprt. - 50510</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	9	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Acctg. & Financial Rprt.	\$ -	\$ 9	\$ -	\$ -	0%
FINANCIAL OPERATIONS - 13200					
<u>Acctg. & Financial Rprt. - 50510</u>					
Salaries & Benefits	\$ 629,520	\$ 585,375	\$ 714,419	\$ 756,440	6%
Maintenance & Operations	84,009	94,040	94,820	114,300	21%
Fixed Assets	-	-	-	-	0%
Subtotal Acctg. & Financial Rprt.	\$ 713,529	\$ 679,415	\$ 809,239	\$ 870,740	8%
<u>Treasury - 50540</u>					
Salaries & Benefits	\$ 499,843	\$ 560,019	\$ 578,613	\$ 663,146	15%
Maintenance & Operations	98,566	155,492	113,580	86,480	-24%
Fixed Assets	-	-	-	-	0%
Subtotal Treasury	\$ 598,408	\$ 715,510	\$ 692,193	\$ 749,626	8%
FINANCIAL PLANNING - 13300					
<u>Budget & Research - 50520</u>					
Salaries & Benefits	\$ 189,927	\$ 315,673	\$ 353,750	\$ 386,956	9%
Maintenance & Operations	45,932	26,601	10,250	12,000	17%
Fixed Assets	-	-	-	-	0%
Subtotal Budget & Research	\$ 235,859	\$ 342,274	\$ 364,000	\$ 398,956	10%
<u>Purchasing - 50530</u>					
Salaries & Benefits	\$ 391,653	\$ 394,098	\$ 532,088	\$ 569,108	7%
Maintenance & Operations	102,777	143,366	36,659	34,926	-5%
Fixed Assets	-	602	-	-	0%
Subtotal Purchasing	\$ 494,430	\$ 538,066	\$ 568,747	\$ 604,034	6%
Total Expenditures	\$2,438,820	\$2,659,462	\$2,966,946	\$ 3,068,400	3%



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 Department operates two 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 Department manages the operating agreements for the Costa Mesa Golf and Country Club, the Costa Mesa Tennis Center, the Balearic Community Center, Childs Pace, Historical Society building, and Major League Softball.

The department is budgeted for 11 full-time and 69.5 (FTEs) part-time staff members.

RECREATION – 14300

Recreation Administration – 50001

Serves as the administrator of parks, reservations, model aircraft fly permits, recreation classes and programs, and recreation 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 and one 25-yard outdoor pool, two multi-purpose rooms, and one kitchen. This facility provides a variety of programs; some free and others fee-based. The gymnasium provides free open gym time for youth to play basketball, free drop-in pickle ball for seniors, fee-based drop-in basketball, volleyball, and futsal for adults, recreational adult basketball league, and is suitable for rentals. Rentals have included City recreation youth basketball League, NLA Sports Dodgeball, Akua Mind & Body, the Freedom Committee, and the MIKA C3 Tournament. The gym also hosts multiple special events for the Teen Center including a movie night and various sports activities.

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

The open multi-purpose room is suitable for meetings, staff led birthday rentals and moderately sized contract classes including Tai Chi, CPR, line dancing, and foreign language classes. 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) is offered.

Balearic Community Center (BCC) – 40122

Operates the programs in the Balearic Community Center located at 1975 Balearic Dr. This center includes two rental rooms available for meetings and receptions, with a maximum capacity of 125 people. These rooms are utilized for the summer R.O.C.K.S 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

This facility is currently closed and is set to reopen in the current Donald Dungan County Library. Staff from this facility are utilized to assist with relocated group rentals at other City facilities.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Aquatics – 40212

Provides seasonally operated year-round aquatics programming, including adult and youth swim instruction for beginner to advanced swimmers, aqua aerobics, summer youth aquatics camp, junior lifeguard preparation classes, an introduction to swimming competitively, and a swim instructor aid program for advanced youth swimmers. The Aquatics program offers seasonal family open swim as well as year-round drop-in, adult lap swimming and senior aquatics hours. This program also provides American Red Cross-certified First Aid, Cardiopulmonary Resuscitation (CPR), Automated External Defibrillator (AED), Lifeguard training, and state-mandated Title 22 training for aquatic staff as well as Basic first aid, CPR, and AED training to general recreation 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

Administers the contract with Major League Softball for the operation of a City softball league. The league operates year-round, Sunday through Friday, for adult men, women, and co-ed teams at TeWinkle Park Athletic Complex.

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. Fields are used by City and community organizations playing soccer, tackle and flag football, rugby, baseball, softball, and other field games. Field ambassadors monitor field use, regulate light use (portable and permanent), and open/close athletic fields. Field ambassadors regularly audit field users to confirm local residency within each organization. Field ambassadors also assist in resolving field disputes in accordance with the Field Use and Allocation Policy.

Program staff also assist 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 assistance at the monthly car show and a miscellaneous 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 cheering 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. General fitness provides nutritional and physical activity once a week for the R.O.C.K.S. afterschool program and Summer Program participants. The program encourages skill development, teamwork, healthy competition, and sportsmanship.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Adult Sports Futsal – 40222

Provides year-round, adult, recreational futsal league and drop-in play. Futsal mirrors soccer but is played in an indoor facility. Games are played at the Downtown Recreation Center.

Senior Center – 40231

Maintains and operates the Costa Mesa Senior Center, located at 695 W. 19th Street. The center opens Monday-Friday for senior services and 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 staff, with assistance of the Senior Commission, have approved the vision as: “The Costa Mesa Senior Center is dedicated to improvement of the lives of older adults by creating a place that offers opportunity to become more educated about health and wellness, share skills and talents with peers, interact and develop communication with friends, family, and others, and be advocates for older adults.” Under the umbrella of the Senior Center, the Senior Mobility Program (SMP), Medical Transportation Program (MTP), and Senior Serv program are administered. The SMP is funded by a grant from the Orange County Transportation Authority (OCTA), while the MTP is funded through a grant by Hoag Hospital. The Senior Serv program is funded by federal grants, as well as private donations.

Day Camp – 40232

Provides day camp programs for children entering grades one through six. The summer camp program is 9 weeks long and is held at Estancia Park. Camp programs run during Winter Recess, Presidents Week, and Spring Break and are held at the Balearic Community Center (1-2 weeks long). This program includes daily games, sports, arts and crafts, drama, songs, skits, educations/historical classes, character-building activities, and weekly excursions that emphasize active and healthy lifestyles.

Recreation on Campus for Kids (ROCKS) – 40233

Provides a fee-based after school program for children in grades kindergarten through six at eleven (11) NMUSD elementary schools throughout the school year. Offers free summer activities for children entering into grades one through six for nine (9) weeks at three (3) locations, with an additional week at one (1) location. This program focuses on four areas: education, fitness, recreation, and enrichment in a structured environment. The program also provides staff for a free after school program at the Orange County Fair Grounds Centennial Farm named the “Ranch Program,” for children interested in basic fundamentals of gardening and farm animals.

Teen Programs – 40236

Provides free afterschool activities for teens in 7th – 9th grade at three (3) locations: Costa Mesa High School, TeWinkle Middle School, and the Downtown Recreation Center. This program offers games, sports, arts and crafts, and six (6) teen special events throughout the year including a Back to School Pool Party, Holiday Movie Night, Valentine’s Party and Dodgeball Tournament as examples. Teen Summer Camp is a fee-based summer camp (9 weeks) designed for teens that offers games, sports, arts and crafts, and weekly excursions that emphasize an active and healthy lifestyle.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Concerts – 40237

Provides administration and coordination to support 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

This program for children aged 3-5 years encourages a positive and social learning experience through the implementation of recreation activities that include directed play, games, arts and crafts, and music. The program is designed to prepare participants for entrance into kindergarten. The program is known as L.E.A.P. 2 Success: Learn, Explore, and Play 2 Success. A summer camp component, Camp Mini Explorers, allows participants to continue growing during the summer months.

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, enrichment, arts, adaptive and sports programs for youth on a participant fee basis at City facilities, parks, and local business establishments.

Special Rec Events – 40244

Provides administration and coordination to support the City's offering of 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. These events provide fun and recreational opportunities for all Costa Mesa residents.

Mobile Recreation – 40245

A traveling playground program on wheels that provides enrichment opportunities through both structured and unstructured recreational and educational activities, in areas of the community that have insufficient access to, or financial constraints to, City programs and/or parks. The Mobile Recreation Program consists of a van-size vehicle full of items like: athletic equipment, art supplies, games and puzzles, music, tables and chairs and healthy snacks. Serves as entertainment and marketing avenue at City special events.

Bark Park – 40248

Provides for a social, off-leash, open-play environment for dog owners and their licensed dog(s). Separate areas exist for both small and large dogs. Includes staffing, dog-related special events, classes and workshops, and partnerships with community organizations.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Community Gardens – 40249

Provides for the management and operation of two City-owned community gardens. The Del Mar Community Garden at 170 Del Mar St. has 60 parcels. The Hamilton Community Garden at 523 Hamilton St. has 42 parcels. Both gardens have water service, a portable toilet, and a trash dumpster. The parcels are used by Costa Mesa residents to grow vegetables, flowers, fruits and plants for their personal consumption and use.

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

Assists City Council and the City departments with Senior Center and senior community matters. Provides staff support to the Senior Commission, a seven-member advisory board to the City Council on senior-related matters.

Cultural Arts Committee – 50190

Maintains, educates, enriches, and promotes cultural arts programs and resources throughout the City. Host two (2) annual art based events, ARTventure and ACTION Arts in the Park. Funding for committee projects and activities are provided by donations, sponsorships, and the general fund.

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, sponsorships, and the general fund.

PARKS AND COMMUNITY SERVICES DEPARTMENT

BUDGET NARRATIVE

The FY 17-18 adopted budget for the Parks and Community Services Department is \$5,902,138, an increase of \$457,807, or 8.4%, compared to the adopted budget for FY 16-17. The department increase is mainly attributed to Salaries and Benefits accounts.

PRIOR YEAR'S ACCOMPLISHMENTS

- Managed eleven R.O.C.K.S. afterschool program sites with monthly average of 1K youth.
- Increased R.O.C.K.S Program participant registration by 8% and daily attendance by 9%. Implemented a monthly R.O.C.K.S Newsletter, highlighting one site and one staff, available to parents online and also at the school sites.
- Offered a total of 591 youth classes and 250 adult classes with a combined total enrollment of 4227 participants. 79% of participants live in Costa Mesa.
- Additional duties were allocated to the Fields Ambassador Program staff to increase: presence at Fairview Park; customer service satisfaction and City event facilitation.
- Continued implementation and addition of a Code of Conduct to the FUAP.
- Partnered with NMUSD to offer a free, four-week summer day camp offering instruction in sports, music and arts. The camp, "SMART CAMP," was held at Costa Mesa High School for youth in grades four through eight. A total of 311 participants attended the program. A new program addition of stage acting was successfully introduced.
- Registered more than 1100 new members for the Senior Center's free membership.
- Coordinated with 50 active volunteers in groups such as, travel, volunteer instructors, volunteer group leaders, greeters, and front desk office support at the Senior Center.
- Awarded with the designation of being a "Playful City" by the Kaboom! Organization for the second year in a row.
- Hosted two, themed, bi-annual K9 events at the Costa Mesa Bark Park for 375 patrons.
- Established 1-, 3-, and 5-year goals for the Senior Center which led to increased programming by more than 100% in the span of 18 months.
- Implemented Administrative Regulation 7.1: Processing of credit card refunds.
- Camp Costa Mesa filled all weeks to capacity at 90 participants.
- Hosted four "Movies in the Park" (Summer – Fall) at two parks. Total attendance of 1,500.
- Happy Feet Youth Running Club filled to capacity with 70 youth participants.
- Summer aquatic programming had a 99% satisfaction rate.
- Introduced a new, free pickleball program at the DRC; participation of 350 since inception.
- Adult Basketball league filled to capacity every season.
- Adult Softball league play increased to approximately 90 teams per season.
- Field ambassadors successfully hosted multiple tournaments at Jack Hammett Sports Complex including the first ever lacrosse tournament and various soccer tournaments.
- Maximized field use by allocating space to 20+ user groups during the Fall 2016 season.
- Futsal drop-in program hosted approximately 30 participant's weekly.
- Won multiple pieces of outdoor fitness equipment that was installed at the Senior Center.
- Hosted two successful art festivals: ARTventure (fall) and Action Arts in the Park (spring).
- Managed the relocation of all ongoing facility rental user groups from the Neighborhood Community Center.
- Provided new "Nature Programs" to residents of all ages, free of charge.
- Increased CDBG funding by 45%.
- Received CPRS Award of Excellence for Innovative Programming – The Ranch Program.

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 (Tier 1).
- Utilize best practices in the Field Allocation process by working in partnership with the NMUSD and youth sports organizations to maximize the use of athletic fields.
- Maintain an above-average satisfaction rating by patrons as scored by customer service surveys.
- 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 (Tier 1).
- Increase number of senior classes/activities at no charge to the participants. Designed to keep Costa Mesa's seniors healthy, active, socially involved, and positively engaged (Tier 1).
- Provide services to seniors such as social services, health services, hi-cap, AARP, legal services.
- Increase volunteer opportunities for all ages, to increase community involvement and engagement.
- Expand use of the DRC gymnasium to a greater number of athletic and recreational groups.
- 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 (Tier 1).
- Reintroduce Family, Teens and Kids Night Out type events.
- Reintroduce the Mobile Recreation Program as a form of physical and social youth enhancement (Tier 1).
- Retain the designation for Costa Mesa as a "Playful City," through the Kaboom! Organization.
- Successfully execute six (6) Teen Program Events and two (2) large Teen Program Art Projects.
- Successfully execute two (2) dog-related public events at the Costa Mesa Bark Park.
- Increase attendance in the summer "SMART CAMP" and offer additional areas of programming.
- Increase R.O.C.K.S Program participation at underserved schools: Pomona & Rea Elementary (Tier 1).
- Rebrand summer and school year youth fitness programs to create a more dynamic program that leads to increased participation.
- Create additional intergenerational opportunities and explore including local partner agencies.
- Continue to develop outreach efforts to market and attract underserved groups in the community (Tier 1).
- Increase patron knowledge of community events through printed materials included with receipts.
- Provide one event at each of the community gardens to promote comradery amongst participants.
- Develop plan to provide four themed special events for youth program families during the school year.
- 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 and continue to expand aquatic programming for intermediate to advanced youth swimmers.
- Add a second evening to existing Adult Basketball program, thus increasing participation by 50%.
- Continue to increase the presence and effectiveness of Field Ambassadors at Fairview Park (Tier 1).
- Develop and implement a strong nature programming component offering for youth and adults.
- Complete the process to create a Arts Master Plan (Tier 2).
- Complete the Open Space Master Plan of Parks & Recreation (Tier 2).

PARKS AND COMMUNITY SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
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	95%	96%	96%
Average monthly ridership on City Senior Mobility Program (SMP) & Medical Transportation Program (MTP)	900	800	900
Number of hour permitted on athletic fields (all user groups)	63,000	65,000	67,000
Number of classes offered and percentage cancelled	838/23%	859/20%	859/20%
Number of children served in Day Camp Programs	1,000	1,100	1,100
Number of daily participants in Drop-In Recreation Programs	20,000	21,100	21,150
Annual number of daily ROCKS program participants	90,000	100,000	110,000
Park reservations issued and percentage of non-residents	780(8%)	800(8%)	800(8%)

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Parks & Community Services - 14300</u>				
Parks and Community Services Director	-	-	-	1.00
Recreation Manager	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	2.00	2.00	1.00	1.00
Asst Recreation Supervisor	-	1.00	1.00	0.70
<i>Subtotal Administration - 50001</i>	5.00	5.00	5.00	4.70
Fairview Park Administrator	-	-	-	1.00
<i>Subtotal Fairview Park - 20115</i>	-	-	-	1.00
Assistant Recreation Supervisor	0.20	-	0.30	-
Recreation Coordinator	-	-	0.25	0.25
<i>Subtotal Downtown Recreation Center - 40121</i>	0.20	-	0.55	0.25
Assistant Recreation Supervisor	0.30	0.30	0.50	0.50
<i>Subtotal Balearic Community Center - 40122</i>	0.30	0.30	0.50	0.50
Assistant Recreation Supervisor	-	-	0.50	-
Recreation Coordinator	0.60	0.60	-	-
<i>Subtotal Neighborhood Community Ctr - 40123</i>	0.60	0.60	0.50	-
Assistant Recreation Supervisor	0.10	-	-	-
Recreation Coordinator	1.00	2.00	0.75	0.75
<i>Subtotal Aquatics - 40212</i>	1.10	2.00	0.75	0.75
Assistant Recreation Supervisor	0.10	-	-	0.10
Recreation Coordinator	-	-	0.10	-
<i>Subtotal Adult Basketball&Volleyball - 40214</i>	0.10	-	0.10	0.10
Assistant Recreation Supervisor	0.10	-	-	0.10
Recreation Coordinator	-	-	0.10	-
<i>Subtotal Adult Sports Softball - 40215</i>	0.10	-	0.10	0.10
Assistant Recreation Supervisor	0.50	-	-	0.70
Recreation Coordinator	-	-	0.70	-
<i>Subtotal Fields/Field Ambassadors - 40216</i>	0.50	-	0.70	0.70
Assistant Recreation Supervisor	0.10	0.10	-	-
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	0.10	0.10	-	-
Assistant Recreation Supervisor	-	-	-	0.10
Recreation Coordinator	-	-	0.10	-
<i>Subtotal Adult Sports Futsal - 40222</i>	-	-	0.10	0.10
Recreation Coordinator	-	-	-	1.00
Sr Ctr Program Administrator	-	1.00	1.00	1.00
<i>Senior Center - 40231</i>	-	1.00	1.00	2.00

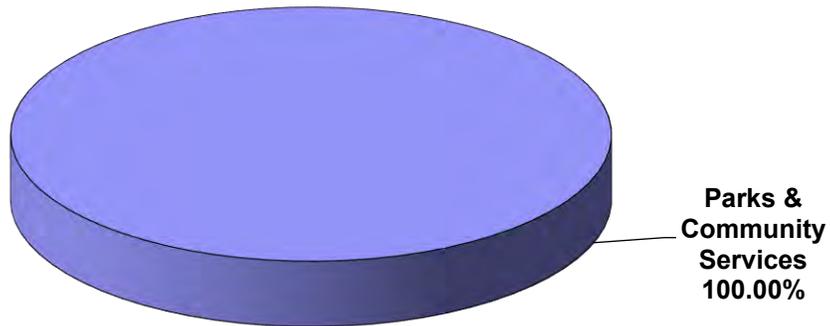
**PARKS & COMMUNITY SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Parks & Community Services - 14300</u> (continued)				
Assistant Recreation Supervisor	0.10	0.10	-	-
<i>Subtotal Day Camp - 40232</i>	<u>0.10</u>	<u>0.10</u>	<u>-</u>	<u>-</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	-	-
<i>Subtotal Teen Programs - 40236</i>	<u>0.10</u>	<u>0.10</u>	<u>-</u>	<u>-</u>
Assistant Recreation Supervisor	0.15	0.15	0.25	0.25
<i>Subtotal Early Childhood - 40241</i>	<u>0.15</u>	<u>0.15</u>	<u>0.25</u>	<u>0.25</u>
Assistant Recreation Supervisor	-	-	0.10	0.15
Recreation Coordinator	0.20	0.20	-	-
<i>Subtotal Adult Instructional Classes - 40242</i>	<u>0.20</u>	<u>0.20</u>	<u>0.10</u>	<u>0.15</u>
Assistant Recreation Supervisor	-	-	0.10	0.15
Recreation Coordinator	0.20	0.20	-	-
<i>Subtotal Youth Instructional Classes - 40243</i>	<u>0.20</u>	<u>0.20</u>	<u>0.10</u>	<u>0.15</u>
Total Department Full-time Positions	9.00	10.00	10.00	11.00
Total Department Part-time Positions (in FTE's)	44.43	60.77	64.00	69.54
TOTAL DEPARTMENT	<u>53.43</u>	<u>70.77</u>	<u>74.00</u>	<u>80.54</u>

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

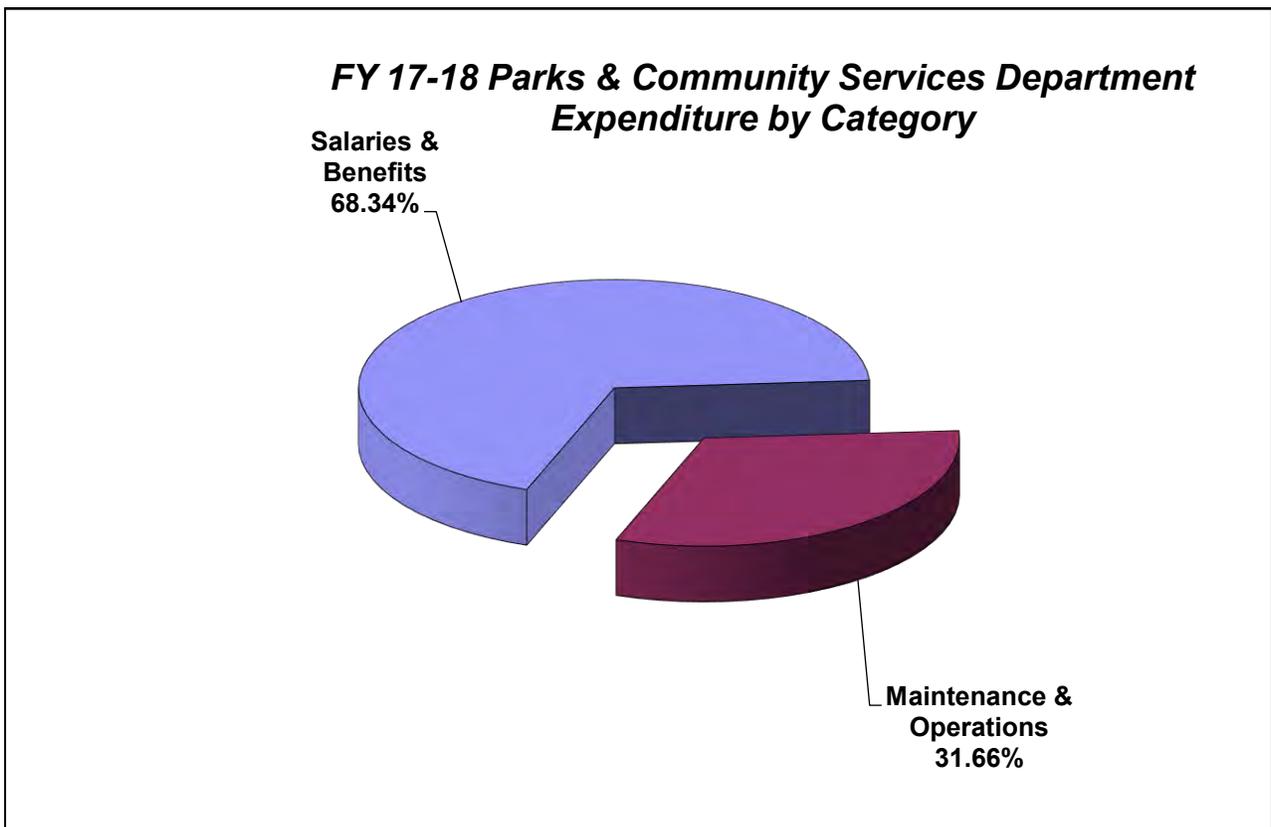
	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Parks & Comm Svcs - 14300	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,138	8.41%
Total Expenditures	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,138	8.41%

***FY 17-18 Parks & Community Services Department
Expenditure by Division***



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

	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 2,568,507	\$ 2,783,817	\$ 3,466,715	\$ 4,033,605	16.35%
Maintenance & Operations	1,823,005	1,911,709	1,977,616	1,868,533	-5.52%
Fixed Assets	146,976	4,933	-	-	0.00%
Total Expenditures	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,138	8.41%



	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,138	100.00%
Total Funding Sources	\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,138	100.00%

CITY OF COSTA MESA, CALIFORNIA

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

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 457,163	\$ 584,187	\$ 703,289	\$ 882,976	26%
Regular Salaries - Part time	501300	1,492,849	1,577,270	1,813,495	1,972,997	9%
Overtime	501400	7,051	11,383	-	-	0%
Vacation/Comp. Time Cash Out	501600	2,417	1,278	-	-	0%
Holiday Allowance	501700	186	475	-	-	0%
Separation Pay-Off	501800	-	3,719	-	-	0%
Other Compensation	501900	4,933	5,918	77,768	73,727	-5%
Cafeteria Plan	505100	86,166	127,125	131,233	180,660	38%
Medicare	505200	28,770	32,241	10,269	12,925	26%
Retirement	505300	382,772	345,111	618,576	776,950	26%
Professional Development	505500	10,771	11,427	18,185	18,485	2%
Unemployment	505800	1,476	1,476	1,476	1,476	0%
Workers' Compensation	505900	93,952	82,208	92,424	113,409	23%
Subtotal Salaries & Benefits		\$ 2,568,507	\$ 2,783,817	\$ 3,466,715	\$ 4,033,605	16%
Stationery and Office	510100	\$ 29,081	\$ 29,793	\$ 26,650	\$ 27,150	2%
Multi-Media, Promotions and Subs	510200	34,584	67,793	45,314	46,014	2%
Small Tools and Equipment	510300	176,664	112,320	89,820	63,070	-30%
Uniform & Clothing	510400	29,971	27,798	30,200	32,100	6%
Safety and Health	510500	12,897	15,299	20,810	38,810	86%
Maintenance & Construction	510600	5,528	17,238	6,450	10,450	62%
Electricity - Buildings & Fac.	515100	131,970	132,442	130,800	88,800	-32%
Electricity - Power	515200	22,741	22,633	24,000	24,000	0%
Gas	515400	17,109	18,370	21,000	18,000	-14%
Water - Domestic	515500	19,406	18,137	16,575	6,575	-60%
Janitorial and Housekeeping	515800	105,290	129,768	139,639	94,798	-32%
Postage	520100	32,092	37,044	32,600	32,600	0%
Legal Advertising/Filing Fees	520200	102	-	-	-	0%
Advertising and Public Info.	520300	111	566	200	200	0%
Telephone/Radio/Communications	520400	14,162	14,709	11,500	11,053	-4%
Meetings & Conferences	520500	1,555	44	-	-	0%
Mileage Reimbursement	520600	-	395	-	500	0%
Board Member Fees	520800	5,700	8,700	10,200	10,200	0%
Buildings and Structures	525100	5,381	1,293	5,300	5,300	0%
Office Furniture	525600	10,701	26,785	2,750	2,750	0%
Office Equipment	525700	840	830	4,725	4,725	0%
Other Equipment	525800	22,236	20,126	26,421	23,921	-9%
Employment	530100	23,819	-	-	-	0%
Consulting	530200	31,580	28,449	30,000	30,000	0%
Medical and Health Inspection	530600	545	977	807	807	0%
Recreation	530800	427,184	477,962	579,321	548,571	-5%
External Rent	535400	452,878	486,111	485,370	485,370	0%
Grants, Loans and Subsidies	535500	61,000	-	-	-	0%
Central Services	535800	30,932	56,622	46,500	46,500	0%
Internal Rent - Maint. Charges	536100	32,651	48,421	49,132	49,935	2%
Internal Rent - Repl.Cost	536200	6,574	15,214	17,254	25,519	48%
Internal Rent - IT Replacement	536300	4,488	6,732	8,976	11,220	25%
General Liability	540100	54,604	72,806	100,867	115,160	14%
Taxes & Assessments	540700	18,628	16,333	14,435	14,435	0%
Subtotal Maintenance & Operations		\$ 1,823,005	\$ 1,911,709	\$ 1,977,616	\$ 1,868,533	-6%
Buildings and Structures	590400	\$ -	\$ 2,603	\$ -	\$ -	0%
Other Equipment	590800	146,976	2,330	-	-	0%
Subtotal Fixed Assets		\$ 146,976	\$ 4,933	\$ -	\$ -	0%
Total Expenditures		\$ 4,538,489	\$ 4,700,459	\$ 5,444,331	\$ 5,902,138	8%

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

	<u>FY 14-15</u> Actual	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Adopted	<u>FY 17-18</u> Adopted	<u>Percent</u> <u>Change</u>
<u>PARKS & COMMUNITY SERVICES - 14300</u>					
<u>Recreation Admin - 50001</u>					
Salaries & Benefits	\$ 662,244	\$ 497,348	\$ 714,103	\$ 868,789	22%
Maintenance & Operations	193,193	191,086	198,328	223,183	13%
Fixed Assets	-	495	-	-	0%
Subtotal Administration	\$ 855,437	\$ 688,930	\$ 912,431	\$1,091,972	20%
<u>Fairview Park - 20115</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 137,170	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Fairview Park	\$ -	\$ -	\$ -	\$ 137,170	0%
<u>Park Maintenance - 40111</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	2,118	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Park Maintenance	\$ -	\$ 2,118	\$ -	\$ -	0%
<u>Downtown Recreation Ctr - 40121</u>					
Salaries & Benefits	\$ 66,920	\$ 69,583	\$ 212,918	\$ 135,487	-36%
Maintenance & Operations	90,105	109,334	108,847	89,558	-18%
Fixed Assets	-	-	-	-	0%
Subtotal Downtown Rec Ctr	\$ 157,025	\$ 178,917	\$ 321,765	\$ 225,045	-30%
<u>Balearic Community Ctr - 40122</u>					
Salaries & Benefits	\$ 77,955	\$ 83,995	\$ 88,188	\$ 147,562	67%
Maintenance & Operations	82,464	110,124	119,986	118,636	-1%
Fixed Assets	-	970	-	-	0%
Subtotal Balearic Community Ctr	\$ 160,419	\$ 195,089	\$ 208,174	\$ 266,198	28%
<u>Neighborhood Comm Ctr - 40123</u>					
Salaries & Benefits	\$ 160,682	\$ 197,001	\$ 268,879	\$ 209,085	-22%
Maintenance & Operations	112,586	94,635	105,772	6,000	-94%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Comm Ctr	\$ 273,269	\$ 291,636	\$ 374,651	\$ 215,085	-43%
<u>Aquatics - 40212</u>					
Salaries & Benefits	\$ 183,289	\$ 159,201	\$ 198,172	\$ 279,779	41%
Maintenance & Operations	4,482	4,934	11,121	13,921	25%
Fixed Assets	-	-	-	-	0%
Subtotal Aquatics	\$ 187,771	\$ 164,135	\$ 209,293	\$ 293,700	40%

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

	<u>FY 14-15</u> Actual	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Adopted	<u>FY 17-18</u> Adopted	<u>Percent</u> <u>Change</u>
<u>Tennis - 40213</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	24,113	24,290	26,600	26,600	0%
Fixed Assets	-	-	-	-	0%
Subtotal Tennis	\$ 24,113	\$ 24,290	\$ 26,600	\$ 26,600	0%
<u>Adult Sports Basketball/Volleyball - 40214</u>					
Salaries & Benefits	\$ 16,780	\$ 17,814	\$ 10,100	\$ 18,596	84%
Maintenance & Operations	9,565	8,824	16,870	16,870	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Basketball/Volleyball	\$ 26,345	\$ 26,638	\$ 26,970	\$ 35,466	32%
<u>Adult Sports Softball - 40215</u>					
Salaries & Benefits	\$ 17,359	\$ 16,673	\$ 7,149	\$ 10,036	40%
Maintenance & Operations	34,986	6,801	-	700	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Softball	\$ 52,346	\$ 23,474	\$ 7,149	\$ 10,736	50%
<u>Fields/Field Ambassadors - 40216</u>					
Salaries & Benefits	\$ 165,383	\$ 213,117	\$ 318,328	\$ 308,546	-3%
Maintenance & Operations	237,742	222,234	233,741	240,199	3%
Fixed Assets	59,172	-	-	-	0%
Subtotal Fields/Field Ambassadors	\$ 462,298	\$ 435,351	\$ 552,069	\$ 548,745	-1%
<u>Youth Sports Basketball/Cheerleading - 40218</u>					
Salaries & Benefits	\$ 65,561	\$ 89,682	\$ 76,144	\$ 129,114	70%
Maintenance & Operations	14,337	13,166	14,350	14,350	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Basketball/Cheer	\$ 79,898	\$ 102,849	\$ 90,494	\$ 143,464	59%
<u>Youth Sports Flag Football/Cheerleading/Soccer - 40219</u>					
Salaries & Benefits	\$ 15	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Sports FF/C/S	\$ 15	\$ -	\$ -	\$ -	0%
<u>Adult Sports Futsal - 40222</u>					
Salaries & Benefits	\$ -	\$ 314	\$ 10,100	\$ 18,596	84%
Maintenance & Operations	-	3,853	8,300	5,765	-31%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Futsal	\$ -	\$ 4,167	\$ 18,400	\$ 24,361	32%

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

	<u>FY 14-15</u> Actual	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Adopted	<u>FY 17-18</u> Adopted	<u>Percent</u> <u>Change</u>
<u>Senior Citizens Center - 40231</u>					
Salaries & Benefits	\$ 270,147	\$ 373,832	\$ 462,227	\$ 615,383	33%
Maintenance & Operations	573,013	556,252	519,984	517,646	0%
Fixed Assets	87,804	865	-	-	0%
Subtotal Senior Citizens Center	\$ 930,964	\$ 930,949	\$ 982,211	\$ 1,133,029	15%
<u>Day Camp - 40232</u>					
Salaries & Benefits	\$ 86,980	\$ 94,116	\$ 34,746	\$ 102,821	196%
Maintenance & Operations	81,542	86,586	100,853	104,827	4%
Fixed Assets	-	-	-	-	0%
Subtotal Day Camp	\$ 168,521	\$ 180,702	\$ 135,599	\$ 207,648	53%
<u>ROCKS (Playgrounds) - 40233</u>					
Salaries & Benefits	\$ 498,638	\$ 624,648	\$ 707,158	\$ 666,523	-6%
Maintenance & Operations	29,087	39,412	42,512	42,569	0%
Fixed Assets	-	-	-	-	0%
Subtotal ROCKS (Playgrounds)	\$ 527,726	\$ 664,061	\$ 749,670	\$ 709,092	-5%
<u>Teen Programs - 40236</u>					
Salaries & Benefits	\$ 119,683	\$ 131,540	\$ 124,911	\$ 119,284	-5%
Maintenance & Operations	30,161	30,591	30,450	30,450	0%
Fixed Assets	-	-	-	-	0%
Subtotal Teen Programs	\$ 149,845	\$ 162,131	\$ 155,361	\$ 149,734	-4%
<u>Concerts - 40237</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	4,568	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Concerts	\$ -	\$ 4,568	\$ -	\$ -	0%
<u>Early Childhood - 40241</u>					
Salaries & Benefits	\$ 124,738	\$ 137,805	\$ 137,875	\$ 145,475	6%
Maintenance & Operations	7,322	8,023	8,853	10,053	14%
Fixed Assets	-	-	-	-	0%
Subtotal Early Childhood	\$ 132,059	\$ 145,828	\$ 146,728	\$ 155,528	6%
<u>Adult Instructional Classes - 40242</u>					
Salaries & Benefits	\$ 26,013	\$ 29,306	\$ 26,342	\$ 17,832	-32%
Maintenance & Operations	82,122	76,231	109,650	109,650	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Instructional	\$ 108,135	\$ 105,537	\$ 135,992	\$ 127,482	-6%

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

	<u>FY 14-15</u> <u>Actual</u>	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Youth Instructional Classes - 40243</u>					
Salaries & Benefits	\$ 25,896	\$ 30,673	\$ 26,342	\$ 17,832	-32%
Maintenance & Operations	207,815	278,763	302,664	268,664	-11%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Instructional	\$ 233,710	\$ 309,436	\$ 329,006	\$ 286,496	-13%
<u>Special Recreation Events - 40244</u>					
Salaries & Benefits	\$ -	\$ -	\$ 4,038	\$ -	-100%
Maintenance & Operations	-	771	1,735	1,942	12%
Fixed Assets	-	-	-	-	0%
Subtotal Special Recreation Events	\$ -	\$ 771	\$ 5,773	\$ 1,942	-66%
<u>Mobile Recreation - 40245</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 51,424	0%
Maintenance & Operations	-	-	-	9,950	0%
Fixed Assets	-	-	-	-	0%
Subtotal Mobile Recreation	\$ -	\$ -	\$ -	\$ 61,374	0%
<u>Bark Park - 40248</u>					
Salaries & Benefits	\$ -	\$ 17,168	\$ 38,795	\$ 34,071	-12%
Maintenance & Operations	-	17,687	2,000	2,000	0%
Fixed Assets	-	2,603	-	-	0%
Subtotal Bark Park	\$ -	\$ 37,458	\$ 40,795	\$ 36,071	-12%
<u>Community Gardens - 40249</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	158	1,900	1,900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Community Gardens	\$ -	\$ 158	\$ 1,900	\$ 1,900	0%
<u>Parks & Recreation Commission - 50125</u>					
Salaries & Benefits	\$ 225	\$ -	\$ 200	\$ 200	0%
Maintenance & Operations	4,178	4,300	6,450	6,450	0%
Fixed Assets	-	-	-	-	0%
Subtotal Parks & Recreation Comm.	\$ 4,403	\$ 4,300	\$ 6,650	\$ 6,650	0%
<u>Senior Commission - 50126</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,600	4,400	4,650	4,650	0%
Fixed Assets	-	-	-	-	0%
Subtotal Senior Commission	\$ 1,600	\$ 4,400	\$ 4,650	\$ 4,650	0%

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

	<u>FY 14-15</u> <u>Actual</u>	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Cultural Arts Committee - 50190</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	2,592	12,364	1,000	1,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Cultural Arts Committee</i>	\$ 2,592	\$ 12,364	\$ 1,000	\$ 1,000	0%
<u>Historical Preservation Committee - 50191</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	204	1,000	1,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Historic Preservation Comm.</i>	\$ -	\$ 204	\$ 1,000	\$ 1,000	0%
Total Expenditures	<u>\$4,538,489</u>	<u>\$4,700,459</u>	<u>\$5,444,331</u>	<u>\$5,902,138</u>	<u>8%</u>

INFORMATION TECHNOLOGY
Information Technology Director (1)

Executive 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 = 2.16)



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; wireless phones; and the support and oversight of all technology-related products and services for all departments, including the Police Department and Fire Department 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 2.16 full-time equivalents. The department has three divisions:

- Administration
- Computer Operations and Networking
- Systems and Programming

INFORMATION TECHNOLOGY DEPARTMENT – 14600

Administration – 50001

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

Computer Operations and Networking – 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 reports distribution in a networked client-server environment.

Systems and Programming – 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 17-18 adopted budget for the I.T. Department is \$3,509,453, an increase of \$112,094, or 3.3%, compared to the adopted budget for FY 16-17.

Increases are mainly attributed to Fixed Assets accounts, specifically Computer Equipment, Software and Other Equipment account.

PRIOR YEAR'S ACCOMPLISHMENTS

- Implementation of the Barracuda e-mail archiver
- Third Floor signage installation
- Installation of the Cyber DNA threat security
- Fiber installation at the Senior Center
- New GIS Parcel Viewer for City Staffs to query GIS-related information
- Transfer of the City's financial bank from Bank of America to J.P. Morgan
- New Homeless Outreach Management System
- ACA (Affordable Care Act) – I.T. developed PeopleSoft applications to fulfill the Payroll and Benefits data elements for data integration from multiple sources, etc.

