

CITY OF
COSTA MESA
CALIFORNIA



**OPERATING & CAPITAL
IMPROVEMENT
BUDGET**

FISCAL YEAR 2018-2019

PRELIMINARY

CITY OF COSTA MESA, CALIFORNIA
PRELIMINARY OPERATING AND
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2018-2019

CITY COUNCIL

Sandra L. Genis
Mayor

Allan Mansoor
Mayor Pro Tem

Katrina Foley
Council Member

James M. Righeimer
Council Member

John Stephens
Council Member

Thomas R. Hatch
City Manager

Prepared by the Finance Department

In collaboration with

Tamara S. Letourneau
Assistant City Manager

Raja Sethuraman
Public Services Director





SANDRA L. GENIS
MAYOR

Costa Mesa
CITY COUNCIL



ALLAN MANSOOR
MAYOR PRO TEM



KATRINA FOLEY
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 2017-2018

Presented to the

City of Costa Mesa

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

February 7, 2018



Drew Corbett

Drew Corbett
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, 2017

Christopher P. Morill

Executive Director



TABLE OF CONTENTS

	<u>PAGE</u>
Budget Message	
Budget Message	1
General Information	
Listing of Public Officials	9
City of Costa Mesa Organization Chart	11
Budget Guide	12
Budget Process	13
Budget Process Flow Chart	15
Description of Funds & Fund Types	16
The City's Flow of Funds Structure	19
Summaries of Financial Data	
Calculation of Projected Fund Balances	22
Total Resources & Appropriations - All Governmental Funds Graphs	24
Four-Year Budget Summary – All Funds (Including Transfers)	25
Schedule of Interfund Transfers	26
Revenue Summaries	
Revenue & Other Financing Sources	29
Sales & Use Tax	37
Property Tax	38
Transient Occupancy Tax	39
Franchise Fees	40
Licenses & Permits	41
Fines & Forfeitures	42
Use of Money & Property	43
Motor Vehicle License Fees	44
Fees & Charges for Services	45
Appropriations Summaries	
Budget Comparison by Fund/by Department	49
Summary of Appropriations by Department/By Fund.....	52
Summary of Appropriations by Account - All Funds	54
Summary of Appropriations by Function/Program	
Protection of Persons and Property	56
Community Health and Environment	57
Transportation	58
Leisure and Community Services	59
General Government Support	60
Four-Year Personnel Summary by Department	63

TABLE OF CONTENTS

PAGE

Appropriations Summaries – General Fund

General Fund Resources & Appropriations Graphs	70
General Fund Appropriations Graphs by Department and by Category	71
Summary of Appropriations by Account - General Fund	72

Departmental Budget Details

City Council

Budget Narrative	75
Four-Year Personnel Summary	77
Expenditure Summary by Division	79
Expenditure Summary by Category/Funding Source	80
Expenditure Summary by Account	81
Expenditure Summary by Program	81

City Manager’s Office

Budget Narrative	83
Four-Year Personnel Summary	91
Expenditure Summary by Division	93
Expenditure Summary by Category/Funding Source	94
Expenditure Summary by Account	95
Expenditure Summary by Program	96

City Attorney’s Office

Budget Narrative	99
Expenditure Summary by Division	101
Expenditure Summary by Category/Funding Source	101
Expenditure Summary by Account	102
Expenditure Summary by Program	102

Finance Department

Budget Narrative	103
Four-Year Personnel Summary	109
Expenditure Summary by Division	111
Expenditure Summary by Category/Funding Source	112
Expenditure Summary by Account	113
Expenditure Summary by Program	114

Parks and Community Services Department

Budget Narrative	115
Four-Year Personnel Summary	123
Expenditure Summary by Division	125
Expenditure Summary by Category/Funding Source	126
Expenditure Summary by Account	127
Expenditure Summary by Program	128

Information Technology Department

Budget Narrative	133
Four-Year Personnel Summary	135
Expenditure Summary by Division	137
Expenditure Summary by Category/Funding Source	138

TABLE OF CONTENTS

PAGE

Departmental Budget Details (Continued)

Expenditure Summary by Account	139
Expenditure Summary by Program	140

Police Department

Budget Narrative	141
Four-Year Personnel Summary	147
Expenditure Summary by Division	151
Expenditure Summary by Category/Funding Source	152
Expenditure Summary by Account	153
Expenditure Summary by Program	154

Fire Department

Budget Narrative	161
Four-Year Personnel Summary	167
Expenditure Summary by Division	169
Expenditure Summary by Category/Funding Source	170
Expenditure Summary by Account	171
Expenditure Summary by Program	172

Development Services Department

Budget Narrative	173
Four-Year Personnel Summary	183
Expenditure Summary by Division	187
Expenditure Summary by Category/Funding Source	188
Expenditure Summary by Account	189
Expenditure Summary by Program	190

Public Services Department

Budget Narrative	193
Four-Year Personnel Summary	203
Expenditure Summary by Division	207
Expenditure Summary by Category/Funding Source	208
Expenditure Summary by Account	209
Expenditure Summary by Program	211

Non-Departmental

Budget Narrative	215
Expenditure Summary by Division	217
Expenditure Summary by Category/Funding Source	218
Expenditure Summary by Account	219
Expenditure Summary by Program	219

Capital Improvement Program

Summary of Adopted Capital Improvement Projects by Funding Source	222
Fiscal Year 2018-2019 Capital Improvement Project Details	226
Seven-Year CIP Schedule	282

TABLE OF CONTENTS

	<u>PAGE</u>
Appendix	
History of Costa Mesa	295
Miscellaneous Statistics	296
Financial Policies	298
Five Year Financial Plan	306
Glossary of Budget Terms	308
Acronyms	314
Assessed Valuation Last 10 Fiscal Years	322
Computation of Legal Debt Margin	323
Ratio of Net General Bonded Debt to Assessed Value and Bonded Debt Per Capita	324
Ratio of Annual Debt Service Expenditures for General Obligation Bonded Debt to Total General Government Expenditures	325
Description of City's Current Debt Obligations	326
Schedule of Debt Service Requirements to Maturity	327



CITY MANAGER'S BUDGET MESSAGE



May 1, 2018

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

I am pleased to submit the Fiscal Year 2018-19 Preliminary 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. Specifically, this represents a balanced budget for the coming fiscal year without the use of General Fund reserves and provides the highest level of service to the community within existing financial resources.

The City Council priorities include the following items:

Tier 1
<ul style="list-style-type: none"> • Begin Construction of the Lions Park Projects
<ul style="list-style-type: none"> • Engage in strategies for a safe community, including having a fully-staffed Police Department
<ul style="list-style-type: none"> • Address homelessness, both locally and on a cooperative basis with other communities
<ul style="list-style-type: none"> • Address issues related to group/sober living homes
<ul style="list-style-type: none"> • Maintain focus on fiscal responsibility

Tier 2
<ul style="list-style-type: none"> • Invest in infrastructure (e.g., sidewalks, streets, safe bike trails)
<ul style="list-style-type: none"> • Fill City staffing vacancies to provide needed services
<ul style="list-style-type: none"> • Ensure our land use policies will make life better for our residents and try to keep our residential areas nice places to live
<ul style="list-style-type: none"> • Formally consider a new ambulance transport system
<ul style="list-style-type: none"> • Complete the process to create a Master Plan for the Arts
<ul style="list-style-type: none"> • Pursue economic development with a focus on attracting middle and well-paying jobs and supporting workforce development
<ul style="list-style-type: none"> • Implement additional measures to enhance our animal control and sheltering services

FINANCIAL OUTLOOK

Consumer shopping habits have shifted as technology has advanced. Brick and mortar stores are changing their business models as consumers increasingly shop online. This results in a reduction in sales tax for local governments as sales tax revenue goes from point-of-sale purchase (purchased in Costa Mesa) to the City's portion of the County sales tax from online purchases.

In Costa Mesa, sales tax is expected to come in slightly under budget in FY 17-18 and significantly flatten in the next 5 years. This is Costa Mesa's largest source of revenue. There is strong growth projected in other revenue categories such as property tax and transient occupancy tax. There is anticipated new revenue in Measure X Excise tax, Development Services fees, Parks & Community Services fees and Special Event rates beginning in FY 18-19.

Overall, revenues are increasing at a slower rate than expenditures. The 5 year projections show revenues increasing at an average of 3% per year and expenditures are increasing at an average of 4% per year. Expenditure increases are in retirement, existing contracts and utility costs. In preparing this budget, departments were asked to continue to look for innovative ways to deliver services without compromising service levels. Further, departments were able to make requests for new items that addressed the community and City Council needs, but those needed to coincide with the Council's priorities.

Below is the Preliminary Budget for FY 18-19 for all funds compared to the FY 17-18 Adopted Budget:

<u>PRELIMINARY BUDGET-ALL FUNDS</u>				
Appropriations	Adopted	Preliminary	<u>Increase/(Decrease)</u>	
<u>All Funds</u>	<u>FY 17-18</u>	<u>FY 18-19</u>	<u>Amount</u>	<u>Percent</u>
Operating Budget	\$ 129,805,649	\$ 135,185,220	\$ 5,379,571	4.1%
Transfers Out	12,452,926	9,696,437	(2,756,489)	-22.1%
Capital Budget	20,934,170	18,879,363	(2,054,807)	-9.8%
Total	\$ 163,192,745	\$ 163,761,020	\$ 568,275	0.3%

GENERAL FUND PRELIMINARY BUDGET

The General Fund provides 91% of the total operating budget for all governmental funds. The total preliminary General Fund budget is \$132.5 million, an increase of \$3.6 million or 2.8% from the current year adopted budget. Table 1 is a summary of the total General Fund resources and requirements for FY 18-19:

Table 1

<u>GENERAL FUND PRELIMINARY BUDGET</u>					
	Adopted FY 17-18	Preliminary FY 18-19	<u>Increase/(Decrease)</u>		
			<u>Amount</u>	<u>Percent</u>	
Estimated Revenues	\$ 125,674,573	\$ 132,480,020	\$ 6,805,447	5.4%	
Transfers In	-	-	-	-	
Use of Fund Balance	-	-	-	-	
Total Resources	<u>\$ 125,674,573</u>	<u>\$ 132,480,020</u>	<u>\$ 6,805,447</u>	5.4%	
Operating Budget	\$ 116,517,143	\$ 122,908,584	\$ 6,391,441	5.5%	
Transfers Out	12,327,926	9,571,436	(2,756,490)	-22.4%	
Total Appropriations	<u>\$ 128,845,069</u>	<u>\$ 132,480,020</u>	<u>\$ 3,634,951</u>	2.8%	

This General Fund budget maintains service levels while leaving the General Fund reserves intact.

HIGHLIGHTS OF THE PRELIMINARY BUDGET

The FY 18-19 preliminary 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:

City-wide:

- Includes funding for the November 2018 election and the addition of two additional city council members.
- Both the City Manager's budget and the Development Services budget are staffed to address homelessness within Costa Mesa and on a regional basis.
- Contingency appropriations of \$1,000,000.
- General Fund contribution to Capital Projects is 5% of the General Fund budget, which is \$6,596,892, and the 1.5% for Capital Facility Projects is \$1,980,000
- Allocations to the Information Technology (IT) Replacement Fund of \$250,000.
- One-half of the new Measure X Excise Tax revenue, which is estimated at \$750,000, is included as either an increased payment to CalPERS or funding for a future 115 Trust account.

Department Specific Items:

- City Manager's Office
 - Continued funding to address the homeless outreach efforts
- City Attorney's Office
 - Funding was increased from \$1,020,000 to \$1,220,000
- Police Department
 - Two Police Service dogs
 - Funds all full-time positions for a fully-staffed department
 - Funded \$44,000 for ten additional e-citation devices compatible with the county-wide system
 - Design of a new security wall at the Police Department
 - Replacement of 14 vehicles
- Fire Department
 - Fully staffed Fire Department funding, which resulted in a reduction in overtime costs
 - Full year of ambulance transportation revenue (\$1.2 million)
 - Various facility improvements to Fire Stations 2, 3, 4, 5, and 6
 - Replacement of two new vehicles
- Parks and Community Services
 - Staffing and programming for the Phase I completion of the Lions Park Projects (Library and new 1-acre park) in Spring 2019 (\$195,000)
 - Animal care services program
 - Additional costs associated with the Fairview Park staffing and the Committee have been fully budgeted (\$10,000)
- Public Services Department
 - Maintains service levels
 - Cost of Living Increases for long term contracts (e.g. maintenance and tree trimming)
 - Replacement of six vehicles and additional funding for a larger sewer cleaner
- Development Services Department
 - Staffed to address sober living home issues, including code enforcement, citation process streamlining and increased public information
 - Replacement of four vehicles

Staffing Levels

- Full-Time: Elimination of vacant Assistant City Manager, Budget Analyst, and Engineering Technician III. One additional full-time Assistant Recreation Supervisor position in Parks & Community Services position was added to address animal care services. Thus, city-wide full-time staffing has been reduced from 477 to 475 in FY 18-19.
- Part-time: Nine (9) vacant part-time positions have been eliminated city-wide for a total cost reduction of \$433,476.

GENERAL FUND RESERVES/USE OF FUND BALANCE

The General Fund total fund balance was \$57,323,139 as of May 1, 2018, which is \$233,139 million higher than the Council's established goal of \$57,090,000 (\$55,000,000 + 3.8% Consumer Price Index for April 2017 – April 2018 Los Angeles-Riverside Area). 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. 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 preliminary capital budget is recommended in the amount of \$18.9 million, a decrease of 9.8% from FY 17-18. 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 included in the Capital Improvement Budget for FY 18-19 are:

- Lions Park Projects
- Costa Mesa Senior Center rear patio shade structure
- Fairview Road Improvements I-405 to Adams
- Citywide street improvements
- Citywide alley improvements
- Citywide storm drain improvements

Table 2 illustrates the total capital projects funding by category planned for FY 18-19. Please see the Capital Improvement Program section of this budget for the complete list of projects and project details.