INFORMATION TECHNOLOGY DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued)

- Implementation of solutions for e-signature on digital forms.
- VMware 6.0 upgrade
- Start of Library NCC project

GOALS

Continue doing the following:

- Provide the highest quality services and programs to the community (Tier 1)
- Provide professional, timely and cost-effective services to the City, PD, and Fire staffs (Tier 1)
- Strengthen community image (Tier 2)
- Facilitate community problem-solving through a commitment to teamwork and customer service (Tier 2)

OBJECTIVES

- Continue to provide timely assistance (Tier 1)
- Research new SAN and storage technology for future implementations (Tier 1)
- Research computer replacements and server technology (Tier 1)
- Implement new Land Management System and Animal License System (Tier 2)
- Implement big data solutions to include more financial information (Tier 2)
- Add more features to the new Intranet site so that each department can manage its own section on the Intranet (Tier 1)
- Upgrade more Intranet specific applications from php to .net platform; create a centralized repository for more data sharing across multiple applications (Tier 1).
- Create more GIS mapping solutions for public facing and internal use web sites (Tier 1)
- Research for disaster recovery solutions (Tier 1)

Performance Measures/Workload Indicators:	FY 15-16 <u>Actual</u>	FY 16-17 <u>Adopted</u>	FY 17-18 <u>Adopted</u>
Number of Printers/Terminals maintained	115/430	115/430	110/430
Help Desk requests resolved	3,264	3,540	2029
Number of City developed software applications	6	10	10
Number of servers maintained	105	105	110
Number of miscellaneous devices maintained	60	60	100
Number of vendor software applications maintained*	800	700	700

*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**

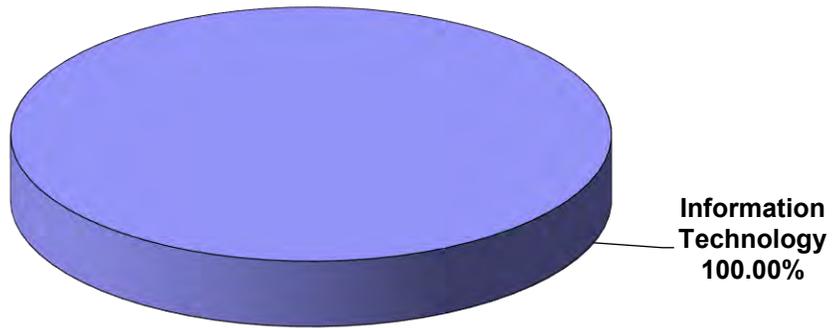
	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Information Technology - 14600</u>				
Information Technology Director	-	-	1.00	1.00
Executive Secretary	-	-	1.00	1.00
<i>Subtotal Administration - 50001</i>	-	-	2.00	2.00
Information Technology Director	0.50	0.50	-	-
Administrative Secretary	0.50	0.50	-	-
Computer Operations & Networking Supervisor	1.00	1.00	1.00	1.00
Network Administrator	3.00	3.00	3.00	3.00
<i>Subtotal Computer Operations - 50710</i>	5.00	5.00	4.00	4.00
Information Technology Director	0.50	0.50	-	-
Administrative Secretary	0.50	0.50	-	-
Programmer Analyst II	-	1.00	1.00	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>	5.00	6.00	5.00	5.00
Total Department Full-time Positions	10.00	11.00	11.00	11.00
Total Department Part-time Positions	0.50	1.50	1.94	2.16
TOTAL DEPARTMENT	10.50	12.50	12.94	13.16



**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

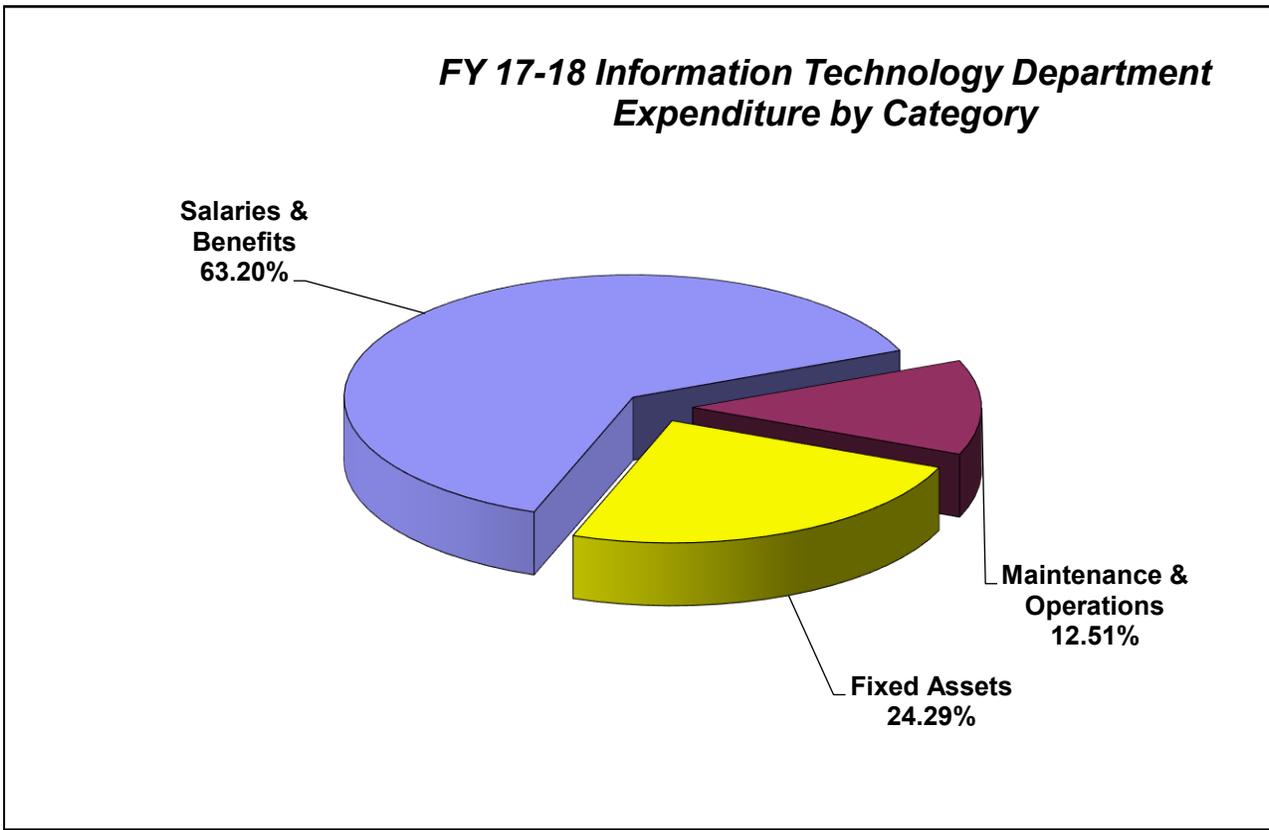
	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Information Technology - 14600	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453	3.30%
Total Expenditures	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453	3.30%

***FY 17-18 Information Technology Department
Expenditure by Division***



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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 1,646,169	\$ 1,658,261	\$ 1,999,515	\$ 2,218,013	10.93%
Maintenance & Operations	862,518	895,431	1,295,821	438,907	-66.13%
Fixed Assets	129,212	130,799	102,023	852,533	735.63%
Total Expenditures	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453	3.30%



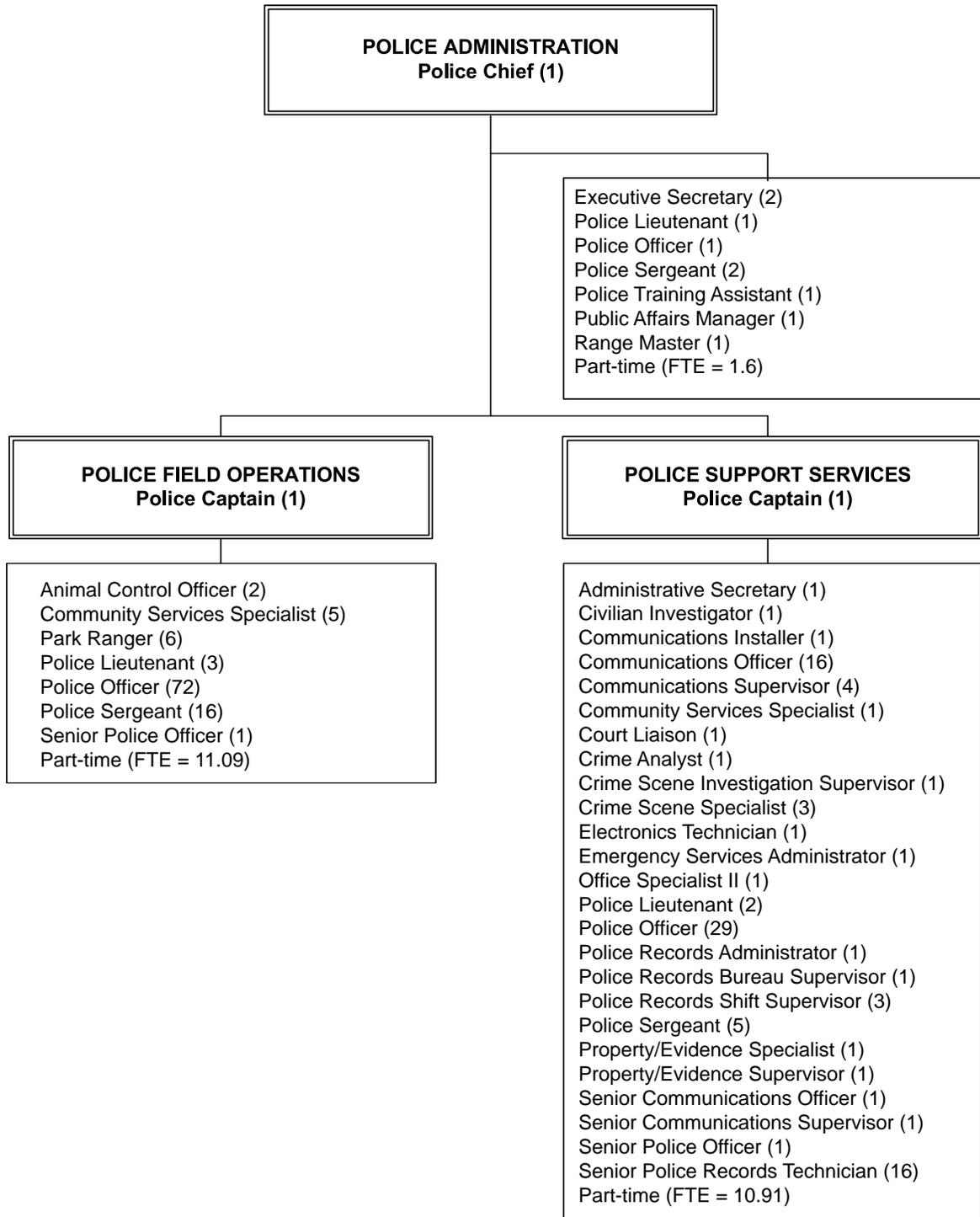
	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453	100.00%
Total Funding Sources	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453	100.00%

**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 923,688	\$ 937,956	\$ 1,136,033	\$ 1,196,681	5%
Regular Salaries - Part time	501300	35,622	115,545	114,193	144,993	27%
Overtime	501400	118,057	116,982	159,178	154,085	-3%
Accrual Payoff - Excess Maximum	501500	1,237	-	-	-	0%
Vacation/Comp. Time Cash Out	501600	19,742	5,744	10,742	8,443	-21%
Holiday Allowance	501700	3,831	2,496	2,478	6,048	144%
Separation Pay-Off	501800	-	17,460	-	-	0%
Other Compensation	501900	1,519	1,652	1,737	6,181	256%
Cafeteria Plan	505100	111,362	116,265	131,784	169,428	29%
Medicare	505200	15,917	17,381	16,498	17,378	5%
Retirement	505300	316,689	249,387	319,224	398,134	25%
Professional Development	505500	44,876	44,903	61,494	61,494	0%
Auto Allowance	505600	5,724	5,724	5,614	5,614	0%
Unemployment	505800	930	930	930	930	0%
Workers' Compensation	505900	46,976	25,837	39,610	48,604	23%
Subtotal Salaries & Benefits		\$ 1,646,169	\$ 1,658,261	\$ 1,999,515	\$ 2,218,013	11%
Stationery and Office	510100	\$ 3,992	\$ 3,992	\$ 2,917	\$ 2,874	-1%
Multi-Media, Promotions and Subs	510200	436	2,516	2,206	1,247	-43%
Small Tools and Equipment	510300	23,830	-	2,000	2,000	0%
Uniform & Clothing	510400	-	596	-	-	0%
Safety and Health	510500	86	875	1,095	426	-61%
Postage	520100	17	9	200	200	0%
Telephone/Radio/Communications	520400	43,073	43,377	43,230	52,911	22%
Meetings & Conferences	520500	-	544	1,500	1,000	-33%
Mileage Reimbursement	520600	160	164	400	400	0%
Office Equipment	525700	606,886	532,372	620,736	4,995	-99%
Consulting	530200	125,858	209,461	542,095	280,000	-48%
External Rent	535400	4,378	3,090	-	3,900	0%
Central Services	535800	344	45	500	250	-50%
Internal Rent - IT Replacement	536300	17,056	25,584	34,112	42,640	25%
General Liability	540100	36,403	72,806	44,830	46,064	3%
Subtotal Maintenance & Operations		\$ 862,518	\$ 895,431	\$ 1,295,821	\$ 438,907	-66%
Office Furniture	590600	\$ -	\$ -	\$ 4,023	\$ 14,626	264%
Other Equipment	590800	129,212	130,799	98,000	837,907	755%
Subtotal Fixed Assets		\$ 129,212	\$ 130,799	\$ 102,023	\$ 852,533	736%
Total Expenditures		\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453	3%

**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
INFORMATION TECHNOLOGY - 14600					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ -	\$ 550	\$ 391,276	\$ 449,429	15%
Maintenance & Operations	-	20	94,954	93,254	-2%
Fixed Assets	-	-	1,023	9,602	839%
Subtotal Administration	\$ -	\$ 570	\$ 487,253	\$ 552,285	13%
<u>Computer Operations - 50710</u>					
Salaries & Benefits	\$ 862,203	\$ 873,315	\$ 635,414	\$ 710,475	12%
Maintenance & Operations	862,180	467,392	573,151	235,256	-59%
Fixed Assets	129,188	130,799	98,000	359,997	267%
Subtotal Computer Operations	\$ 1,853,570	\$ 1,471,506	\$ 1,306,565	\$ 1,305,728	0%
<u>Computer Systems Development - 50720</u>					
Salaries & Benefits	\$ 783,966	\$ 784,396	\$ 972,825	\$ 1,058,109	9%
Maintenance & Operations	338	428,020	627,716	110,397	-82%
Fixed Assets	25	-	3,000	482,934	15998%
Subtotal Computer Systems Dev	\$ 784,329	\$ 1,212,415	\$ 1,603,541	\$ 1,651,440	3%
Total Expenditures	\$ 2,637,899	\$ 2,684,491	\$ 3,397,359	\$ 3,509,453	3%



POLICE DEPARTMENT

The Police Department is tasked with protecting life and property while preserving the peace. The department has 212 full-time positions, of which 136 are sworn and 76 are professional staff. Full-time staffing is composed of 12 management positions, 34 supervisory, and 166 line-level positions. Part-time staffing consists of 23.60 full-time equivalents. The department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

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

POLICE ADMINISTRATION – 15100

Police Administration – 50001

Provides the department's overall direction and planning with input from other divisions; provides advice to the City Manager and City Council on public safety issues; provides internal investigation and public affairs services through the Professional Standards Bureau; and conducts department budget and grant administration

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 safety services through the Park Rangers Unit; and provides business-related services to the public via the front desk.

Traffic Safety – 10113

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

Contract & Special Events – 10114

Provides special event 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.

STEP – 10143

The Selective Traffic Enforcement Program (STEP) 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 a 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.

POLICE DEPARTMENT

POLICE SUPPORT SERVICES – 15400 (Continued)

Telecommunications Operations – 51010

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

Technical Support & Maintenance – 51020

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

Emergency Services – 51040

Serves as the office responsible for the City's disaster preparedness; acts as liaison to other government agencies, private sector, schools and special districts, non-government and volunteer organizations on disaster preparedness; conducts disaster planning meetings, training and exercises; maintains disaster supplies; 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 17-18 adopted budget for the Police Department totals \$46,345,540, which reflects an increase of \$2,224,261, or 5.0% compared to the FY 16-17 adopted budget. Increases are mainly attributed to Salaries and Benefits accounts.

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

PRIOR YEAR'S ACCOMPLISHMENTS

- Developed and implemented the Department's first 5-year Strategic Plan
- Aggressively recruited and hired new staff to fill both sworn and civilian vacancies, to include the department's new Public Affairs Manager
- Expanded staffing in specialty assignments
- Joined the Orange County Human Trafficking Task Force (OCHTTF)
- Conducted a full-scale joint training exercise with the CMFD, OCSD, and OCFA at South Coast Plaza
- Staffed the West Side Substation (WSS) to better serve the community
- Began transition to the Lexipol law enforcement policy manual to standardize with other Orange County and California law enforcement agencies
- Identified and purchased a new department issued handgun platform
- Purchased tablets to implement an electronic citation system to improve efficiency and meet ILJAOC guidelines
- 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

Department's Strategic Plan Goals:

- Invest in its professionals by becoming a fully-staffed and highly trained department (Tier 1)
- Have secured and well-maintained facilities to ensure that personnel are able to perform their duties safely and efficiently
- Be equipped with the necessary tools to keep the Costa Mesa community safe (Tier 1)
- Enhance internal department communication to enable staff at all levels to be informed and effectively carry out the Department's mission

OBJECTIVES

- Continue the Department's aggressive recruitment and hiring efforts for fill sworn and civilian vacancies (Tier 1)
- Evaluate and purchase traffic speed monitoring boxes (Tier 1)
- Evaluate and implement Problem Oriented Policing software (Tier 1)
- Upgrade the Department's front lobby security features
- Identify and pursue the purchase of a new Mobile Command Vehicle (MCV) (Tier 1)
- Focus on developing the City's Emergency Preparedness Program (Tier 1)
- Continue to update the City's Emergency Operations Plan (EOP) (Tier 1)
- Renovate/upgrade the department's aging firearms range
- 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

Performance Measures/Workload Indicators:	FY 15-16 <u>Actual</u>	FY 16-17 <u>Adopted</u>	FY 17-18 <u>Adopted</u>
• Records Bureau Cases/Arrest Reports Processed	19,658	19,310	18,600
• Custody Bookings	4,065	4,080	4,100
• Crime Scene Investigation Work Product	4,379	7,400	7,400
• Property and Evidence – Total Items Booked 12,068	13,231	12,068	13,500
• Hit-and-Run Investigations	275	316	198
• Cases Cleared	142	138	68
• Effectiveness	52%	44%	34%
• Traffic Customer Survey Rating Good or Better	86%	80%	80%
• Assigned Robbery Cases	87	100	118
• Cases Cleared	70	50	84
• Effectiveness	80%	50%	71%
• Assigned Crimes Against Persons Cases	200	250	188
• Cases Cleared	152	175	84
• Effectiveness	76%	70%	71%

POLICE DEPARTMENT

<i>Performance Measures/Workload Indicators (continued):</i>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>
• Assigned Burglary Cases	138	200	144
Cases Cleared	121	140	106
Effectiveness	88%	70%	74%
• Assigned Theft Cases	847	1,200	772
Cases Cleared	797	720	672
Effectiveness	94%	60%	87%
• Assigned Juvenile Cases	251	150	114
Cases Cleared	223	129	84
Effectiveness	89%	86%	74%
• Economic/Identity Theft Cases	304	360	172
Cases Cleared	283	202	140
Effectiveness	93%	56%	81%
• 911 Emergency/Public Safety Calls Received	53,195	52,990	53,000
• 911 Calls Answered within 10 Seconds	95%	95%	95%
• Calls for Service	137,723	139,138	143,500
• Telephone Calls Received	187,190	189,666	183,000
• Telecomm Quest Link	435	562	450
• Animal Control – Calls for Service	3,402	3,382	3,496
• Animal Control – Impounds	1,614	1,082	1,562
• Emergency Calls Responded	1,068	1,000	1,000
Responded within 5 Minutes	736	656	700
Effectiveness	69%	66%	70%
• Non-Emergency Calls Responded	54,893	57,788	56,800
Responded within 30 Minutes	47,461	43,348	49,316
Effectiveness	86%	75%	87%



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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 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
Public Affairs Manager	-	-	1.00	1.00
<i>Subtotal Administration - 50001</i>	4.00	4.00	5.00	5.00
Police Sergeant	-	1.00	1.00	1.00
Executive Secretary	-	-	1.00	1.00
Police Officer	-	-	-	1.00
Police Training Assistant	-	1.00	1.00	1.00
Range Master	-	1.00	1.00	1.00
<i>Subtotal Training - 10133</i>	-	3.00	4.00	5.00
Total Police Administration Full-time Positions	4.00	7.00	9.00	10.00
Total Police Admin Part-time Positions (in FTE's)	-	0.50	1.25	1.60
<u>Police Field Operations - 15300</u>				
Police Captain	1.00	1.00	1.00	1.00
Community Services Specialist	10.00	5.00	5.00	5.00
Crime Prevention Specialist	1.00	1.00	-	-
Park Ranger	-	5.00	6.00	6.00
Police Lieutenant	4.00	3.00	3.00	3.00
Police Officer	54.00	56.00	59.00	59.00
Police Sergeant	13.00	14.00	14.00	14.00
Senior Police Officer	7.00	5.00	2.00	1.00
<i>Subtotal Field Area Policing - 10111</i>	90.00	90.00	90.00	89.00
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	0.50	-	-	-
Police Officer	1.00	1.00	1.00	1.00
<i>Subtotal Contract & Special Events - 10114</i>	1.50	1.00	1.00	1.00
Police Training Assistant	1.00	-	-	-
Range Master	1.00	-	-	-
Police Sergeant	1.00	-	-	-
<i>Subtotal Training - 10133</i>	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	110.50	107.00	107.00	106.00
Total Police Fld Ops Part-time Positions (in FTE's)	10.05	11.05	10.30	11.09

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 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	-	-
Emergency Services Administrator	-	-	1.00	-
<i>Subtotal Administration - 50001</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>2.00</u>
Civilian Investigator	1.00	1.00	1.00	1.00
Court Liaison	-	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	15.00	15.00	14.00	14.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	-	-	1.00	1.00
<i>Subtotal Crime Investigation - 10120</i>	<u>21.00</u>	<u>22.00</u>	<u>22.00</u>	<u>22.00</u>
Community Services Specialist	1.00	1.00	1.00	1.00
Police Officer	7.00	7.00	7.00	7.00
Police Sergeant	1.00	1.00	1.00	1.00
<i>Subtotal Special Investigation Unit - 10127</i>	<u>9.00</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	4.00	3.00	3.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	<u>4.00</u>	<u>5.00</u>	<u>4.00</u>	<u>4.00</u>
Executive Secretary	1.00	1.00	-	-
Office Specialist II	-	-	-	-
Police Officer	8.00	7.00	8.00	8.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	-	1.00	-	-
<i>Subtotal Youth Crime Intervention - 10135</i>	<u>10.00</u>	<u>10.00</u>	<u>9.00</u>	<u>9.00</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>3.00</u>	<u>2.00</u>	<u>2.00</u>
Police Sergeant	1.00	-	-	-
Custody Officer	7.00	-	-	-
<i>Subtotal Jail - 10137</i>	<u>8.00</u>	<u>-</u>	<u>-</u>	<u>-</u>

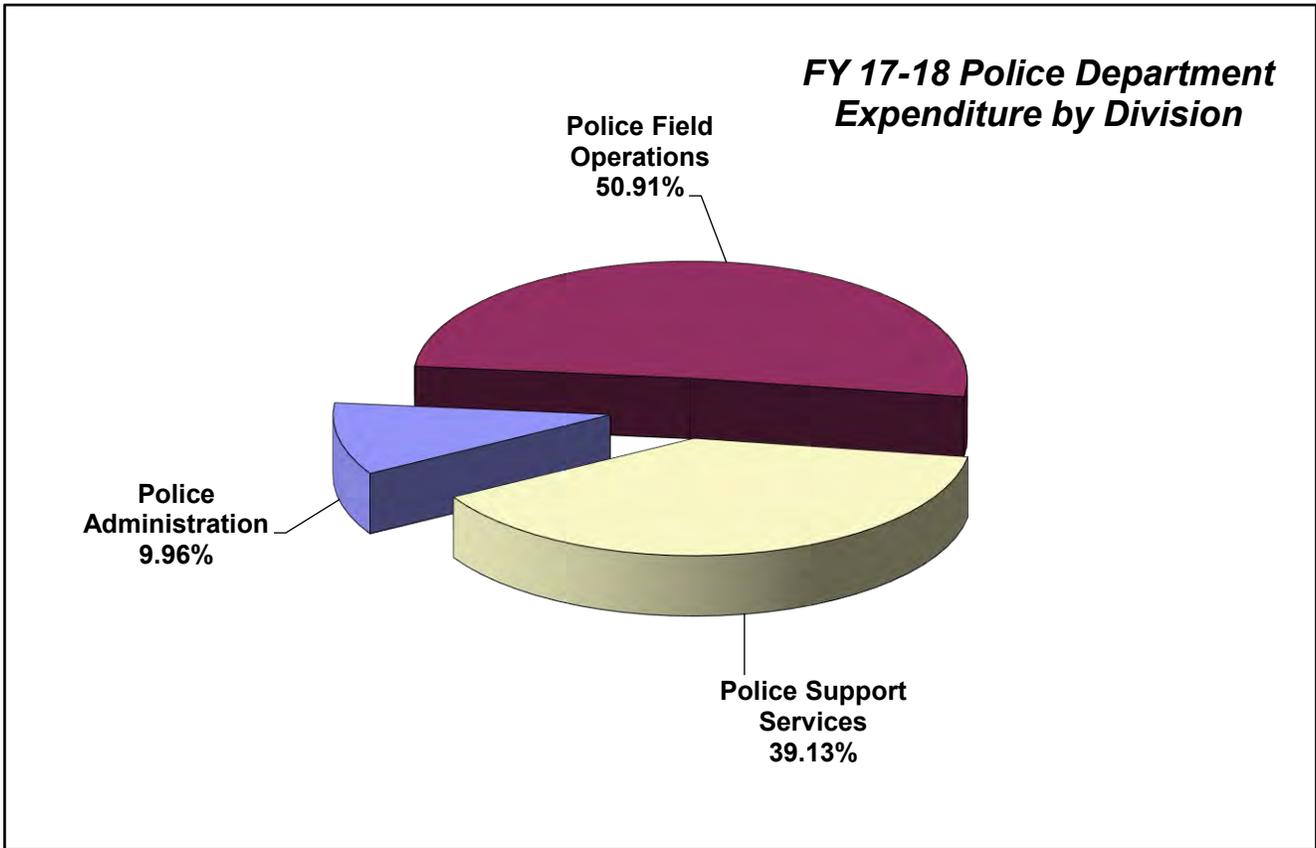
**POLICE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Police Support Services - 15400 continued</u>				
Police Lieutenant	-	1.00	1.00	1.00
Communications Officer	16.00	16.00	16.00	16.00
Communications Supervisor	4.00	4.00	4.00	4.00
Senior Communications Officer	1.00	1.00	1.00	1.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Telecomm Operations - 51010</i>	22.00	23.00	23.00	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
Emergency Services Administrator	-	-	-	1.00
<i>Subtotal Emergency Services - 51040</i>	1.00	1.00	1.00	2.00
Total Police Support Services Full-time Positions	103.00	99.00	96.00	96.00
Total Police Supt Svcs Part-time Positions (in FTE's)	8.86	8.08	10.91	10.91
Total Department Full-time Positions	217.50	213.00	212.00	212.00
Total Department Part-time Positions (in FTE's)	18.91	19.63	22.46	23.60
TOTAL DEPARTMENT	236.41	232.63	234.46	235.60
Sworn Full-time Positions	136.00	136.00	136.00	136.00
Non-Sworn Full-time Positions	81.50	77.00	76.00	76.00



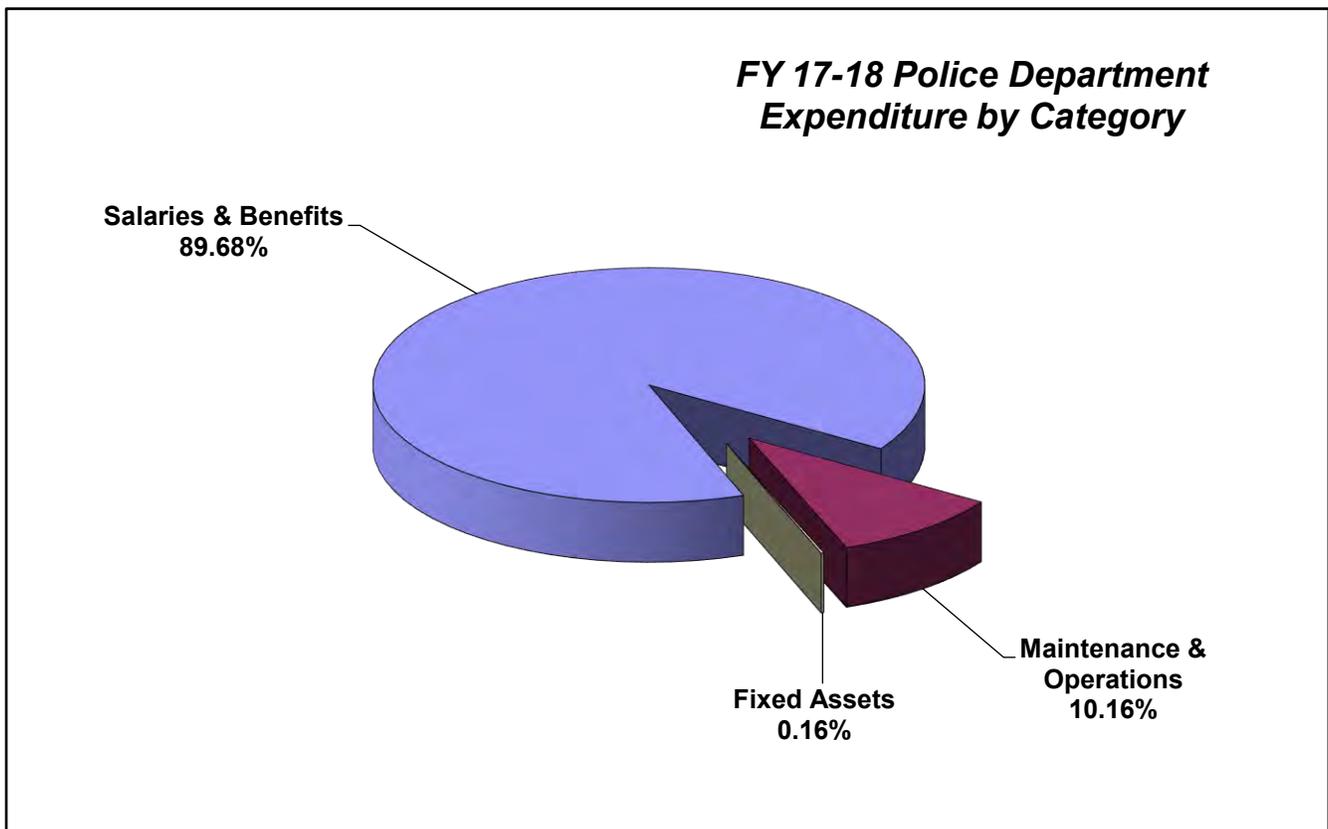
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
Expenditure by Division:					
Police Administration - 15100	\$ 2,700,618	\$ 3,282,789	\$ 4,092,781	\$ 4,615,445	12.77%
Police Field Operations - 15300	21,618,034	22,122,198	22,941,824	23,593,172	2.84%
Police Support Services - 15400	13,691,493	13,207,114	17,086,674	18,136,923	6.15%
Total Expenditures	\$ 38,010,145	\$ 38,612,102	\$ 44,121,279	\$ 46,345,540	5.04%



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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 33,427,535	\$ 34,079,923	\$ 39,197,462	\$ 41,563,555	6.04%
Maintenance & Operations	4,255,458	4,036,829	4,779,612	4,707,080	-1.52%
Fixed Assets	327,153	495,350	144,205	74,905	-48.06%
Total Expenditures	\$ 38,010,145	\$ 38,612,102	\$ 44,121,279	\$ 46,345,540	5.04%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 35,572,020	\$ 36,750,804	\$ 42,808,280	\$ 45,241,406	97.62%
Prop 172 Fund - 202	1,073,138	1,184,092	1,048,055	846,044	1.83%
SLESF Fund - 213	273,538	310,134	264,944	258,090	0.56%
Narcotics Forfeiture Fund - 217	983,172	271,686	-	-	0.00%
LLEBG Fund - 219	35,922	601	-	-	0.00%
Office of Traffic Safety - 220	72,355	94,785	-	-	0.00%
Total Funding Sources	\$ 38,010,145	\$ 38,612,102	\$ 44,121,279	\$ 46,345,540	100.00%

CITY OF COSTA MESA, CALIFORNIA

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 11,376,063	\$ 11,495,332	\$ 14,848,692	\$ 15,270,496	3%
Regular Salaries - Non Sworn	501200	4,706,025	4,226,925	5,187,390	5,390,107	4%
Regular Salaries - Part time	501300	1,326,038	795,415	1,253,099	1,261,410	1%
Overtime	501400	2,581,473	3,149,007	1,782,501	1,782,501	0%
Accrual Payoff - Excess Maximum	501500	127,049	112,361	156,900	156,900	0%
Vacation/Comp. Time Cash Out	501600	111,978	95,523	76,050	76,050	0%
Holiday Allowance	501700	371,232	313,672	91,900	86,100	-6%
Separation Pay-Off	501800	359,482	187,061	-	-	0%
Other Compensation	501900	1,525,376	1,412,812	1,608,296	1,747,258	9%
Cafeteria Plan	505100	1,591,375	1,583,565	1,912,848	2,181,432	14%
Medicare	505200	312,507	306,343	307,268	317,783	3%
Retirement	505300	7,806,591	9,107,058	10,542,036	11,500,626	9%
Professional Development	505500	108,244	142,560	169,201	168,800	0%
Unemployment	505800	20,167	20,167	20,167	20,167	0%
Workers' Compensation	505900	1,103,936	1,132,121	1,241,114	1,603,924	29%
Subtotal Salaries & Benefits		\$ 33,427,535	\$ 34,079,923	\$ 39,197,462	\$ 41,563,555	6%
Stationery and Office	510100	\$ 63,886	\$ 70,002	\$ 73,700	\$ 68,500	-7%
Multi-Media, Promotions and Subs	510200	25,376	18,746	68,371	87,571	28%
Small Tools and Equipment	510300	239,036	87,246	102,520	87,520	-15%
Uniform & Clothing	510400	151,675	152,202	188,769	207,769	10%
Safety and Health	510500	100,321	137,463	199,495	207,495	4%
Maintenance & Construction	510600	8,075	8,607	5,750	20,750	261%
Waste Disposal	515700	1,693	996	2,600	2,600	0%
Janitorial and Housekeeping	515800	97,672	106,384	12,649	110,776	776%
Postage	520100	7,959	9,177	13,300	13,300	0%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Advertising and Public Info.	520300	86	-	-	-	0%
Telephone/Radio/Communications	520400	261,457	342,473	294,771	319,083	8%
Meetings & Conferences	520500	14,106	14,410	15,000	15,000	0%
Mileage Reimbursement	520600	229	189	300	300	0%
Buildings and Structures	525100	326	2,613	6,750	4,950	-27%
Automotive Equipment	525400	-	-	-	1,800	0%
Office Equipment	525700	25,047	32,306	32,250	34,350	7%
Other Equipment	525800	180,596	25,510	15,000	16,800	12%
Consulting	530200	1,151,311	1,034,520	1,151,160	1,130,460	-2%
Medical and Health Inspection	530600	62,432	85,658	110,500	110,500	0%
Law Enforcement	530700	423,632	514,351	599,840	568,692	-5%
External Rent	535400	224,866	178,832	194,400	194,400	0%
Central Services	535800	23,612	19,154	21,000	21,000	0%
Internal Rent - Maint. Charges	536100	489,839	524,976	806,552	759,849	-6%
Internal Rent - Repl.Cost	536200	154,193	186,549	242,065	147,833	-39%
Internal Rent - IT Replacement	536300	36,804	55,206	73,608	92,010	25%
General Liability	540100	511,229	429,258	549,162	483,671	-12%
Subtotal Maintenance & Operations		\$ 4,255,458	\$ 4,036,829	\$ 4,779,612	\$ 4,707,080	-2%
Buildings and Structures	590400	\$ 6,838	\$ 8,752	\$ -	\$ -	0%
Automotive Equipment	590500	43,735	-	-	-	0%
Office Equipment	590700	21,518	41,000	-	-	0%
Other Equipment	590800	255,062	445,597	144,205	74,905	-48%
Subtotal Fixed Assets		\$ 327,153	\$ 495,350	\$ 144,205	\$ 74,905	-48%
Total Expenditures		\$ 38,010,145	\$ 38,612,102	\$ 44,121,279	\$ 46,345,540	5%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<i>POLICE ADMINISTRATION - 15100</i>					
<u>Police Administration - 50001</u>					
Salaries & Benefits	\$ 2,194,889	\$ 2,130,174	\$ 2,450,460	\$ 2,976,336	21%
Maintenance & Operations	514,660	506,260	730,886	642,244	-12%
Fixed Assets	771	305	-	1,300	0%
<i>Subtotal Administration</i>	\$ 2,710,320	\$ 2,636,740	\$ 3,181,346	\$ 3,619,880	14%
<u>Training - 10133</u>					
Salaries & Benefits	\$ -	\$ 552,505	\$ 723,446	\$ 924,769	28%
Maintenance & Operations	(9,702)	55,217	67,989	68,795	1%
Fixed Assets	-	-	120,000	2,000	-98%
<i>Subtotal Training</i>	\$ (9,702)	\$ 607,722	\$ 911,435	\$ 995,564	9%
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	1,708	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Field Area Policing</i>	\$ -	\$ 1,708	\$ -	\$ -	0%
<u>BSCC Local Assistance - 71100</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	36,350	-	-	0%
<i>Subtotal BSCC Local Assistance</i>	\$ -	\$ 36,350	\$ -	\$ -	0%
<i>POLICE FIELD OPERATIONS - 15300</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	3,789	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 3,789	\$ -	\$ -	\$ -	0%
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$16,137,635	\$17,141,794	\$17,591,616	\$18,183,101	3%
Maintenance & Operations	528,738	592,961	794,913	725,540	-9%
Fixed Assets	36,368	19,017	-	-	0%
<i>Subtotal Field Area Policing</i>	\$ 16,702,741	\$ 17,753,773	\$ 18,386,529	\$ 18,908,641	3%
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ 2,401,256	\$ 2,693,569	\$ 2,954,412	\$ 3,077,064	4%
Maintenance & Operations	414,681	518,551	602,993	583,615	-3%
Fixed Assets	2,910	14,208	-	-	0%
<i>Subtotal Traffic Enforcement</i>	\$ 2,818,846	\$ 3,226,329	\$ 3,557,405	\$ 3,660,680	3%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Contract & Special Events - 10114</u>					
Salaries & Benefits	\$ 459,975	\$ 428,124	\$ 514,007	\$ 522,128	2%
Maintenance & Operations	1,031	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Contract & Special Events	\$ 461,006	\$ 428,124	\$ 514,007	\$ 522,128	2%
<u>Training - 10133</u>					
Salaries & Benefits	\$ 587,996	\$ 625	\$ -	\$ -	0%
Maintenance & Operations	50,666	1,890	-	-	0%
Fixed Assets	116	41,000	-	-	0%
Subtotal Training	\$ 638,778	\$ 43,515	\$ -	\$ -	0%
<u>Youth Crime Intervention - 10135</u>					
Salaries & Benefits	\$ -	\$ 115,778	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Crime Intervention	\$ -	\$ 115,778	\$ -	\$ -	0%
<u>Jail - 10137</u>					
Salaries & Benefits	\$ 2,895	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	3,367	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Jail	\$ 2,895	\$ 3,367	\$ -	\$ -	0%
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	540	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ -	\$ 540	\$ -	\$ -	0%
<u>Animal Control - 10139</u>					
Salaries & Benefits	\$ 261,286	\$ 298,127	\$ 263,450	\$ 286,491	9%
Maintenance & Operations	103,528	91,939	120,509	118,509	-2%
Fixed Assets	-	-	-	-	0%
Subtotal Animal Control	\$ 364,814	\$ 390,066	\$ 383,959	\$ 405,000	5%
<u>RAID - 10143</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	20,120	25,401	99,924	52,722	-47%
Fixed Assets	-	-	-	44,000	0%
Subtotal RAID	\$ 20,120	\$ 25,401	\$ 99,924	\$ 96,722	-3%