Table 2

Table 2				
CAPITAL IMPROVEMENT PROJECTS				
	Adopted FY 17-18	Preliminary FY 18-19	Increase (Decrease)	
			Amount	Percent
Road Maintenance Rehab (SB 1)	\$ -	\$ 1,893,820	\$ 1,893,820	N/A
Parkway & Median Improvements	-	125,000	125,000	N/A
Water Quality	-	50,000	50,000	N/A
Street Improvements & Maintenance	6,090,916	5,127,551	(963,365)	-15.8%
Storm Drain Improvements	760,193	500,000	(260,193)	-34.2%
Curbs & Sidewalks	200,000	400,000	200,000	100.0%
Traffic Planning	1,562,943	-	(1,562,943)	-100.0%
Active Transportation Programs	355,000	550,000	195,000	54.9%
Traffic Operations	2,146,474	100,000	(2,046,474)	-95.3%
Park Development & Maintenance	3,169,000	3,821,696	652,696	20.6%
Building & Equipment Maintenance	4,847,649	4,331,296	(516,353)	-10.7%
Capital Facility Projects	1,801,995	1,980,000	178,005	9.9%
Total Appropriations	<u>\$ 20,934,170</u>	<u>\$ 18,879,363</u>	<u>\$ (2,054,807)</u>	-9.8%
General Funds	\$ 6,142,500	\$ 8,576,892	\$ 2,434,392	39.6%
Other Funds	14,791,670	10,302,471	(4,489,199)	-30.3%
Total Appropriations	<u>\$ 20,934,170</u>	<u>\$ 18,879,363</u>	<u>\$ (2,054,807)</u>	-9.8%

BUDGETARY REPORTING AWARDS

The Preliminary 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, 2017. This is the 17th 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 17-18 Adopted Budget.

Staff believes the FY 18-19 Preliminary 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

Revenues are not increasing at the rate of expenditures. The City of Costa Mesa is heavily reliant on sales tax revenue. There are increases in expenditures, such as retirement costs, long-term contracts (jail services, crossing guards, and maintenance) and utilities. However, staff has presented a balanced budget which reduces staffing by eliminating both full-time and part-time vacant positions, addresses the City Council's priorities and maintains service levels without utilizing reserve funds.

ACKNOWLEDGEMENT

The development of the budget takes a significant 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 Assistant City Manager, Finance Department budget team and Central Services staff. I thank the City Council for their continued support in making Costa Mesa a wonderful community.

Respectfully submitted,



Thomas R. Hatch
City Manager
City of Costa Mesa





LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2018-2019

Thomas R. Hatch
City Manager

Tamara S. Letourneau
Assistant City Manager

Thomas Duarte
City Attorney

Finance Director

Justin Martin
Parks and Community Services Director

Steve Ely
Information Technology Director

Robert Sharpnack
Police Chief

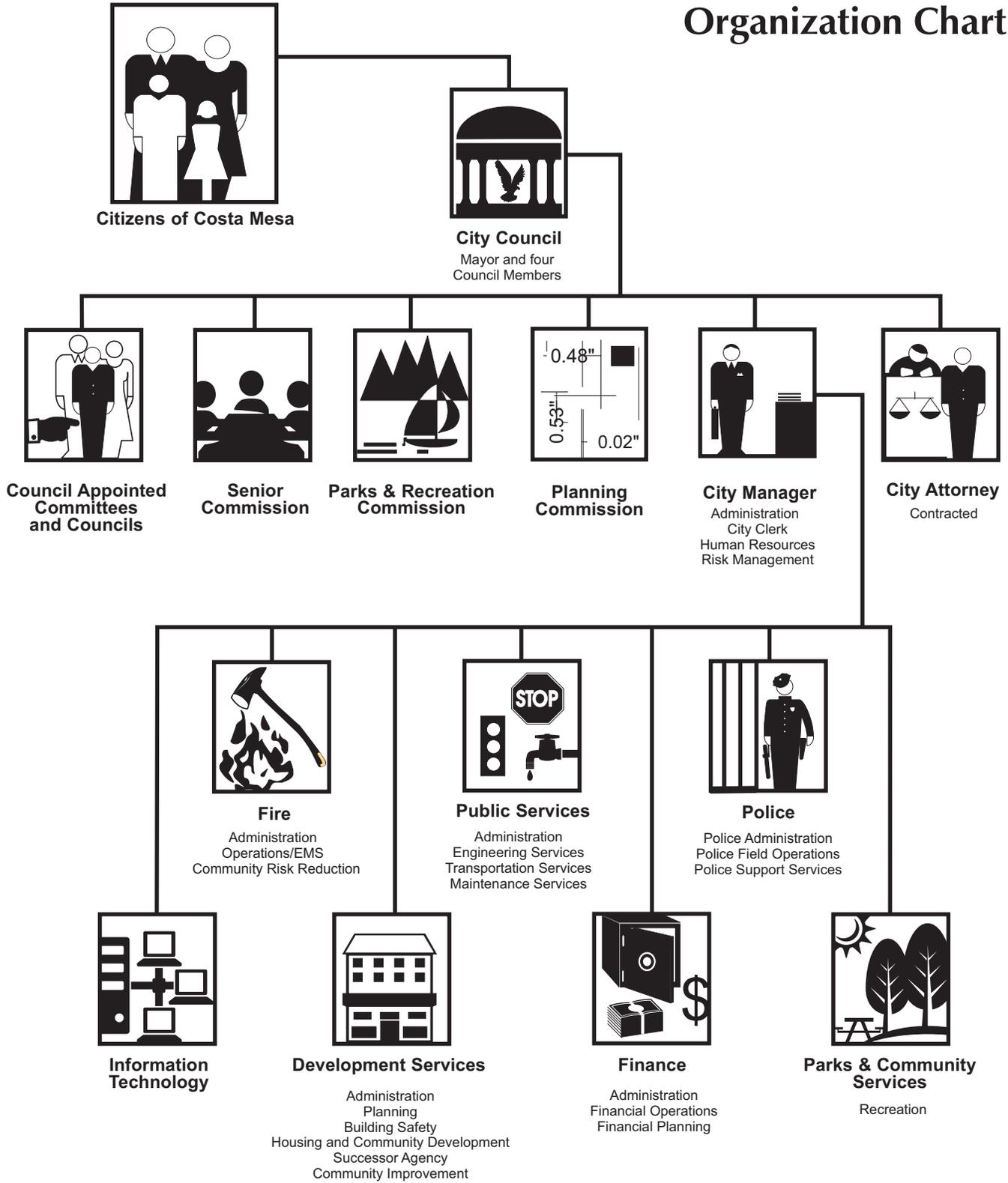
Daniel A. Stefano
Fire Chief

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

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 18-19:

Special Revenue Funds:

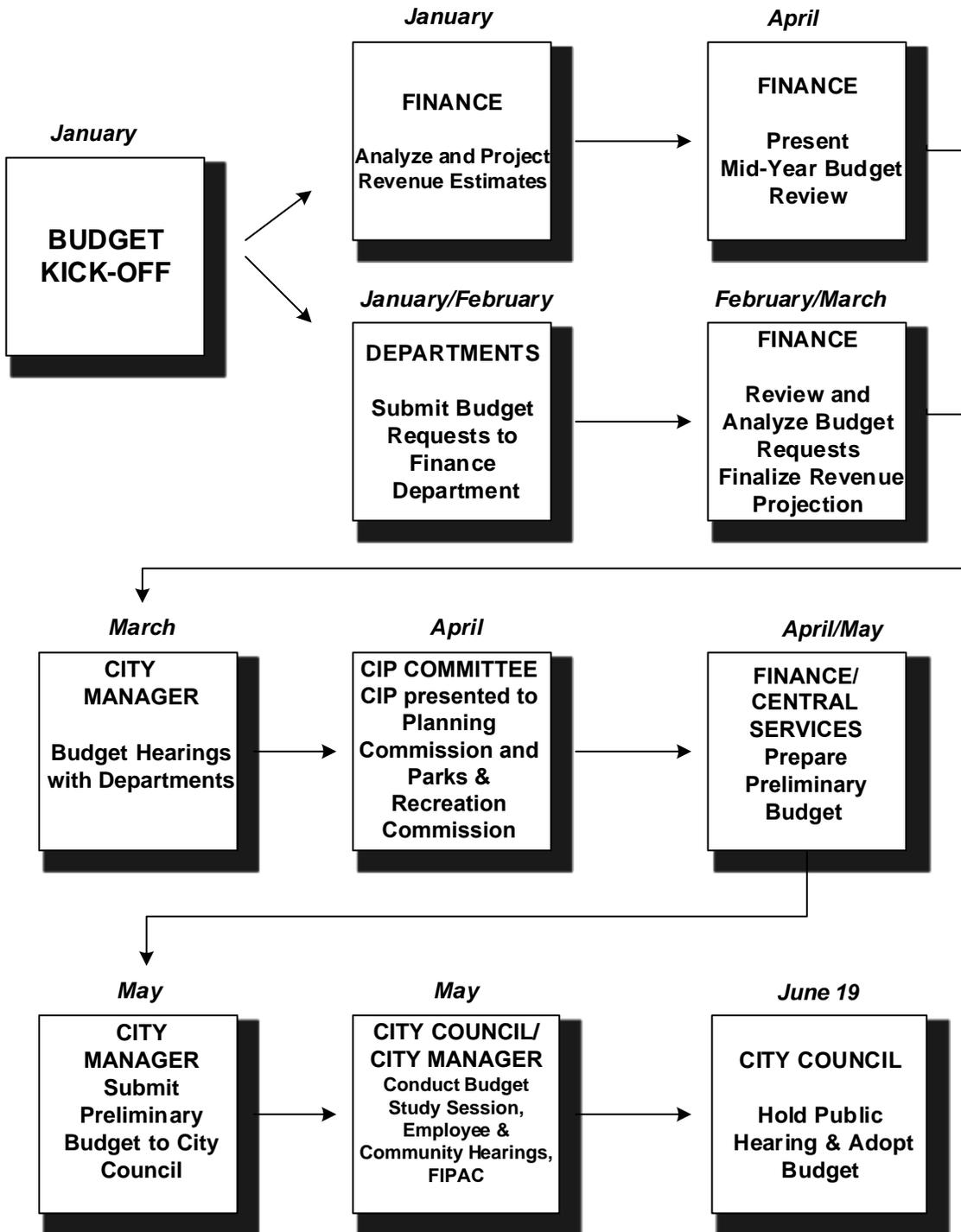
- Fund 209 Drainage Fees
- Fund 214 Traffic Impact Fees
- Fund 216 Rental Rehabilitation Program
- Fund 217 Narcotics Forfeiture
- Fund 218 Fire System Development Fees
- Fund 219 Local Law Enforcement Block Grant

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 415 Measure M2 Regional 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 2018-2019**



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 2018-2019

CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2019

Fund Description	Projected Balances 07/01/2018*	Estimated Revenues FY 18-19	Preliminary Operating Budget FY 18-19
General Fund	\$ 55,823,139	\$ 132,480,020	\$ 122,908,583
Gas Tax Fund 201	834,006	4,850,300	790,830
Proposition 172 Fund 202	(87,797)	1,075,600	1,075,600
Air Quality Management District Fund (AQMD) 203	(54,304)	146,214	15,000
HOME Program Fund 205	116,456	300,000	309,997
Community Development Block Grant Fund (CDBG) 207	91,596	1,050,000	614,997
Park Development Fees Fund 208	(1,564,511)	2,525,000	225,199
Drainage Fees Fund 209	649,443	262,000	-
Supplemental Law Enforcement Services Fund 213	-	230,391	268,638
Traffic Impact Fees Fund 214	2,131,379	213,000	-
Rental Rehabilitation Program Fund 216	99,171	500	-
Narcotics Forfeiture Fund 217	84,565	4,400	-
Fire System Development Fees Fund 218	135,355	2,700	-
Local Law Enforcement Block Grant Fund 219	48,983	-	-
Subtotal Special Revenue Funds	\$ 2,484,343	\$ 10,660,105	\$ 3,300,262
Capital Improvement Fund 401	\$ 4,260,748	\$ 150,000	\$ -
Measure "M" Construction Fund 403	16,676	750	-
Measure "M2" Regional Fund 415	(4,683,329)	-	-
Measure "M2" Fairshare Fund 416	482,083	2,476,000	20,000
Vehicle Parking District 1&2 Funds 409 and 410	69,457	9,118	-
Subtotal Capital Projects Funds	\$ 145,635	\$ 2,635,868	\$ 20,000
Total Governmental Funds	\$ 58,453,117	\$ 145,775,993	\$ 126,228,845
Equipment Replacement Fund 601	\$ 7,359,052	\$ 2,217,833	\$ 3,061,608
Self Insurance Fund 602	(7,359,152)	5,978,436	5,894,767
IT Replacement Fund 603	672,703	266,646	-
Total Internal Service Funds	\$ 672,603	\$ 8,462,915	\$ 8,956,375
GRAND TOTAL	\$ 59,125,720	\$ 154,238,908	\$ 135,185,220

* Calculated projected balance as of July 1, 2018 using total available and undesignated fund balance as of July 1, 2017 plus projected FY 17-18 revenues and expenditures through June 30, 2018.

**Transfers Out to be revised in the Adopted Operating and CIP Budget:

General Fund - \$750,000 for 115 Trust, or the like;

General Fund - \$200,000 for Police Retirement - 1% Supplemental account;

Fire System Development Fees Fund Transfer Out of \$125,000.