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>2010 COPS Hiring Grant - 70210</u>					
Salaries & Benefits	\$ 518,135	\$ 17,677	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2010 COPS Hiring Grant	\$ 518,135	\$ 17,677	\$ -	\$ -	0%
<u>AB109-Post Release Comm Superv - 71019</u>					
Salaries & Benefits	\$ 14,554	\$ 22,844	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal AB109-Post Release Comm	\$ 14,554	\$ 22,844	\$ -	\$ -	0%
<u>2014 STEP Grant - 71024</u>					
Salaries & Benefits	\$ 6,420	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2014 STEP Grant	\$ 6,420	\$ -	\$ -	\$ -	0%
<u>2015 STEP Grant - 71025</u>					
Salaries & Benefits	\$ 65,936	\$ 6,360	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2015 STEP Grant	\$ 65,936	\$ 6,360	\$ -	\$ -	0%
<u>2016 STEP Grant - 71026</u>					
Salaries & Benefits	\$ -	\$ 88,424	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2016 STEP Grant	\$ -	\$ 88,424	\$ -	\$ -	0%
<u>POLICE SUPPORT SERVICES - 15400</u>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 539,285	\$ 405,483	\$ 649,829	\$ 525,325	-19%
Maintenance & Operations	249,605	231,379	182,162	335,901	84%
Fixed Assets	-	256,164	500	500	0%
Subtotal Administration	\$ 788,891	\$ 893,026	\$ 832,491	\$ 861,727	4%
<u>Helicopter Patrol - 10112</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	237,384	272,300	300,000	300,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Helicopter Patrol	\$ 237,384	\$ 272,300	\$ 300,000	\$ 300,000	0%

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ 200	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	6,683	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Enforcement	\$ 200	\$ 6,683	\$ -	\$ -	0%
<u>Crime Investigation - 10120</u>					
Salaries & Benefits	\$ 2,326,362	\$ 2,918,810	\$ 4,130,104	\$ 4,370,059	6%
Maintenance & Operations	72,151	103,654	112,003	103,133	-8%
Fixed Assets	13,822	130	-	3,400	0%
Subtotal Crime Investigation	\$ 2,412,335	\$ 3,022,594	\$ 4,242,107	\$ 4,476,592	6%
<u>Vice & Narcotics - 10125</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	45	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Vice & Narcotics	\$ -	\$ 45	\$ -	\$ -	0%
<u>Special Investigation Unit - 10127</u>					
Salaries & Benefits	\$ 904,745	\$ 906,391	\$ 1,618,657	\$ 1,656,015	2%
Maintenance & Operations	550,604	176,749	182,279	168,860	-7%
Fixed Assets	189,416	96,654.87	-	-	0%
Subtotal Special Investigation Unit	\$ 1,644,765	\$ 1,179,795	\$ 1,800,936	\$ 1,824,875	1%
<u>Records/Information Systems - 10131</u>					
Salaries & Benefits	\$ 1,946,024	\$ 1,449,511	\$ 2,041,202	\$ 2,210,034	8%
Maintenance & Operations	121,528	121,065	146,100	146,100	0%
Fixed Assets	1,359	1,400	2,650	2,650	0%
Subtotal Records/Info Systems	\$ 2,068,911	\$ 1,571,976	\$ 2,189,952	\$ 2,358,784	8%
<u>Crime Scene Investigation/Photos - 10132</u>					
Salaries & Benefits	\$ 455,802	\$ 445,838	\$ 632,656	\$ 632,186	0%
Maintenance & Operations	27,067	60,227	66,239	64,872	-2%
Fixed Assets	1,185	-	-	-	0%
Subtotal Crime Scene Inv/Photos	\$ 484,054	\$ 506,064	\$ 698,895	\$ 697,058	0%
<u>Youth Crime Intervention - 10135</u>					
Salaries & Benefits	\$ 583,177	\$ 876,274	\$ 1,629,100	\$ 1,725,351	6%
Maintenance & Operations	22,056	15,651	27,544	28,454	3%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Crime Intervention	\$ 605,233	\$ 891,926	\$ 1,656,644	\$ 1,753,805	6%

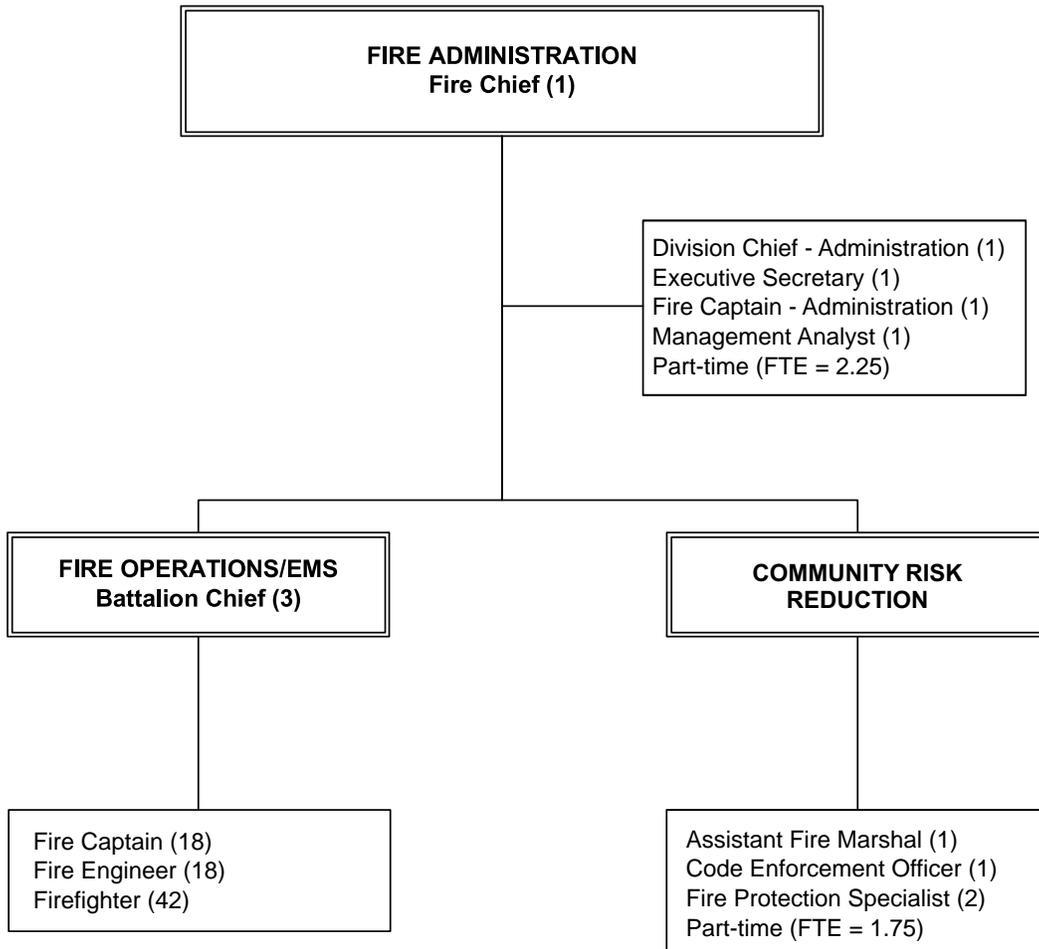
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Property & Evidence - 10136</u>					
Salaries & Benefits	\$ 305,700	\$ 342,126	\$ 444,498	\$ 476,755	7%
Maintenance & Operations	67,591	71,955	109,443	108,536	-1%
Fixed Assets	21,518	-	345	345	0%
Subtotal Property & Evidence	\$ 394,809	\$ 414,081	\$ 554,286	\$ 585,636	6%
<u>Jail - 10137</u>					
Salaries & Benefits	\$ 783,655	\$ -	\$ 10,000	\$ 10,000	0%
Maintenance & Operations	760,178	721,491	804,580	807,566	0%
Fixed Assets	-	6	-	-	0%
Subtotal Jail	\$ 1,543,833	\$ 721,497	\$ 814,580	\$ 817,566	0%
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	12,371	699	19,628	14,188	-28%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ 12,371	\$ 699	\$ 19,628	\$ 14,188	-28%
<u>Telecomm Operations - 51010</u>					
Salaries & Benefits	\$ 2,619,080	\$ 3,007,893	\$ 3,136,405	\$ 3,391,777	8%
Maintenance & Operations	291,018	337,679	211,530	212,176	0%
Fixed Assets	7,469	357	-	-	0%
Subtotal Telecomm Operations	\$ 2,917,566	\$ 3,345,930	\$ 3,347,935	\$ 3,603,953	8%
<u>Technical Support/Maint - 51020</u>					
Salaries & Benefits	\$ 217,747	\$ 231,593	\$ 221,394	\$ 249,294	13%
Maintenance & Operations	205,503	118,543	177,090	202,067	14%
Fixed Assets	-	4,407	4,000	4,000	0%
Subtotal Tech Support/Maint	\$ 423,250	\$ 354,543	\$ 402,484	\$ 455,361	13%
<u>Cable Television Services - 51030</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	436	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Cable Television Services	\$ 436	\$ -	\$ -	\$ -	0%
<u>Emergency Services - 51040</u>					
Salaries & Benefits	\$ (4,099)	\$ -	\$ 186,226	\$ 346,870	86%
Maintenance & Operations	753	874	23,800	23,800	0%
Fixed Assets	16,298	15,483	16,710	16,710	0%
Subtotal Emergency Services	\$ 12,952	\$ 16,357	\$ 226,736	\$ 387,380	71%

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>2010 COPS Hiring Grant - 70210</u>					
Salaries & Benefits	\$ 108,582	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2010 COPS Grant	\$ 108,582	\$ -	\$ -	\$ -	0%
<u>2012 Justice Assistance Grant - 70907</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	601	-	-	0%
Subtotal 2012 Justice Assistance	\$ -	\$ 601	\$ -	\$ -	0%
<u>2013 Justice Assistance Grant - 70908</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	17,896	-	-	-	0%
Subtotal 2013 Justice Assistance	\$ 17,896	\$ -	\$ -	\$ -	0%
<u>2014 Justice Assistance Grant - 70909</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	18,026	-	-	-	0%
Subtotal 2014 Justice Assistance	\$ 18,026	\$ -	\$ -	\$ -	0%
<u>BSCC Local Assistance - 71100</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	9,266	-	-	0%
Subtotal Local Assistance	\$ -	\$ 9,266	\$ -	\$ -	0%
Total Expenditures	\$38,010,145	\$38,612,102	\$44,121,279	\$46,345,540	5%





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, 365 days a year. The Community Risk Reduction Division provides life and fire safety planning, inspection, preparedness, and overall community risk reduction. Both divisions are supported by the Fire Administration division.

The Department is budgeted for 90 full-time staff members; 84 sworn positions and six non-sworn positions. Part-time staffing consists of 4.0 full-time equivalents to serve within the three divisions. The three divisions are as follows:

- **Fire Administration**
- **Fire/Rescue/Emergency Medical Services**
- **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 Manager.

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 & RESCUE DEPARTMENT

COMMUNITY RISK REDUCTION – 16300

Community Risk Reduction – 10220

The Community Risk Reduction 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.

BUDGET NARRATIVE

The FY 17-18 adopted budget for the Fire and Rescue Department is \$22,382,344, an increase of \$1,171,928, or 5.53%, compared to the FY 16-17 adopted budget. Increases are mainly attributed to Salaries and Benefits accounts due to the six new positions added during FY 16-17 Mid-Year process.

PRIOR YEAR'S ACCOMPLISHMENTS

Fire Administration

- Completed the first year assessment of the Fire & Rescue Department's 5-year Strategic Plan.
- Completed the ambulance transportation study and presentation to the City Council.
- Successful completion of probation for one Division Chief, three Fire Captains, and one Firefighter.
- Promoted two Fire Engineers.
- Completed office improvements to improve work flow and productivity.
- Staff attended various professional development workshops; including computer software classes.
- Completed the 2nd Annual Fire Captain/Chief Officer Team Building Breakfast.
- Completed the Fire Station #4 build out project.
- Completed all of the planning elements for construction of the new Fire Station #1 with the city team.
- Completed the ground breaking ceremony for the kick off the Fire Station rebuild project.
- Completed all of the planning and transition elements for the temporary Fire Station #1 (e.g., Station 1.1).
- Coordinated with the Orange County Intelligence Assessment Center (OCIAAC) to facilitate critical infrastructure assessments of all fire stations and city hall.
- Supported the attendance of three members of our team to the Orange County Leadership Tomorrow Program (Class of 2016-17).

Fire Operations/EMS

- Completed the build process for two Pierce Fire Engines and one Command Vehicle.
- 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, CFED, and the Arson Investigators attended CSTI.
- The Fire & Rescue department hosted several regional and/or statewide training events including the California Fire Chief's Wildland Entrapment Program, FEMA's social media program, and the Southern California Community Emergency Response Team (CERT) workshop all held locally at the Costa Mesa Neighborhood Community Center.
- Initiated our 2nd Fire Captain's Preparatory Academy.
- Hired 13 new Firefighters.
- Completed a 7-week training academy for our new Firefighters.
- Continued to work on CAD to CAD interface and AVL processes with OCFA and Metro Net.
- Completed a joint training with Newport Beach Fire Department; Transitional Attack and Air Track Management Training.
- Completed Advance Cardiac Life Support and Pediatric Advanced Life Support training for all active Paramedics.

FIRE & RESCUE DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

Community Risk Reduction

- Participated with the South Coast Metro Alliance and Chamber of Commerce in regards to teaching the Business Preparedness Academy and expanded the program to include a full day training option
- Completed the fire code adoption process.
- Annual Fire Prevention Month Open House Event.
- CERT Volunteers were instrumental in assisting fire this past year (e.g. Concerts in The Park, Fire Service Day, Youth in Government Day, and our Annual Fire Prevention Month Open House).
- Supported the attendance of three members of our Community Risk Reduction team to the annual California Fire Chiefs Fire Prevention Officer's Conference.
- Initiated a transition plan for fire inspections and plan review.
- Completed five (5) CERT Basic Classes.
- Completed three (3) Teen CERT classes at all high schools.
- Completed two (2) Business Preparedness Academies.
- Campus CERT Program started at Orange Coast College.
- 8200+ Volunteer Service Hours to Costa Mesa through CERT and Fire Corps.
- Volunteer Appreciation Event – Volunteer of the Year – Dee Chester.
- Hands Only CPR events from June 1 to August 31 – Trained over 1100+.
- Tours, Engine visits, special events reached over 45,000 community members.
- Hosted Chinese CERT Delegation from Chengdu City, China.
- National CERT Conference Operations Chief/OC Leadership Team.
- Ready Sunday Prep Rally- National Preparedness Month Event Recognition.
- Hosted two (2) Firehouse Friday events.

GOALS

- Complete the Fire Station #1 rebuild project. (Tier 1)
- Complete the procurement and installation of the Fire Station alerting project. (Tier 1)
- Complete the washer/dryer installation projects for the remaining fire stations.
- Complete the diesel exhaust extraction system installation in all fire stations.
- Complete an Engineer's Preparatory Academy and Promotional Process.
- Complete the purchase a new Fire Engine. (Tier 1)
- Complete the implementation of our recommended ambulance transportation model. (Tier 2)
- Assess options to participate as part of a regional dispatch center. (Tier 1)
- Expand and enhance our community outreach and public information program.
- Continue to assess technology needs and recommend solutions. (Tier 1)
- Develop and initiate a formal evaluation of our response times (e.g., from initial call into the PSAP through arrival of emergency resources on scene. (Tier 1)
- Fill all budgeted staffing vacancies. (Tier 2)
- Reduce our actual fire/rescue overtime budget costs by 30% from the past fiscal year. (Tier 1)
- Continue to improve succession planning and promotional preparatory training throughout all ranks.
- Provide an updated ambulance transportation recommendation for City Council consideration. (Tier 2)
- Continue to implement and evaluate the different components of the 5-year strategic plan.
- Exceed minimum standard training requirements for all areas of the organization.
- Improve the effectiveness and efficiencies in the organization.
- Host at least two regional and/or state fire service related programs in Costa Mesa.
- Transition the Fire Protection Analyst position into an Assistant Fire Marshal position.
- Assess the viability of implementing a more robust data collection and summary for internal and external dissemination.

FIRE & RESCUE DEPARTMENT

GOALS (Continued)

- Ensure that every member of our team has the opportunity for additional training opportunities, relative to professional development.
- Continue to improve and enhance school preparedness programs for faculty and students.
- Expand CERT preparedness and training to include a new neighborhood-based outreach program and CPR/First Aid program.

OBJECTIVES / TASKS

- Continue to evaluate the Fire & Rescue Department’s deployment and look for opportunities for innovative improvements. (Tier 1)
- Develop the ability to accurately collect all response time data elements in line with the National Fire Protection Association (NFPA) Standard 1710 and travel time indicators (e.g. section 3.3.54), but appropriate and specific for Costa Mesa Fire & Rescue. (Tier 1)
- Improve the quality of data entry by all fire & rescue personnel.
- 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 (Tier 1).
- Improve internal and external communications by design implementation of print, various web and social media platforms.
- Aggressively work on succession planning in the Community Risk Reduction Division.
- Evaluate emergency response to Code 3 EMS emergencies within 60 seconds (Turnout Time), 90 % of the time. (Tier 1)
- Evaluate emergency response to fire calls and heavy rescue within 80 seconds (Turnout Time), 90 % of the time. (Tier 1)
- Evaluate emergency response to Code 3 Fire/Rescue/EMS emergencies within 4 minutes (Travel Time), 90% of the time. (Tier 1)

PERFORMANCE MEASURES/WORKLOAD INDICATORS

The following workload indicators are 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

<i>(Calls for Service)</i>	<i>2014</i>	<i>2015</i>	<i>2016</i>
• Fire Incidents	247	238	271
• Rupture Explosions	11	3	3
• EMS	8,389	9,366	9,374
• Rescue	61	92	77
• Hazardous Conditions	195	144	207
• Service Calls	566	434	495
• Good Intent Calls	1,823	2,291	1,894

FIRE & RESCUE DEPARTMENT

WORKLOAD INDICATORS (Continued)	2014	2015	2016
(Calls for Service)			
• False Calls	304	380	399
• Severe Weather Calls	0	0	0
• Other Calls	3	7	1
• Total Calls for Service	11,599	12,955	12,721
Community Risk Reduction			
Plan Checks			
• Fire System Plans	405	473	492
• Architectural Plans / Life Safety	212	182	282
• Planning and Development Review	94	94	107
• Fire Code Permit Review	23	15	19
• Special Event Permit Review	37	56	0
• Film Permit Review	4	10	12
• Total Plan Check Reviews	775	830	912
Inspections			
• Fire Prevention Inspections (By Fire Prev. Staff)	1,181	839	1,008
• Fire Prevention Inspections (By Fire & Rescue crews)**	7,257	6,177	5,783
• Sprinkler	389	637	602
• Fire Alarm	40	56	111
• Life Safety	332	166	252
• New Business	6	0	1
• Pyrotechnic	0	91	62
• Hood Systems	23	39	42
• Knox Box / Entry Systems	43	43	120
• Hotel/Motel	20	56	32
• 850 Clearances (Annual)	54	54	54
• 850 Clearances (New)	59	62	61
• Special Events	*	*	23
• Complaints	*	*	205
• Total Inspections	9,404	8,294	8,356
Hazardous Material Program			
• Business Plan Reviewed / Inspected	302	352	379
• Haz-Mat Incident Cost Recovery	\$15,300	\$13,100	0
• Haz-Mat Disclosure Program	\$166,230	\$152,735	\$167,000
• Number of Suppression Business / Apartment Inspections	7,000	6,177	N/A
Volunteer Fire Prevention Intern Program			
• Hours worked	425	2,500	2,912
• Apartment Inspections	274	409	437
• Apartment correction mail out	*	249	286
• Fire permit inspection/issued	168	178	452
• Fire permit re-inspections	*	440	577
• Fire permit correction mail out	*	135	267
• Haz-Mat/other inspections	15	30	39

FIRE & RESCUE DEPARTMENT

WORKLOAD INDICATORS (Continued)	2014	2015	2016
Community Education Programs			
• Presentation to Costa Mesa Groups & Residents	56	58	58
• Engine Company Visits	44	44	47
• Station Tours	18	17	19
• CPR in High Schools	N/A	746	634
• "Team Fire Force" Team Kids Participants	203	150	175
• Citizens Fire Academy (Spring Session ONLY)	2	1	2
• Community Emergency Response Team (CERT) Events	31	43	44
• Child Passenger Safety	73	98	104
• Special Events	29	30	29
• Teen CERT Classes	0	3	3
• New CERT Graduates	87	112	109
• Stations Tours (Number of participants)	419	609	752
• Engine Visits (Number of participants)	7,110	6,875	6,823
• Presentations (Number of participants)	1,965	6,661	7,541
• CERT/Teen CERT (Number of participants)	87	662	755
• Citizen's Fire Academy (Number of participants)	36	19	35
• Special Events (Number of participants)	18,445	20,052	22,477
• Volunteer Hours – CERT	4,049	6,449	7,312
• Volunteer Hours - Fire Corps	350	775	967

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

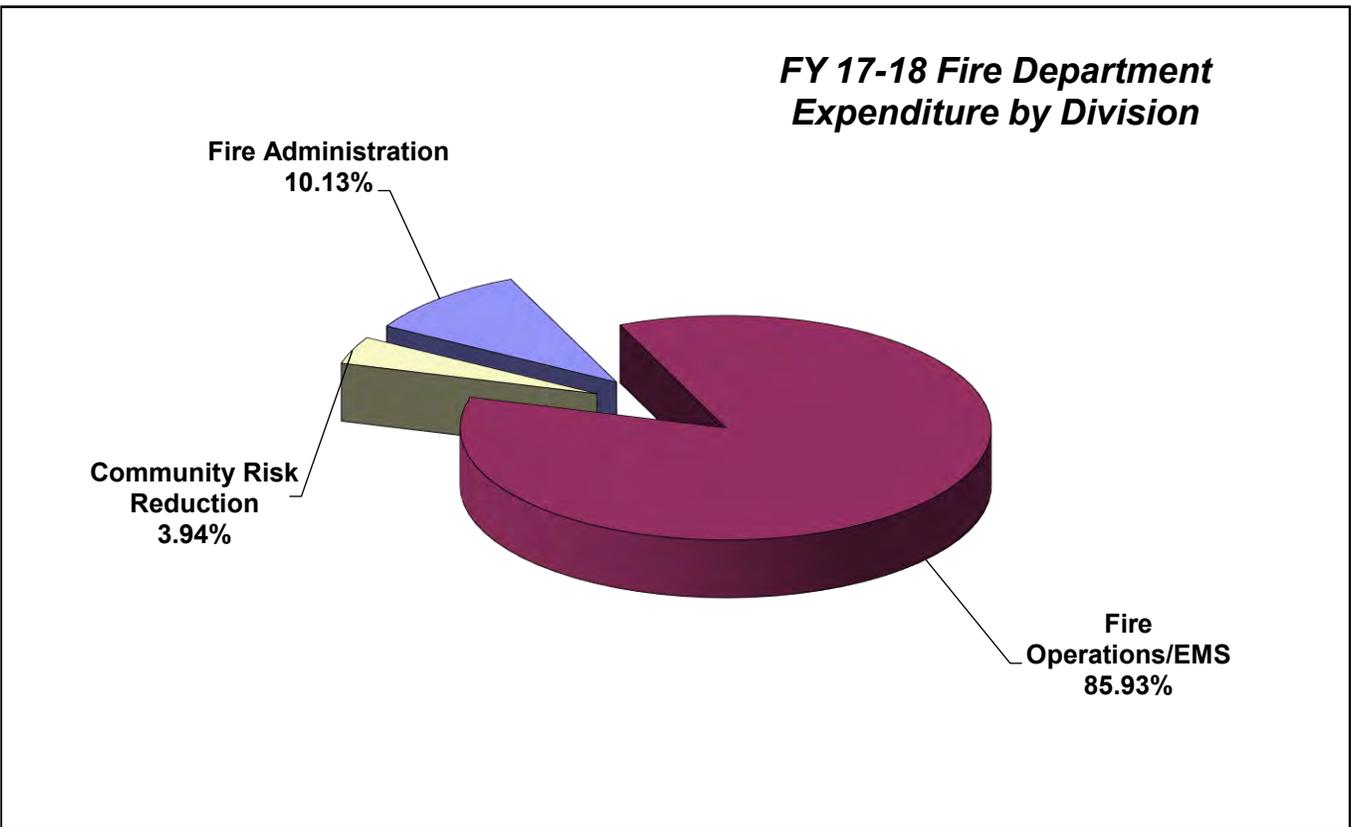
**FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Fire Administration - 16100</u>				
Fire Chief	1.00	1.00	1.00	1.00
Code Enforcement Officer	-	1.00	-	-
Division Chief - Administration	-	1.00	1.00	1.00
Battalion Chief - Administration	1.00	-	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Captain	-	-	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	4.00	5.00	5.00	5.00
Total Fire Administration Full-time Positions	4.00	5.00	5.00	5.00
Total Fire Admin Part-time Positions (in FTE's)	1.75	2.00	2.00	2.25
<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	15.00	15.00	15.00	18.00
Fire Engineer	18.00	18.00	18.00	18.00
Firefighter	35.00	35.00	39.00	42.00
<i>Subtotal Fire Rescue/Operations - 10210</i>	71.00	72.00	75.00	81.00
Firefighter	4.00	4.00	-	-
<i>Subtotal Emergency Medical Services - 10230</i>	4.00	4.00	-	-
Total Fire Operations/EMS Full-time Positions	75.00	76.00	75.00	81.00
<u>Community Risk Reduction - 16300</u>				
Assistant Fire Marshal	-	-	-	1.00
Code Enforcement Officer	-	-	1.00	1.00
Fire Protection Analyst	1.00	1.00	1.00	-
Fire Protection Specialist	2.00	2.00	2.00	2.00
<i>Subtotal Fire Prevention - 10220</i>	3.00	3.00	4.00	4.00
Total Fire Prevention Full-time Positions	3.00	3.00	4.00	4.00
Total Fire Prevention Part-time Positions (in FTE's)	1.00	1.25	1.50	1.75
Total Department Full-time Positions	82.00	84.00	84.00	90.00
Total Department Part-time Positions (in FTE's)	2.75	3.25	3.50	4.00
TOTAL DEPARTMENT	84.75	87.25	87.50	94.00
Sworn Full-time Positions	77.00	78.00	78.00	84.00
Non-Sworn Full-time Positions	5.00	6.00	6.00	6.00



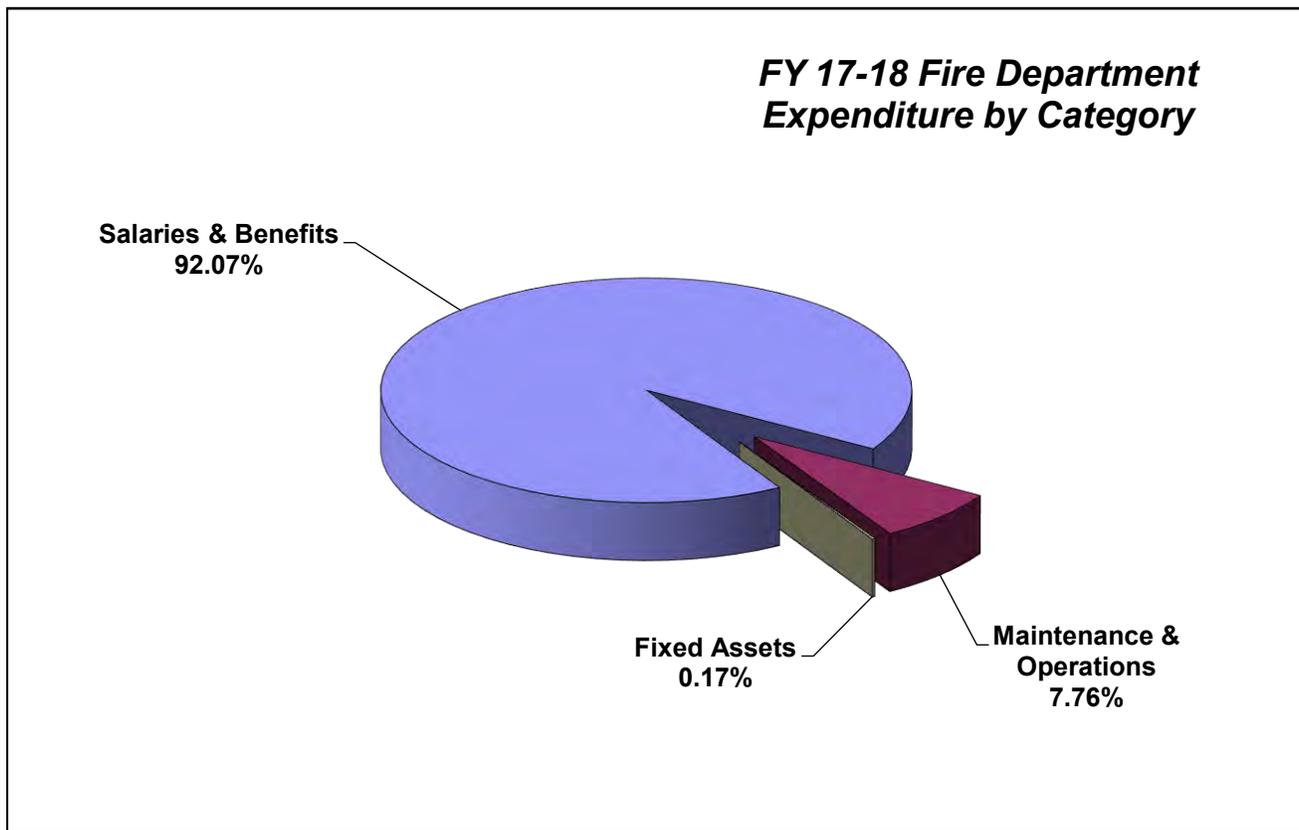
**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Fire Administration - 16100	\$ 1,850,058	\$ 2,186,423	\$ 2,394,594	\$ 2,268,035	-5.29%
Fire Operations/EMS - 16200	17,780,321	19,453,128	17,958,453	19,233,412	7.10%
Community Risk Reduction - 16300	567,162	669,454	857,369	880,897	2.74%
Total Expenditures	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,382,344	5.53%



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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 18,892,342	\$ 20,436,768	\$ 19,139,296	\$ 20,609,384	7.68%
Maintenance & Operations	1,241,838	1,436,199	2,019,022	1,735,862	-14.02%
Fixed Assets	63,362	436,039	52,098	37,098	-28.79%
Total Expenditures	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,382,344	5.53%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 20,127,674	\$ 22,282,663	\$ 21,152,202	\$ 22,334,130	99.78%
Prop. 172 Fund - 202	69,868	26,342	58,214	48,214	0.22%
Total Funding Sources	\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,382,344	100.00%

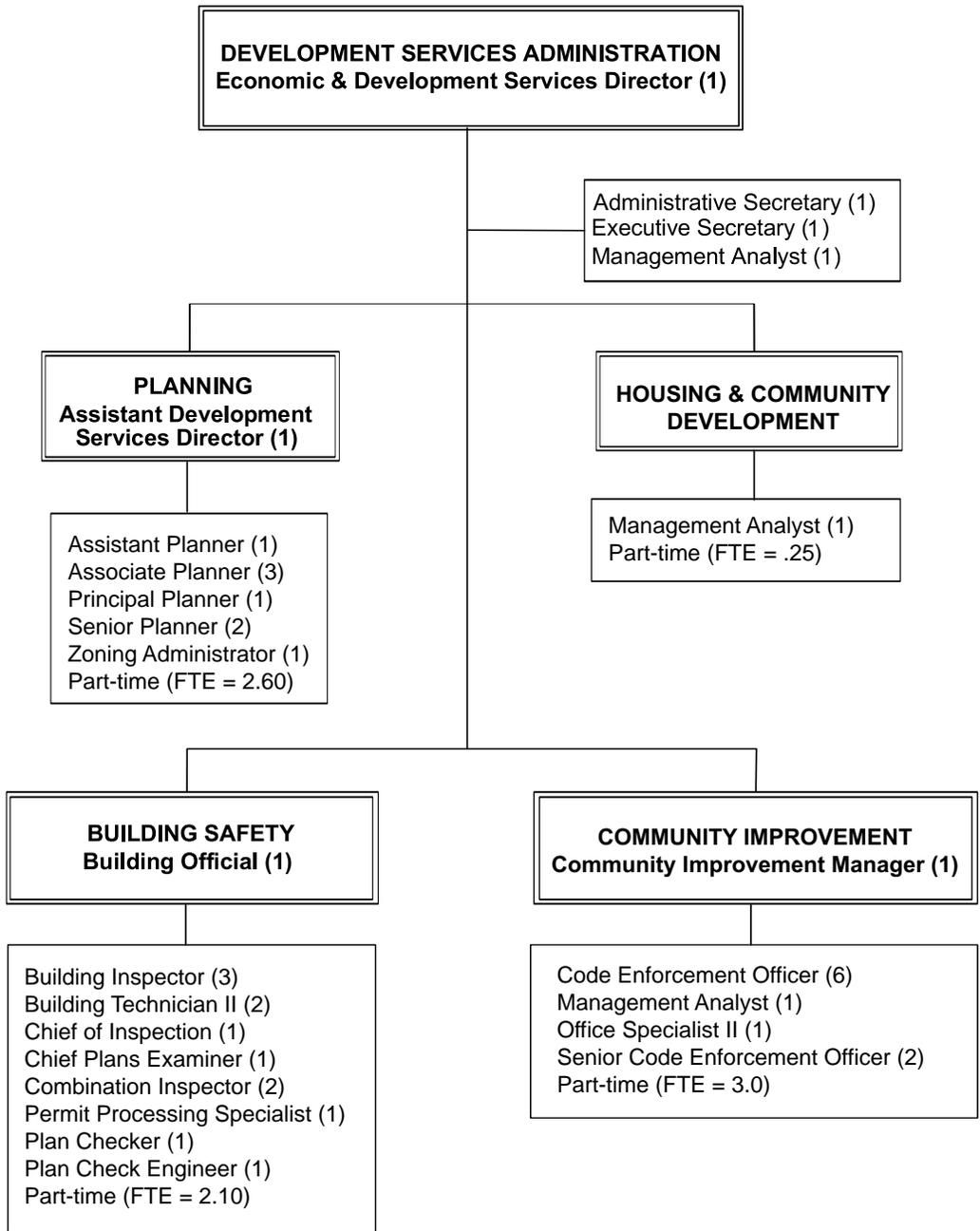
CITY OF COSTA MESA, CALIFORNIA

**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 7,531,647	\$ 7,465,259	\$ 7,832,501	\$ 8,394,033	7%
Regular Salaries - Non Sworn	501200	377,038	438,642	477,016	484,165	1%
Regular Salaries - Part time	501300	53,170	89,736	127,779	174,897	37%
Overtime	501400	3,912,161	3,906,253	2,407,000	2,157,000	-10%
Accrual Payoff - Excess Maximum	501500	26,029	26,757	19,950	19,950	0%
Vacation/Comp. Time Cash Out	501600	23,770	33,290	20,700	20,700	0%
Holiday Allowance	501700	346,250	313,111	306,241	376,061	23%
Separation Pay-Off	501800	8,915	48,445	-	-	0%
Other Compensation	501900	537,872	555,595	678,265	622,445	-8%
Cafeteria Plan	505100	612,723	618,704	690,624	797,100	15%
Medicare	505200	176,619	178,300	134,630	143,189	6%
Retirement	505300	4,443,522	5,870,953	5,555,768	6,471,613	16%
Longevity	505400	2,568	2,664	2,268	2,760	22%
Professional Development	505500	76,594	83,316	148,521	123,559	-17%
Unemployment	505800	11,848	11,848	11,848	11,848	0%
Workers' Compensation	505900	751,616	793,894	726,185	810,063	12%
Subtotal Salaries & Benefits		\$ 18,892,342	\$ 20,436,768	\$ 19,139,296	\$ 20,609,384	8%
Stationery and Office	510100	\$ 18,345	\$ 14,339	\$ 12,000	\$ 12,000	0%
Multi-Media, Promotions and Subs	510200	24,302	27,957	37,846	34,846	-8%
Small Tools and Equipment	510300	100,150	69,695	106,521	94,324	-11%
Uniform & Clothing	510400	143,551	80,565	140,800	140,800	0%
Safety and Health	510500	171,543	232,568	227,988	225,988	-1%
Maintenance & Construction	510600	25,106	40,040	32,500	32,500	0%
Fuel	510800	(956)	-	200	200	0%
Waste Disposal	515700	525	-	2,000	2,000	0%
Janitorial and Housekeeping	515800	8,087	11,426	10,500	10,500	0%
Postage	520100	2,221	9,038	1,500	1,500	0%
Advertising and Public Info.	520300	-	467	250	250	0%
Telephone/Radio/Communications	520400	8,242	39,100	51,299	51,299	0%
Meetings & Conferences	520500	1,739	1,682	3,000	3,000	0%
Mileage Reimbursement	520600	370	82	-	-	0%
Buildings and Structures	525100	2,219	-	6,000	6,000	0%
Office Equipment	525700	3,432	4,270	1,832	1,832	0%
Other Equipment	525800	31,597	19,767	33,480	35,480	6%
Employment	530100	-	36,442	-	-	0%
Consulting	530200	208,247	131,122	129,012	129,012	0%
Engineering and Architectural	530400	64,603	38,320	150,000	150,000	0%
Medical and Health Inspection	530600	877	6,531	10,648	10,648	0%
Central Services	535800	7,580	9,197	11,200	11,200	0%
Internal Rent - Maint. Charges	536100	260,977	293,588	299,744	337,952	13%
Internal Rent - Repl. Cost	536200	62,364	255,341	298,941	345,785	16%
Internal Rent - IT Replacement	536300	7,540	11,310	15,080	18,850	25%
General Liability	540100	72,806	91,007	425,881	69,096	-84%
Taxes & Assessments	540700	16,373	12,345	10,800	10,800	0%
Subtotal Maintenance & Operations		\$ 1,241,838	\$ 1,436,199	\$ 2,019,022	\$ 1,735,862	-14%
Automotive Equipment	590500	\$ -	\$ 1,766	\$ -	\$ -	0%
Other Equipment	590800	63,362	434,273	52,098	37,098	-29%
Subtotal Fixed Assets		\$ 63,362	\$ 436,039	\$ 52,098	\$ 37,098	-29%
Total Expenditures		\$ 20,197,542	\$ 22,309,005	\$ 21,210,416	\$ 22,382,344	6%

**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<i>FIRE ADMINISTRATION - 16100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 1,556,579	\$ 1,863,720	\$ 1,850,591	\$ 2,068,637	12%
Maintenance & Operations	292,875	321,301	544,003	199,398	-63%
Fixed Assets	605	146	-	-	0%
<i>Subtotal Administration</i>	\$ 1,850,058	\$ 2,185,167	\$ 2,394,594	\$ 2,268,035	-5%
<u>Response and Control - 10210</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	1,256	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Response and Control</i>	\$ -	\$ 1,256	\$ -	\$ -	0%
<i>FIRE OPERATIONS/EMS - 16200</i>					
<u>Response & Control - 10210</u>					
Salaries & Benefits	\$15,976,593	\$17,049,804	\$16,664,503	\$17,920,126	8%
Maintenance & Operations	606,797	727,157	968,667	1,025,848	6%
Fixed Assets	39,674	13,584	37,098	37,098	0%
<i>Subtotal Response & Control</i>	\$ 16,623,065	\$ 17,790,545	\$ 17,670,268	\$ 18,983,071	7%
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 947,667	\$ 1,016,178	\$ 63,809	\$ 38,847	-39%
Maintenance & Operations	186,506	224,566	209,376	211,494	1%
Fixed Assets	23,083	421,839	15,000	-	-100%
<i>Subtotal Emergency Medical Aid</i>	\$ 1,157,256	\$ 1,662,583	\$ 288,185	\$ 250,341	-13%
<i>Community Risk Reduction - 16300</i>					
<u>Fire Prevention - 10220</u>					
Salaries & Benefits	\$ 411,503	\$ 507,066	\$ 560,393	\$ 581,774	4%
Maintenance & Operations	155,660	161,918	296,976	299,123	1%
Fixed Assets	-	470	-	-	0%
<i>Subtotal Fire Prevention</i>	\$ 567,162	\$ 669,454	\$ 857,369	\$ 880,897	3%
Total Expenditures	\$20,197,542	\$22,309,005	\$21,210,416	\$22,382,344	6%



DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a Community Health and Environment function. During FY 17-18, the Community Improvement /Code Enforcement Division was renamed to the Community Improvement Division. The Department now has 38 full-time positions composed of 1 department director, 1 assistant director, 2 managers, 8 supervisors, 23 professional, and 3 clerical positions, with some positions remaining vacant. Part-time staffing consists of 7.95 full-time equivalents. The Department is comprised of five divisions, each division allocated into different programs. The five 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 City Manager; 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 a business-friendly atmosphere from very low business license fees to expedited services to get businesses up and running.