CITY OF COSTA MESA, CALIFORNIA

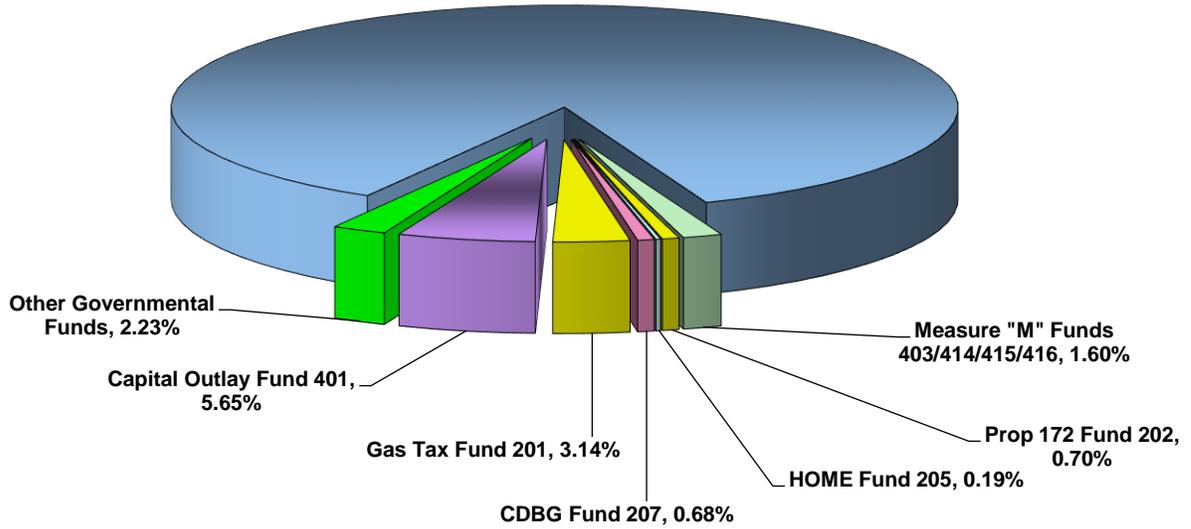
Preliminary Capital Budget FY 18-19	Total Preliminary Budget FY 18-19	Estimated Revenues Over (Under) Preliminary Budget	Transfers In	Transfers Out**	Projected Balances 06/30/2019
\$ -	\$ 122,908,583	\$ 9,571,436	\$ -	\$ 9,571,437	\$ 55,823,138
4,009,471	4,800,301	49,999	-	-	884,005
-	1,075,600	-	-	-	(87,797)
75,000	90,000	56,214	-	-	1,910
-	309,997	(9,997)	-	-	106,458
650,000	1,264,997	(214,997)	-	-	(123,402)
2,554,000	2,779,199	(254,199)	-	-	(1,818,710)
550,000	550,000	(288,000)	-	-	361,443
-	268,638	(38,246)	44,544	-	6,298
-	-	213,000	-	-	2,344,379
-	-	500	-	-	99,671
-	-	4,400	-	-	88,965
-	-	2,700	-	125,000	13,055
-	-	-	-	-	48,983
\$ 7,838,471	\$ 11,138,733	\$ (478,627)	\$ 44,544	\$ 125,000	\$ 1,925,259
\$ 8,576,892	\$ 8,576,892	\$ (8,426,892)	\$ 8,576,892	\$ -	\$ 4,410,748
-	-	750	-	-	17,426
-	-	-	-	-	(4,683,329)
2,464,000	2,484,000	(8,000)	-	-	474,083
-	-	9,118	-	-	78,575
\$ 11,040,892	\$ 11,060,892	\$ (8,425,024)	\$ 8,576,892	\$ -	\$ 297,504
\$ 18,879,363	\$ 145,108,208	\$ 667,786	\$ 8,621,436	\$ 9,696,437	\$ 58,045,901
\$ -	\$ 3,061,608	\$ (843,775)	\$ -	\$ -	\$ 6,515,278
-	5,894,767	83,669	-	-	(7,275,483)
-	-	266,646	-	-	939,348
\$ -	\$ 8,956,375	\$ (493,460)	\$ -	\$ -	\$ 179,143
\$ 18,879,363	\$ 154,064,583	\$ 174,326	\$ 8,621,436	\$ 9,696,437	\$ 58,225,044

TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS

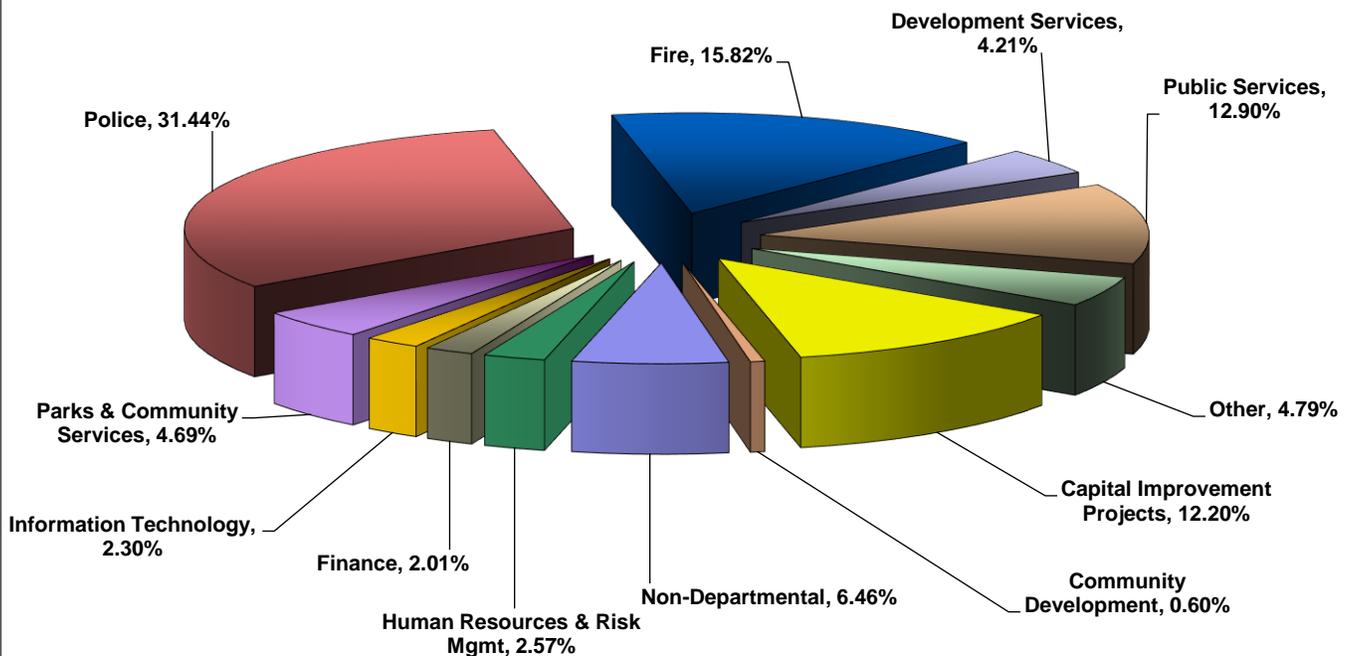
FISCAL YEAR 2018-2019

TOTAL RESOURCES - \$154,397,429
 (Where Monies Come From)
 (Including Transfers In, Does not include Funds 601, 602 or 603)

General Fund, 85.80%



TOTAL APPROPRIATIONS - \$154,804,645
 (Where Monies Go)
 (Including Transfers Out, Does not include Funds 601 or 602)



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

FISCAL YEARS 2015-2016 THROUGH 2018-2019

The following is a four-year budget summary that includes all governmental and proprietary funds. The \$7.6 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 15-16 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.

<u>Revenues & Other Sources</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>
Taxes	\$ 99,186,927	\$ 99,325,518	\$ 101,161,631	\$ 106,804,375
Licenses & Permits	5,618,431	4,698,881	5,588,508	6,079,140
Fines & Forfeits	1,609,134	1,352,682	1,535,000	1,554,770
Intergovernmental	17,489,176	23,275,264	21,956,064	20,859,258
Charges for Services	10,164,302	11,110,465	13,734,297	13,871,342
Rental	3,725,818	2,216,626	2,859,749	3,020,419
Investment Income	923,758	952,845	527,205	797,507
Miscellaneous	1,681,533	2,314,295	1,573,850	1,252,097
Transfers In	9,324,659	17,465,964	12,452,926	8,621,436
Total Revenues & Other Sources	\$ 149,723,739	\$ 162,712,541	\$ 161,389,230	\$ 162,860,344
<u>Expenditures & Other Uses</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>
Protection of Persons & Property	\$ 59,052,628	\$ 61,541,127	\$ 66,452,220	\$ 70,457,603
Community Health & Environment	10,346,441	10,704,719	12,641,330	12,919,402
Transportation	7,398,856	7,770,592	8,853,196	9,414,004
Leisure & Community Services	4,677,074	5,107,173	5,751,668	7,050,240
General Government Support	28,501,125	35,644,094	32,161,172	32,080,321
Capital Improvement Projects	13,526,287	15,544,547	20,934,170	18,879,363
Debt Service:				
Principal Payments*	2,490,000	2,590,000	3,065,178	1,990,178
Interest Payments*	1,048,721	939,932	880,886	1,273,471
Transfers Out*	9,324,659	17,465,964	12,452,926	9,696,437
Total Expenditures & Other Uses	\$ 136,365,791	\$ 157,308,148	\$ 163,192,745	\$ 163,761,020
Estimated Ending Balances	\$ 13,357,948	\$ 5,404,393	\$ (1,803,515)	\$ (900,676)

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

SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2018-2019

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ -	\$ 9,571,437 ^{1,2,3}
Supplemental Law Enforcement Fund - 213	44,544 ¹	-
Fire System Development Fees Fund - 218	-	125,000 ³
Capital Improvement Fund - 401	8,576,892 ²	-
Total	<u>\$ 8,621,436</u>	<u>\$ 9,696,437</u>

¹ Funding of \$44,544 for support of salaries and benefits in the Supplemental Law Enforcement Fund.