The team attends industry functions, professional organizations to update businesses about projects and opportunities. Examples include South Coast Metro Alliance, Business Development Association of Orange County, Building Industry Association, real estate broker groups, Kiwanis and other service organizations and the ICSC Real Estate Conference.

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 communities, therefore preserving and enhancing the quality of life in the city. The Planning Division staff apply zoning regulations to promote developments which:

DEVELOPMENT SERVICES DEPARTMENT

- 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.

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 adjustments, minor conditional use permits, and lot line adjustments).

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, and provide recommendations to City Council on general plan amendments, zoning changes, and new policies. The Planning Division provides comprehensive planning services in both Advance and Current Planning; all Planning staff members are trained in both areas of short-range and long-range planning. Advance Planning functions involve General Plan amendments, rezones, ordinance preparation, environmental review, urban plan preparation, socio-economic data collection and analysis, coordination with local and state jurisdictions and regional planning organizations, Federal Flood Insurance Program implementation, and review of CEQA documents related to neighboring cities and regional projects. Current Planning functions relate to issuance of zoning verification letters, processing of Conditional Use Permits, Master Plans, Design Reviews, subdivision maps, etc.

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 permits, variances, master plans, design reviews, subdivision maps, and residential 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

Permit & Plan Check Services - 20410

Provides local enforcement of mandatory State building codes and standards 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; routing of plans and coordination of approvals from other city departments; calculation and collection of fees related to development and other projects requiring plan review and/or a building permit.

Inspection Services - 20410

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

COMMUNITY IMPROVEMENT DIVISION – 18400

Community Improvement - 20350

DEVELOPMENT SERVICES DEPARTMENT

During the FY 14-15, the Community Improvement Division was created and transferred to the Development Services Department. In late 2015, the Code Enforcement Division was merged with the Community Improvement Division to form one division. For FY 17-18 the division was renamed the Community Improvement Division which encompasses the following focus areas:

- **Code Enforcement:** 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.
- **Group Home/Sober Living:** Implements and enforces zoning regulations for group homes and offsite service providers. This includes the implementation of the Single Family (R1) Group Home Ordinance No. 14-13 and the Multifamily (MFR) Group Home Ordinance No. 15-11
- **Crime Prevention:** Conducts residential and commercial security inspections to identify nuisance conditions and to review building and landscaping designs to determine possible opportunities to promote crime prevention through environmental design. Staff works with other City departments, residents and business owners to identify necessary infrastructure improvements such as alley paving and lighting and on other improvement efforts such as community clean-up days; works with law enforcement personnel, outside crime prevention persons, organizations, agencies and residents regarding crime prevention techniques, practices, and opportunities; and plays an integral part in supporting the Network for Homeless Solutions through the City Manager's Office.
- **Medical Marijuana Business Permitting/Inspections:** Conducts inspections and works closely with Medical Marijuana Business operators to ensure that their facilities comply with all applicable regulations under City issued Conditional Use Permits and Medical Marijuana Business Permits.
- **Recreation Marijuana and/or Medical Marijuana Cultivation:** Enforces the City's restrictions on the illegal cultivation and retail sales of recreational and medical marijuana. This includes the nuisance abatement of any use, structure, or property that is used for these
- **Lodging Inspections:** In conjunction with the Orange County Health Department, conducts inspections of the City's stock of lodging establishments for compliance with City Municipal, State Health & Safety laws and other concerns that often lead to blighted conditions at these locations.
- **Business License Inspections:** Works closely with the City's Finance Department to ensure compliance with municipal business license requirements. Performs field inspections of new businesses to assure that proper licenses/permits have been obtained and the appropriate fees have been paid; addresses existing businesses that currently have a delinquent status.

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement (CDBG) - 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. HCD-funded code enforcement activity is limited to the City's CDBG target neighborhoods, which are primarily residential areas, and inspections are generally limited the enforcement of housing and building codes. These code enforcement efforts must be supported with other public and private improvements that reduce or eliminate deterioration in CDBG target neighborhoods.

Public Services Programs - 20421

Solicits public service sub-recipient grant applicants for HUD qualified activities, reviews, recommends and presents preliminary applications to the Housing and Public Service Grants Ad-hoc Committee for recommendation to the City Council. Coordinates and implements public service grants allocated by the City Council and funded

DEVELOPMENT SERVICES DEPARTMENT

through Community Development Block Grant (CDBG). Public service grants are awarded to nonprofit agencies that provide services such as homelessness prevention; homeless services; youth, 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. HCD staff monitors all sub-recipients to insure compliance and performance.

Single-Family Housing Rehabilitation - 20422

Promotes the HUD-funded program for eligible, very low-income, single-family Costa Mesa homeowners, by providing technical assistance to program participants including how to apply for grants (up to \$15,000) and/or deferred low-interest loans (up to \$50,000). Property rehabilitation is limited to interior and exterior residential property improvements addressing basic code and building violations, lead-based paint hazards, and other non-luxury repairs. HCD staff performs income qualification, coordinates homeowner work write-ups, loan documentation, ongoing loan management and monitoring, processes 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.

HOME Administration - 20440

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

Supports 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 17-18 adopted budget for the Development Services Department totals \$7,590,142, an increase of \$494,492, or 7.0% compared to the FY 16-17 adopted budget. Increases are mainly attributed to Salaries and Benefits, and Maintenance and Operation accounts.

On June 14, 2017, the 2017 federal budget was approved. The FY 17-18 CDBG Grant appropriation is \$996,235 an increase of 0.6% (\$5,888) from the prior year. An additional \$150,000 in prior years' funds is also available for a total of \$1,146,235.

The FY 17-18 HOME Program Grant appropriation is \$334,545, a reduction of 1.8% (\$6,165) from the prior year. An additional \$157,745 from the prior year and an estimated \$25,000 in new program income is also available for a total of \$517,290.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

- The July 2016 adoption of the 2015-2035 General Plan was a major milestone for the Development Services Department. It was the culmination of a multi-year Costa Mesa process that included a community outreach program, "The Great Outreach," to engage a broad and diverse constituency to help refine the community vision. In addition to updating and modernizing goals and policies, the new General Plan incorporates the latest state requirements, such as Complete Streets and the City's first Bicycle and Pedestrian Master Plan. Following adoption of the Update, the Department also prepared several Zoning Code amendments to provide consistency between the General Plan and the Zoning Code.
- 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 2016.
- Construction of Walgreens (the former Tower Records building on Superior Avenue) was completed.
- Orange Coast Buick/GMC/Cadillac Dealership located at 2600 Harbor Blvd. was completed.
- The last phase of Superior Pointe, an Urban Master Plan project of 60 live/work units located at 1695 Superior Avenue, was completed.
- UpCoast, the development of 28 single-family, detached residences at 1239 Victoria Street, is currently under construction.
- Westside Gateway Project (former Argo Tech), a 177 unit live/work and loft development was approved. The buildings have been demolished and soil and ground water remediation has been completed; grading and retaining wall construction is underway.
- The Edge, a community of 19 detached units by Shea Homes at 789 Paularino Avenue, was completed and units are occupied.
- Latitude, a 14 unit detached residential development by Melia Homes at 1645 Tustin Avenue, is completed and occupied.
- The Boatyard, a 32 unit live/work development at 1672 Placentia Ave. is under construction.
- Costa Bella, a community of 14 detached two-story residences by Melia Homes on the east side Costa Mesa, is expected to start construction in Spring 2017.
- Grading and construction is under way for 20 residential units by Planet Home Living at 522 and 527 Bernard Street.
- The 36-unit development of West Place by City Ventures was completed and is currently occupied.
- Construction of a 24 unit, two-story, residential development at 650 Hamilton Street by Shea Homes is currently underway.
- Mesa Verde Ten, a 10 unit, detached, single family residential development, is currently under construction.
- The reconstruction of Costa Mesa Fire Station 1 at 2803 Royal Palm Drive was approved by the Planning Commission.
- The Baker Street Apartment Project, located at 125 East Baker Street, a 240-unit apartment community, is under construction.
- The Lighthouse Urban Master Plan for the development of an 89 unit, three-story mixed-use development, within the Mesa West Bluffs Urban Plan area at 1620-1644 Whittier Avenue is under construction.
- Ganahl Lumber relocation/expansion, located at 1100 Bristol Street, will replace the existing store on the adjacent property. The new facility will include the 65,263 square foot main building and 34,000 square feet of shed buildings for various lumber storage/milling activities. Building permits were issued and the project is under construction.
- Construction of a mid-rise luxury apartment community of 250 units is underway at 580 Anton Boulevard.
- Maple Crossing, located at the intersection of Maple Street and Victoria Street, is a 37-unit residential development that has been submitted for plan check.
- Construction of Brickyard East and Brickyard West, two live/work communities by Richmond American, is under way at 2026 and 2075 Placentia Avenue.
- A new state of the art hotel tower with 150 hotel rooms was approved by the Planning Commission for expansion of the Avenue of the Arts Hotel (former Wyndham Hotel).
- Water Grill restaurant (former Scott's Seafood) opened fall of 2016.
- A new duplex, located at 2136 Thurin Street, is currently under construction.
- Six new homes located at 2661 Orange Avenue are currently under construction.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued)

- The renovation of Nordstrom at South Coast Plaza is currently under construction.
- The Boatyard, located at 1672 Placentia Avenue, features 32 live/work units under construction.
- Almost 300 new solar panels were installed in various residences throughout the city.
- Multiple remodels at South Coast Plaza were completed.
- Over 200 public record requests related to building permits and constructions plans were completed.
- Staff administered and monitored 10 public service grants to local nonprofits.
- Completed inspections and re-certifications of 132 affordable units in Costa Mesa.
- Completed 19 grants and 0 loan for low-income households with HOME funds.
- Merged the Community Improvement/Code Enforcement divisions.
- Recruited and hired additional staff to handle the increasing demand on the division's programs.
- Equipped field staff with mobile computers to increase efficiency while conducting field investigations.
- Created efficient templates for noticing of code violations.
- Attended the California Association of Code Enforcement Officer's (CACEO) Annual Seminar.
- Completed a total of 40 hours of continuing education from CACEO.
- Completed three neighborhood cleanup events.
- Responded to 80 building code violations.
- Conducted two inspection warrants on illegal marijuana dispensary in conjunction with the Costa Mesa Police Department.
- Conducted three receiverships that dealt with nuisance/substandard conditions on two residential homes and a lodging establishment.
- Code enforcement staff continued with training addressing specific officer safety concerns. Identified that this was an issue City wide and expanded training to other City personnel.
- Updated Code Staff uniforms allowing for higher visibility in public.
- Implemented the Group Home ordinances through the Code Enforcement process, Special Use, and Conditional Use permitting process.

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.
- Continue to provide consistency between the Zoning Code and General Plan.
- Continue to follow the announced closure and future planned development of the Fairview Developmental Center property.
- Ensure that properties are repaired and maintained at the highest standards. (Tier 2)
- Enforce Group Home Ordinances to regulate properties in the city's single family and multi-family zones. (Tier 2)
- Improve cooperation with the State to honor the intent of local group home regulations.
- Implement a Marijuana Business permitting process as required through voter approved Measure X.
- Create a more seamless transition of casework to the City Prosecutors office through additional training and documentation practices.
- Rebuild the Community Improvement City web page creating a more user friendly experience.
- 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.

DEVELOPMENT SERVICES DEPARTMENT

OBJECTIVES

- Process discretionary planning applications within 12-16 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 prior to 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 by the next business day.
- 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. (Tier 1)
- Provide public services to low and moderate income persons in partnership with local service providers. (Tier 1)
- Provide assistance to low and moderate-income homeowners in maintaining their homes and remedying code violations. (Tier 1)
- Provide assistance to support affordable housing for the City's low and moderate income residents. (Tier 1)
- Continue the high quality of customer service when responding to submitted concerns.
- Identify possible nuisance properties through police reports, CID meetings, field observations, and community complaints. (Tier 1)
- Ensure that properties are repaired and maintained at the highest standards.
- Ensure that our City retains a high quality of life in both the residential and business communities. (Tier 2)

DEVELOPMENT SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16 <u>Actual</u>	FY 16-17 <u>Adopted</u>	FY 17-18 <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	23	22	22
Planning Commission minutes prepared	23	22	22
Number of report items for Council action or direction	28	28	28
Number of phone calls to Planning per day (average)	35	35	35
Number of counter contacts to Planning counter per day (average)	28	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	120
Applicants notified within 5 working days of meeting	110	110	120
Lot Line Adjustments and Subdivision Applications processed	10	10	4
Minor plan checks reviewed for zoning compliance	500	500	600
Sign Permits processed	120	120	95
Zoning Verification Letters processed	35	35	55

DEVELOPMENT SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 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%	80%
Percentage of minor plan checks reviewed within 5 working days	80%	80%	90%
Percentage of moderate plan check projects reviewed within 15 days	95%	95%	95%
Percentage of major plan check projects reviewed within 20 days	95%	95%	100%
Inspection requests performed within 24 hours	97%	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	65	65	65
Minor plan checks reviewed	300	300	580
Moderate plan check projects (less than \$1M) reviewed	650	650	650
Major plan check projects (greater than \$1M) reviewed	15	15	18
Inspection requests received	30,000	32,000	30,500
Building permits finalized	3,000	3,000	3,000
<u>Community Improvement Division</u>			
Performance Measures:			
Percentage of complaint responses within 2 days for Group Home Enforcement	100%	100%	100%
Percentage of complaints mitigated within 60 days of being received	81%	90%	90%
Average time to process Special Use Permits	30 days	30 days	30 days
Average time to process Conditional Use Permits	60 days	60 days	60 days
Workload Indicators:			
Code Enforcement/Community Improvement cases generated, including CDBG	1,287	1,300	1,300
Number of code violations cleared	1,059	1,200	1,200
Number of Costa Mesa Connect submittals	1,051	1,100	1,100
Number of Costa Mesa Connect completed	969	1,000	1,000
Number of inspection warrants	3	2	2
Number of criminal court cases	15	15	15
Number of court appointed receiverships	2	3	2
Number of administrative citations issued	243	300	300

DEVELOPMENT SERVICES DEPARTMENT

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 15-16	FY 16-17	FY 17-18
	Actual	Adopted	Adopted
Number of requests for administrative citation appeals	20	27	25
SUP applications received	10	7	5
CUP applications received	33	1	5
Director's Hearings Conducted	*	10	2
SUP applications approved	*	10	3
CUP applications considered by Planning Commission	*	4	35
Appeal of Director's Decision on SUP considered by Planning Commission	*	4	2
Number of community involved projects (community clean ups/round tables)	*	5	5

*No data available for this category.

Housing and Community Development

Performance Measures:

Percentage of complaint responses provided within 10 business days	90%	90%	90%
Fair Housing Foundation referrals for service	673	400	300
Press releases & information pieces processed	10	10	10

Workload Indicators:

Number of residents served via Public Services programs	785	750	700
Number of First Time Home Buyers/Rehab loan payoffs and subordinations	11	4	1
Single Family Rehab Grants completed	19	15	15
Single Family Rehab Loans completed	1	1	1
Completed monitoring of projects:			
a. Housing quality standard inspections of rental units	132	132	132
b. Recertification of Rental Units	132	132	132
c. Occupancy monitoring of First Time Home Buyer/NSP/Habitat loans	34	30	30
d. Insurance monitoring of First Time Home Buyer/NSP/Habitat loans	34	30	30
e. Residual Receipts Monitoring	5	5	5
f. Occupancy monitoring of owner- occupied Rehabilitation units	72	63	63
g. Insurance monitoring of owner-occupied Rehabilitation units	72	63	63
h. Occupancy monitoring of rental rehabilitation units	2	2	2
i. Insurance monitoring of rental rehabilitation units	2	2	2
j. Public Service Grants	10	10	10

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 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	1.00	1.00	1.00
Management Analyst	-	-	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>3.00</u>	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>
Total Development Svcs Admin Full-time Positions	3.00	3.00	4.00	4.00
<u>Planning - 18200</u>				
Assistant Development Services Director	1.00	1.00	1.00	1.00
Assistant Planner	1.00	1.00	-	1.00
Associate Planner	2.00	3.00	3.00	3.00
Management Analyst	2.00	1.00	-	-
Principal Planner	3.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	-	1.00	1.00	1.00
<i>Subtotal Planning - 20320</i>	<u>11.00</u>	<u>10.00</u>	<u>8.00</u>	<u>9.00</u>
Total Planning Full-time Positions	11.00	10.00	8.00	9.00
Total Planning Part-time Positions (in FTE's)	0.50	1.25	1.75	2.60
<u>Building Safety - 18300</u>				
Chief of Code Enforcement	1.00	1.00	-	-
Code Enforcement Officer	5.00	5.00	-	-
Office Specialist II	1.00	1.00	-	-
<i>Subtotal Code Enforcement - 20350</i>	<u>7.00</u>	<u>7.00</u>	<u>-</u>	<u>-</u>
Building Official	1.00	1.00	1.00	1.00
Building Inspector	3.00	3.00	3.00	3.00
Building Technician II	2.00	2.00	2.00	2.00
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	-	1.00	1.00	1.00
Combination Inspector	2.00	2.00	2.00	2.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Plan Check Engineer	1.00	-	-	1.00
Plan Checker	-	-	-	1.00
Senior Combination Inspector	-	-	1.00	-
<i>Subtotal Building Safety - 20410</i>	<u>11.00</u>	<u>11.00</u>	<u>12.00</u>	<u>13.00</u>
Total Building Safety Full-time Positions	18.00	18.00	12.00	13.00
Total Building Safety Part-time Positions (in FTE's)	3.25	4.75	3.23	2.10

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Community Improvement Division - 18400</u>				
Assistant Director, Community Improvement Division	-	-	1.00	-
Chief of Code Enforcement	-	-	1.00	-
Code Enforcement Officer	-	-	4.00	6.00
Community Improvement Manager	-	-	-	1.00
Management Analyst	-	-	1.00	1.00
Office Specialist II	-	-	1.00	1.00
Senior Code Enforcement Officer	-	-	1.00	2.00
<i>Subtotal Code Enforcement - 20350</i>	-	-	9.00	11.00
Assistant Director of Community Improvement	-	0.50	-	-
Code Enforcement Officer	-	2.00	3.00	-
<i>Subtotal Group Home Enforcement - 50255</i>	-	2.50	3.00	-
Assistant Director of Community Improvement	-	0.50	-	-
Code Enforcement Officer	-	2.00	1.00	-
<i>Subtotal Neighborhood Stabilization - 50257</i>	-	2.50	1.00	-
Total Comm. Imprv. Full-time Positions	-	5.00	13.00	11.00
Total Comm. Imprv. Part-time Positions (in FTE's)	-	-	3.00	3.00
<u>Housing & Community Development - 11310/11320</u>				
Management Analyst	0.18	-	-	-
<i>Subtotal Code Enforcement - 20350</i>	0.18	-	-	-
Management Analyst	0.34	0.34	0.33	0.31
<i>Subtotal Single Family Housing Rehab - 20422</i>	0.34	0.34	0.33	0.31
Management Analyst	0.42	0.33	0.14	0.13
<i>Subtotal CDBG Administration - 20427</i>	0.42	0.33	0.14	0.13
Management Analyst	0.06	0.33	0.33	0.31
<i>Subtotal HOME Administration - 20440</i>	0.06	0.33	0.33	0.31
Total Housing & Comm Devel Full-time Positions	1.00	1.00	0.80	0.75
Total HCD Part-time Positions (in FTE's)	-	0.50	0.25	0.25

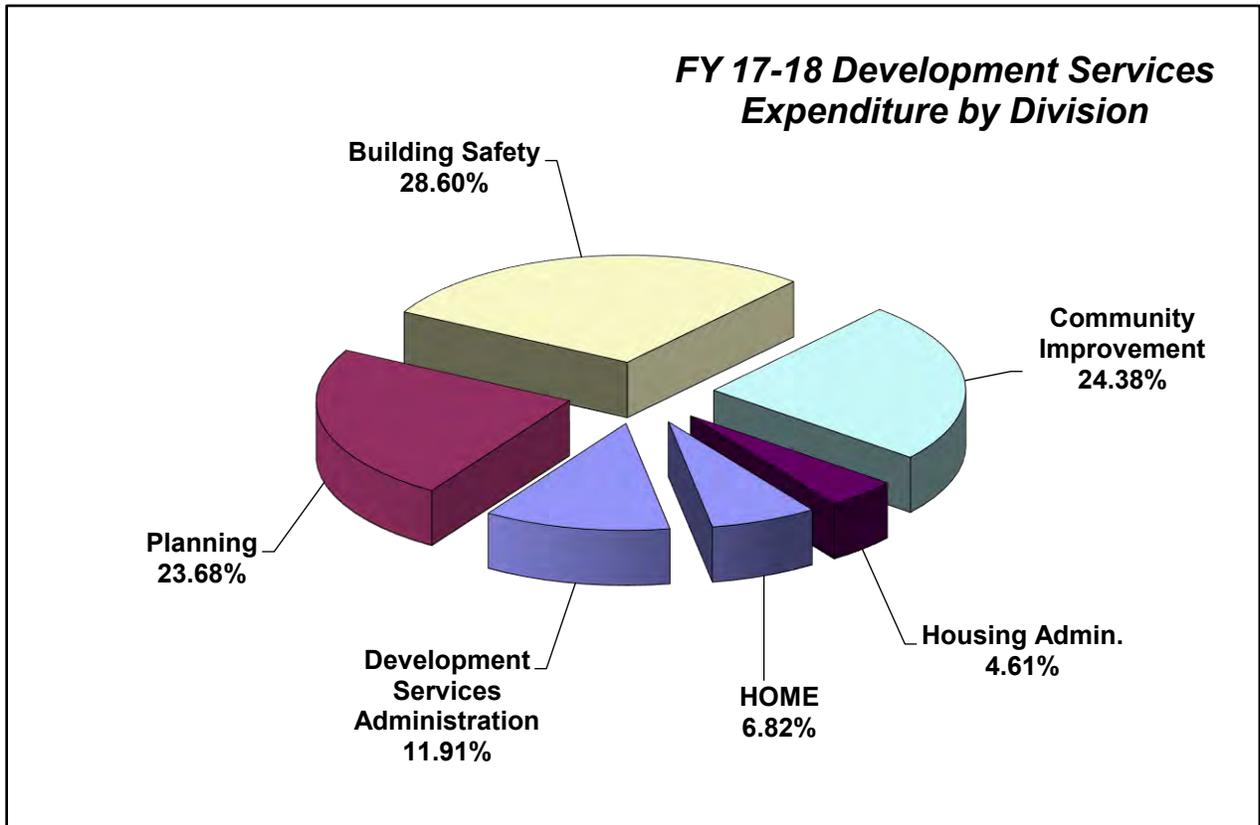
**DEVELOPMENT SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Housing Authority - 11500</u>				
Management Analyst	-	-	-	0.25
<i>Subtotal Husing - 20600</i>	-	-	-	0.25
Management Analyst	-	-	0.20	-
<i>Subtotal Homeless Prevention - 20605</i>	-	-	0.20	-
Total Housing Authority Full-time Positions	-	-	0.20	0.25
Total Department Full-time Positions	33.00	37.00	38.00	38.00
Total Department Part-time Positions (in FTE's)	3.75	6.50	8.23	7.95
TOTAL DEPARTMENT	36.75	43.50	46.23	45.95



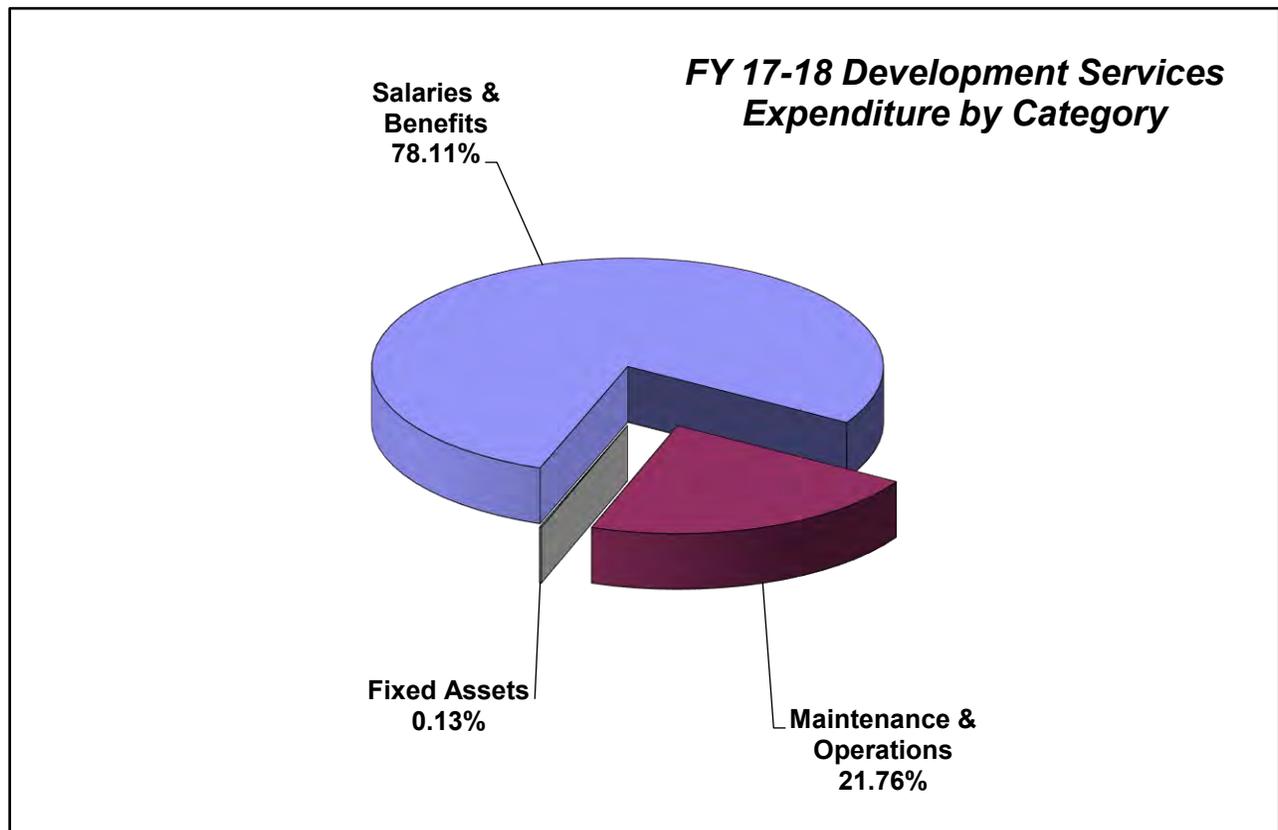
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Expenditure by Division:					
Dev. Svcs. Admin. - 18100	\$ 642,822	\$ 641,663	\$ 878,665	\$ 904,207	2.91%
Planning - 18200	1,706,257	1,749,481	1,455,529	1,797,184	23.47%
Building Safety - 18300	2,378,738	2,702,623	2,161,653	2,171,031	0.43%
Community Improvement - 18400	-	505,532	1,773,163	1,850,306	4.35%
Housing Admin. - 11310	314,449	293,865	346,622	349,999	0.97%
HOME - 11320	386,640	294,729	480,018	517,415	7.79%
Total Expenditures	\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,590,142	6.97%



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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 3,858,822	\$ 4,483,752	\$ 5,551,490	\$ 5,928,733	6.80%
Maintenance & Operations	1,551,823	1,677,458	1,534,566	1,651,816	7.64%
Fixed Assets	18,260	26,682	9,594	9,594	0.00%
Total Expenditures	\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,590,142	6.97%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 4,455,717	\$ 5,350,853	\$ 5,969,010	\$ 6,402,728	84.36%
HOME Fund - 205	386,640	294,729	480,018	517,415	6.82%
CDBG Fund - 207	586,548	542,310	646,622	670,000	8.83%
Total Funding Sources	\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,590,142	100.00%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,229,907	\$ 2,693,687	\$ 3,219,884	\$ 3,289,955	2%
Regular Salaries - Part time	501300	238,521	336,369	475,918	443,187	-7%
Overtime	501400	51,528	77,692	112,527	113,000	0%
Accrual Payoff - Excess Maximum	501500	4,572	3,555	2,828	2,828	0%
Vacation/Comp. Time Cash Out	501600	10,405	14,538	8,580	8,580	0%
Holiday Allowance	501700	4,076	5,456	2,278	2,278	0%
Separation Pay-Off	501800	-	12,266	-	-	0%
Other Compensation	501900	29,467	33,835	60,573	62,479	3%
Cafeteria Plan	505100	331,526	417,147	447,950	576,888	29%
Medicare	505200	38,068	46,447	45,335	46,165	2%
Retirement	505300	823,363	792,585	1,010,369	1,182,939	17%
Professional Development	505500	19,090	23,546	61,040	59,040	-3%
Auto Allowance	505600	5,724	5,724	5,724	5,724	0%
Unemployment	505800	2,113	2,113	2,113	2,113	0%
Workers' Compensation	505900	70,463	18,790	96,371	133,557	39%
Subtotal Salaries & Benefits		\$ 3,858,822	\$ 4,483,752	\$ 5,551,490	\$ 5,928,733	7%
Stationery and Office	510100	\$ 26,583	\$ 32,477	\$ 36,866	\$ 36,858	0%
Multi-Media, Promotions and Subs	510200	6,799	14,449	22,622	21,166	-6%
Small Tools and Equipment	510300	28,923	29,631	43,672	44,466	2%
Uniform & Clothing	510400	2,442	4,103	8,000	8,000	0%
Maintenance & Construction	510600	-	93	-	-	0%
Postage	520100	12,326	12,906	10,250	10,950	7%
Legal Advertising/Filing Fees	520200	12,040	13,117	13,500	15,000	11%
Advertising and Public Info.	520300	253	262	1,000	1,000	0%
Telephone/Radio/Communications	520400	213	4,925	20,200	20,200	0%
Meetings & Conferences	520500	2,324	5,610	3,000	3,700	23%
Mileage Reimbursement	520600	261	528	2,928	2,928	0%
Board Member Fees	520800	24,000	24,000	24,000	24,000	0%
Office Furniture	525600	-	-	2,600	2,600	0%
Office Equipment	525700	485	45	500	600	20%
Employment	530100	7,814	26,279	20,000	20,000	0%
Consulting	530200	536,800	532,831	286,538	522,134	82%
Legal	530300	4,777	80,727	33,500	33,500	0%
Engineering and Architectural	530400	209,493	326,824	250,084	107,938	-57%
External Rent	535400	3,409	9,812	5,000	5,000	0%
Grants, Loans and Subsidies	535500	444,190	326,960	526,403	551,600	5%
Central Services	535800	30,614	31,101	24,500	27,000	10%
Internal Rent - Maint. Charges	536100	35,466	38,253	49,221	48,993	0%
Internal Rent - Repl. Cost	536200	-	14,164	11,102	9,275	-16%
Internal Rent - IT Replacement	536300	7,899	11,849	15,798	19,748	25%
General Liability	540100	154,712	136,511	123,282	115,160	-7%
Subtotal Maintenance & Operations		\$ 1,551,823	\$ 1,677,458	\$ 1,534,566	\$ 1,651,816	8%
Other Equipment	590800	\$ 18,260	\$ 26,682	\$ 9,594	\$ 9,594	0%
Subtotal Fixed Assets		\$ 18,260	\$ 26,682	\$ 9,594	\$ 9,594	0%
Total Expenditures		\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,590,142	7%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

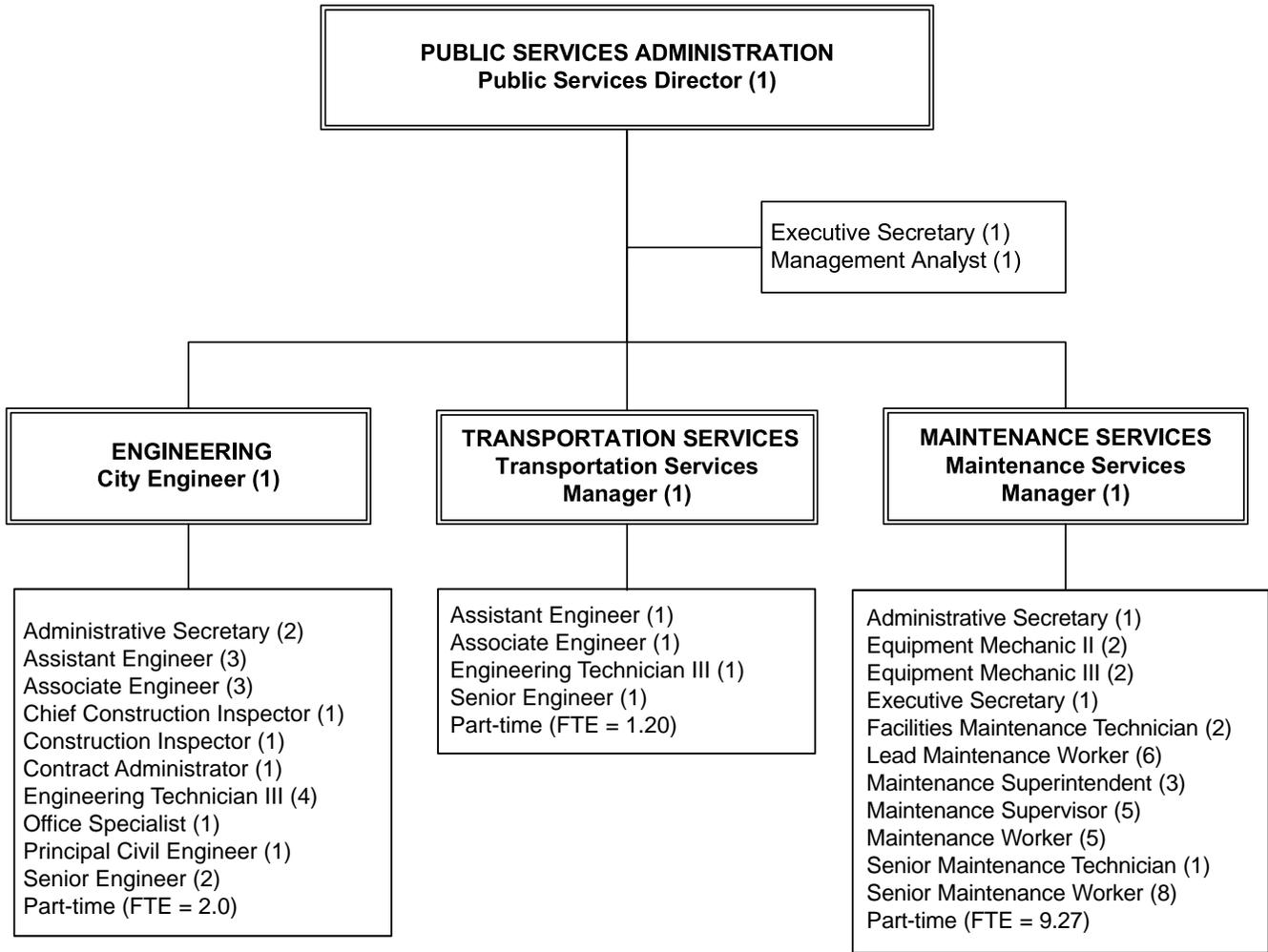
	<u>FY 14-15</u> Actual	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Adopted	<u>FY 17-18</u> Adopted	<u>Percent</u> <u>Change</u>
DEVELOPMENT SERVICES ADMINISTRATION - 18100					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 452,553	\$ 459,049	\$ 568,549	\$ 740,131	30%
Maintenance & Operations	190,268	182,614	179,307	164,075	-8%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 642,822	\$ 641,663	\$ 747,855	\$ 904,207	21%
PLANNING - 18200					
<u>Planning - 20320</u>					
Salaries & Benefits	\$ 1,212,850	\$ 1,178,570	\$ 1,351,649	\$ 1,443,649	7%
Maintenance & Operations	462,652	535,318	202,495	321,341	59%
Fixed Assets	4,062	8,386	4,594	4,594	0%
Subtotal Planning	\$ 1,679,565	\$ 1,722,274	\$ 1,558,738	\$ 1,769,584	14%
<u>Planning Commission - 20360</u>					
Salaries & Benefits	\$ 75	\$ -	\$ 600	\$ 600	0%
Maintenance & Operations	25,874	27,207	27,000	27,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Planning Commission	\$ 25,949	\$ 27,207	\$ 27,600	\$ 27,600	0%
<u>Building Safety - 20410</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	743	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Building Safety	\$ 743	\$ -	\$ -	\$ -	0%
BUILDING SAFETY - 18300					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 688,893	\$ 799,897	\$ -	\$ -	0%
Maintenance & Operations	18,624	39,817	-	-	0%
Fixed Assets	-	14,559	-	-	0%
Subtotal Code Enforcement	\$ 707,517	\$ 854,272	\$ -	\$ -	0%
<u>Building Safety - 20410</u>					
Salaries & Benefits	\$ 1,399,093	\$ 1,456,452	\$ 1,831,506	\$ 1,984,271	8%
Maintenance & Operations	262,518	390,238	330,147	186,760	-43%
Fixed Assets	9,610	1,662	-	-	0%
Subtotal Building Safety	\$ 1,671,221	\$ 1,848,351	\$ 2,161,653	\$ 2,171,031	0%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 14-15</u> Actual	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Adopted	<u>FY 17-18</u> Adopted	<u>Percent</u> <u>Change</u>
COMMUNITY IMPROVEMENT DIVISION - 18400					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ -	\$ -	\$ 1,155,409	\$ 1,629,384	41%
Maintenance & Operations	-	-	85,391	215,922	153%
Fixed Assets	-	-	5,000	5,000	0%
Subtotal Code Enforcement	\$ -	\$ -	\$ 1,245,800	\$ 1,850,306	49%
<u>Group Home Enforcement - 50255</u>					
Salaries & Benefits	\$ -	\$ 303,233	\$ 408,205	\$ -	-100%
Maintenance & Operations	-	18,273	4,400	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Group Home Enforcement	\$ -	\$ 321,506	\$ 412,605	\$ -	-100%
<u>Neighborhood Stabilization - 50257</u>					
Salaries & Benefits	\$ -	\$ 150,349	\$ 110,358	\$ -	-100%
Maintenance & Operations	-	31,601	4,400	-	-100%
Fixed Assets	-	2,076	-	-	0%
Subtotal Neighborhood Stabilization	\$ -	\$ 184,026	\$ 114,758	\$ -	-100%
HOUSING & COMMUNITY DEV - 11310/11320					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 6,535	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	3,000	-	-	-	0%
Subtotal Code Enforcement	\$ 9,535	\$ -	\$ -	\$ -	0%
<u>Public Service Programs - 20421</u>					
Salaries & Benefits	\$ -	\$ 7,713	\$ -	\$ -	0%
Maintenance & Operations	133,322	140,211	148,552	150,000	1%
Fixed Assets	-	-	-	-	0%
Subtotal Public Service Programs	\$ 133,322	\$ 147,925	\$ 148,552	\$ 150,000	1%
<u>Single Family Housing Rehab. - 20422</u>					
Salaries & Benefits	\$ 41,811	\$ 46,648	\$ 46,199	\$ 47,744	3%
Maintenance & Operations	310,868	186,749	327,016	299,493	-8%
Fixed Assets	-	-	-	-	0%
Subtotal Sgl. Fam. Housing Rehab.	\$ 352,679	\$ 233,397	\$ 373,215	\$ 347,237	-7%
<u>Neighbors for Neighbors - 20426</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	28	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Neighbors for Neighbors	\$ 28	\$ -	\$ -	\$ -	0%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 14-15</u> <u>Actual</u>	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Adopted</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>CDBG Admin. - 20427</u>					
Salaries & Benefits	\$ 43,347	\$ 33,494	\$ 32,816	\$ 34,736	6%
Maintenance & Operations	127,679	112,446	165,254	165,263	0%
Fixed Assets	538	-	-	-	0%
<i>Subtotal CDBG Admin.</i>	\$ 171,564	\$ 145,940	\$ 198,070	\$ 199,999	1%
<u>HOME - 20440</u>					
Salaries & Benefits	\$ 13,664	\$ 48,346	\$ 46,199	\$ 48,217	4%
Maintenance & Operations	19,247	12,985	9,769	19,854	103%
Fixed Assets	1,050	-	-	-	0%
<i>Subtotal HOME</i>	\$ 33,960	\$ 61,332	\$ 55,968	\$ 68,071	22%
<u>HOME Projects - 20445</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	50,835	102,107	101%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME Projects</i>	\$ -	\$ -	\$ 50,835	\$ 102,107	101%
Total Expenditures	\$ 5,428,905	\$ 6,187,892	\$ 7,095,650	\$ 7,590,142	7%



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 65 full-time staff members composed of four management, six clerical, and 55 professional/technical staff. Part-time staffing consists of 12.47 full-time equivalents. The Department is organized in four divisions as follows:

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

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.

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 nine sections.

Fairview Park – 20115

Administers design and construction projects aimed at implementing the Fairview Park Master Plan. Manages and coordinates construction activities and projects with regulatory agencies.

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 (PEA) and coordinates compliance with Newport Bay Total Maximum Daily Load (TMDL) regulations.

PUBLIC SERVICES DEPARTMENT

Street Improvements – 30112

Designs plans and specifications for the 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 Plan of Drainage.

Curbs & Sidewalks – 30130

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

Development – 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 Master Plan of Parks and Recreation. Secures park and open space competitive grant funding.

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.

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, Active Transportation Program 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 three sections:

PUBLIC SERVICES DEPARTMENT

Traffic Planning – 30210

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

Traffic Operation – 30241

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

Active Transportation Program – 30225

Responsible for development and implementation of City's Bicycle and Pedestrian Master Plan component of the City's Circulation Element. Address bikeway and pedestrian issues, bicycle/pedestrian network connectivity and infrastructure maintenance requests. Design and construct bicycle and pedestrian facility improvements and design complete street solutions, where applicable.

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 nine 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.

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, 15 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.

PUBLIC SERVICES DEPARTMENT

Park, Parkway and Median Maintenance – 40111

Maintains the City's 29 parks, sports fields and related facilities, 12 acres of landscaped street medians, and approximately 22,000 parkway trees.

Facility Maintenance – 50910

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

Fleet Services – 50920

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

BUDGET NARRATIVE

The FY 2017-18 adopted budget for the Public Services Department totals \$23,400,237, an increase of \$2,541,203, or 12.18%, compared to the FY 16-17 adopted budget. Increases in Maintenance and Operations accounts are mainly due to the outsourcing of Citywide parks maintenance and landscape contract. Increases in Fixed Assets accounts are mainly due to the replacement of the Mobile Command vehicle, and the 1500 GPM pumper truck.

The Public Services Department is funded by the General Fund, Gas Tax Fund, AQMD Fund, CDBG Fund, Park Fees Fund, Drainage Fund, Capital Improvement Fund, Measure M Funds, and the Equipment Replacement Fund.

PRIOR YEAR'S ACCOMPLISHMENTS

- Renovated small dog park at Bark Park.
- Completed over 37 acres of sports field renovations.
- Completed the restoration and replanting of the City Monument Sign Slope on Victoria Street below Vista Park. Planted with water efficient plants and shrubs.
- Completed the resurfacing of the key areas for safety and improved aesthetics at four basketball courts located at Smallwood Park, Tanager Park, Wakeham Park and Wimbledon Park.
- Replaced worn out beams and repainted picnic shelter at Brentwood Park.
- Removed and replaced exit spikes at Canyon Park entrance.
- Removed and replaced worn fascia boards and painted interior and exterior of the restrooms at Del Mesa Park.
- Installed electric hand dryers in both restrooms at Estancia Park.
- Removed chain-link fence around the irrigation enclosure and replaced with new privacy slat chain-link fence.
- Repainted the shelter at Mesa Verde Park.
- Installed self-locking mechanisms to the restroom doors at Shiffer Park.
- Repainted the handball court at Shiffer Park.
- Replaced skylights, repainted floors with epoxy paint, and repainted interior and exterior of Restroom #2 at Tewinkle Park.
- Weatherproofed and resealed the pier on the south side of the lower lake at Tewinkle Park lakes.
- Repainted the interior and exterior of the restrooms at Vista Park.
- Repainted the interior and exterior of the restrooms at Wakeham Park.
- Re-landscaped Golf Course Drive center median, the Fairview Road median monument sign and the Senior Center front planter with water efficient landscape.
- Upgraded existing irrigation controller at the Costa Mesa Senior Center with a centralized irrigation controller to allow for more efficient irrigation programming.
- Coordinated the moving, set-up, take down and storage of the Snoopy Holiday display.
- Renovated the sports fields at Jack Hammett Sports Complex and Tewinkle Athletic Complex.
- Replaced carpet in the Police Department front lobby.
- Replaced the polycarbonate panels in five skylights at the Costa Mesa Senior Center.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Fumigated and eradicated termites at the Costa Mesa Senior Center.
- Replaced the flooring in the Costa Mesa Senior Center's Grand Hall 1 and 2.
- Installed new wrought iron security fencing at rear of the Costa Mesa Senior Center.
- Reconditioned upstairs and downstairs moveable partition walls at the Costa Mesa Senior Center.
- Installed new LVT vinyl plank flooring at the Balearic Center in both the Early Childhood Program rooms and the Adobe room.
- Replaced carpet in first floor lobby of City Hall.
- Installed new LVT vinyl plank flooring in City Hall's 2nd and 4th floor lobby areas.
- Replaced the Civic Center walkway canopy lights with energy efficient LED lighting.
- Installed new restroom partitions in the men's and women's restrooms on City Hall's 4th floor.
- Replaced three obsolete HVAC unitary controllers at City Hall.
- Waterproofed the exterior block on the south side of the Downtown Recreation Center.
- Replaced the pool deck and pool equipment at the Downtown Recreation Center.
- Replaced the downstairs carpet at Fire Station #6.
- Installed security gates at the front courtyards of the Mesa Verde Library.
- Upgraded the lighting in the Fleet Maintenance building to energy efficient LED lighting.
- 24 new and replacement vehicles were ordered and placed into service.
- 13 new emergency vehicles were outfitted and placed into service.
- Painted 215,000 feet of arterial and residential red curb.
- Manufactured and installed 555 roadway signs.
- Cleaned and maintained 1,115 catch basins and drainage facilities.
- Applied 399 tons of asphalt to roadways for patching of potholes and ramping sidewalks.
- Removed over 1,249 tons of debris from City streets through private contractor.
- 6,747 bulky items were removed from the City's right-of-ways, including furniture, shopping carts, appliances and over 933 mattresses that were retrieved and recycled.
- Completed the construction of the following Alleys (The construction cost was \$900,000):
 - 1) Clearbrook Lane Alley (Alley No. 46) located between Civic Center Park, Clearbrook Lanes, and west of Vanguard Way.
 - 2) Flower Street Alley (Alley No. 81) located between Flower Street, Broadway, Tustin Avenue, and Irvine Avenue.
 - 3) Broadway Alley (Alley No. 89) located between Broadway, Magnolia Street, Tustin Avenue, and Irvine Avenue.
 - 4) Magnolia Street Alley (Alley No. 91) located between Magnolia Street, E. 18th Street, Fullerton Avenue, and Orange Avenue.
 - 5) Magnolia Street Alley (Alley No. 93) located between Magnolia Street, E. 18th Street, Westminster Avenue, and Santa Ana Avenue.
 - 6) Magnolia Street Alley (Alley No. 94) located between Magnolia Street, E. 18th Street, Tustin Avenue, and Irvine Avenue.
 - 7) 18th Street Alley (Alley No. 96) located between Abbie Way, E 18th Street, and Irvine Avenue.
- Completed the 14-15 Citywide Street Rehabilitation Project within Freedom Homes, Eastside, Bristol Street East, and Halecrest Neighborhoods, 12.7 centerline miles. (The construction cost was \$1.54 million).
- Completed the construction of the 14-15 Slurry Seal Project (the final construction cost was \$310,000.00).
- Completed the construction of the 14-15 Halecrest Neighborhood Parkway Concrete Repair Project (the final construction cost was \$1.2 Million).
- Completed the construction of the East 17th Street Enhancement Project (The construction cost was \$777,000).
- Completed the construction of the Placentia Ave at 20th Street Illuminated Crosswalk Project (The construction cost was \$102,000).
- Completed the construction of the Traffic Signal Modification at Sunflower Ave and Anton (Construction cost was \$265,000).
- Completed the construction of the 14-15 Citywide Parkway Improvement and New Sidewalk construction Project (construction cost was \$550,000).

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Completed the design of the following alleys (construction cost estimated at \$1,000,000):
 1. Broadway Alley (Alley No. 88) located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
 2. Flower St. Alley (Alley No.77) located between Broadway and Flower St. from Orange Ave. to W'ly End.
 3. Flower St. Alley (Alley No.78) located between Broadway and Flower St. from Orange Ave. to Westminster Ave.
 4. Flower St. Alley (Alley No.79) located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
 5. 19th St. Alley (Alley No. 70) located between 19th St. and Flower St. from Orange Ave. to Westminster Ave.
 6. Broadway Alley (Alley No. 85) located between Magnolia Street and Broadway from Orange Avenue to Westminster Avenue.
 7. Broadway Alley (Alley No. 86) located between Magnolia Street and Broadway from Westminster Avenue to Santa Ana Avenue).
- Completed the design of Fire Station No. 1 Reconstruction.
- Completed the design of landscape and irrigation improvements along Mesa Verde Drive.
- Submitted design of The Lions Park Projects to Building Division for review.
- Construction phase of Harbor Boulevard – Gisler Avenue Improvement project underway
- Construction phase of Placentia Avenue Bicycle Signal project at Fairview Park underway.
- Initiated design phase of West 17th Street Widening project.
- Completed design phase of Placentia Avenue and Red Hill Avenue Median projects.
- Completed design phase of Hyland Avenue – MacArthur Boulevard Improvement project.
- Completed traffic signal synchronization projects along the following corridors:
 - Newport Boulevard
 - Adams Avenue
 - Harbor Boulevard
- Completed design of traffic signal synchronization project on Sunflower Avenue corridor.
- Started implementation of traffic signal improvements on Bristol Street corridor.
- Completed traffic signal improvements at Anton Boulevard – Avenue of the Arts intersection.
- Continued extensive coordination with OCTA and corridor agencies on the I-405 Improvement Project.
- Initiated design of Harbor Boulevard Median Improvement project.
- Completed design of Citywide Wayfinding Sign Program.
- Initiated traffic impact fee update study.
- Environmental phase of the West 19th Street Bicycle Trail project underway.
- Implemented Resident Permit Parking program on seven streets.
- Ongoing coordination with Bikeway and Walkability Committee on various projects including Bicycle Master Plan Update, Bicycle Racks installation and Prioritization of Bicycle Projects.
- Completed the construction of improvements at Three Bus Stops.
- Completed the construction of landscaped median on Del Mar.

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

PUBLIC SERVICES DEPARTMENT

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.

OBJECTIVES (Continued)

- 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. (Tier 1)
- Provide preventative maintenance and replacement of street signs to ensure adequate reflectivity and visibility of City retained street signs.
- Provide safe, well-maintained painted pavement markings on City-maintained roadways. (Tier 2)
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year. (Tier 2)
- Repair potholes on City streets within 24 hours of notification or discovery. (Tier 2)
- 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. (Tier 2)
- Paint 300,000 feet of red curb, 450 pedestrian crosswalks and other pavement messages. (Tier 2)
- Stripe 1,300,000 of residential and arterial lane lines. (Tier 2)
- Provide preventative maintenance and repair on City-owned facilities. (Tier 2)
- Provide preventative maintenance and repair of the City's fleet of vehicles, off road equipment, generators, trailers and other equipment.
- 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.
- Complete the construction of the following alleys (construction cost estimated at \$1,000,000): (Tier 2)
 1. Broadway Alley (Alley No. 88) located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
 2. Flower St. Alley (Alley No. 77) located between Broadway and Flower St. from Orange Ave. to W'ly End.
 3. Flower St. Alley (Alley No. 78) located between Broadway and Flower St. from Orange Ave. to Westminster Ave.
 4. Flower St. Alley (Alley No. 79) located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
 5. 19th St. Alley (Alley No. 70) located between 19th St. and Flower St. from Orange Ave. to Westminster Ave.
 6. Broadway Alley (Alley No. 85) located between Magnolia Street and Broadway from Orange Avenue to Westminster Avenue.
 7. Broadway Alley (Alley No. 86) located between Magnolia Street and Broadway from Westminster Avenue to Santa Ana Avenue.
- Complete the design and construction of Arlington Drive Bio-swale and Dry Weather Diversion system (construction cost is estimated at \$5,000,000). (Tier 2)
- Complete the construction of landscaping and irrigation improvements on existing medians on Mesa Verde Drive (construction cost estimated at \$400,000.00). (Tier 2)
- Complete the construction of Fire Station No. 1 Reconstruction (construction cost is estimated at \$7.7 million). (Tier 2)
- Complete the design and begin construction of The Lions Park Projects (construction cost is estimated at \$25 million). (Tier 1)
- Complete the design and initiate construction of the improvements on the 1st Floor of City Hall including Audio/Visual system upgrades (construction cost estimated to be \$3,000,000). (Tier 2)
- Complete the construction of the Downtown Costa Mesa Gateway Landscape Improvements on SR-55 Freeway (construction cost estimated to be \$635,000). (Tier 2)

PUBLIC SERVICES DEPARTMENT

OBJECTIVES (Continued)

- Perform routine monthly traffic signal maintenance and proactively upgrade the City's 124 traffic signals to minimize traffic congestion. (Tier 2)
- Perform routine maintenance of 20 radar speed feedback signs and six in-pavement flashing crosswalk locations.
- Assess traffic conditions including preparation of a Performance Monitoring Report documenting traffic volumes and intersection Levels of Service (LOS) at significant intersections.
- Manage local and regional traffic with ongoing monitoring of traffic operations and improving traffic signal coordination on major corridors.
- Expand the City's Closed Circuit TV (CCTV) traffic monitoring system and improve inter-jurisdictional signal coordination.
- Pursue Federal, State and County grant funds for transportation operations, safety and capacity improvement projects. (Tier 1)
- Continue coordination with Bikeway and Walkability Committee on the Master Plan of Bikeways.
- Complete installation of bicycle racks at several City facilities. (Tier 2)
- Complete design and environmental phases of West 19th Street Bicycle Trail connection to Santa Ana River. (Tier 2)
- Complete traffic signal system improvements along the following corridors: (Tier 2)
 - Bristol Street
 - Harbor Boulevard
 - Sunflower Avenue
- Upgrade City's Central Traffic Signal System and Traffic Management Center. (Tier 2)
- Initiate Fairview Road traffic signal synchronization project. (Tier 2)
- Complete installation of pedestrian and bicycle traffic signal at Placentia Avenue and Fairview Channel Bicycle Trail. (Tier 2)
- Complete design of Harbor Boulevard – South Coast Drive improvement project. (Tier 2)
- Complete design of West 17th Street Widening project. (Tier 2)
- Initiate design of Newport Boulevard improvements between 19th Street and 17th Street. (Tier 2)
- Initiate design of Wilson Street improvements between Harbor Boulevard and Fairview Road. (Tier 2)
- Initiate design of various bicycle facility improvement projects. (Tier 2)
- Implement bicycle safety education at elementary schools. (Tier 1)
- Complete design and installation of traffic signal at Baker Street – Randolph Avenue. (Tier 2)
- Complete design and installation of traffic signal modifications at Baker Street – Coolidge Avenue and Fairview Road – Arlington Avenue. (Tier 2)
- Complete design of improvements on Fairview Road between Adams Avenue and Baker Street. (Tier 2)
- Complete revised traffic impact fee study.
- Implement the Community Circulator shuttle program in the north Costa Mesa area.

PUBLIC SERVICES DEPARTMENT**Performance Measures/Workload Indicators:**

<u>Performance Measures:</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Percent of the total number of City trees trimmed	18%	25%	25%
Percent of budgeted building maintenance projects completed	90%	75%	75%
Percent of Costa Maintenance work requests completed/month	95%	100%	100%
Percent increase in extra-ordinary repairs of City fleet vehicles	28.6%	32%	21.6%
Percent of total street signs replaced	3.7%	9%	10%
Percent of total lane lines repainted	30%	60%	50%
Percent of total pavement legends repainted/re-applied	22%	20%	50%
Percent of total red curb repainted	42%	75%	75%
Percent change in tons of asphalt applied with City forces	198%	200%	100%
Percent change in debris removed from catch basins vs. prior year	24.6%	25%	30%
Pavement Condition Index (P.C.I.) for streets network	85.4	86.3	86.3
Percent of budgeted Capital Improvement Projects completed in budgeted fiscal year	40%	100%	90%
<u>Workload Indicators:</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Number of new trees planted	150	150	200
Number of trees removed	314	300	300
Number of trees root-pruned	75	35	50
Number of facility rehabilitation projects completed	69	59	60
Number of facilities work requests tracked	795	1,000	1,000
Number of ball field preparations performed	473	475	475
Number of scheduled vehicle and equipment services performed	407	393	393
Number of extraordinary vehicle and equipment services performed	1,017	826	1,000
Number of traffic and street signs maintained	555	1,500	1,500
Number of linear feet of lane lines repainted	905,687	1,430,000	1,250,000
Number of pavement legends repainted/reapplied	135	230	200
Number of crosswalks repainted/reapplied	30	90	80
Number of lineal feet of red curb repainted	215,000	412,500	375,000
Tons of asphalt applied annually by City forces	398.5	200	450
Tons of debris removed and diverted from the waterways	1,246	1,000	1,300
Dollar amount of construction contracts awarded	\$9.9 Million	\$23.2 Million	\$31 Million
Centerline miles of Streets Rehabilitated by outside forces	12.0	9.95	7.5

PUBLIC SERVICES DEPARTMENT

<u>Workload Indicators (Continued):</u>	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted
Centerline miles of Alleys Rehabilitated by outside forces	1.3	0.8	1.1
Number of Construction Permits issued	704	619	650
Number of Development Projects processed	144	151	120
Number of Building Permit Applications processed	394	446	400

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
Public Services Administration - 19100				
Public Services Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	3.00	3.00	3.00	3.00
Total Public Svcs Admin Full-time Positions	3.00	3.00	3.00	3.00
Engineering - 19200				
Administrative Secretary	-	-	0.25	0.25
Contract Administrator	-	-	0.50	0.50
Principal Civil Engineer	-	-	0.75	0.50
<i>Subtotal Fairview Park - 20115</i>	-	-	1.50	1.25
City Engineer	0.10	0.10	0.10	0.10
Associate Engineer	0.50	0.50	0.50	1.00
<i>Subtotal Water Quality - 20510</i>	0.60	0.60	0.60	1.10
City Engineer	0.20	0.20	0.20	0.20
Administrative Secretary	0.50	0.50	0.50	0.50
Assistant Engineer	1.00	1.00	1.00	1.00
Associate Engineer	-	-	-	1.00
Principal Civil Engineer	-	0.50	-	-
Engineering Technician II	1.00	1.00	-	-
Engineering Technician III	1.15	1.65	2.15	1.15
Public Right of Way Coordinator	1.00	-	-	-
Office Specialist I	-	1.00	1.00	1.00
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	5.35	6.35	5.35	5.35
City Engineer	0.20	0.20	0.20	0.20
Administrative Secretary	0.25	0.25	0.25	0.25
Principal Civil Engineer	-	0.50	-	-
Engineering Technician III	0.75	0.25	0.75	0.75
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Storm Drain Improvements - 30122</i>	1.70	1.70	1.70	1.70
City Engineer	0.10	0.10	0.10	0.10
Engineering Technician III	0.50	0.50	0.50	0.50
<i>Subtotal Development - 30310</i>	0.60	0.60	0.60	0.60
City Engineer	0.10	0.10	0.10	0.10
Engineering Technician III	0.20	0.20	0.20	0.20
<i>Subtotal Real Property - 30320</i>	0.30	0.30	0.30	0.30

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
Engineering - 19200 (continued)				
City Engineer	0.10	0.10	0.10	0.10
Administrative Secretary	0.25	0.25	0.25	0.25
Contract Administrator	0.50	0.50	-	-
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Park Improvements - 40112</i>	<u>1.35</u>	<u>1.35</u>	<u>0.85</u>	<u>0.85</u>
City Engineer	0.20	0.20	0.20	0.20
Administrative Secretary	1.00	1.00	0.75	0.75
Associate Engineer	0.50	0.50	0.50	1.00
Assistant Engineer	2.00	2.00	2.00	2.00
Chief Construction Inspector	-	-	-	1.00
Construction Inspector	1.00	1.00	1.00	1.00
Contract Administrator	0.50	0.50	0.50	0.50
Engineering Technician II	1.00	1.00	-	-
Engineering Technician III	0.40	0.40	1.40	1.40
Principal Civil Engineer	-	-	0.25	0.50
Public Right of Way Coordinator	-	1.00	1.00	-
Senior Engineer	1.50	1.50	1.50	0.50
<i>Subtotal Construction Management - 50002</i>	<u>8.10</u>	<u>9.10</u>	<u>9.10</u>	<u>8.85</u>
Total Engineering Full-time Positions	18.00	20.00	20.00	20.00
Total Engineering Part-time Positions (in FTE's)	2.60	2.00	2.00	2.00
Transportation - 19300				
Transportation Services Manager	0.60	0.60	0.50	0.50
Assistant Engineer	0.25	0.25	0.25	0.25
Associate Engineer	0.40	0.40	-	0.35
Engineering Technician II	1.00	1.00	0.90	-
Engineering Technician III	-	-	-	0.90
Senior Engineer	-	-	0.30	0.30
<i>Subtotal Traffic Planning - 30210</i>	<u>2.25</u>	<u>2.25</u>	<u>1.95</u>	<u>2.30</u>
Transportation Services Manager	-	-	0.10	0.25
Associate Engineer	-	-	-	0.40
Engineering Technician II	-	-	0.10	-
Engineering Technician III	-	-	-	0.10
Senior Engineer	-	-	0.10	0.10
<i>Subtotal Active Transportation Improvements - 30225</i>	<u>-</u>	<u>-</u>	<u>0.30</u>	<u>0.85</u>
Transportation Services Manager	0.40	0.40	0.40	0.25
Assistant Engineer	0.75	0.75	0.75	0.75
Associate Engineer	0.60	0.60	-	0.25
Engineering Technician III	1.00	1.00	1.00	-
Senior Engineer	-	-	0.60	0.60
<i>Subtotal Traffic Operations - 30241</i>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>	<u>1.85</u>
Total Transportation Full-time Positions	5.00	5.00	5.00	5.00
Total Transportation Part-time Positions (in FTE's)	0.96	0.96	1.20	1.20

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

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
<u>Maintenance Services - 19500</u>				
Maintenance Services Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Senior Maintenance Supervisor	0.25	-	-	-
Maintenance Superintendent	-	0.25	0.25	-
<i>Subtotal Pkwy & Median Maintenance - 20111</i>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>-</u>
Maintenance Supervisor	-	-	0.10	0.10
Senior Maintenance Worker	-	-	-	1.00
<i>Subtotal Fairview Park - 20115</i>	<u>-</u>	<u>-</u>	<u>0.10</u>	<u>1.10</u>
Maintenance Supervisor	0.25	0.25	0.25	0.20
Senior Maintenance Worker	3.00	-	-	-
Maintenance Superintendent	-	0.25	0.20	0.16
<i>Subtotal Street Cleaning - 20120</i>	<u>3.25</u>	<u>0.50</u>	<u>0.45</u>	<u>0.36</u>
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Supervisor	-	-	-	0.20
Maintenance Worker	1.00	1.00	1.00	1.00
Senior Maintenance Supervisor	0.25	-	-	-
Maintenance Superintendent	-	0.25	0.25	0.16
<i>Subtotal Graffiti Abatement - 20130</i>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>	<u>2.36</u>
Assistant Street Superintendent	0.75	-	-	-
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Superintendent	-	0.25	0.20	0.20
Maintenance Supervisor	-	0.25	0.25	0.20
Senior Maintenance Worker	2.50	2.50	1.75	2.00
<i>Subtotal Street Maintenance - 30111</i>	<u>4.25</u>	<u>4.00</u>	<u>3.20</u>	<u>3.40</u>
Assistant Street Superintendent	0.25	-	-	-
Maintenance Superintendent	-	0.25	0.20	0.16
Maintenance Supervisor	-	0.25	0.25	0.20
Senior Maintenance Worker	0.50	0.50	1.25	1.00
<i>Subtotal Storm Drain Maintenance - 30121</i>	<u>0.75</u>	<u>1.00</u>	<u>1.70</u>	<u>1.36</u>
Maintenance Superintendent	-	0.25	0.20	0.16
Maintenance Supervisor	0.75	0.25	0.25	0.20
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	3.00	3.00	3.00
<i>Subtotal Signs & Markings - 30243</i>	<u>2.75</u>	<u>4.50</u>	<u>4.45</u>	<u>4.36</u>

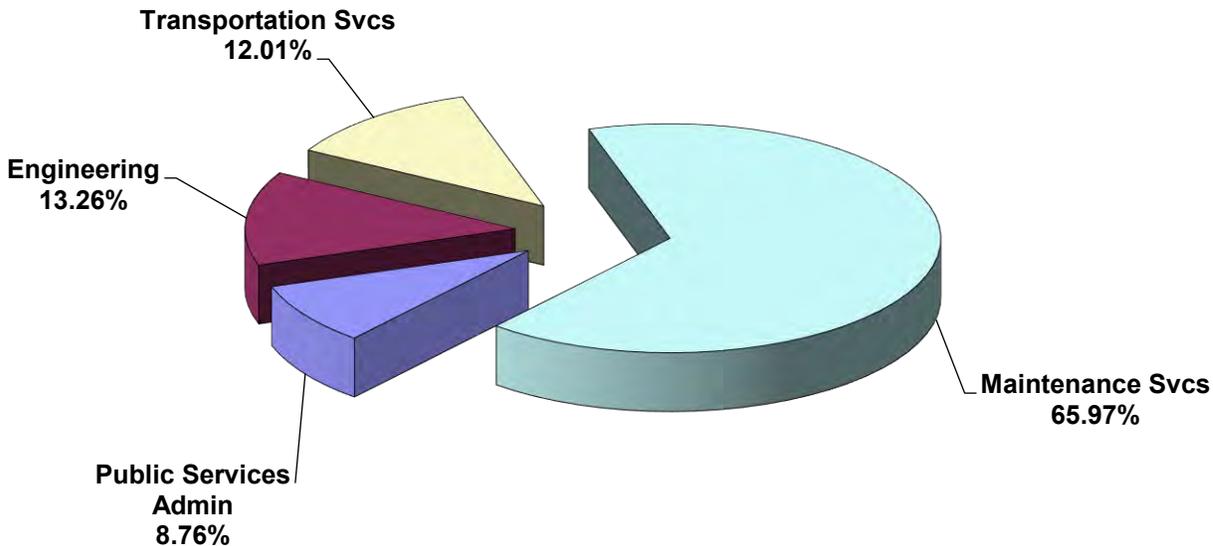
**PUBLIC SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 14-15 Adopted	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted
Maintenance Services - 19500 (continued)				
Senior Maintenance Supervisor	0.50	-	-	-
Lead Maintenance Worker	5.00	5.00	5.00	3.00
Maintenance Superintendent	-	0.50	0.50	1.00
Maintenance Supervisor	2.00	2.00	1.90	1.90
Maintenance Worker	6.00	6.00	5.00	-
Senior Maintenance Worker	7.00	5.00	5.00	-
<i>Subtotal Park Maintenance - 40111</i>	20.50	18.50	17.40	5.90
Facilities & Equipment Supervisor	0.50	-	-	-
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	-	-	-	1.00
Maintenance Superintendent	-	0.50	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	3.00	4.00	4.00
Executive Secretary	0.25	0.25	0.25	0.25
Senior Maintenance Worker	-	-	-	1.00
<i>Subtotal Facility Maintenance - 50910</i>	6.75	6.75	8.25	10.25
Facilities & Equipment Supervisor	0.50	-	-	-
Maintenance Superintendent	-	0.50	0.20	0.16
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	0.75	0.75
<i>Subtotal Equipment Maintenance - 50920</i>	6.25	6.25	5.95	5.91
Total Maintenance Services Full-time Positions	49.00	46.00	46.00	37.00
Total Maint Svcs Part-time Positions (in FTE's)	4.81	4.81	7.62	9.27
Total Department Full-time Positions	75.00	74.00	74.00	65.00
Total Department Part-time Positions (in FTE's)	8.37	7.77	10.82	12.47
TOTAL DEPARTMENT	83.37	81.77	84.82	77.47

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

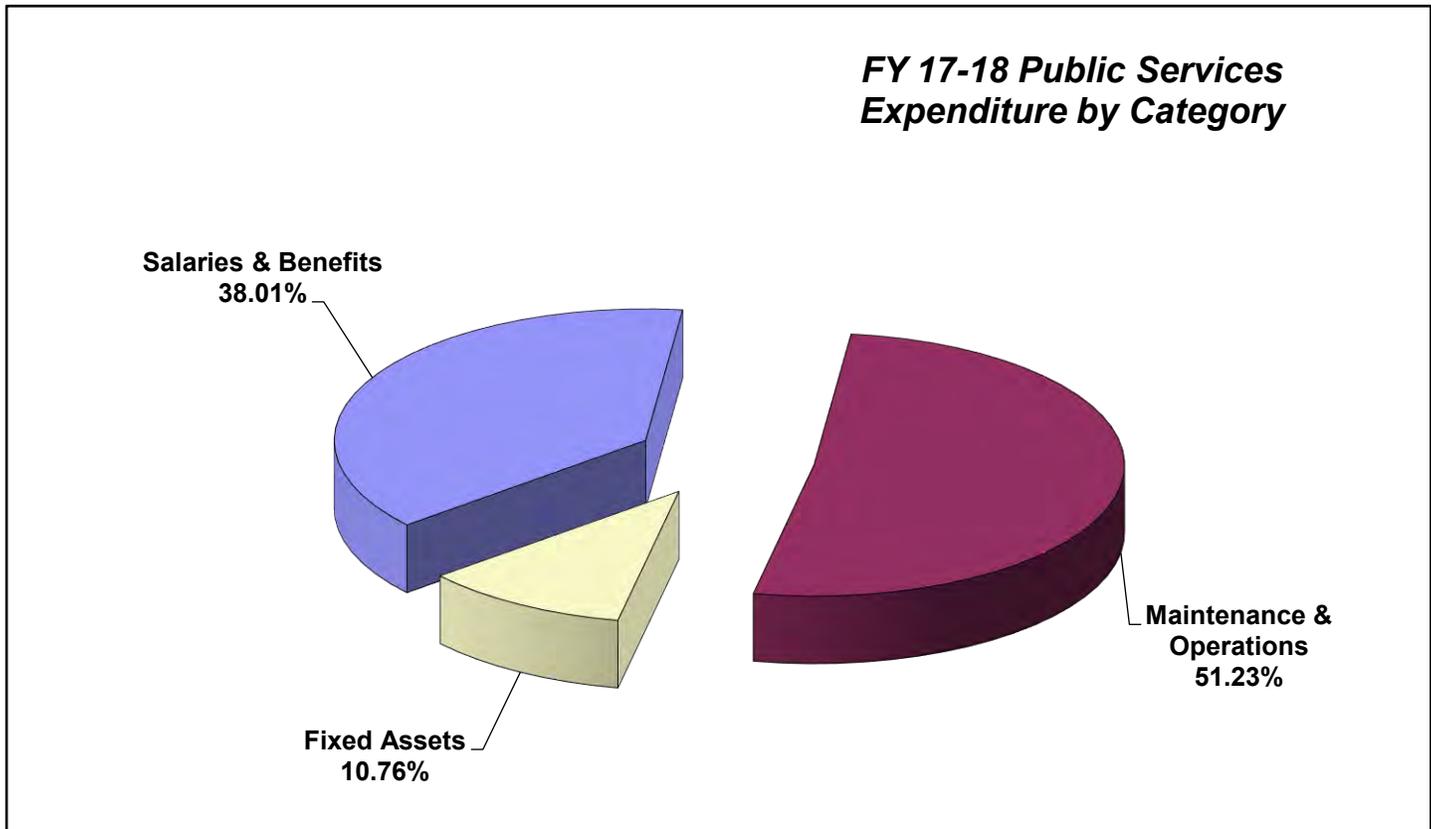
	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Expenditure by Division:					
Public Services Admin. - 19100	\$ 1,472,964	\$ 1,509,074	\$ 1,534,734	\$ 2,049,323	33.53%
Engineering - 19200	2,135,795	2,634,494	2,863,596	3,103,918	8.39%
Transportation Svcs - 19300	2,516,851	2,492,728	2,782,906	2,809,330	0.95%
Maintenance Svcs - 19500	11,419,347	11,735,885	13,677,798	15,437,666	12.87%
Total Expenditures	\$ 17,544,957	\$ 18,372,181	\$ 20,859,034	\$ 23,400,237	12.18%

**FY 17-18 Public Services
Expenditure by Division**



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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 7,585,816	\$ 7,920,888	\$ 9,272,308	\$ 8,895,217	-4.07%
Maintenance & Operations	9,707,178	10,229,853	10,449,016	\$ 11,988,108	14.73%
Fixed Assets	251,963	221,441	1,137,710	\$ 2,516,912	121.23%
Total Expenditures	\$ 17,544,957	\$ 18,372,181	\$ 20,859,034	\$ 23,400,237	12.18%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 14,389,644	\$ 14,877,128	\$ 17,078,740	\$ 18,262,927	78.05%
Gas Tax Fund - 201	322,607	1,072,426	778,152	643,537	2.75%
Air Quality Imp. Fund - 203	4,390	6,887	15,000	15,000	0.06%
Measure M Fund - 415	14,681	184	-	-	0.00%
Measure M Fund - 416	218,628	19,530	20,000	20,000	0.09%
Equipment Replacement - 601	2,595,006	2,396,027	2,967,142	4,458,773	19.05%
Total Funding Sources	\$ 17,544,957	\$ 18,372,181	\$ 20,859,034	\$ 23,400,237	100.00%