² Funding of \$8,576,892 for support of projects in the Capital Improvement Fund.

³ Transfers Out to be revised in the Adopted Operating and CIP Budget:

General Fund - \$750,000 for 115 Trust, or the like;

General Fund - \$200,000 for Police Retirement - 1% Supplemental account;

Fire System Development Fees Fund Transfer Out of \$125,000.

REVENUE SUMMARIES

FISCAL YEAR 2018-2019



REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
Fund 101 - General Fund					
Property Tax - Secured	\$ 23,362,799	\$ 24,852,044	\$ 25,806,310	\$ 27,344,953	\$ 28,780,563
Property Tax - Unsecured	774,260	759,592	804,419	806,319	807,528
Property Tax - Supplemental	612,279	706,426	645,000	841,990	896,990
Property Tax - Homeowners	155,647	152,395	156,008	150,422	148,918
Delinquent Tax - Penalties/Int	52,889	50,096	50,000	45,548	45,548
Property Transfer Tax	1,040,197	765,567	650,000	835,403	885,403
Sales & Use Tax	46,772,382	56,556,867	56,906,000	55,500,000	57,058,647
Sales Tax In-Lieu	10,821,179	-	-	-	-
Transient Occupancy Tax	8,622,505	8,924,854	9,250,000	9,203,213	9,571,342
Electric Franchise Fee	1,355,237	1,160,304	1,336,525	1,336,525	1,336,525
Cable TV Franchise Fee	1,183,528	1,043,106	1,161,948	1,204,171	1,204,171
PEG Cable Franchise Fee	370,728	73,481	150,000	66,522	75,000
Gas Franchise Fee	214,071	191,013	250,000	191,000	191,000
Solid Waste Hauler Franchise Fee	1,936,837	2,125,727	1,900,000	2,100,489	2,247,523
Business License	983,100	930,908	969,005	926,385	926,722
Business License Web Fee	(9,579)	(11,980)	(8,200)	(12,809)	(15,809)
Measure X Excise Tax	-	-	-	-	1,560,000
Total Taxes	\$ 98,248,058	\$ 98,280,402	\$ 100,027,015	\$ 100,540,131	\$ 105,720,072
Dog License	\$ 99,876	\$ 96,788	\$ 98,400	\$ 90,505	\$ 90,505
Fire Permits	89,264	122,951	176,115	150,758	111,479
Building Permits	1,454,538	1,431,355	1,268,000	1,363,008	1,836,383
Electrical Permits	268,237	193,941	249,000	225,529	317,643
Plumbing/Mechanical Permits	305,100	254,037	270,000	276,128	376,642
Street Permits	321,525	319,970	320,000	338,370	345,137
Special Business Permits	215	215	200	430	430
Measure X MM Business Permits	-	43,050	215,250	452,025	-
Home Occupation Permits	12,550	13,935	12,000	10,900	12,000
Operator's Permits	3,675	2,700	3,000	3,905	3,000
Self-Haul Permit	-	-	-	4,000	4,000
Other Permits	29,262	29,613	24,543	29,625	29,921
Total Licenses & Permits	\$ 2,584,241	\$ 2,508,556	\$ 2,636,508	\$ 2,945,183	\$ 3,127,140
Municipal Code Violations	\$ 64,145	\$ 145,191	\$ 190,000	\$ 150,000	\$ 153,000
Vehicle Code Violations	327,890	302,004	345,000	310,748	345,000
Parking Citations	1,111,499	883,536	1,000,000	913,134	1,030,000
Red Light Camera Violations	26,512	21,473	-	26,770	26,770
Total Fines & Forfeitures	\$ 1,530,046	\$ 1,352,205	\$ 1,535,000	\$ 1,400,652	\$ 1,554,770

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
Investment Earnings	\$ 359,231	\$ 411,666	\$ 250,000	\$ 308,009	\$ 458,009
GASB 31 Adjustment	814,662	(587,008)	-	-	-
Other Interest	20,426	11,890	-	250,675	-
Buildings/Grounds, Rental	209,905	234,379	210,000	242,626	210,000
Rental - Downtown Comm. Center	16,282	20,558	15,000	14,442	15,000
Rental - Balearic Center	22,419	27,427	20,000	28,145	20,000
Rental - Neighborhood Comm. Ctr.	93,717	31,156	-	8,466	76,500
Senior Center, Rental	104,492	97,783	105,000	100,795	105,000
Rental - Fields	122,470	105,535	140,000	95,984	209,730
Rental - Tennis	47,799	45,624	49,749	48,075	51,988
Rental - Golf Course Operations	2,167,021	2,108,432	2,215,000	2,184,652	2,195,575
Rental - Bus Shelter Ads	106,627	120,850	105,000	101,120	136,626
Total Use of Money & Property	\$ 4,085,050	\$ 2,628,292	\$ 3,109,749	\$ 3,382,989	\$ 3,478,428
Motor Vehicle In-Lieu Tax	\$ 45,777	\$ 51,340	\$ 48,000	\$ 60,031	\$ 62,031
Vehicle License Fee Swap - Property Tax	9,937,171	10,489,958	10,578,189	10,843,740	11,385,927
Other Federal Grants	175,616	60,387	175,000	218,793	118,793
POST Reimbursements	16,439	12,524	20,000	8,079	10,000
Beverage Container Program	29,599	57,623	30,000	15,000	15,000
Mattress Recycling Council	-	7,720	-	-	-
SB 90 - State Mandated Costs	60,897	54,298	30,000	29,000	29,000
Other State Grants	97,429	139,929	95,000	75,488	75,488
Other County Grants	85,901	204,375	75,000	60,244	60,244
Reimb. - Oth Governmental Agencies	-	308	115,836	115,836	113,983
Total Other Govt. Agencies	\$ 10,448,830	\$ 11,078,463	\$ 11,167,025	\$ 11,426,211	\$ 11,870,466
Zoning/Variance/CUP Fees	\$ 194,535	\$ 145,792	\$ 167,000	\$ 198,063	\$ 150,300
Measure X MM CUP	-	-	275,080	577,668	-
Subdivision Map Fees	40,355	18,785	25,500	19,560	25,000
Environmental Impact Fees	12,859	30,000	18,000	11,948	18,000
Plan Checking Fee	398,840	424,749	430,020	411,350	651,290
Vacation/Abandonment of ROW	300	150	500	500	500
Source Reduction/Recycling	18,910	12,810	16,600	16,600	16,600
Self Haul Per-Project Fee	-	-	-	11,076	11,076
Special Policing Fees	395,118	462,308	475,000	465,000	619,301
Med Marijuana HdL Background	-	900	-	10,600	15,600
Vehicle Storage/Impound Fees	196,000	240,825	195,000	214,273	202,800
Vehicle Code Violation Fee	4,130	3,028	4,000	2,452	4,000
Repo Vehicle Release Fee	3,420	3,600	3,400	3,932	3,400
DUI/Emergency Response	(9,239)	-	6,000	1,005	6,000
Jail Booking Fees - City	39,521	44,795	39,140	39,140	40,314
Police False Alarms	190,898	217,849	200,000	200,000	200,000
Fingerprinting	62,329	55,400	60,700	60,700	60,700
Fire Cost Recovery	(1,006)	(315)	5,000	5,000	5,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
Fire Inspections	\$ 6,530	\$ 6,760	\$ 505,000	\$ 100,000	\$ 101,500
Hazmat Disclosure Fee	133,456	138,483	139,333	134,998	139,048
EMS - First Responder Fee	231,819	240,644	222,112	246,177	230,997
Paramedic Fee - Advanced	313,452	336,046	972,898	222,207	1,200,000
Medical Supply Reimbursement	131,932	131,043	130,000	137,892	142,718
Fire False Alarms	-	-	1,400	1,400	1,400
Accident Cost Recovery	20,461	7,154	25,800	21,877	21,877
Park Permits	39,180	44,936	42,385	46,194	44,081
Park Improvements	10,686	8,179	7,389	7,389	7,485
Recreation - Aquatics	73,789	74,484	80,000	67,395	86,740
Recreation - Day Camp	192,628	166,192	347,000	200,000	147,000
Playgrounds	355,562	384,777	360,000	439,620	350,000
Special Events	34,375	24,925	34,364	27,936	37,800
Recreation - Early Childhood	122,648	133,441	128,125	118,012	131,328
Instructional Classes	517,636	457,212	476,625	459,846	488,541
Recreation - Basketball	17,357	18,470	21,000	18,491	17,500
Adult Open Gym	7,294	9,049	5,000	6,774	5,000
Recreation - Softball	23,328	38,016	38,000	38,000	38,000
Adult Sports Futsal	-	2,327	5,000	5,000	17,500
Teen Camp	41,968	37,729	34,000	34,000	34,000
Senior Center Charges	10,515	16,611	10,000	3,000	14,040
Photocopies	4,118	3,661	3,300	3,300	3,300
Police Reports	30,871	31,937	27,560	30,942	29,214
Police Clearance Letters	3,965	4,410	4,515	3,800	4,741
Sale - Maps & Publications	425	190	900	900	500
Sale - Miscellaneous Supplies	1,380	680	1,500	1,500	1,500
Central Services Reimb	74,395	89,566	75,000	83,360	128,360
Charges for Other Services	16,862	10,435	14,280	15,688	22,002
Special Assessments	742	1,634	2,000	995	995
Total Fees & Charges	\$ 3,964,345	\$ 4,079,667	\$ 5,635,426	\$ 4,725,560	\$ 5,477,048