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 4,470,158	\$ 4,866,144	\$ 5,631,017	\$ 5,198,169	-8%
Regular Salaries - Part time	501300	247,137	256,510	445,951	337,131	-24%
Overtime	501400	117,519	89,677	74,800	67,800	-9%
Accrual Payoff - Excess Maximum	501500	12,474	6,427	31,394	31,394	0%
Vacation/Comp. Time Cash Out	501600	72,239	31,874	30,822	30,822	0%
Holiday Allowance	501700	18,458	19,275	2,874	2,874	0%
Separation Pay-Off	501800	8,060	56,320	-	-	0%
Other Compensation	501900	55,430	60,602	111,234	96,899	-13%
Cafeteria Plan	505100	706,350	793,927	858,193	937,117	9%
Medicare	505200	75,028	81,264	82,706	76,336	-8%
Retirement	505300	1,591,563	1,357,108	1,670,972	1,719,065	3%
Professional Development	505500	20,606	20,830	33,256	32,566	-2%
Auto Allowance	505600	-	881	5,724	5,724	0%
Unemployment	505800	2,891	2,891	2,891	2,891	0%
Workers' Compensation	505900	187,904	277,158	290,474	356,428	23%
Subtotal Salaries & Benefits		\$ 7,585,816	\$ 7,920,888	\$ 9,272,308	\$ 8,895,217	-4%
Stationery and Office	510100	\$ 12,967	\$ 15,381	\$ 13,100	\$ 16,350	25%
Multi-Media, Promotions and Subs	510200	13,269	10,662	18,350	16,850	-8%
Small Tools and Equipment	510300	76,870	50,713	74,750	51,050	-32%
Uniform & Clothing	510400	21,568	20,813	23,250	16,450	-29%
Safety and Health	510500	1,745	2,075	2,800	4,200	50%
Maintenance & Construction	510600	668,248	616,664	688,030	636,030	-8%
Agriculture	510700	125,362	148,065	131,165	102,000	-22%
Fuel	510800	522,841	425,298	600,000	600,000	0%
Electricity - Buildings & Fac.	515100	473,623	439,666	456,800	456,908	0%
Electricity - Power	515200	248,092	232,427	245,000	252,400	3%
Electricity - Street Lights	515300	1,045,470	1,022,924	1,100,000	1,100,000	0%
Gas	515400	20,761	23,787	26,000	28,600	10%
Water - Domestic	515500	147,656	115,897	151,500	152,635	1%
Water - Parks and Parkways	515600	692,970	457,467	834,250	689,813	-17%
Waste Disposal	515700	146,202	136,244	145,500	145,700	0%
Janitorial and Housekeeping	515800	186,772	200,737	233,268	223,637	-4%
Postage	520100	6,701	4,998	7,150	7,150	0%
Legal Advertising/Filing Fees	520200	198,663	191,887	201,000	201,000	0%
Advertising and Public Info.	520300	207	-	-	-	0%
Telephone/Radio/Communications	520400	3,796	25,272	53,290	53,290	0%
Meetings & Conferences	520500	28	474	-	-	0%
Mileage Reimbursement	520600	-	-	120	120	0%
Buildings and Structures	525100	99,216	146,779	102,300	297,300	191%
Landscaping and Sprinklers	525200	1,295,394	1,433,979	1,597,364	2,864,384	79%
Underground Lines	525300	-	5,000	5,000	4,000	-20%
Automotive Equipment	525400	166,849	151,720	150,000	150,000	0%
Office Furniture	525600	500	1,250	500	500	0%
Office Equipment	525700	2,034	3,100	6,950	6,950	0%
Other Equipment	525800	914,098	751,268	803,581	811,835	1%
Streets, Alleys and Sidewalks	525900	140,720	813,651	1,150,100	1,089,394	-5%
Employment	530100	298,285	148,188	-	-	0%
Consulting	530200	318,808	744,842	471,895	461,895	-2%
Engineering and Architectural	530400	26,869	37,077	88,500	85,500	-3%
Interest Payments	535200	15,827	-	-	-	0%
External Rent	535400	5,173	4,197	20,750	20,750	0%
Depreciation	535600	661,723	616,964	-	-	0%
Central Services	535800	14,200	8,545	10,350	10,350	0%
Internal Rent - Maint. Charges	536100	300,990	281,267	342,543	328,136	-4%
Internal Rent - Repl.Cost	536200	31,265	213,197	166,473	135,725	-18%
Internal Rent - IT Replacement	536300	11,131	16,697	22,262	27,828	25%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
General Liability	540100	\$ 728,057	\$ 637,050	\$ 493,125	\$ 921,278	87%
Taxes & Assessments	540700	62,231	73,632	12,000	12,000	0%
Subtotal Maintenance & Operations		\$ 9,707,178	\$ 10,229,853	\$ 10,449,016	\$ 11,988,108	15%
Automotive Equipment	590500	\$ 7,565	\$ 19,652	\$ 1,135,110	\$ 2,505,744	121%
Office Furniture	590600	-	76,998	-	-	0%
Other Equipment	590800	21,518	95,258	2,600	11,168	330%
Loss on Disposal of Assets	599100	222,880	29,533	-	-	
Subtotal Fixed Assets		\$ 251,963	\$ 221,441	\$ 1,137,710	\$ 2,516,912	121%
Total Expenditures		\$ 17,544,957	\$ 18,372,181	\$ 20,859,034	\$ 23,400,237	12%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<i>PUBLIC SERVICES ADMINISTRATION - 19100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 577,741	\$ 730,560	\$ 794,123	\$ 877,159	10%
Maintenance & Operations	853,917	739,065	580,111	1,011,664	74%
Fixed Assets	-	3,665	-	-	0%
<i>Subtotal Administration</i>	\$ 1,431,657	\$ 1,473,291	\$ 1,374,234	\$ 1,888,823	37%
<u>Recycling - 20230</u>					
Salaries & Benefits	\$ -	\$ -	\$ 500	\$ 500	0%
Maintenance & Operations	37,806	32,916	160,000	160,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Recycling</i>	\$ 37,806	\$ 32,916	\$ 160,500	\$ 160,500	0%
<u>Construction Management- 50002</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	3,500	2,867	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Construction Management</i>	\$ 3,500	\$ 2,867	\$ -	\$ -	0%
<i>ENGINEERING - 19200</i>					
<u>Construction Management - 50002</u>					
Salaries & Benefits	\$ 719,977	\$ 942,015	\$ 1,101,443	\$ 1,200,556	9%
Maintenance & Operations	74,219	228,109	31,474	24,040	-24%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Construction Mgmt</i>	\$ 794,196	\$ 1,170,123	\$ 1,132,917	\$ 1,224,595	8%
<u>Fairview Park - 20115</u>					
Salaries & Benefits	\$ -	\$ -	\$ 230,747	\$ 178,816	-23%
Maintenance & Operations	-	-	10,000	-	-100%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fairview Park</i>	\$ -	\$ -	\$ 240,747	\$ 178,816	-26%
<u>Water Quality - 20510</u>					
Salaries & Benefits	\$ 18,881	\$ 47,896	\$ 96,162	\$ 160,099	66%
Maintenance & Operations	229,854	238,226	245,600	245,600	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Water Quality</i>	\$ 248,735	\$ 286,123	\$ 341,762	\$ 405,699	19%
<u>Street Improvements - 30112</u>					
Salaries & Benefits	\$ 486,827	\$ 415,662	\$ 621,394	\$ 717,766	16%
Maintenance & Operations	49,178	164,618	35,636	34,712	-3%
Fixed Assets	2,195	250	-	-	0%
<i>Subtotal Street Improvements</i>	\$ 538,201	\$ 580,530	\$ 657,030	\$ 752,478	15%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Storm Drain Improvements - 30122</u>					
Salaries & Benefits	\$ 144,749	\$ 140,995	\$ 231,258	\$ 254,714	10%
Maintenance & Operations	4,467	2,228	8,950	5,450	-39%
Fixed Assets	938	-	-	3,500	0%
Subtotal Storm Drain Imprvmnts	\$ 150,154	\$ 143,223	\$ 240,208	\$ 263,664	10%
<u>Development - 30310</u>					
Salaries & Benefits	\$ 76,993	\$ 80,981	\$ 79,437	\$ 74,290	-6%
Maintenance & Operations	1,047	682	1,850	1,850	0%
Fixed Assets	-	-	-	-	0%
Subtotal Development	\$ 78,040	\$ 81,662	\$ 81,287	\$ 76,140	-6%
<u>Real Property - 30320</u>					
Salaries & Benefits	\$ 41,216	\$ 49,493	\$ 44,539	\$ 48,060	8%
Maintenance & Operations	2,672	407	3,550	3,550	0%
Fixed Assets	-	-	-	-	0%
Subtotal Real Property	\$ 43,888	\$ 49,900	\$ 48,089	\$ 51,610	7%
<u>Park Development - 40112</u>					
Salaries & Benefits	\$ 216,997	\$ 196,848	\$ 118,456	\$ 147,815	25%
Maintenance & Operations	66,655	120,977	3,100	3,100	0%
Fixed Assets	-	5,107	-	-	0%
Subtotal Park Development	\$ 283,651	\$ 322,932	\$ 121,556	\$ 150,915	24%
<u>TRANSPORTATION SERVICES - 19300</u>					
<u>Traffic Planning - 30210</u>					
Salaries & Benefits	\$ 354,930	\$ 307,988	\$ 323,678	\$ 379,108	17%
Maintenance & Operations	27,927	56,602	117,817	117,391	0%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Planning	\$ 382,857	\$ 364,591	\$ 441,495	\$ 496,498	12%
<u>Active Transportation Improvements - 30225</u>					
Salaries & Benefits	\$ -	\$ -	\$ 47,564	\$ 132,115	178%
Maintenance & Operations	-	-	85,000	85,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Active Transportation	\$ -	\$ -	\$ 132,564	\$ 217,115	64%
<u>Traffic Operations - 30241</u>					
Salaries & Benefits	\$ 387,213	\$ 396,233	\$ 394,543	\$ 275,313	-30%
Maintenance & Operations	1,746,781	1,731,904	1,814,304	1,820,404	0%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Operations	\$ 2,133,994	\$ 2,128,137	\$ 2,208,847	\$ 2,095,717	-5%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<i>MAINTENANCE SERVICES - 19500</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 305,789	\$ 322,013	\$ 303,396	\$ 294,615	-3%
Maintenance & Operations	13,186	36,728	137,860	45,322	-67%
Fixed Assets	-	32	-	-	0%
<i>Subtotal Administration</i>	\$ 318,975	\$ 358,773	\$ 441,256	\$ 339,937	-23%
<u>Parkway & Median Maint - 20111</u>					
Salaries & Benefits	\$ 31,935	\$ 41,124	\$ 39,439	\$ -	-100%
Maintenance & Operations	1,044,223	1,049,805	1,166,707	-	-100%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Pkwy & Median Maint</i>	\$ 1,076,158	\$ 1,090,929	\$ 1,206,146	\$ -	-100%
<u>Fairview Park - 20115</u>					
Salaries & Benefits	\$ -	\$ -	\$ 11,554	\$ 120,505	943%
Maintenance & Operations	-	-	169,900	106,378	-37%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fairview Park</i>	\$ -	\$ -	\$ 181,454	\$ 226,883	25%
<u>Street Cleaning - 20120</u>					
Salaries & Benefits	\$ 76,726	\$ 71,891	\$ 59,551	\$ 53,657	-10%
Maintenance & Operations	302,818	695,382	736,912	748,277	2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Cleaning</i>	\$ 379,543	\$ 767,274	\$ 796,463	\$ 801,934	1%
<u>Graffiti Abatement - 20130</u>					
Salaries & Benefits	\$ 210,773	\$ 232,927	\$ 218,776	\$ 179,511	-18%
Maintenance & Operations	32,785	39,535	39,570	45,027	14%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Graffiti Abatement</i>	\$ 243,557	\$ 272,462	\$ 258,346	\$ 224,538	-13%
<u>Recycling - 20230</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	7,181	-	-	0%
<i>Subtotal Recycling</i>	\$ -	\$ 7,181	\$ -	\$ -	0%
<u>Street Maintenance - 30111</u>					
Salaries & Benefits	\$ 415,319	\$ 511,785	\$ 438,727	\$ 467,667	7%
Maintenance & Operations	159,190	214,127	491,547	403,178	-18%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Maintenance</i>	\$ 574,509	\$ 725,911	\$ 930,274	\$ 870,845	-6%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 14-15</u> Actual	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Adopted	<u>FY 17-18</u> Adopted	Percent Change
<u>Storm Drain Maint - 30121</u>					
Salaries & Benefits	\$ 80,838	\$ 106,744	\$ 174,731	\$ 160,893	-8%
Maintenance & Operations	8,283	40,978	25,242	30,726	22%
Fixed Assets	-	-	-	-	0%
Subtotal Storm Drain Maint	\$ 89,121	\$ 147,722	\$ 199,973	\$ 191,620	-4%
<u>Signs & Markings - 30243</u>					
Salaries & Benefits	\$ 260,914	\$ 336,905	\$ 460,986	\$ 441,819	-4%
Maintenance & Operations	176,202	193,399	262,153	282,271	8%
Fixed Assets	751	595	-	-	0%
Subtotal Signs & Markings	\$ 437,867	\$ 530,898	\$ 723,139	\$ 724,091	0%
<u>Park Maintenance - 40111</u>					
Salaries & Benefits	\$ 1,980,864	\$ 1,488,173	\$ 1,879,646	\$ 832,834	-56%
Maintenance & Operations	1,759,199	1,691,828	2,029,319	4,102,929	102%
Fixed Assets	5,366	43,845	-	-	0%
Subtotal Park Maintenance	\$ 3,745,429	\$ 3,223,845	\$ 3,908,965	\$ 4,935,763	26%
<u>Facility Maintenance - 50910</u>					
Salaries & Benefits	\$ 583,572	\$ 751,865	\$ 922,026	\$ 1,100,412	19%
Maintenance & Operations	1,374,998	1,372,082	1,140,014	1,555,202	36%
Fixed Assets	227	76,998	2,600	7,668	195%
Subtotal Facility Maintenance	\$ 1,958,796	\$ 2,200,944	\$ 2,064,640	\$ 2,663,282	29%
<u>Fleet Services - 50920</u>					
Salaries & Benefits	\$ 614,634	\$ 748,790	\$ 679,632	\$ 796,992	17%
Maintenance & Operations	1,737,202	1,576,790	1,152,400	1,156,037	0%
Fixed Assets	242,486	83,768	1,135,110	2,505,744	121%
Subtotal Fleet Services	\$ 2,594,322	\$ 2,409,348	\$ 2,967,142	\$ 4,458,773	50%
<u>Operations - 51010</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	598	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Operations	\$ -	\$ 598	\$ -	\$ -	0%
Total Expenditures	\$ 17,544,957	\$ 18,372,181	\$ 20,859,034	\$ 23,400,237	12%



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 17-18 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 17-18, the adopted budget for Non-Departmental includes the following:

Debt Service:

2003 Refunding Certificates of Participation (COPs)	\$ 1,244,375
2006 Refunding Revenue Bonds	219,086
2007 Certificates of Participation – Police Facility Expansion	<u>2,257,404</u>
Total Debt Service	<u>\$ 3,720,865</u>

Interfund Transfer:

General Fund to the Capital Improvements Fund	\$8,158,644
Fire System Development Fees Fund to the Capital Improvements Fund	125,000
General Fund to the Supplemental Law Enforcement Fund	48,591
General Fund to the Equipment Replacement Fund	950,200
General Fund to the Self Insurance Fund	<u>3,170,491</u>
Total Transfer Out	<u>\$12,452,926</u>

Other:

Salaries and Benefits	(\$3,917,822)
Multi-Media, Promotions and Subscriptions	164,000
Unfunded Liability Retirement Payment	500,000
Principal and Interest Payment from Park Development Fund	225,199
Contingency	<u>1,000,000</u>
Total Other	<u>(\$2,028,623)</u>

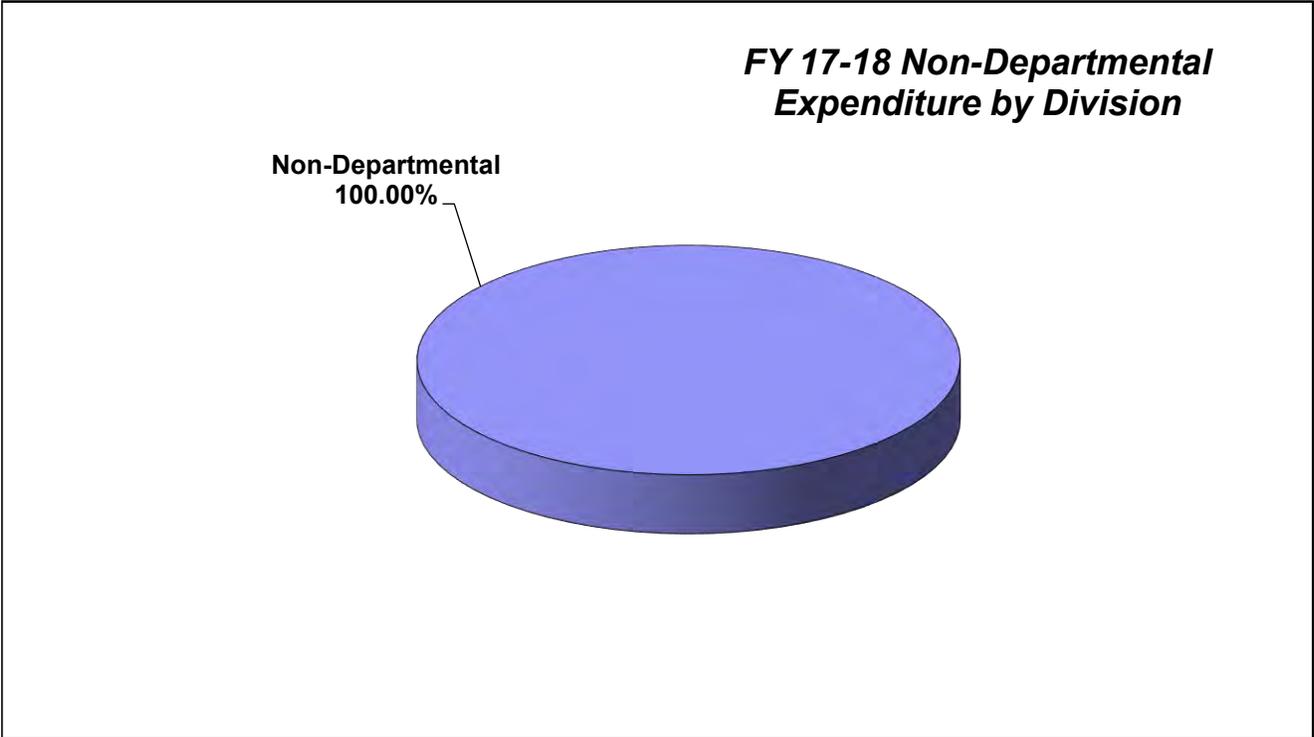
Total Non-Departmental Adopted Budget **\$ 14,145,168**

A Schedule of Interfund Transfers is found on page 36



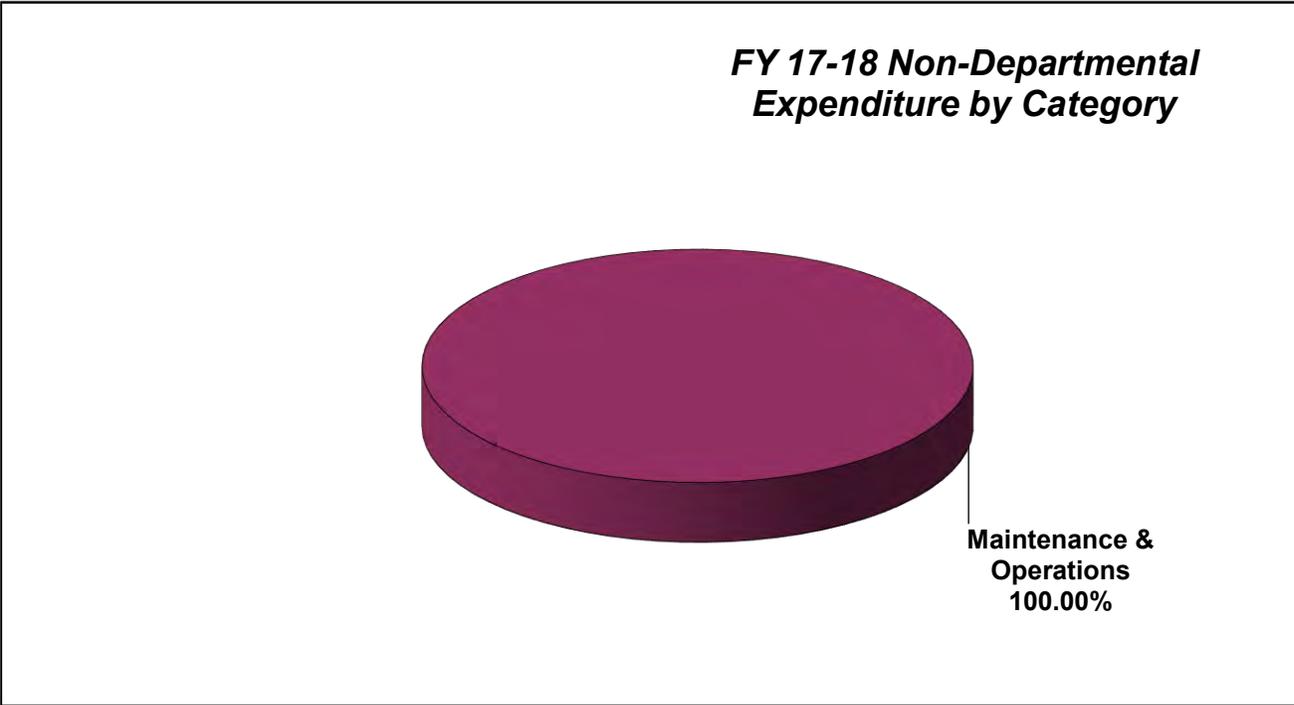
**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 14-15 Actual</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>Percent Change</u>
Non-Departmental - 90000	\$ 15,539,537	\$ 13,034,107	\$ 8,835,621	\$ 14,145,168	60.09%
Total Expenditures	\$ 15,539,537	\$ 13,034,107	\$ 8,835,621	\$ 14,145,168	60.09%



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

	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 726,551	\$ -	\$ (4,085,857)	\$ (3,417,822)	-16.35%
Maintenance & Operations	14,812,986	13,034,107	12,921,478	17,562,990	35.92%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$15,539,537	\$13,034,107	\$ 8,835,621	\$ 14,145,168	60.09%



	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$15,499,882	\$12,623,162	\$ 8,610,422	\$ 13,794,969	97.52%
Park Devel Fees Fund - 208	21,426	20,405	225,199	225,199	1.59%
Fire System Dev Fee - 218	-	400,000	-	125,000	0.88%
Measure "M" Fund - 403	9,966	(9,966)	-	-	0.00%
Vehicle Prking. Dist. #1 - 409	70	176	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	131	330	-	-	0.00%
Equip. Replacement Fund - 601	8,062	-	-	-	0.00%
Total Funding Sources	\$15,539,537	\$13,034,107	\$ 8,835,621	\$ 14,145,168	100.00%

NON-DEPARTMENTAL EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ -	\$ -	\$ -	\$ (1,196,174)	0%
Regular Salaries - Non Sworn	501200	-	-	(4,585,857)	(1,218,390)	-73%
Regular Salaries - Part time	501300	-	-	-	(345,951)	0%
Other Compensation	501900	-	-	-	(168,740)	0%
Cafeteria Plan	505100	-	-	-	88,927	0%
Retirement	505300	726,551	-	500,000	(577,494)	-215%
Subtotal Salaries & Benefits		\$ 726,551	\$ -	\$ (4,085,857)	\$ (3,417,822)	-16%
Multi-Media, Promotions and S	510200	\$ 119,299	\$ 169,400	\$ 164,000	\$ 164,000	0%
Uniform & Clothing	510400	-	206	-	-	0%
Advertising and Public Info.	520300	1,000	-	-	-	0%
Consulting	530200	140	1,120	-	-	0%
Principal Payments	535100	2,390,000	2,490,000	2,960,178	3,065,178	4%
Interest Payments	535200	1,154,067	1,048,721	1,000,514	880,886	-12%
Grants, Loans and Subsidies	535500	940	-	-	-	0%
Contingency	540800	-	-	1,000,000	1,000,000	0%
Acquisition Costs	545500	322,736	-	-	-	0%
Operating Transfers Out	595100	10,824,803	9,324,659	7,796,786	12,452,926	60%
Subtotal Maintenance & Operations		\$ 14,812,986	\$ 13,034,107	\$ 12,921,478	\$ 17,562,990	36%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 15,539,537	\$ 13,034,107	\$ 8,835,621	\$ 14,145,168	60%

NON-DEPARTMENTAL EXPENDITURE SUMMARY BY PROGRAM

Account Description	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted	FY 17-18 Adopted	Percent Change
HOME Projects - 20445					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	1,120	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal HOME Projects	\$ -	\$ 1,120	\$ -	\$ -	0%
Non-Departmental - 50240					
Salaries & Benefits	\$ 726,551	\$ -	\$ (4,085,857)	\$ (3,417,822)	-16%
Maintenance & Operations	14,812,986	13,032,987	12,921,478	17,562,990	36%
Fixed Assets	-	-	-	-	0%
Subtotal Non-Departmental	\$ 15,539,537	\$ 13,032,987	\$ 8,835,621	\$ 14,145,168	60%
Total Expenditures	\$ 15,539,537	\$ 13,034,107	\$ 8,835,621	\$ 14,145,168	60%





CAPITAL
IMPROVEMENT
PROGRAM
FISCAL YEAR 2017-2018

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2017-2018

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Fees Fund 208	Drainage Fund 209	Fire System Dev. Fees Fund 218
Street Improvements, Program #30112							
1	Citywide Street Improvements	1,605,916	-	-	-	-	-
2	Citywide Alley Improvements	500,000	-	-	-	-	-
3	Hamilton St. - Charlie St. to Harbor Blvd.	75,000	-	-	-	-	-
4	Irvine Avenue Improvements - 20th St to S'ly City Limits	-	-	-	-	-	-
5	Newport Boulevard Frontage Rd (N/B) - 15th St to 17th St	350,000	-	-	-	-	-
6	Pomona Ave Improvements - 19th St to 16th St	105,000	-	480,000	-	-	-
	Subtotal Street Improvements	2,635,916	-	480,000	-	-	-
Storm Drain Improvements, Program #30122							
7	Citywide Storm Drain Improvements	-	-	-	-	760,193	-
	Subtotal Storm Drain Improvements	-	-	-	-	760,193	-
Curbs and Sidewalks, Program #30130							
8	New Sidewalk/Missing Link Program	50,000	-	-	-	-	-
9	Parkway Improvement Program Project	100,000	-	-	-	-	-
10	Priority Sidewalk Repair	50,000	-	-	-	-	-
	Subtotal Curbs and Sidewalks	200,000	-	-	-	-	-
Active Transportation Programs, Program #30225							
11	Bicycle Safety Education at Sixteen Schools	-	-	-	-	-	-
12	Class II and III Bicycle Projects	-	-	-	-	-	-
13	Merrimac Way Multipurpose Trail and Cycle Tracks	-	-	-	-	-	-
14	Paularino Channel Multipurpose Trail	-	-	-	-	-	-
	Subtotal Active Transportation	-	-	-	-	-	-
Traffic Planning, Program #30210							
15	Fairview Road Improvements (Baker St. to Adams Av.)	63,060	-	-	-	-	-
16	Newport Boulevard Widening Design from 19th Street to 17th	-	-	-	-	-	-
17	Project V - Community Circulator	-	-	-	-	-	-
18	Wilson Street Widening Design from College Avenue to Fairview	-	-	-	-	-	-
	Subtotal Traffic Planning	63,060	-	-	-	-	-
Traffic Operations, Program #30241							
19	Fairview Road Traffic Signal Synchronization	-	75,000	-	-	-	-
20	Neighborhood Traffic Improvements	-	-	-	-	-	-
21	Traffic Signal Preemption	-	-	-	-	-	-
	Subtotal Traffic Operations	-	75,000	-	-	-	-
Park Maintenance, Program #40111							
22	Jack Hammett SC - Light Pole & Footing Replacement	-	-	-	-	-	-
23	Rehabilitate Parking Lot - Various Locations	-	-	-	-	-	-
24	Various Parks - Replace Playground Surfacing	-	-	-	-	-	-
25	Various Parks - Sidewalk Replacement	-	-	-	-	-	-
	Subtotal Park Maintenance	-	-	-	-	-	-
Park Development, Program #40112							
26	Lions Park Projects	300,000	-	-	2,500,000	-	-
27	Mesa del Mar Neighborhood Entryway	-	-	-	-	-	-
28	Costa Mesa Tennis Center Upgrades	-	-	-	-	-	-
	Subtotal Park Development	300,000	-	-	2,500,000	-	-
Building Maintenance, Program #50910							
29	Balearic Center-Construct Undergrounding of Electrical Service	-	-	-	-	-	-
30	Building Maintenance Projects	-	-	-	-	-	-
31	Fire Stations #2-#6: Critical Infrastructure Protection	-	-	-	-	-	-
32	Fire Stations #2: Plymovent Vehicle Exhaust Systems	-	-	-	-	-	100,000
	Subtotal Building Maintenance	-	-	-	-	-	100,000
Building Facility Account, Program #50905							
33	Fire Station #1	-	-	-	-	-	-
	Subtotal Building Facility	-	-	-	-	-	-
Total FY 17-18 Approved Capital Improvement Projects		\$ 3,198,976	\$ 75,000	\$ 480,000	\$ 2,500,000	\$ 760,193	\$ 100,000

CITY OF COSTA MESA, CALIFORNIA
SUMMARY OF ADOPTED CAPITAL IMPROVEMENT PROJECTS
by Funding Source
FISCAL YEAR 2017-2018

Req Nbr	Program/Project Name	Capital Improvement Fund 401	Capital Facility Account 401	Grant Fund	Measure M Funds 415/416	Total
Street Improvements, Program #30112						
1	Citywide Street Improvements	525,000	-	-	1,800,000	3,930,916
2	Citywide Alley Improvements	-	-	-	-	500,000
3	Hamilton St. - Charlie St. to Harbor Blvd.	-	-	-	-	75,000
4	Irvine Avenue Improvements - 20th St to S'ly City Limits	10,000	-	-	640,000	650,000
5	Newport Boulevard Frontage Rd (N/B) - 15th St to 17th St	-	-	-	-	350,000
6	Pomona Ave Improvements - 19th St to 16th St	-	-	-	-	585,000
	Subtotal Street Improvements	535,000	-	-	2,440,000	6,090,916
Storm Drain Improvements, Program #30122						
7	Citywide Storm Drain Improvements	-	-	-	-	760,193
	Subtotal Storm Drain Improvements	-	-	-	-	760,193
Curbs and Sidewalks, Program #30130						
8	New Sidewalk/Missing Link Program	-	-	-	-	50,000
9	Parkway Improvement Program Project	-	-	-	-	100,000
10	Priority Sidewalk Repair	-	-	-	-	50,000
	Subtotal Curbs and Sidewalks	-	-	-	-	200,000
Active Transportation Programs, Program #30225						
11	Bicycle Safety Education at Sixteen Schools	30,000	-	-	-	30,000
12	Class II and III Bicycle Projects	50,000	-	-	-	50,000
13	Merrimac Way Multipurpose Trail and Cycle Tracks	125,000	-	-	-	125,000
14	Paularino Channel Multipurpose Trail	150,000	-	-	-	150,000
	Subtotal Active Transportation	355,000	-	-	-	355,000
Traffic Planning, Program #30210						
15	Fairview Road Improvements (Baker St. to Adams Av.)	-	-	567,540	-	630,600
16	Newport Boulevard Widening Design from 19th Street to 17th	-	-	-	281,250	281,250
17	Project V - Community Circulator	25,000	-	-	369,843	369,843
18	Wilson Street Widening Design from College Avenue to Fairview	-	-	-	281,250	281,250
	Subtotal Traffic Planning	25,000	-	567,540	932,343	1,562,943
Traffic Operations, Program #30241						
19	Fairview Road Traffic Signal Synchronization	-	-	-	1,596,474	1,671,474
20	Neighborhood Traffic Improvements	100,000	-	-	-	100,000
21	Traffic Signal Preemption	375,000	-	-	-	375,000
	Subtotal Traffic Operations	475,000	-	-	1,596,474	2,146,474
Park Maintenance, Program #40111						
22	Jack Hammett SC - Light Pole & Footing Replacement	44,000	-	-	-	44,000
23	Rehabilitate Parking Lot - Various Locations	100,000	-	-	-	100,000
24	Various Parks - Replace Playground Surfacing	50,000	-	-	-	50,000
25	Various Parks - Sidewalk Replacement	50,000	-	-	-	50,000
	Subtotal Park Maintenance	244,000	-	-	-	244,000
Park Development, Program #40112						
26	Lions Park Projects	-	-	-	-	2,800,000
27	Mesa del Mar Neighborhood Entryway	25,000	-	-	-	25,000
28	Costa Mesa Tennis Center Upgrades	100,000	-	-	-	100,000
	Subtotal Park Development	25,000	-	-	-	2,925,000
Building Maintenance, Program #50910						
29	Balearic Center-Construct Undergrounding of Electrical Service	40,000	-	-	-	40,000
30	Building Maintenance Projects	347,144	-	-	-	347,144
31	Fire Stations #2-#6: Critical Infrastructure Protection	20,000	-	-	-	20,000
32	Fire Stations #2-#6: Plymovent Vehicle Exhaust Systems	-	-	-	-	100,000
	Subtotal Building Maintenance	407,144	-	-	-	507,144
Building Facility Account, Program #50905						
33	Fire Station #1	4,340,505	1,801,995	-	-	6,142,500
	Subtotal Building Facility	4,340,505	1,801,995	-	-	6,142,500
Total FY 17-18 Approved Capital Improvement Projects		\$ 6,481,649	\$ 1,801,995	\$ 567,540	\$ 4,968,817	\$ 20,934,170

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements - 30112		
PROJECT TITLE Citywide Street Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 1	
PROJECT ACCOUNT STRING:		Account 500000 500000 500000	Fund 201 416 401	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	3,930,916	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000	6,000,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 3,930,916	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
Description of Resources							
Gas Tax	1,605,916	-	-	-	-	-	-
Measure "M2" fund 416	1,800,000	-	-	-	-	-	-
Capital Improvements Fund	525,000	-	-	-	-	-	-
Total	\$ 3,930,916	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
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.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services	DIVISION Engineering	PROGRAM Street Improvements - 30112
PROJECT TITLE Citywide Alley Improvements		PROJECT MANAGER Bart Mejia, x-5291
PROJECT ACCOUNT STRING:		ITEM 2
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.

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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	500,000	500,000	500,000	500,000	500,000	500,000	500,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 500,000						
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 condition of the alleys and their rehabilitation cost. In 2007, the City Council adopted an Alley Improvement Priority List and directed staff to move forward with rehabilitating the alleyways.

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

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements - 30112		
PROJECT TITLE Hamilton Street Improvements - Charle St to Harbor Blvd				PROJECT MANAGER Bart Mejia, x-5291		ITEM 3	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30112	Project 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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	75,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax	75,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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> <p>These funds will be used towards rehabilitation of Hamilton Street from Charle Street to Harbor Boulevard.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements - 30112		
PROJECT TITLE Irvine Avenue Improvements - 20th St to S'ly City Limits				PROJECT MANAGER Bart Mejia, x-5291		ITEM 4	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 416	Org 19200 19200	Program 30112 30112	Project 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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	650,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	10,000	-	-	-	-	-	-
Measure "M2" fund 416	640,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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> <p>These funds will be used towards rehabilitation of Irvine Avenue from 20th Street to southerly City Limits. This work will be done in partnership with the City of Newport Beach so the work gets done by a single contractor at the same time. The City of Newport Beach will be the lead agency since more than 50% of the work will be within their boundaries.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements - 30112		
PROJECT TITLE Newport Blvd Frontage Rd (N/B) - 15th St to 17th St				PROJECT MANAGER Bart Mejia, x-5291		ITEM 5	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30112	Project 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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	350,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax	350,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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> <p>These funds will be used towards rehabilitation of Newport Boulevard Frontage Road (northbound) from 15th Street to 17th street.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements - 30112		
PROJECT TITLE Pomona Ave Improvements - 19th St to 16th St				PROJECT MANAGER Bart Mejia, x-5291		ITEM 6	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 201 207	Org 19200 19200	Program 30112 30112	Project 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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	585,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 585,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax	105,000	-	-	-	-	-	-
CDBG	480,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 585,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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> <p>These funds will be used towards rehabilitation of Pomona Avenue from 19th street to 16th street.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Storm Drain Impr - 30122		
PROJECT TITLE Citywide Storm Drain Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 7	
PROJECT ACCOUNT STRING:		Account 500000	Fund 209	Org 19200	Program 30122	Project 550011	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	760,193	500,000	500,000	500,000	500,000	500,000	500,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 760,193	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Description of Resources							
Drainage Fee	760,193	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 760,193	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>A comprehensive study was conducted Citywide to provide information about the storm drain system and the cost to upgrade and/or construct a new underground system. The City Council approved priorities and recommendations in the report and directed staff to upgrade and/or construct storm drain systems as recommended.</p> <p>These funds will be used towards the construction of the Arlington Drive bioswale and dry weather runoff Diversion Project. Arlington Drive between Fairview Road and Newport Boulevard is approximately one mile in length. The City of Costa Mesa proposes to remove approximately 70,000 sq. ft. of asphalt and construct a vegetated bioswale and decomposed granite multipurpose trail. The multipurpose trail will be about one mile in length and the bioswale will be approximately 2,500 LF.</p> <p>The 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 and \$1.5 million from the Orange County Fairgrounds.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Curbs and Sidewalks, 30130		
PROJECT TITLE New Sidewalk/Missing Link Program				PROJECT MANAGER Bart Mejia, x-5291		ITEM 8	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500009	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	100,000	100,000	100,000	100,000	100,000	100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Description of Resources							
Gas Tax	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>In 1997, a comprehensive study was conducted Citywide to provide information about missing sidewalk locations, and to supplement and update a previous study conducted by staff in 1995. City Council approved the priorities and recommendations in the report. New sidewalks will be constructed in the highest priority areas such as around schools, hospitals, convalescent homes, public facilities, bus routes, and arterial highways.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Curbs and Sidewalks, 30130		
PROJECT TITLE Parkway Improvement Program				PROJECT MANAGER Bart Mejia, x-5291		ITEM 9	
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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	250,000	250,000	250,000	250,000	250,000	250,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Description of Resources							
Gas Tax	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>A parkway maintenance program is essential to remove and replace damaged curb, gutter, and sidewalk which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform 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>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Curbs and Sidewalks, 30130		
PROJECT TITLE Priority Sidewalk Repair				PROJECT MANAGER Bart Mejia, x-5291		ITEM 10	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500017	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Description of Resources							
Gas Tax	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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 where staff has been directed to remove trees by the Parks & Recreation Commission. Additionally, ADA accessibility ramps are constructed as staff receives individual request.</p> <p>This program will allow City staff to expedite these emergency improvements as the requests are received.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Active Transportation, 30225		
PROJECT TITLE Bicycle Education at Sixteen Schools				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 11	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30225	Project 300149	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 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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees (Education)	30,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	30,000	-	-	-	-	-	-
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>This project is the continuation of the earlier project to provide bicycle safety education at sixteen schools. This program was well received at various schools. The classes will consist of workshops tailored to different grade levels at each school.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Active Transportation, 30225		
PROJECT TITLE Class II and III Bicycle Projects				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 12	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30225	Project 450010	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	100,000	100,000	100,000	100,000	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	50,000	100,000	100,000	100,000	100,000	-	-
Total	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>This project includes implementation of new Class II and Class III bicycle facilities through the City. Class II facilities are on-street bicycle lanes that are typically implemented by restriping lanes and providing a separate lane for bicylists. Class III bicycle facility is achieved by enhanced signing and markings on roadways. There are no separate bike lanes for Class III routes. The enhanced signing and markings are implemented to inform motorists of usage of the street as an active bicycle route.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services	DIVISION Transportation	PROGRAM Active Transportation, 30225
PROJECT TITLE Merrimac Way Bicycle Facility (Harbor Blvd. to Fairview Rd.)		PROJECT MANAGER Raja Sethuraman, x - 5032
		ITEM 13
PROJECT ACCOUNT STRING:		
Account	Fund	Org
500000	401	19300
Program	Project	
30225	450011	
		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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	950,000	-	-	-	-	-
Engineering Fees	125,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 125,000	\$ 950,000	\$ -				
Description of Resources							
Capital Improvements Fund	125,000	950,000	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 125,000	\$ 950,000	\$ -				

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

This project implements bicycle facility improvements that includes bicycle trails and cycle tracks on Merrimac Way between Harbor Boulevard and Fairview Road. Detailed studies and alignment options will be developed to lay out the bicycle facility taking into account access to Orange Coast College as well as adjacent properties. Pedestrian improvements will also be implemented in this section of Merrimac Way as part of this project.

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

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services	DIVISION Transportation	PROGRAM Active Transportation, 30225
PROJECT TITLE Paularino Channel Multipurpose Trail (Fairview Road to Bristol Street)		PROJECT MANAGER Raja Sethuraman, x - 5032
		ITEM 14
PROJECT ACCOUNT STRING:	Account 500000	Fund 401
	Org 19300	Program 30225
	Project 450012	
<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>		

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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	1,500,000	1,500,000	-	-	-
Engineering Fees	150,000	200,000	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 150,000	\$ 200,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	150,000	200,000	1,500,000	1,500,000	-	-	-
	-	-	-	-	-	-	-
Total	\$ 150,000	\$ 200,000	\$ 1,500,000	\$ 1,500,000	\$ -	\$ -	\$ -

Project Justification **Operating Impact:** \$ 10,000

This project provides for design and construction of a new bicycle trail connecting Fairview Road and Bristol Street along the Paularino Channel. Design and environmental phases will be implemented over Fiscal Years 17-18 and 18-19, followed by construction in Fiscal Years 19-20 and 20-21. The project will implement structural improvements to the channel to allow for construction of a maintenance path for flood control as well as bicycle trail connection.

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

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210			
PROJECT TITLE Fairview Road Improvements (Baker St. to Adams Av.)				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 15		
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 201	Org 19300 19300	Program 30210 30210	Project 370051 370051	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		630,600	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 630,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Federal HSIP Grant		567,540	-	-	-	-	-	-
Gas Tax		63,060	-	-	-	-	-	-
Total		\$ 630,600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ 10,000		
<p>This project provides for improved traffic operations on Fairview Road between Baker Street and Adams Avenue by restricting turning movements at various driveways and a new traffic signal at the intersection of Fairview Road and Village Way. This will also enhance the overall pedestrian and bicycle accessibility of this segment of Fairview Road.</p> <p>Staff secured a Highway Safety Improvement Program Federal Grant in the amount of \$630,540 towards the design and construction of the project. City funds are required to fund the match share. The design phase is scheduled for Fiscal Year 2016-17 and the construction is scheduled for Fiscal Year 2017-18.</p> <p>Operating impact for landscape maintenance is expected in Fiscal Year 2018-19.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE Newport Boulevard Widening Design from 19th Street to 17th Street				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 16	
PROJECT ACCOUNT STRING:		Account 500000	Fund 415	Org 19300	Program 30210	Project 370052	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	281,250	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Measure M2	281,250	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The existing traffic volumes on the subject section of Newport Boulevard are approximately 85,000 vehicles per day equally split between northbound and southbound traffic. This section of Newport Boulevard has four through lanes in the northbound direction and four through lanes approaching 19th Street in the southbound direction which reduces to three through lanes immediately past the 19th Street intersection. The resulting seven lane roadway capacity is 65,700 vehicles per day. Existing Level of Service based on the ratio of traffic volume to roadway capacity (v/c) within this reach of Newport Boulevard ranges from 1.10 to 1.30 resulting in a LOS of F. Southbound traffic congestion as a result of this over-capacity condition extends well beyond the daily peak hour periods. The intent of the proposed project is to design the widening of southbound Newport Boulevard within the subject limits to address operational deficiencies and accommodate current and projected traffic volumes.</p> <p>Prior funding was allocated from traffic impact fees towards this project. The City subsequently received Measure M2 grant funding in the amount of \$281,250. The budgeted traffic impact fees will provide match funds for the project. The design phase is scheduled for Fiscal Year 2017-18.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE Project V - Community Circulator				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 17	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 415	Org 19300 19300	Program 30210 30210	Project 300161 300161	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	369,843	410,937	410,937	410,937	410,936	410,936	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 369,843	\$ 410,937	\$ 410,937	\$ 410,937	\$ 410,936	\$ 410,936	\$ -
Description of Resources							
Measure M2	369,843	369,843	369,843	369,843	369,843	369,843	-
Capital Improvements Fund	-	41,094	41,094	41,094	41,093	41,093	-
	-	-	-	-	-	-	-
Total	\$ 369,843	\$ 410,937	\$ 410,937	\$ 410,937	\$ 410,936	\$ 410,936	\$ -
Project Justification					Operating Impact:		
<p>This project provides a shuttle service that connects the City of Costa Mesa to the City of Anaheim Resort Area during the early morning and evening hours and a midday shuttle service between South Coast Metro area and LAB/CAMP. The City secured Measure M2 grant funding of approximately \$2.8 million for the project. The match requirement of approximately \$300,000 over a seven year period will be derived from several sources including, City General Funds, Travel Costa Mesa, Anaheim Transportation Network and South Coast Plaza.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE Wilson Street Widening Design from College Avenue to Fairview Road				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 18	
PROJECT ACCOUNT STRING:		Account 500000	Fund 415	Org 19300	Program 30210	Project 370053	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	281,250	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Measure M2	281,250	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 281,250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>Existing traffic volume on the two-lane section of Wilson Street within the project limits is approximately 17,000 vehicles per day. Wilson Street is currently a divided two lane roadway between College Avenue and Fairview Road. There is on-street parking on one side of the street and the median is a two-way left-turn lane. Wilson Street with only one lane on each direction experiences a significant amount of congestion at the intersections within this segment during the morning and evening peak hour periods. In addition Wilson Street is an active transit route and also has significant pedestrian and bicycle volumes. Based on the existing traffic volumes the current Level of Service along Wilson Street is LOS E (volume-to-capacity ratio of 0.99).The intent of the proposed project is to plan infrastructure to meet future traffic demands caused by overall growth in the vicinity of Wilson Street. Wilson 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 and the proposed project will design Wilson Street to the recommended roadway capacity and geometrics.</p> <p>Prior funding was allocated from traffic impact fees towards this project. The City subsequently received Measure M2 grant funding in the amount of \$281,250. The budgeted traffic impact fees will provide match funds for the project. The design phase is scheduled for Fiscal Year 2017-18.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Traffic Operations, 30241		
PROJECT TITLE Fairview Road Traffic Signal Synchronization				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 19	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 203 415	Org 19300 19300	Program 30241 30241	Project 370034 370034	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	1,671,474	139,383	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 1,671,474	\$ 139,383	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Measure M2	1,596,474	63,322	-	-	-	-	-
AQMD AB2766 Funds	75,000	76,061	-	-	-	-	-
Total	\$ 1,671,474	\$ 139,383	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>This project includes comprehensive review and update of traffic signal coordination along Fairview Road in the Cities of Costa Mesa and Santa Ana. The project will also include conduit upgrades, Closed Circuit Televisions (CCTV's), traffic signal preemption for emergency vehicles at all intersections along Fairview Road and new cabinets at 4 locations. The project will prepare detailed before and after studies to document efficiencies achieved with any proposed timing changes.</p> <p>The City's portion of Measure M2 Traffic Signal Synchronization Program grant secured for this project implementation is \$ 741,302. This requires matching funds from the City in the amount of \$153,061 of which \$75,000 will be derived through AQMD funding and remaining from staff time. Project implementation is scheduled for Fiscal Year 2017-18. No operating impact beyond the current maintenance for this project.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Traffic Operations, 30241		
PROJECT TITLE Neighborhood Traffic Improvements				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 20	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30241	Project 300163	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	25,000	25,000	25,000	25,000	25,000	25,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Description of Resources							
Capital Improvements Fund	100,000	25,000	25,000	25,000	25,000	25,000	25,000
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Project Justification						Operating Impact: \$ -	
This project includes implementation of neighborhood traffic improvements including signs, approved speed humps, and design of entry monument signs and minor landscape improvements, to enhance the neighborhood character.							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Traffic Operations, 30241		
PROJECT TITLE Traffic Signal Preemption				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 21	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30241	Project 370055	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	375,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	375,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The intent of the subject project is to install new signal preemption equipment at up to 25 intersections within the City. Installation of preemption equipment at intersection along streets segments (corridors) that are frequently used by the Fire Department will help reduce the response time, especially during peak periods. As such, intersections along Newport Boulevard, 17th Street and 19th Street will be selected for implementing the signal preemption with this project.</p> <p>It is anticipated that the project will be implemented in late 2017.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL: CIR-1		POLICY:		OBJECTIVE: CIR-1A.5, CIR-1A.15	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES		DIVISION MAINTENANCE SERVICES			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Jack Hammett SC - Light Pole & Footing Replacement				PROJECT MANAGER George Cortez, ext 7494		ITEM 22	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project 700115	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	44,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	44,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 44,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project would replace two (2) deteriorating 20' metal light poles in the parking lot area along Fairview Road and eight (8) sixteen foot (16) pumpkin metal light poles with footings along the parking lot walkway, south of the playing fields. The existing light poles are showing severe rust at the base and have a potential for failure. If not replaced, the light poles should be removed due to questionable structural integrity.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Rehabilitate Parking Lot - Various Locations				PROJECT MANAGER Bruce Lindemann		ITEM 23	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project 700111	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 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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
This project would rehabilitate cracked and damaged asphalt parking lots at Estancia Park, Moon Park and Shiffer Park. The work would consist of localized repairs and overlay with fresh asphalt over the existing surface.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES	DIVISION Maintenance Services	PROGRAM Park Maintenance, 40111
PROJECT TITLE Various Parks - Replace Playground Surfacing		PROJECT MANAGER George Cortez
		ITEM 24
PROJECT ACCOUNT STRING:	Account 500000	Fund 401
	Org 19500	Program 40111
	Project 700105	
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 17-18	FY 18-19
	FY 19-20	FY 20-21
	FY 21-22	FY 22-23
	FY 23-24	
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 Improvements Fund	50,000	-
	-	-
	-	-
Total	\$ 50,000	\$ -
Project Justification	Operating Impact: \$ -	
<p>This project would replace lifting, cracked, deteriorating and damaged rubberized playground surfacing in as many as ten (10) playground areas. Eliminating trip hazards and hardened or damaged playground surfacing in and around playgrounds. It will improve safety; and may prevent injuries and potential claims against the City caused by deteriorating surface conditions at smaller park playground facilities. In addition it will improve the overall aesthetics of the Parks and playground areas.</p> <p>The ten identified (10) playground areas are as follows:</p> <ol style="list-style-type: none"> 1. Balearic Center 2. Del Mesa Park 3. Gisler Park 4. Harper Park 5. Jordan Park 6. Marina View Park 7. Moon Park 8. Pinkley Park 9. Wakeham Park 10. Wimbledon Park 		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Various Parks - Sidewalk Replacement				PROJECT MANAGER George Cortez		ITEM 25	
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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
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 Improvements Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
This project would replace cracked, damaged and raised concrete sidewalks at Jordan Park, Shiffer Park and Wakeham Park. Eliminating potential trip hazards due to damaged concrete in the path of travel 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 2017-2018

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development, 40112		
PROJECT TITLE Lions Park Projects				PROJECT MANAGER Bart Mejia, x-5291		ITEM 26	
PROJECT ACCOUNT STRING:		Account	Fund	Org	Program	Project	Existing Project ▼
		500000	401	19200	40112	800015	
		500000	208	19200	40112	800015	
		500000	201	19200	40112	800015	
		500000	xxx	19200	40112	800015	
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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	21,306,603	5,218,701	3,451,500	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 21,306,603	\$ 5,218,701	\$ 3,451,500	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	-	2,498,701	3,451,500	-	-	-	-
Park Fees	2,500,000	2,500,000	-	-	-	-	-
Gas Tax	300,000	220,000	-	-	-	-	-
Debt Financing	18,506,603	-	-	-	-	-	-
Total	\$ 21,306,603	\$ 5,218,701	\$ 3,451,500	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$	-
<p>The project will consist of demolishing the existing NCC building, constructing a new library and renovating/repurposing the existing library facility to become the new NCC. The requested amount will add to funds previously allocated and follows the City Council approved funding plan for these facilities.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Park Development - 40112
PROJECT TITLE Mesa del Mar Neighborhood Entryway		PROJECT MANAGER Bart Mejia, x-5291
PROJECT ACCOUNT STRING:		ITEM 27
Account	Fund	Org
500000	401	19200
Program	Project	
40112	350028	
		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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	25,000	-	-	-	-	-	-
Construction	-	200,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 25,000	\$ 200,000	\$ -				
Description of Resources							
Capital Improvements Fund	25,000	200,000	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 25,000	\$ 200,000	\$ -				

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

As recommended by the TeWinkle Park Task Force and in compliance with the TeWinkle Park Master Plan, funding is requested for feasibility studies and design of neighborhood entryway improvements on Junipero Drive south of Presidio Drive. The proposed entryway improvements will include landscaped chokers, sign wall, and a planted median to clearly define the entrance to the Mesa del Mar residential neighborhood. In addition, there have been a number of requests for additional entryway monuments and improvements at some of the other entryways to the neighborhood like Bear Street and St. Claire Street, and Southbound Newport Boulevard at Presidio Drive. Funding for the design of these additional locations has been included in the amount requested.

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

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Development- 40112		
PROJECT TITLE Costa Mesa Tennis Center Upgrades				PROJECT MANAGER Bart Mejia, x-5291		ITEM 28	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 700126	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	100,000	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The Costa Mesa Tennis Center is one of the specialty use facilities within TeWinkle Park. Funding is requested to begin the implementation of improvements identified in the City's 7-year CIP and TeWinkle Park Master Plan. Funding will also be allocated to site-specific improvements recommended by City staff in consultation with the operator.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES	DIVISION MAINTENANCE SERVICES	PROGRAM BUILDING MAINTENANCE, 50910
PROJECT TITLE Balearic Center-Undergrounding of New Electrical Service		PROJECT MANAGER Doug Lovell, ext 5299
PROJECT ACCOUNT STRING:		ITEM 29
Account	Fund	Org
500000	401	19500
Program	Project	
50910	800012	
		Existing Project ▼

Priority Classification:

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

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

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

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

	FY 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	40,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 40,000	\$ -					
Description of Resources							
Capital Improvements Fund	40,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 40,000	\$ -					

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

The electrical design is complete and this project is to construct the undergrounding of the electrical service to the facility. This will eliminate a deteriorating outdoor electrical cabinet, overhead wires and will provide upgraded electrical service connection and circuit breaker panel to support the current uses at the facility and to accomodate a planned HVAC replacement/improvement project.

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

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Building Maintenance Projects				PROJECT MANAGER Various		ITEM 30	
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 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 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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	347,144	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 347,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	347,144	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 347,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The attached summary of proposed maintenance projects 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, etc.) as well as installation of replacement and upgraded equipment. There are no significant changes to ongoing operating costs involved with these projects.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

**SCHEDULE OF PROPOSED
BUILDING MODIFICATIONS / MAINTENANCE PROJECTS
FOR FY 2017-2018 BUDGET**

	COST	DESCRIPTION
Balearic Center	\$ 1,000	Painting of exterior wood columns and trim under awnings.
Balearic Center	\$ 3,400	Remove and replace rubber surface in playgroun (250 sq ft.).
City Hall	\$ 8,500	Install PrivacyLink fencing around generator and cooling tower enclosures.
City Hall	\$ 4,500	Install new flooring in both passenger elevators.
City Hall	\$ 4,908	Pour cement slab (approx. 409 sq.ft.) adjoining the generator cement slab.
City Hall	\$ 6,000	Tuff Shed for outdoor storage at rear of City Hall.
City Hall - 2nd Floor	\$ 1,600	Replace water heater.
City Hall - 2nd Floor	\$ 11,026	Install new walls to create a private office for Chief Plans Examiner, within the existing area. A space designer may be needed for specific planning options.
City Hall - 5th Floor	\$ 1,600	Replace water heater.
Corp Yard Old	\$ 1,850	Replace shop utility sink in Fleet Maintenance garage.
Corp Yard New	\$ 4,000	Install new building security alarm system with keypads.
Costa Mesa Skate Park	\$ 4,500	Wrought iron fence - weld weakened iron bars, scrape and seal rust, sand and paint.
Costa Mesa Skate Park	\$ 1,000	Pumpkin light poles (4) - scrape, sand and paint.
Costa Mesa Skate Park	\$ 1,000	Parking lot light poles (3) - scrape, sand and paint.
DRC	\$ 2,540	Install new drinking fountain fill in gym.
DRC	\$ 5,000	Install electrical wiring for an outdoor stereo system. Control system installed in the Aquatics office.
DRC	\$ 3,500	Install new batteries and service Emergency lights backup system.
DRC	\$ 2,000	Replace water heater for locker rooms.
DRC	\$ 2,000	Replace water heater in kitchen.
DRC	\$ 600	Replace exterior room/door signs (approximately 12).
Fire Station #2	\$ 2,600	Replace all vertical blinds with roller shades. Include roller shades for station front door.
Fire Station #2	\$ 6,000	Replace all exterior lights with LED lights.
Fire Station #3	\$ 4,000	Patch and paint walls and ceilings throughout the inside of the station and apparatus room.
Fire Station #3, 5 & 6	\$ 24,000	Plumbing for washer and dryer capabilities.
Fire Station #4	\$ 4,000	Patch and paint walls and ceilings throughout the inside of classroom.

**SCHEDULE OF PROPOSED
BUILDING MODIFICATIONS / MAINTENANCE PROJECTS
FOR FY 2017-2018 BUDGET**

	COST	DESCRIPTION
Fire Station #4	\$ 4,000	Scrape classroom ceiling.
Fire Station #4	\$ 4,200	Replace blinds in kitchen, day room, both bunk rooms, office and classroom with roller shades.
Fire Station #4	\$ 5,000	Replace carpet in classroom.
Fire Station #4	\$ 10,500	Replace Training Room HVAC roof top unit.
Mesa Verde Library	\$ 25,320	Replace deteriorated window tint film.
Mesa Verde Library	\$ 22,000	Replace metal edge/coping around perimeter of roof.
Mesa Verde Library	\$ 29,500	Repair damaged stucco on overhang.
Police Facility	\$ 18,000	Carpet replacement in Emergency Operations Center (EOC).
Police Facility	\$ 8,600	Replace rear double doors and all associated hardware.
Police Facility	\$ 13,000	Consulting and design for basement locker rooms HVAC/humidity control.
Police Facility	\$ 25,000	Replace 35 failing parking lot lights (PD/Communications/FS#5).
Senior Center	\$ 11,200	Install new flooring in 1st floor meeting room.
Senior Center	\$ 3,500	Replace water heater.
Senior Center	\$ 4,900	Grand Hall Patio: Lengthen fence in patio area for security.
Senior Center	\$ 6,500	Grand Hall Patio: Replace doors in exterior closet area where meal program currently stores items and repaint.
Senior Center	\$ 5,500	Grand Hall: Upgrade partition; replace motor.
Senior Center	\$ 3,500	Add fence walkway area to storage area on north side of building, which currently is only secured by a lock and not accessible via dirt path.
Shalimar Park	\$ 1,600	Side railing - repair crumbled footing (160 linear feet).
Shiffer Park	\$ 6,400	Restrooms - Remove and replace 2 damaged metal doors and frames.
Shiffer Park	\$ 5,000	Remove and replace rotted wooden beams and posts at the bridge.
TeWinkle Park	\$ 4,500	Angels Playground: Arbors (4), pumpkin lights (13) - scrape and seal rust, sand and paint.
TeWinkle Park	\$ 4,800	Restroom #2 - Remove and replace both deteriorated gates and one storage door.
TeWinkle Athletic Complex	\$ 6,000	Replace torn sun shades in dugouts.
Wimbleton Park	\$ 7,500	Remove and replace rubber surface in playground (600 sq ft.).
Total	\$ 347,144	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Fire	DIVISION Administration	PROGRAM Building Maintenance, 50910					
PROJECT TITLE Critical Infrastructure Protection, Fire Stations 2 - 6		PROJECT MANAGER Div. Chief Jason Pyle, x-5155					
PROJECT ACCOUNT STRING:		ITEM 31					
Account	Fund	Org					
500000	401	16100					
Program	Project						
50910	200084						
		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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	20,000	20,000	20,000	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	20,000	20,000	20,000	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 20,000	\$ 20,000	\$ 20,000	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>Presidential Policy Directive 21 (PPD-21): Critical Infrastructure Security and Resilience advances a national policy to strengthen and maintain secure, functioning, and resilient critical infrastructure. This directive supersedes Homeland Security Presidential Directive 7. PPD-21 identifies 16 critical infrastructure sectors:</p> <p>Emergency Services Sector: A system of prevention, preparedness, response, and recovery elements, the Emergency Services Sector (ESS) represents the nation's first line of defense in the prevention and mitigation of risk from both intentional and unintentional manmade incidents, as well as from natural disasters. The ESS also serves as the primary protector for the other 15 critical infrastructure sectors.</p> <p>Sector Overview: Encompassing a wide range of emergency response functions, the primary mission of the ESS is to: Save lives, Protect property and the environment, Assist communities impacted by disasters, Aid in recovery from emergencies. These functions, the majority of which are performed at the state, local, tribal, and territorial levels, are defined by five disciplines: Law Enforcement, Fire and Emergency Services, Emergency Management, Emergency Medical Services</p> <p>City of Costa Mesa Critical Infrastructure: The Costa Mesa Fire Department has requested and completed a Critical Infrastructure assessment of all six fire stations by the Orange Count Intelligence Assessment Center (OCIA) Critical Infrastructure Assessment Team. The OCIA Team has prepared a comprehensive report identifying Fire Station security flaws and soft points. Additionally, the report calls out recommended Fire Station security needs. The OCIA report is attached to the CIP for review.</p>							
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT Fire	DIVISION Administration	PROGRAM Facility Maintenance, 50910					
PROJECT TITLE Plymovent Vehicle Exhaust Systems for Fire Stations #2 & #6		PROJECT MANAGER Div. Chief Jason Pyle, x - 5155					
PROJECT ACCOUNT STRING:		ITEM 32					
Account	Fund	Org					
500000	218	19500					
Program	Project						
50910	200075						
		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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Fire System Development	-	-	-	-	-	-	-
Impact Fees	100,000	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>Plymovent Diesel Exhaust Removal Systems are designed to remove 100% of the carcinogenic and toxic byproducts of combustion. Plymovent Diesel Exhaust Systems capture the airborne particles at the source, prior to them spreading in the local environment. This is the most efficient method to achieve a safe and healthy working environment. It minimizes the amount of air that needs to be removed, thereby reducing the total investment in air handling equipment and also reducing the total energy consumption. Plymovent Diesel Exhaust Removal System can provide virtually 100% source capture performance hereby meeting federal regulations. The Grabber connects to the tailpipe, capturing and eliminating virtually all exhaust fumes.</p> <p>The Plymovent System is currently used by the City of Costa Mesa at the Corporation Yard and being installed in the new Fire Station 1.</p> <p>Currently, the City uses a "no smoke" filter system. This system is expensive to both install onto new vehicles and expensive to maintain each year. The average cost to install in a new vehicle is \$12,000, the annual maintenance cost for the Fire Department Fleet of Apparatus is between \$5,000 / \$6,000.</p> <p>During the Mid-Year of FY 16-17, City Council approved the funding allocation of \$150,000 from the Capital Improvent Fund to fund the Plymovent Diesel Exhaust Removal System at Stations #3, #4, #5 (\$50,000 per station). Systems for Stations #2 and #6 are proposes to be funded by Fund 218 -Fire System Development Fees in the amount of \$100,000 (\$50,000 per station) and contingency.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2017-2018

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Capital Facility, 50905		
PROJECT TITLE Demolishing Existing and Construct New Facility, Fire Station #1				PROJECT MANAGER Bart Mejia, x-5291		ITEM 33	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 16200	Program 50905	Project 200076	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 17-18	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	6,142,500	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 6,142,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	4,340,505	-	-	-	-	-	-
Capital Facility Account	1,801,995	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 6,142,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The project will consist of demolishing the existing Fire Station No.1 building and constructing a new Fire Station. The requested amount will add to funds previously allocated and follows the City Council approved funding plan for this facility.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	



CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Bristol St. / Baker St. Intersection Improvement (Add EBT, WBT)	\$ -	\$ -	\$ 412,500	\$ 550,000
Bristol St. / Paularino Ave. (Add 2nd WBL)	-	-	-	85,000
Bristol St. / Sunflower Ave. Intersection Improvement (Add 3rd NBL)	-	-	-	-
Bus Bench Replacement	-	40,000	-	-
Citywide Wayfinding Signage Program	-	50,000	50,000	-
E. 17th St. / Irvine Avenue Intersection Improvement (Add SBR, EBR)	-	-	-	-
Eastside Traffic Calming (Cabrillo St., 18th St., 22nd St.)	-	-	-	-
Fairview Road Improvements (Baker St. - Adams Ave.)	630,600	-	-	-
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)	-	-	975,000	975,000
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)	-	-	-	-
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)	-	-	-	-
Harbor Blvd. / Sunflower Ave. Intersection Improvement (Add EBR)	-	-	-	-
Harbor Blvd./ Adams Ave. Intersection Improvements (Add NBL, NBR)	-	-	-	-
Harbor Blvd./ MacArthur - Bus Turnout	-	66,000	330,000	-
Hyland Ave. / I-405 NB Ramp & South Coast Drive (Add 2nd WBT)	-	50,000	100,000	535,000
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) (Add NBR)	-	132,000	495,000	-
Newport Blvd. Northbound at Del Mar (Add WBTR)	-	-	-	-
Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)	-	-	-	-
Newport Blvd. Southbound at Fair Drive (Add 2nd SBR)	-	-	-	68,750
Newport Boulevard Widening Design From 19th St. to 17th St.	281,250	-	400,000	400,000
Newport Blvd./17th St. (Add NBR)	-	-	-	100,000
Newport Blvd./18th St. - Rochester St.(Add SBR)	-	-	-	100,000
Newport Blvd./19th St. (Add NBT by removing NBL)	-	-	-	100,000
Placentia Av./19th St. (Add SBR)	-	-	-	85,000
Project V - Community Circulator	394,843	410,937	410,937	410,937
SR-55 Frwy. Access Study	-	250,000	250,000	250,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement (Add NBL, EBL)	-	-	-	-
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement (Add WBR)	-	-	-	-
SR-55 Frwy. S/B / Baker St. Intersection Improvement (Add SBR)	-	-	-	-
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement (Add SBR)	-	-	-	-
Superior Av./17th St. (Convert WBT to WBTL, NBR)	-	-	-	-
West 17th St. Widening (Newport Boulevard to West City Limits)	-	800,000	3,000,000	-
Wilson Street Widening Design from College Ave. to Fairview Rd.	281,250	375,000	-	-
Subtotal Street Improvements	\$ 1,587,943	\$ 2,173,937	\$ 6,423,437	\$ 3,659,687
Active Transportation Improvements				
Adams Avenue at Pinecreek Drive Improvements	\$ -	\$ -	\$ 100,000	\$ 125,000
Adams Avenue Multipurpose Trail	-	350,000	2,861,000	-
Adams Avenue (Fairview Road to West end of Harbor de Mesa dvlpmnt)	-	-	-	-
Alley (East of Peterson)	-	-	-	-
Bicycle Infrastructure Improvement Plan	-	333,100	-	-
Bicycle Rack Improvements Citywide	25,000	25,000	25,000	25,000
Bicycle Safety Education at Sixteen Schools	30,000	-	60,000	-
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility	75,000	-	450,000	-
Class II and III Bicycle Projects	50,000	100,000	100,000	100,000
Del Mar Avenue (Newport Blvd. to Santa Ana Av.) Bicycle Facility	-	30,000	-	-
Fairview Channel Trail (Placentia Ave (n of park) to Placentia Ave (s of park))	-	-	100,000	540,000
Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility	60,000	350,000	-	-
Flashing Crosswalks (Killybrooke Ln., Orange Av.)	-	253,000	-	-
Greenville-Banning Channel Part 1 (Sunflower Ave to South Coast Drive)	-	-	-	150,000
Greenville-Banning Channel Part 2 (Santa Ana River Trail to South Coast Drive)	-	-	-	400,000
Merrimac Way Multipurpose Trail and Cycle Tracks	125,000	950,000	-	-
Mesa Verde Drive E (Adams Av. to Harbor Bl.)	-	100,000	-	-
Newport Boulevard Southbound (Arlington Drive to Bristol Street)	-	-	-	-
Paularino Channel Multipurpose Trail	150,000	200,000	1,500,000	1,500,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 21-22	FY 22-23	FY 23-24	Total
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Bristol St. / Baker St. Intersection Improvement (Add EBT, WBT)	\$ -	\$ -	\$ -	\$ 962,500
Bristol St. / Paularino Ave. (Add 2nd WBL)	60,000	400,000	-	545,000
Bristol St. / Sunflower Ave. Intersection Improvement (Add 3rd NBL)	115,500	522,500	863,500	1,501,500
Bus Bench Replacement	-	-	-	40,000
Citywide Wayfinding Signage Program	-	-	-	100,000
E. 17th St. / Irvine Avenue Intersection Improvement (Add SBR, EBR)	100,000	200,000	350,000	650,000
Eastside Traffic Calming (Cabrillo St., 18th St., 22nd St.)	744,000	744,000	744,000	2,232,000
Fairview Road Improvements (Baker St. - Adams Ave.)	-	-	-	630,600
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)	-	-	-	1,950,000
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)	200,000	650,000	650,000	1,500,000
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)	167,200	104,500	1,669,800	1,941,500
Harbor Blvd. / Sunflower Ave. Intersection Improvement (Add EBR)	150,000	250,000	450,000	850,000
Harbor Blvd./ Adams Ave. Intersection Improvements (Add NBL, NBR)	-	150,000	975,000	1,125,000
Harbor Blvd./ MacArthur - Bus Turnout	-	-	-	396,000
Hyland Ave. / I-405 NB Ramp & South Coast Drive (Add 2nd WBT)	-	-	-	685,000
Hyland Ave. / MacArthur Bl. Intersection Improve. (SARX) (Add NBR)	-	-	-	627,000
Newport Blvd. Northbound at Del Mar (Add WBTR)	33,550	207,900	-	241,450
Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)	-	-	100,000	100,000
Newport Blvd. Southbound at Fair Drive (Add 2nd SBR)	28,050	667,700	-	764,500
Newport Boulevard Widening Design From 19th St. to 17th St.	2,500,000	2,500,000	-	6,081,250
Newport Blvd./17th St. (Add NBR)	-	550,000	-	650,000
Newport Blvd./18th St. - Rochester St.(Add SBR)	100,000	500,000	-	700,000
Newport Blvd./19th St. (Add NBT by removing NBL)	125,000	625,000	-	850,000
Placentia Av./19th St. (Add SBR)	60,000	400,000	-	545,000
Project V - Community Circulator	410,936	410,936	-	2,449,526
SR-55 Frwy. Access Study	-	-	-	750,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement (Add NBL, EBL)	47,300	277,200	-	324,500
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement (Add WBR)	83,600	382,250	382,250	848,100
SR-55 Frwy. S/B / Baker St. Intersection Improvement (Add SBR)	62,700	486,200	-	548,900
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement (Add SBR)	69,300	-	305,800	375,100
Superior Av./17th St. (Convert WBT to WBTL, NBR)	150,000	150,000	700,000	1,000,000
West 17th St. Widening (Newport Boulevard to West City Limits)	-	-	-	3,800,000
Wilson Street Widening Design from College Ave. to Fairview Rd.	5,000,000	5,000,000	5,000,000	15,656,250
Subtotal Street Improvements	\$ 10,207,136	\$ 15,178,186	\$ 12,190,350	\$ 51,420,676
Active Transportation Improvements				
Adams Avenue at Pinecreek Drive Improvements	\$ 850,000	\$ -	\$ -	\$ 1,075,000
Adams Avenue Multipurpose Trail	-	-	-	3,211,000
Adams Avenue (Fairview Road to West end of Harbor de Mesa dvlpmnt)	-	150,000	1,140,000	1,290,000
Alley (East of Peterson)	-	380,000	-	380,000
Bicycle Infrastructure Improvement Plan	-	-	-	333,100
Bicycle Rack Improvements Citywide	25,000	25,000	25,000	175,000
Bicycle Safety Education at Sixteen Schools	60,000	-	60,000	210,000
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility	-	-	-	525,000
Class II and III Bicycle Projects	100,000	-	-	450,000
Del Mar Avenue (Newport Blvd. to Santa Ana Av.) Bicycle Facility	-	-	-	30,000
Fairview Channel Trail (Placentia Ave (n of park) to Placentia Ave (s of park))	-	-	-	640,000
Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility	-	-	-	410,000
Flashing Crosswalks (Killybrooke Ln., Orange Av.)	-	-	-	253,000
Greenville-Banning Channel Part 1 (Sunflower Ave to South Coast Drive)	720,000	-	-	870,000
Greenville-Banning Channel Part 2 (Santa Ana River Trail to South Coast Drive)	2,880,000	-	-	3,280,000
Merrimac Way Multipurpose Trail and Cycle Tracks	-	-	-	1,075,000
Mesa Verde Drive E (Adams Av. to Harbor Bl.)	-	-	-	100,000
Newport Boulevard Southbound (Arlington Drive to Bristol Street)	75,000	370,000	-	445,000
Paularino Channel Multipurpose Trail	-	-	-	3,350,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Placentia Avenue (Oriole Dr. to Fairview Park) Bicycle Facility	-	30,000	-	-
Santa Ana Avenue (Bristol St. to Mesa Drive) Bicycle Facility	30,000	150,000	-	-
Tanager Drive Bicycle Facility	-	-	-	-
Vanguard Way/Santa Isabel Avenue (Fair Dr. to Irvine Av.) Bicycle Facility	-	-	60,000	-
Wilson Street (Fairview Rd. to Santa Ana Av.) Bicycle Facility	-	-	30,000	-
Subtotal Active Transportation Improvements	\$ 545,000	\$ 2,871,100	\$ 5,286,000	\$ 2,840,000

Traffic Operations

Bear Street Signal Coordination/ Improvements	-	-	260,000	-
Citywide Traffic Signal Improvements (Hardware)	-	-	250,000	250,000
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	-	250,000	250,000	250,000
Fairview Avenue- Arlington Drive Traffic Signal Modification	-	-	75,000	-
Fairview - Merrimac Traffic Signal Modification	-	-	150,000	-
Fairview Road Traffic Signal Synchronization	1,671,474	139,383	-	-
Intersection Safety Light Enhancements	-	75,000	75,000	75,000
Neighborhood Traffic Improvements	100,000	25,000	25,000	25,000
Signal System Upgrade- Paularino, Fair, Wilson, Anton	-	250,000	250,000	250,000
Traffic Management Center Video Cameras and Server	-	60,000	-	-
Traffic Signal Installation	-	-	250,000	-
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	25,000	-	-
Subtotal Traffic Operations	\$ 1,771,474	\$ 824,383	\$ 1,585,000	\$ 850,000

Street Maintenance

Adams Ave.- Harbor Blvd. To Santa Ana River	\$ -	\$ -	\$ 1,750,000	\$ -
Anaheim Ave. - Superior Ave. to 19th St.	-	-	-	-
Anton Blvd.- Sakioka Dr. to Sunflower Ave.	-	-	-	-
Anton Blvd.- Avenue of the Arts to Bristol St.	-	-	-	-
Arlington Dr. - Fairview Rd. to Newport Blvd.	-	-	-	-
Baker St. - Bear St. to Bristol St.	-	-	-	-
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)	-	-	-	-
Bear St. - I-405 to Baker St.	-	618,000	-	-
Bear St. - Baker St. to Bristol St.	-	-	-	-
Bear St. - Wakeham to I-405	-	-	-	-
Bristol St. from 300' N/O Randolph to Easterly City Limits	-	500,000	-	-
Bristol St. from I-405 to Sunflower Ave.	-	-	-	-
California St. - Gisler Ave. to Nevada Ave.	-	680,000	-	-
Citywide Street Improvements	3,613,904	6,000,000	6,000,000	6,000,000
Citywide Unimproved Alley	500,000	500,000	500,000	500,000
Del Mar Ave. - N/B Newport Blvd. To Santa Ana Ave.	-	100,000	-	-
El Camino Dr. - Fairview Rd. to La Salle Ave.	-	-	-	-
Fair Dr. - Harbor Blvd. to Newport Blvd.	-	-	-	1,095,000
Fairview Rd. - I-405 to Sunflower Ave.	-	-	-	-
Fairview Rd. - I-405 to Adams Ave.	-	1,100,000	-	-
Fairview Rd. - Adams Ave. to Fair Dr.	-	-	200,000	-
Fairview Rd. - Fair Dr. to Newport Blvd.	-	-	-	-
Gisler Ave. - W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.	-	-	-	-
Gisler - Harbor Blvd. to Nebraska Pl.	-	200,000	-	-
Hamilton St. - Charle St. to Harbor Blvd.	75,000	-	-	-
Harbor Blvd.- South Coast Dr. to Mac Arthur Blvd.	-	-	488,000	-
Harbor Blvd. Wilson St. to Baker St.	-	-	-	2,250,000
Harbor Blvd. Newport Blvd. to Wilson St.	-	-	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 21-22	FY 22-23	FY 23-24	Total
Placentia Avenue (Oriole Dr. to Fairview Park) Bicycle Facility	-	-	-	30,000
Santa Ana Avenue (Bristol St. to Mesa Drive) Bicycle Facility	-	-	-	180,000
Tanager Drive Bicycle Facility	200,000	200,000	1,500,000	1,900,000
Vanguard Way/Santa Isabel Avenue (Fair Dr. to Irvine Av.) Bicycle Facility	-	-	-	60,000
Wilson Street (Fairview Rd. to Santa Ana Av.) Bicycle Facility	-	-	-	30,000
Subtotal Active Transportation Improvements	\$ 4,910,000	\$ 1,125,000	\$ 2,725,000	\$ 20,302,100

Traffic Operations

Bear Street Signal Coordination/ Improvements	-	-	-	260,000
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
Fairview Avenue- Arlington Drive Traffic Signal Modification	-	-	-	75,000
Fairview - Merrimac Traffic Signal Modification	-	-	-	150,000
Fairview Road Traffic Signal Synchronization	-	-	-	1,810,857
Intersection Safety Light Enhancements	75,000	75,000	75,000	450,000
Neighborhood Traffic Improvements	25,000	25,000	25,000	250,000
Signal System Upgrade- Paularino, Fair, Wilson, Anton	-	-	-	750,000
Traffic Management Center Video Cameras and Server	-	-	-	60,000
Traffic Signal Installation	250,000	-	250,000	750,000
West Mesa Verde / Adams Ave Signal Modifications (SARX)	-	-	-	25,000
Subtotal Traffic Operations	\$ 850,000	\$ 600,000	\$ 600,000	\$ 7,080,857

Street Maintenance

Adams Ave.- Harbor Blvd. To Santa Ana River	\$ -	\$ -	\$ -	\$ 1,750,000
Anaheim Ave. - Superior Ave. to 19th St.	180,000	-	-	180,000
Anton Blvd.- Sakioka Dr. to Sunflower Ave.	-	-	506,000	506,000
Anton Blvd.- Avenue of the Arts to Bristol St.	-	-	252,000	252,000
Arlington Dr. - Fairview Rd. to Newport Blvd.	-	-	600,000	600,000
Baker St. - Bear St. to Bristol St.	-	-	877,000	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
Bear St. - I-405 to Baker St.	-	-	-	618,000
Bear St. - Baker St. to Bristol St.	-	-	200,000	200,000
Bear St. - Wakeham to I-405	-	-	600,000	600,000
Bristol St. from 300' N/O Randolph to Easterly City Limits	-	-	1,500,000	2,000,000
Bristol St. from I-405 to Sunflower Ave.	-	320,000	-	320,000
California St. - Gisler Ave. to Nevada Ave.	-	-	-	680,000
Citywide Street Improvements	6,000,000	6,000,000	6,000,000	39,613,904
Citywide Unimproved Alley	500,000	500,000	500,000	3,500,000
Del Mar Ave. - N/B Newport Blvd. To Santa Ana Ave.	-	-	100,000	200,000
El Camino Dr. - Fairview Rd. to La Salle Ave.	406,000	-	-	406,000
Fair Dr. - Harbor Blvd. to Newport Blvd.	-	-	-	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	-	-	1,325,000
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
Gisler - Harbor Blvd. to Nebraska Pl.	-	-	-	200,000
Hamilton St. - Charle St. to Harbor Blvd.	-	-	-	75,000
Harbor Blvd.- South Coast Dr. to Mac Arthur Blvd.	-	-	-	488,000
Harbor Blvd. Wilson St. to Baker St.	-	-	-	2,250,000
Harbor Blvd. Newport Blvd. to Wilson St.	-	-	2,000,000	2,000,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21
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.	-	-	-	-
Monrovia Ave. - From S'ly City Limits to 19th St.	-	440,000	-	-
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.	350,000	-	-	-
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.	-	-	-	-
Placentia Ave. - Adams to Southerly City Limits	-	500,000	-	-
Pomona Ave. - Victoria St. to 19th St.	-	845,000	-	-
Pomona Ave. - 19th St. to 16th St.	585,000	-	-	-
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	-	-	-
Santa Ana Ave.- 22nd St. to 23rd St.	-	-	-	-
South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd	-	233,000	-	-
Sunflower Ave. - Cadillac Ave. to Hyland Ave.	-	150,000	-	-
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.	-	-	-	-
Subtotal Street Maintenance	\$ 5,773,904	\$ 12,306,000	\$ 9,188,000	\$ 10,845,000
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	-	-	-	-
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	-
Cherry Lake Storm Drain System Phase IV & V	-	-	-	-
Citywide Storm Drain Improvements	760,193	500,000	500,000	500,000
Jack Hammett Sports Complex-Infiltration System	-	-	-	-
Subtotal Storm Drain Improvements	\$ 760,193	\$ 500,000	\$ 1,976,880	\$ 1,676,785
Curbs and Sidewalks				
New Sidewalk / Missing Link Program	\$ 50,000	\$ 100,000	\$ 100,000	\$ 100,000
Parkway Improvement Program	100,000	250,000	250,000	250,000
Priority Sidewalk Repair	50,000	50,000	50,000	50,000
Subtotal Curbs and Sidewalks	\$ 200,000	\$ 400,000	\$ 400,000	\$ 400,000
TOTAL TRANSPORTATION	\$ 10,638,514	\$ 19,075,420	\$ 24,859,317	\$ 20,271,472
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	-
Gisler Avenue Bike Trail Landscape	-	165,000	-	-
Harbor Blvd. Medians (Wilson St.to 19th St.)	-	1,000,000	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 21-22	FY 22-23	FY 23-24	Total
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	-	314,000
Monrovia Ave. - From S'ly City Limits to 19th St.	-	-	-	440,000
Newport Blvd. Frontage Rd. (N/B)- from 15th St. to 17th St.	-	-	-	350,000
Newport Blvd. Frontage Rd. (S/B)- from Industrial Way to 16th St.	-	-	140,000	140,000
Orange Ave. - 22nd St. to Del Mar Ave.	-	-	627,000	627,000
Paularino Ave.- Bear St. Bristol St.	-	-	258,000	258,000
Placentia Ave. - Adams to Southerly City Limits	-	2,140,000	-	2,640,000
Pomona Ave. - Victoria St. to 19th St.	-	-	-	845,000
Pomona Ave. - 19th St. to 16th St.	-	-	-	585,000
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	-	730,000	730,000
Santa Ana Ave.- 22nd St. to 23rd St.	-	202,000	-	202,000
South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd	-	-	-	233,000
Sunflower Ave. - Cadillac Ave. to Hyland Ave.	-	-	350,000	500,000
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	270,000
Subtotal Street Maintenance	\$ 11,363,000	\$ 12,264,000	\$ 21,936,000	\$ 83,675,904
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	-	-	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	500,000	500,000	500,000	3,760,193
Jack Hammett Sports Complex-Infiltration System	-	-	2,500,000	2,500,000
Subtotal Storm Drain Improvements	\$ 1,293,040	\$ 3,221,600	\$ 5,009,360	\$ 14,437,858
Curbs and Sidewalks				
New Sidewalk / Missing Link Program	\$ 100,000	\$ 100,000	\$ 100,000	\$ 650,000
Parkway Improvement Program	250,000	250,000	250,000	1,600,000
Priority Sidewalk Repair	50,000	50,000	50,000	350,000
Subtotal Curbs and Sidewalks	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,600,000
TOTAL TRANSPORTATION	\$ 29,023,176	\$ 32,788,786	\$ 42,860,710	\$ 179,517,395
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
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Harbor Blvd. Medians (Wilson St.to 19th St.)	-	-	-	1,000,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Mission Mendoza Landscaping	-	60,000	-	-
Newport Blvd. Landscape - 19th St. to Bristol St.	-	1,100,000	-	-
Redhill Avenue Medians (McCormick Ave. to Bristol St.)	1,038,000	-	-	-
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
Gisler/California Improvements	115,000	-	-	-
Subtotal Parkway & Median Improvements	\$ 1,153,000	\$ 3,555,000	\$ 260,000	\$ 80,000