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
Contributions	\$ -	\$ 17,868	\$ 150,000	\$ 150,000	\$ -
Sponsorship Naming Rights	-	56,250	-	-	-
Donations	101,650	100,000	-	154,221	50,000
Reimb. - Const. Permit Insp. Fees	68,750	63,870	70,000	70,000	50,000
Damage to City Property	12,932	44,620	25,000	25,000	25,000
Civil Subpoena Costs	9,440	10,695	11,000	14,247	14,247
Settlements	99	-	-	-	-
Other Reimbursements	466,121	465,872	400,000	400,000	405,000
Sale - Other Equipment	-	-	1,000	1,000	1,000
Gain on Disposal of Assets	5,700	-	-	-	-
Nonoperating Income - Other	287,740	649,100	556,850	556,850	556,850
Other	183,686	131,093	350,000	118,148	150,000
Total Other Revenues	\$ 1,136,117	\$ 1,539,368	\$ 1,563,850	\$ 1,489,466	\$ 1,252,097
Total Revenues	\$ 121,996,687	\$ 121,466,952	\$ 125,674,574	\$ 125,910,192	\$ 132,480,020
Operating Transfers In	\$ 400,505	\$ 935	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ 400,505	\$ 935	\$ -	\$ -	\$ -
Total Fund 101	\$ 122,397,192	\$ 121,467,886	\$ 125,674,574	\$ 125,910,192	\$ 132,480,020
<u>Fund 201 - Gas Tax</u>					
Investment Earnings	\$ 103,192	\$ 84,427	\$ 50,000	\$ 50,000	\$ 50,000
Gas Tax - 2103	582,814	305,881	458,846	454,117	874,331
Gas Tax - 2105	636,993	643,945	666,101	660,672	656,582
Gas Tax - 2106	416,452	418,538	407,105	423,943	421,295
Gas Tax - 2107.1	829,452	816,418	860,506	814,624	814,624
Gas Tax - 2107.5	10,000	10,000	10,000	10,000	10,000
Gas Tax - Loan Repayment	-	-	131,128	129,648	129,648
Gas Tax - Road Maintenance Rehab Acct.	-	-	660,884	650,415	1,893,820
Other Reimbursements	58,987	99,337	-	-	-
Total Fund 201	\$ 2,637,889	\$ 2,378,546	\$ 3,244,570	\$ 3,193,419	\$ 4,850,300
<u>Fund 202 - Prop 172</u>					
Sales Tax - Public Safety	\$ 930,601	\$ 1,035,022	\$ 1,126,187	\$ 1,055,442	\$ 1,075,600
Total Fund 202	\$ 930,601	\$ 1,035,022	\$ 1,126,187	\$ 1,055,442	\$ 1,075,600
<u>Fund 203 - Air Quality</u>					
Investment Earnings	\$ 3,829	\$ 1,726	\$ 2,500	\$ 2,500	\$ 2,113
AB 2766 - AQMD	144,554	146,347	141,854	141,854	144,101
Total Fund 203	\$ 148,383	\$ 148,073	\$ 144,354	\$ 144,354	\$ 146,214
<u>Fund 205 - HOME</u>					
Investment Earnings	\$ 1,123	\$ 488	\$ -	\$ -	\$ -
Lien/Loan Repayment	160,205	41,000	-	-	-
HOME Invest/Partnership Grant	158,765	232,746	517,416	517,416	300,000
Total Fund 205	\$ 320,093	\$ 274,234	\$ 517,416	\$ 517,416	\$ 300,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
<u>Fund 207 - CDBG</u>					
Investment Earnings	\$ 33	\$ 463	\$ -	\$ -	\$ -
Lien/Loan Repayment	-	29,000	-	30,000	-
Community Dev. Block Grant	690,451	488,435	1,150,000	1,150,000	1,050,000
Other Reimbursements	6,630	-	-	-	-
Total Fund 207	\$ 697,115	\$ 517,898	\$ 1,150,000	\$ 1,180,000	\$ 1,050,000
<u>Fund 208- Park Development</u>					
Investment Earnings	\$ 33,218	\$ 47,040	\$ 15,000	\$ 22,995	\$ 25,000
Park Development Fees	1,952,014	1,541,038	2,500,000	2,500,000	2,500,000
Total Fund 208	\$ 1,985,232	\$ 1,588,078	\$ 2,515,000	\$ 2,522,995	\$ 2,525,000
<u>Fund 209 - Drainage Fees</u>					
Investment Earnings	\$ 16,034	\$ 18,965	\$ 9,600	\$ 10,339	\$ 10,000
Drainage Assessment Fees	636,820	549,871	252,000	252,000	252,000
Other Reimbursements	-	117,373	-	-	-
Total Fund 209	\$ 652,854	\$ 686,210	\$ 261,600	\$ 262,339	\$ 262,000
<u>Fund 213 - SLESF</u>					
Safety (COPS)	\$ 186,555	\$ 220,436	\$ 209,500	\$ 240,347	\$ 230,391
Total Revenues	\$ 186,555	\$ 220,436	\$ 209,500	\$ 240,347	\$ 230,391
Operating Transfers In	\$ 106,583	\$ 117,635	\$ 48,591	\$ 64,230	\$ 44,544
Total Other Financing Sources	\$ 106,583	\$ 117,635	\$ 48,591	\$ 64,230	\$ 44,544
Total Fund 213	\$ 293,138	\$ 338,071	\$ 258,091	\$ 304,577	\$ 274,935
<u>Fund 214 - Traffic Impact Fees</u>					
Investment Earnings	\$ 35,481	\$ 30,967	\$ 13,000	\$ 16,367	\$ 13,000
Traffic Impact Fees	445,356	99,416	200,000	380,335	200,000
Total Fund 214	\$ 480,837	\$ 130,383	\$ 213,000	\$ 396,702	\$ 213,000
<u>Fund 216 - Rental Rehab</u>					
Lien/Loan Repayment	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ -
Investment Earnings	553	958	500	454	500
Total Fund 216	\$ 40,553	\$ 40,958	\$ 500	\$ 454	\$ 500
<u>Fund 217 - Narcotic Seizure</u>					
Asset Forfeiture - DOJ	\$ 61,566	\$ -	\$ -	\$ -	\$ -
Asset Forfeiture - County/Other	17,522	477	-	22,505	-
Investment Earnings	17,517	5,418	4,400	4,400	4,400
Total Fund 217	\$ 96,605	\$ 5,895	\$ 4,400	\$ 26,905	\$ 4,400