Park Development

ACA Accessibility Improvements - Heller, Shiffer, and Wakeham Parks	\$ 60,000	\$ 400,000	\$ -	\$ -
Balearic Center-Land Acquisition Services	-	60,000	-	-
Brentwood Park - Improvements	2,000,000	-	-	-
Canyon Park - New Restroom	-	-	-	-
Costa Mesa Bark Park Renovation - Construction Phase	-	-	-	-
Davis School Field Design & Construction	-	-	-	-
Estancia High School Sports Lighting	-	1,200,000	-	-
Fairview Developmental Center Sports Complex	-	-	500,000	2,000,000
Harbor Boulevard, Parkway Improvements	-	100,000	-	-
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Jack Hammett - Addition of a Storage Facility	-	660,000	-	-
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	75,000
Lindbergh Park - Expand Park	-	-	-	1,300,000
Marina View Park - 1 New Half Court Basketball Court	-	-	-	-
Mesa del Mar Neighborhood Entryway	25,000	200,000	-	-
Moon Park - 1 New Half Court Basketball Court	-	-	-	-
Lions Park Projects	21,353,598	5,218,701	3,451,500	-
Park Monument Signage	-	50,000	50,000	50,000
Park Security Lighting Replacement Program	400,000	400,000	400,000	400,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Smallwood Park Improvements	300,000	150,000	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	-	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	750,000	-	-	-
Vista Park - Picnic Shelter	-	165,000	-	-
Vista Park-Veteran's Memorial	20,000	60,000	-	-
Wakeham Park - 2 New Tennis Courts	-	-	-	-
Youth Sports- Costa Mesa United	-	-	100,000	100,000
Subtotal Park Development	\$ 24,908,598	\$ 8,938,701	\$ 4,986,500	\$ 5,400,000

Fairview Park

Fairview Park-Bluff Stairs (South)Bluff Stairs at South Fairview Park	\$ -	\$ 350,000	\$ -	\$ -
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restore Native Habitat	250,000	2,000,000	2,000,000	2,000,000
Fairview Park - Fence Along Placentia Ave	-	380,000	-	-
Fairview Park Improvements - Masterplan Implementation	250,000	250,000	250,000	250,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 21-22	FY 22-23	FY 23-24	Total
Mission Mendoza Landscaping	-	-	-	60,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,100,000
Redhill Avenue Medians (McCormick Ave. to Bristol St.)	-	-	-	1,038,000
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
Gisler/California Improvements	-	-	-	115,000
Subtotal Parkway & Median Improvements	\$ 80,000	\$ 80,000	\$ 80,000	\$ 5,288,000

Park Development

ACA Accessibility Improvements - Heller, Shiffer, and Wakeham Parks	\$ -	\$ -	\$ -	\$ 460,000
Balearic Center-Land Acquisition Services	-	-	-	60,000
Brentwood Park - Improvements	-	-	-	2,000,000
Canyon Park - New Restroom	-	-	650,000	650,000
Costa Mesa Bark Park Renovation - Construction Phase	-	-	-	-
Davis School Field Design & Construction	2,500,000	-	-	2,500,000
Estancia High School Sports Lighting	-	-	-	1,200,000
Fairview Developmental Center Sports Complex	2,000,000	1,000,000	-	5,500,000
Harbor Boulevard, Parkway Improvements	-	-	-	100,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Jack Hammett - Addition of a Storage Facility	-	-	-	660,000
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	75,000
Lindbergh Park - Expand Park	-	-	-	1,300,000
Marina View Park - 1 New Half Court Basketball Court	80,000	-	-	80,000
Mesa del Mar Neighborhood Entryway	-	-	-	225,000
Moon Park - 1 New Half Court Basketball Court	80,000	-	-	80,000
Lions Park Projects	-	-	-	30,023,799
Park Monument Signage	50,000	50,000	50,000	300,000
Park Security Lighting Replacement Program	-	-	-	1,600,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Smallwood Park Improvements	-	-	-	1,050,000
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	-	-	-	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	-	-	-	750,000
Vista Park - Picnic Shelter	-	-	-	165,000
Vista Park-Veteran's Memorial	-	-	-	80,000
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 Development	\$ 5,860,000	\$ 1,950,000	\$ 950,000	\$ 52,993,799

Fairview Park

Fairview Park-Bluff Stairs (South)Bluff Stairs at South Fairview Park	\$ -	\$ -	\$ -	\$ 350,000
Fairview Park-CA-ORA-58 Fill Removal, Cap & Restore Native Habitat	2,000,000	-	-	8,250,000
Fairview Park - Fence Along Placentia Ave	-	-	-	380,000
Fairview Park Improvements - Masterplan Implementation	250,000	250,000	250,000	1,750,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21
Fairview Park - Plant Establishment and Pond Maintenance	250,000	150,000	150,000	150,000
Fairview Park Projects-On Call Environmental Services	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	-	250,000	650,000	-
Subtotal Fairview Park	\$ 950,000	\$ 3,930,000	\$ 3,600,000	\$ 2,450,000

Park Development Fund

Davis School Lighting and Turf	\$ -	\$ 2,000,000	\$ -	\$ -
Kaiser Lighting and Turf	-	5,000,000	-	-
Parsons Lighting and Turf	-	2,230,000	-	-
Subtotal Park Development Fund	\$ -	\$ 9,230,000	\$ -	\$ -

Park Maintenance

Del Mesa Park - Replace Walkway Lights	\$ -	\$ -	\$ -	\$ -
Estancia Park-Slope Renovation	30,000	-	-	-
Gisler Park - Replace Picnic Shelter	-	50,000	-	-
Heller Park- Replace Existing Restroom	-	-	-	600,000
Jack Hammett Sports Complex - Light Pole & Footing Replacement	44,000	-	-	-
Parkway Landscape Improvements - Andros Street and Elm	-	40,000	-	-
Pinkley Park - Replace Existing Playground Equipment	-	-	65,000	-
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	-
Vista Park- Installation of Perimeter Trail Fence	-	40,000	-	-
Rehabilitate Parking Lot - Various Locations	100,000	50,000	50,000	50,000
Various Locations-Install Backflow Enclosures	-	50,000	-	-
Various Parks-Replace Playground Surfacing	50,000	-	-	-
Various Parks-Sidewalk Replacement	50,000	75,000	75,000	50,000
Wakeham Park - Playground and Planter	-	-	190,000	-
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	200,000	-	-
Subtotal Park Maintenance	\$ 274,000	\$ 680,000	\$ 530,000	\$ 875,000

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

\$ 27,285,598 \$ 26,383,701 \$ 9,426,500 \$ 8,855,000

GENERAL GOVERNMENT SUPPORT

Building Maintenance

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ 150,000	\$ -
Balearic Center - Construct Undergrounding of New Electrical Service	40,000	-	-	-
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - Install New HVAC Unit	350,000	-	-	-
Building Maintenance Projects	346,118	700,000	700,000	750,000
City Clerk's Office Remodel	70,000	-	-	-
City Hall - HVAC Cooling Tower Replacement	66,200	-	-	-
City Hall - HVAC Upgrade	-	-	550,000	-
City Hall - Replace Mechanical Door Lock Cylinders	-	50,000	-	-
City Hall 2nd Floor- Paint and Carpet	150,000	-	-	-
City Hall - Paint Interior - 3rd Floor	-	80,000	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 21-22	FY 22-23	FY 23-24	Total
Fairview Park - Plant Establishment and Pond Maintenance	150,000	150,000	150,000	1,150,000
Fairview Park Projects-On Call Environmental Services	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	-	-	-	900,000
Subtotal Fairview Park	\$ 2,450,000	\$ 450,000	\$ 450,000	\$ 14,280,000
Park Development Fund				
Davis School Lighting and Turf	\$ -	\$ -	\$ -	\$ 2,000,000
Kaiser Lighting and Turf	-	-	-	5,000,000
Parsons Lighting and Turf	-	-	-	2,230,000
Subtotal Park Development Fund	\$ -	\$ -	\$ -	\$ 9,230,000
Park Maintenance				
Del Mesa Park - Replace Walkway Lights	\$ 45,000	\$ -	\$ -	45,000
Estancia Park-Slope Renovation	-	-	-	30,000
Gisler Park - Replace Picnic Shelter	-	-	-	50,000
Heller Park- Replace Existing Restroom	-	-	-	600,000
Jack Hammett Sports Complex - Light Pole & Footing Replacement	-	-	-	44,000
Parkway Landscape Improvements - Andros Street and Elm	-	-	-	40,000
Pinkley Park - Replace Existing Playground Equipment	-	-	-	65,000
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
Vista Park- Installation of Perimeter Trail Fence	-	-	-	40,000
Rehabilitate Parking Lot - Various Locations	50,000	50,000	50,000	400,000
Various Locations-Install Backflow Enclosures	-	-	-	50,000
Various Parks-Replace Playground Surfacing	-	-	-	50,000
Various Parks-Sidewalk Replacement	50,000	-	-	300,000
Wakeham Park - Playground and Planter	-	-	-	190,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	-	200,000
Subtotal Park Maintenance	\$ 145,000	\$ 50,000	\$ 50,000	\$ 2,604,000
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	\$ 8,585,000	\$ 2,580,000	\$ 1,580,000	\$ 84,695,799
GENERAL GOVERNMENT SUPPORT				
Building Maintenance				
Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ -	\$ 150,000
Balearic Center - Construct Undergrounding of New Electrical Service	-	-	-	40,000
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - Install New HVAC Unit	-	-	-	350,000
Building Maintenance Projects	750,000	750,000	750,000	4,746,118
City Clerk's Office Remodel	-	-	-	70,000
City Hall - HVAC Cooling Tower Replacement	-	-	-	66,200
City Hall - HVAC Upgrade	-	-	-	550,000
City Hall - Replace Mechanical Door Lock Cylinders	-	-	-	50,000
City Hall 2nd Floor- Paint and Carpet	-	-	-	150,000
City Hall - Paint Interior - 3rd Floor	-	-	-	80,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 17-18	FY 18-19	FY 19-20	FY 20-21
City Hall 5th Floor - Paint interior	93,500	-	-	-
City Hall 5th Floor - Replace Carpet	110,000	-	-	-
City Hall - Paint Exterior	-	100,000	-	-
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	85,000	-	-
City Hall - Replace Roof on Exterior Walkway Canopy	130,000	-	-	-
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	-	125,000	130,000	135,000
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	-
Fleet Shop - Extent Bay #2 on North Side of Building for Fire Apparatus	-	15,000	80,000	-
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	75,000	-	-
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
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	-	-
DRC - Replace four (4) HVAC Units	90,000	-	-	-
DRC - Replace Pool Plaster	123,000	-	-	-
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	65,000	-
Fire Station #1 - Demolish Existing and Construct New Facility	6,142,500	-	-	-
Fire Station #2 - Access Improvements	-	250,000	-	-
Fire Station #2 - Front Public Access Parking for Baker Street	300,000	-	-	-
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	135,000	-	-
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	-	45,000	-	-
Fire Station #4 - Replace Roof	-	85,000	-	-
Fire Station #6 - Repair Failing Perimeter Walls	-	-	-	-
Fire Station #6 - Replace (3) HVAC Units	50,000	-	-	-
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	-	-
Fire Station #2 - 6 - Critical Infrastructure Protection	20,000	20,000	20,000	-
Fire Station Accessibility Design - Fire Station 2 & Station 4	50,000	-	-	-
Fire Stations - Plymo Vent Vehicle Exhaust Systems	250,000	-	-	-
Fire Stations Solar Carport Panels	-	30,000	-	-
Mesa Verde Library - ADA Compliance Design	-	50,000	-	-
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
P. D. - Front Lobby Security Project	53,000	-	-	-
P. D. - Range Remodel/ Update	205,000	-	-	-
P. D. - Carpet Replacement, Records and Investigative Svs Bureaus	87,200	-	-	-
P. D. - Design of Gym Expansion	100,000	-	-	-
Police Substation - ADA Restrooms	-	175,000	-	-
Police Substation - Interior Floor Finishes	-	80,000	-	-
Senior Center - Door Replacement	-	48,000	-	-
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	100,000	-	-
Westside Resource Center (Police Substation)	-	200,000	-	-
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 8,826,518	\$ 3,228,000	\$ 2,940,000	\$ 2,505,000
GRAND TOTAL	\$ 46,750,630	\$ 48,687,121	\$ 37,225,817	\$ 31,631,472

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2017-2018 through FISCAL YEAR 2023-2024

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 21-22	FY 22-23	FY 23-24	Total
City Hall 5th Floor - Paint interior	-	-	-	93,500
City Hall 5th Floor - Replace Carpet	-	-	-	110,000
City Hall - Paint Exterior	-	-	-	100,000
City Hall - Replace Carpet; Including moving expense, 3rd floor	-	-	-	85,000
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	-	130,000
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	140,000	145,000	-	675,000
Communications - City EOC & Property Evidence Building	1,000,000	-	-	3,450,000
Communications - Floor Finishes & Carpet	-	-	-	50,000
Communications - Exterior Paint & Abatement	-	-	-	30,000
Fleet Shop - Extent Bay #2 on North Side of Building for Fire Apparatus	-	-	-	95,000
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	-	-	75,000
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
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
DRC - Replace four (4) HVAC Units	-	-	-	90,000
DRC - Replace Pool Plaster	-	-	-	123,000
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	-	65,000
Fire Station #1 - Demolish Existing and Construct New Facility	-	-	-	6,142,500
Fire Station #2 - Access Improvements	-	-	-	250,000
Fire Station #2 - Front Public Access Parking for Baker Street	-	-	-	300,000
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	100,000
Fire Station #3 - Remove UST/Install Above-Ground Tank	-	-	-	135,000
Fire Station #4 - Ceiling Remediation/ Install Textured Ceiling	-	-	-	45,000
Fire Station #4 - Replace Roof	-	-	-	85,000
Fire Station #6 - Repair Failing Perimeter Walls	95,000	-	-	95,000
Fire Station #6 - Replace (3) HVAC Units	-	-	-	50,000
Fire Station #6 - Remove UST/Install Above-Ground Tank	180,000	-	-	180,000
Fire Station #2 - 6 - Critical Infrastructure Protection	-	-	-	60,000
Fire Station Accessibility Design - Fire Station 2 & Station 4	-	-	-	50,000
Fire Stations - Plymo Vent Vehicle Exhaust Systems	-	-	-	250,000
Fire Stations Solar Carport Panels	-	-	-	30,000
Mesa Verde Library - ADA Compliance Design	-	-	-	50,000
Pinkley Park - Add Age Appropriate Playground Equip/Swing	-	-	-	50,000
P. D. - Front Lobby Security Project	-	-	-	53,000
P. D. - Range Remodel/ Update	-	-	-	205,000
P. D. - Carpet Replacement, Records and Investigative Svs Bureaus	-	-	-	87,200
P. D. - Design of Gym Expansion	-	-	-	100,000
Police Substation - ADA Restrooms	-	-	-	175,000
Police Substation - Interior Floor Finishes	-	-	-	80,000
Senior Center - Door Replacement	-	-	-	48,000
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	-	-	100,000
Westside Resource Center (Police Substation)	-	-	-	200,000
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 2,165,000	\$ 895,000	\$ 750,000	\$ 21,309,518
GRAND TOTAL	\$ 39,773,176	\$ 36,263,786	\$ 45,190,710	\$ 285,522,712





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 Maggiano's Little Italy, Vaca, Anqi, The Capital Grille, and Water Grill.

This history has made and continues to make the City of Costa Mesa a destination for all experiences.

MISCELLANEOUS STATISTICS
Fiscal Year 2017-2018

General

Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	112,377
Acres Zoned for Industry	1,026
Acres of Open Space	1,039
Post Offices	2
Number of Full-Time Employees	477

Fire Protection

Number of Fire Stations	6
Number of Sworn Fire Fighters	84
Fire Insurance Rating	Class 2

Police Protection

Number of Sworn Police Officers	136
---------------------------------	-----

Streets, Parks and Sanitation

Miles of Streets (in lane miles)	522
Miles of Alleys	15
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	10
Junior High Schools	2
High Schools	2
2-year Community College	1
Private Colleges	19
Public Libraries	2

Costa Mesa

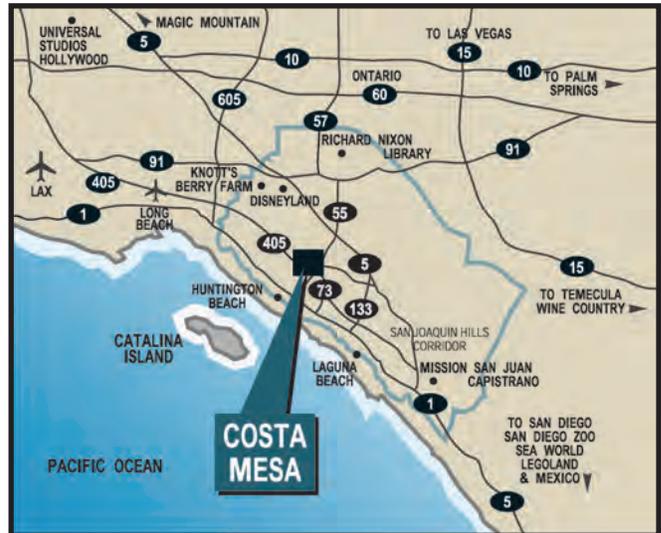


2017 Community Economic Profile

This is an annual publication prepared by the Development Services Department including Planning, Building, Housing and Community Development 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 67°, low 47°
July high 78°, low 64°

Average rainfall: 13.4 inches, humidity- 71%

City Hall

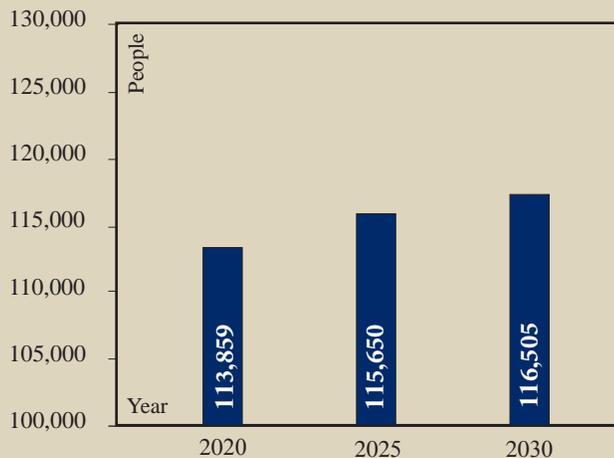
Incorporated in June, 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, the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

Population Characteristics

Population:	112,377
Median Age:	33.9
Average Household Size:	2.70
Average Family Size:	3.36

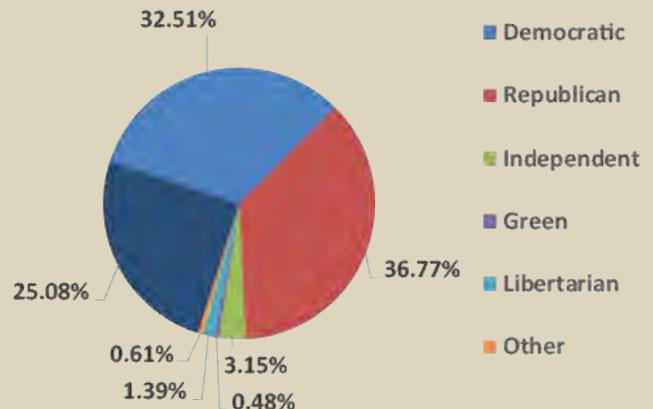
Source: 2015 ACS 5 Yr.

POPULATION PROJECTIONS



CDR, OCP 2016 Projections

VOTER REGISTRATION



CDR 2016

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	\$50.1 million	-

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

2. Costa Mesa Finance Department (2016)

Land Use

A diversity of land uses exists within the City. Approximately 46% of all incorporated land is designated for residential use, 14% is designated for commercial uses, 11% is set aside for industrial uses, and 29% is allocated for public and semi-public uses.³

3. Costa Mesa General Plan (2015)

Property Sales Prices in Costa Mesa⁴

Homes	2015	2016
Highest	\$ 1,975,250	\$ 3,300,000
Median	\$ 729,000	\$ 765,000
Lowest	\$ 375,000	\$ 505,000
Condominiums		
Highest	\$ 915,000	\$ 1,095,000
Median	\$ 485,000	\$ 529,000
Lowest	\$ 179,900	\$ 147,000

4. Torelli Realty, 2017

Orange County Fair Market Rental Rates⁶

Studio apartments	\$ 1,296
One-bedroom apartments	\$ 1,478
Two-bedroom apartments	\$ 1,859

6. Department of Housing and Urban Development (2017) - Rent including water, trash, and sewer.

2015 Housing Units Distribution ⁵	Units	%
Single Detached:	16,690	38.8%
Single Attached:	3,977	9.2%
2 to 4 units/ structure:	6,107	14.2%
5+ units/ structure:	15,413	35.8%
Mobile homes:	819	1.9%
Other	24	.06%
Total housing units:	43,030	100.0%
Occupied units:	40,908	95.1%
Vacant units:	2,122	4.9%
Persons per unit:	2.68	

5. US Census ACS 2015 5 YR

2015 Households ⁷	Units	%
Owner occupied	15,616	38.2%
Renter occupied	25,292	61.8%

7. US Census, ACS 2015 5 YR.

Property Valuation

In 2015-2016, the total assessed property valuation for the City was \$16.5 billion. The total valuation for the City may be broken down into the following categories.⁸

Residential	\$ 10.5 billion
Commercial	\$ 3.8 billion
Industrial	\$ 1.2 billion
Other	\$ 1.1 billion

8. 2015 data from 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.



2015 Income

Median Household Income \$66,459

Income Distribution

Income and benefits

(In 2015 inflation-adjusted dollars)

Income Range	Number	Percentage
Less than \$ 10,000	1,918	4.7%
\$10,000 to \$14,999	1,615	3.9%
\$15,000 to \$24,999	3,032	7.4%
\$25,000 to \$34,999	3,447	8.4%
\$35,000 to \$49,999	5,297	12.9%
\$50,000 to \$74,999	7,102	17.4%
\$75,000 to \$99,999	5,291	12.9%
\$100,000 or more	13,214	32.3%

1. U.S. Census Bureau (ACS 2015 5 YR)

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	17
Vanguard University	
Whittier Law School	
National University	

Industry²

Civilian Employed Population	61,784
Agriculture, Forestry, Fishing	0.6%
Construction	5.0%
Manufacturing	10.2%
Wholesale Trade	3.1%
Retail Trade	11.0%
Transportation	2.5%
Information	1.7%
Finance and Insurance	9.4%
Professional, Scientific	17.9%
Educational Services	16.4%
Arts, Entertainment	13.2%
Other Services, except	7.2%
Public Administration	1.7%

2. US Census ACS 2015 5 Yr.

Major Employers

Name of Company	Estimated Employees
EPL Intermediate, Inc.	3,998
Experian Information Solutions Coast Community	3,700
College District Orange Coast Community College	2,900
Automobile Club of Southern California	1,200
Dynamic Cooking Systems, Inc.	700
FileNet Corporation	600

3. CDR Progress Report

	Number	Percent of Total
Employed	61,784	92.1%
Unemployed	5,213	7.8%
Total Labor Force	67,109	100%

4. 2015 5 Yr. ACS

Major Development Projects/Areas

- Harbor Gateway** (78 acres) – north of Sunflower Ave., east of Hyland Ave.
- Segerstrom Home Ranch** (43 acres) – north of I-405, west of Fairview Road
- 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.
- The Met/ Experian Solutions** (45 acres) – 475-595 Anton Blvd.
- 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.
- The Californian by Legacy Partners at 580 Anton** (2 acres) - 580 Anton Blvd.
- Symphony Apartments** (393 units) - 585 Anton Blvd.
- Avenue of the Arts Hotel** (3 acres) -3350 Avenue of the Arts
- West Gateway** (177 ownership units) - 671 West 17th St.
- Lighthouse** (89 ownership units) - 1620 - 1644 Whittier
- Hive Costa Mesa** (13.75) - 3333 Susan St.
- The Press** (23.4 acres) - 1375 Sunflower
- 929 Baker** (56 ownership units) - 929 Baker St.

5. Major Developed Areas

Major Retail Centers

- South Coast Plaza** – 3333 Bristol Street and 3333 Bear Street
- Metro Pointe** – 901-907 South Coast Drive.
- SOCO** - South Coast Collection - 3303 Hyland Ave.
- The Camp** - 2937 Bristol St.
- The Lab** - 2930 Bristol St.
- Harbor Center** - 2300 Harbor Blvd
- The Square** - 3030 Harbor Blvd
- The Courtyards** - 1835 Newport Blvd
- The Triangle** - 1870 Newport Blvd.

City Budget

The adopted City budget for all funds used for the Fiscal Year 2016-2017 is \$144,636,017. The General Fund portion of the budget is \$117,392,897. The approved budget is effective from July 1, 2016 through June 30, 2017.

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) 655-4555

Natural Gas: Southern California Gas Company (800) 427-2000

Telephone: AT&T - Hotline (800) 288-2020

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

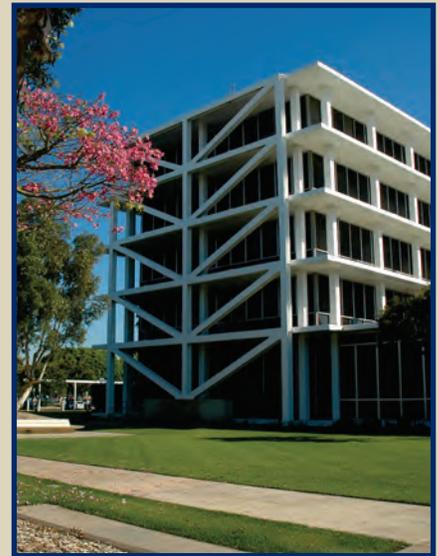
Newport Mesa Unified School District (714) 424-5000

Orange County Fair & Exposition Center (714) 708-1500

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) 754-5623

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:

The financial and budget policies were adopted by the City Council on March 3, 2015 and subsequently updated in October 2016. Excerpts of these policies and additional information are 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 City Manager 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 and Pension 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 City Manager 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 & City Manager Priorities

Base operating budget requests shall be consistent with the priorities and operational plans set forth by the City Council, City Manager 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 City Manager.

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 City Manager's 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 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 or Capital Improvements 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 City Manager to retain budget flexibility for operations during the fiscal year. The Finance Department and City Manager 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 City Manager 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 City Manager 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 Manager 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 City Manager may also approve the transfer of 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 City Manager 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 City Manager.

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

FINANCIAL POLICIES

ACCOUNTING:

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

INVESTMENTS:

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

RESERVES & FUND BALANCE:

Current General Fund reserves consist of committed and assigned fund balance. They are part of the General Fund balance. As of June 30, 2016 they total \$32,431,748 and consisted of the following:

\$ 14,125,000	Committed for declared disasters
2,000,000	Committed for self-insurance
4,107,428	Assigned for compensated absences
2,766,672	Assigned for Police Retirement 1% Supplemental
3,946,563	Assigned for Optional Post-Employment Benefits (OPEB)
2,486,085	Non-spendable
3,000,000	Economics Reserve
<u>\$ 32,431,748</u>	Subtotal
32,040,713	Unassigned Fund Balance
<u>\$ 64,472,461</u>	Total Unassigned Fund Balance & Reserves

When reserves are combined with the unassigned fund balance, the total is \$64,472,461. This amount was a positive net change (surplus) of \$10,656,510. Since the total amount exceeded the General Fund reserves goal of \$55,000,000, a recommendation was made in the FY 16-17 Mid-year Budget Report to use \$9,472,461 (the amount in excess of the goal) to accomplish some important carry over, debt reduction, and capital project needs. City Council approved that report on March 7, 2017. The \$55,000,000 goal will be increased by a CPI factor going forward.

The following is a brief discussion of some of fund balance and reserve 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.

FINANCIAL POLICIES

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.

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. As noted above, the City has reached the \$55,000,000 goal and plans to increase it by a CPI factor should there be a FY 16-17 General Fund surplus.

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.

FINANCIAL POLICIES

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.



CITY OF COSTA MESA, CALIFORNIA
FIVE YEAR FINANCIAL PLAN

General Fund
Summary

	FY 11-12 Actual	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Adopted
Sales & Use Tax	\$ 42,234,307	\$ 45,830,110	\$ 49,264,633	\$ 51,115,064	\$ 57,593,561	\$ 54,600,000
Property Tax	20,591,798	23,172,595	22,821,008	24,058,820	25,998,070	25,925,102
Transient Occupancy Tax	6,524,510	7,257,695	7,676,090	7,995,155	8,622,505	8,531,000
Franchise Fee's	4,471,325	4,818,970	4,891,465	4,885,926	5,060,402	4,961,156
Licenses & Permits	1,630,901	1,723,297	1,778,622	1,970,946	2,584,241	2,173,933
Fines & Forfeitures	1,544,335	1,506,940	1,216,018	1,204,868	1,530,045	1,475,000
Use of Money & Property	3,412,897	2,888,003	4,228,621	4,392,138	4,085,050	3,164,021
Vehicle License Fee Swap - Property Tax	8,594,278	8,814,644	9,229,059	9,481,340	9,982,948	9,954,688
Fee's & Charges for Services	3,823,258	3,783,376	3,710,792	3,832,961	3,964,345	3,848,308
All Other Revenue's	2,835,319	6,225,055	2,584,679	4,046,056	2,575,520	2,759,689
Total Revenues	\$ 95,662,928	\$ 106,020,685	\$ 107,400,989	\$ 112,983,274	\$ 121,996,687	\$ 117,392,897
Budgeted Positions Count	497	465	466	477	478	479
Filled Positions				408	396	460
Regular Salaries	\$ 38,380,113	\$ 36,964,019	\$ 37,450,971	\$ 37,727,587	\$ 38,257,223	\$ 41,572,669
Retirement	13,876,454	14,084,805	15,599,620	16,928,366	18,003,320	20,948,417
Other Pay & Benefits	17,025,652	18,441,092	18,626,243	19,482,793	20,120,572	18,360,653
Maintenance & Operations	15,969,918	20,170,385	19,808,025	19,907,748	20,690,753	22,761,915
Debt Service	5,372,777	3,832,025	3,521,623	3,514,579	3,518,316	3,735,493
Contingency	-	193,717	20,113	-	-	1,000,000
Total Operating Expenses	\$ 90,624,913	\$ 93,686,044	\$ 95,026,595	\$ 97,561,073	\$ 100,590,184	\$ 108,379,147
Transfers - Non-Capital	\$ 33,804	\$ 2,684,946	\$ 5,572,511	\$ 10,814,636	\$ 8,934,119	\$ 44,544
Surplus/(Deficit)	\$ 5,004,211	\$ 9,649,696	\$ 6,801,883	\$ 4,607,565	\$ 12,472,385	\$ 8,969,206
Capital:						
Fixed Assets	\$ 579,391	\$ 520,297	\$ 800,292	\$ 428,858	\$ 1,163,383	\$ 272,282
Equipment Replacement Cost	1,693,248	983,600	1,231,044	253,231	689,465	744,682
IT Replacement Cost	-	-	-	100,000	150,002	200,000
Capital Improvement Project	-	-	-	-	-	5,963,263
City Facilities Improvement	-	-	-	-	-	1,788,979
Total Needs	\$ 2,272,639	\$ 1,503,897	\$ 2,031,336	\$ 782,089	\$ 2,002,850	\$ 8,969,206
Additional Capital Financing						
Total Operating & Capital Surplus/(Deficit)	\$ 2,731,572	\$ 8,145,799	\$ 4,770,547	\$ 3,825,476	\$ 10,469,535	\$ -

CITY OF COSTA MESA, CALIFORNIA

	FY 17-18 Forecast	FY 18-19 Forecast	FY 19-20 Forecast	FY 20-21 Forecast	FY 21-22 Forecast
Sales & Use Tax	\$ 56,906,000	\$ 58,196,000	\$ 59,415,000	\$ 60,682,000	\$ 61,993,000
Property Tax	28,356,145	29,240,946	30,262,621	31,322,550	32,422,168
Transient Occupancy Tax	8,829,585	9,138,620	9,458,472	9,789,519	10,132,152
Franchise Fee's	4,863,473	4,902,473	4,942,131	4,982,457	5,023,465
Licenses & Permits	2,246,258	2,083,859	2,129,950	2,177,491	2,226,540
Fines & Forfeitures	1,426,600	1,458,232	1,490,797	1,524,322	1,558,835
Use of Money & Property	3,135,249	3,144,998	3,155,208	3,165,901	3,177,100
Vehicle License Fee Swap - Property Tax	10,251,889	10,558,005	10,873,305	11,198,065	11,532,567
Fee's & Charges for Services	3,904,449	3,924,904	4,012,194	4,103,094	4,197,773
All Other Revenue's	2,495,491	2,464,607	2,493,867	2,463,154	2,492,467
Total Revenues	\$ 122,415,139	\$ 125,112,645	\$ 128,233,545	\$ 131,408,552	\$ 134,756,066
Budgeted Positions Count	480	475	476	477	478
Filled Positions	461	451	452	453	454
Regular Salaries	\$ 42,633,646	\$ 43,200,064	\$ 44,150,150	\$ 45,128,185	\$ 46,118,236
Retirement	22,452,182	26,600,438	29,742,232	34,056,869	37,376,061
Other Pay & Benefits	19,351,949	19,772,243	20,267,879	20,782,711	21,072,898
Maintenance & Operations	24,538,058	24,893,095	25,280,175	25,664,544	26,081,526
Debt Service	3,720,865	3,715,384	3,696,362	3,699,464	3,693,199
Contingency	500,000	500,000	500,000	500,000	500,000
Total Operating Expenses	\$ 113,196,699	\$ 118,681,224	\$ 123,636,798	\$ 129,831,772	\$ 134,841,921
Transfers - Non-Capital	\$ 44,544	\$ 44,544	\$ 44,544	\$ 44,544	\$ 44,544
Surplus/(Deficit)	\$ 9,173,895	\$ 6,386,877	\$ 4,552,203	\$ 1,532,236	\$ (130,398)
Capital:					
Fixed Assets	\$ 310,000	\$ 310,000	\$ 310,000	\$ 310,000	\$ 310,000
Equipment Replacement Cost	752,344	789,961	829,459	870,932	914,479
IT Replacement Cost	200,000	200,000	200,000	200,000	200,000
Capital Improvement Project	6,120,757	6,255,632	6,411,677	6,570,428	6,737,803
City Facilities Improvement	1,836,227	1,876,690	1,923,503	-	-
Total Needs	\$ 9,219,328	\$ 9,432,283	\$ 9,674,640	\$ 7,951,360	\$ 8,162,282
Additional Capital Financing					
Total Operating & Capital Surplus/(Deficit)	\$ (45,433)	\$ (3,045,406)	\$ (5,122,437)	\$ (6,419,124)	\$ (8,292,681)

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 VALUE

Last 10 Fiscal Years

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
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%
2014-15	\$ 15,711,723,908	\$ 785,416,862	5.26%
2015-16	\$ 16,532,734,533	\$ 821,010,625	5.23%

Sources: HDL Coren & Cone

Orange County Assessor 2006/2007-2015/2016 Combined Tax Rolls

COMPUTATION OF LEGAL DEBT MARGIN
Fiscal Year Ended June 30, 2016

ASSESSED VALUE		<u>\$ 16,532,734,533</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 619,977,545
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	<u>\$ -</u>	
LESS: Assets in Debt Service Fund (Net)	<u>-</u>	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		<u>\$ -</u>
LEGAL DEBT MARGIN		<u><u>\$ 619,977,545</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 ⁽³⁾</u>		
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	-		
2013-14	111,846	14,926,307,046	-		
2014-15	112,343	15,711,723,908	-		
2015-16	112,377	16,532,734,533	-		
<u>Fiscal Year</u>	<u>Less Debt Service Fund ⁽⁴⁾</u>	<u>Net Bonded Debt</u>	<u>Ratio of Net Bonded Debt to Assessed Value</u>	<u>Net Bonded Debt Per Capita</u>	
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	-	-	0.00000	0.00	
2013-14	-	-	0.00000	0.00	
2014-15	-	-	0.00000	0.00	
2015-16	-	-	0.00000	0.00	

(1) Costa Mesa Community Economic Profile

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

(3) As of February 1, 2012, the Successor Agency to the former Costa Mesa Redevelopment Agency is responsible for the outstanding Redevelopment debt.

(4) 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>
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%
2014-15	-	-	-	120,230,851	0.00%
2015-16	-	-	-	121,143,469	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 17-18 is \$3.7 million, which is equivalent to 3% 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, 2017, 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
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	\$ 2,484,625	\$ 1,086,089	\$ 22,392,648	\$ 25,963,362
Less interest payments	(119,625)	(126,089)	(4,097,648)	(4,343,362)
Outstanding principal	<u>\$ 2,365,000</u>	<u>\$ 960,000</u>	<u>\$ 18,295,000</u>	<u>\$ 21,620,000</u>



**Thank you to the following staff members for their contribution in preparing the
Fiscal Year 2017-2018 Adopted Budget:**

Budget Team:

Anna Baca
Dustin Birn
Ray Hull

Departmental Budget Liaisons:

Victoria Barner	Information Technology
Ashley Garcia	City Council/City Manager's Office
Amber Haston	Public Services
Silvia Kennerson	Development Services
Grace Lowe	Parks and Community Services
Justin Martin	Parks and Community Services
Alma Reyes	Fire
Lora Ross	Fire
Jan Wang	Police

Additional Assistance From:

Vickie Akau	City Manager's Office
Minoo Ashabi	Development Services
Arzo Azad	City Manager's Office
Dan Baker	City Manager's Office
Willa Bowens-Killeen	Development Services
Dane Bora	City Manager's Office
Itzia Carvajal	City Manager's Office
Leigh Chalkley	City Manager's Office
Anita Chapanond	City Manager's Office
Gina Clark	City Manager's Office
Chris Coates	Fire
George Cortez	Public Services
Gant Corum	Public Services
Keith Davis	Police
Anna Dolewski	Finance
Steve Ely	Information Technology
Rick Francis	City Manager's Office
Fidel Gamboa	Development Services
Irma Garcia	Public Services
Bryan Glass	Police
Christiane Goldsworthy	Public Services
Jody Gonzalez	Police
Brenda Green	City Manager's Office
Christian Hernandez	Parks and Community Services
Michael Koziel	Public Services
Kasama Lee	City Manager's Office
Tammy Letourneau	City Manager's Office
Bruce Lindemann	Public Services
Jim Liu	Information Technology
Brad Long	City Manager's Office
Doug Lovell	Public Services
William Lund	Parks and Community Services
Mark Manley	Police
Jodie Mccann	Parks and Community Services
Bart Mejia	Public Services
Lance Nakamoto	City Manager's Office
Ashley Ocasio	Parks and Community Services
Colleen O'Donoghue	Finance
Jim Ortiz	Public Services
Judith Ortiz-Luis	Information Technology
Jeff Pierce	Public Services
Jason Pyle	Fire
Peggy Schneble	Development Services
Greg Scott	Police
Raja Sethuraman	Public Services
Robert Sharpnack	Police
Kelly Shelton	City Manager's Office
Adam Silva	Information Technology
Dan Stefano	Fire
Kevin Stoddart	Parks and Community Services
Marian Stueve	Public Services
Jay Trevino	Development Services
Christine Tsao	Finance
Kathy Ulrich	Finance
Sheri Vander Dussen	Development Services
Bill Verderber	Information Technology
Corrie Viera	Public Services