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
<u>Fund 218 - Fire System Dev.</u>					
Investment Earnings	\$ 3,416	\$ 3,309	\$ 2,700	\$ 2,700	\$ 2,700
Total Fund 218	\$ 3,416	\$ 3,309	\$ 2,700	\$ 2,700	\$ 2,700
<u>Fund 219 - LLEBG</u>					
Investment Earnings	\$ 285	\$ 110	\$ -	\$ 171	\$ -
Local Law Enforcement Block Grant	15,529	34,465	17,000	17,000	-
Total Fund 219	\$ 15,814	\$ 34,574	\$ 17,000	\$ 17,171	\$ -
<u>Fund 220 - Office of Traffic Safety</u>					
Other Federal Grants	\$ 128,266	\$ 142,390	\$ -	\$ -	\$ -
Total Fund 220	\$ 128,266	\$ 142,390	\$ -	\$ -	\$ -
<u>Fund 401 - Capital Outlay</u>					
Investment Earnings	\$ 203,760	\$ 220,057	\$ 140,000	\$ 140,000	\$ 150,000
Other Federal Grants	894,769	402,221	567,540	771,992	-
Other State Grants	-	1,500,000	-	-	-
Other Governmental Agencies	-	1,144,441	-	-	-
Other Reimbursements	64,127	-	-	-	-
Total Revenues	\$ 1,162,656	\$ 3,266,718	\$ 707,540	\$ 911,992	\$ 150,000
Operating Transfers In - 5%	\$ -	\$ -	\$ 6,006,649	\$ 6,481,649	\$ 6,596,892
Operating Transfers In - 1.5%	-	-	1,801,995	1,801,995	1,980,000
Operating Transfers In	8,827,536	12,421,395	475,000	-	-
Total Other Financing Sources	\$ 8,827,536	\$ 12,421,395	\$ 8,283,644	\$ 8,283,644	\$ 8,576,892
Total Fund 401	\$ 9,990,192	\$ 15,688,113	\$ 8,991,184	\$ 9,195,636	\$ 8,726,892
<u>Fund 403 - Measure M Regional</u>					
Investment Earnings	\$ 1,301	\$ -	\$ 750	\$ 750	\$ 750
Total Fund 403	\$ 1,301	\$ -	\$ 750	\$ 750	\$ 750
<u>Fund 414 - Measure M Turnback</u>					
Investment Earnings	\$ 152	\$ -	\$ -	\$ -	\$ -
Other County Grants	45,810	-	-	-	-
Total Fund 414	\$ 45,961	\$ -	\$ -	\$ -	\$ -

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
<u>Fund 415 - Measure M2 Competitive</u>					
Measure "M" Regional Grant	\$ -	\$ -	\$ -	\$ 39,538	\$ -
Measure "M2" Regional Grant	-	3,159,069	2,528,817	2,873,329	-
Other Govt. Agencies	-	-	-	150,240	-
Other Reimbursements	-	15,931	-	-	-
Total Revenues	\$ -	\$ 3,175,000	\$ 2,528,817	\$ 3,063,107	\$ -
Operating Transfers In	\$ (9,966)	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ (9,966)	\$ -	\$ -	\$ -	\$ -
Total Fund 415	\$ (9,966)	\$ 3,175,000	\$ 2,528,817	\$ 3,063,107	\$ -
<u>Fund 416 - Measure M2 Fairshare</u>					
Investment Earnings	\$ 48,643	\$ 50,620	\$ 12,000	\$ 12,000	\$ 12,000
Measure "M2" Fairshare	2,299,937	2,461,470	2,462,342	2,462,342	2,464,000
Total Fund 416	\$ 2,348,580	\$ 2,512,089	\$ 2,474,342	\$ 2,474,342	\$ 2,476,000
<u>Fund 409 - Veh Prkg Dist. 1</u>					
Property Tax - Secured	\$ 2,836	\$ 3,343	\$ 2,900	\$ 2,466	\$ 2,905
Property Tax - Unsecured	13	13	15	10	12
Property Tax - Supplemental	11	12	10	6	9
Property Tax - Homeowners	3	3	3	1	2
Delinquent Tax - Penalties/Int	1	1	1	-	1
Investment Earnings	187	189	90	99	143
Total Fund 409	\$ 3,051	\$ 3,560	\$ 3,019	\$ 2,582	\$ 3,071
<u>Fund 410 - Veh Prkg Dist. 2</u>					
Property Tax - Secured	\$ 5,380	\$ 6,699	\$ 5,500	\$ 4,812	\$ 5,756
Property Tax - Unsecured	11	11	-	9	10
Property Tax - Supplemental	9	10	-	6	8
Property Tax - Homeowners	2	2	-	1	2
Delinquent Tax - Penalties/Int	1	1	-	0	1
Investment Earnings	351	357	165	187	272
Total Fund 410	\$ 5,754	\$ 7,079	\$ 5,665	\$ 5,015	\$ 6,047

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2015-2016 THROUGH FISCAL YEAR 2018-2019

FUND/ACCT DESCRIPTION	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 17-18 Projected	FY 18-19 Preliminary
<u>Fund 601 - Equipment Replacement</u>					
Investment Earnings	\$ 45,892	\$ 12,202	\$ 5,000	\$ 10,383	\$ 11,293
Other Charges for Services	2,132	-	-	1,569	-
Rental of Automotive Equip	1,895,857	1,752,782	2,219,424	2,219,424	2,196,540
Contributions	-	32,232	-	-	-
Damage to City Property	(18,228)	4,981	-	10,073	-
Sale of Automotive Equipment	51,353	10,485	10,000	10,000	10,000
Sale of Office Furniture	831	-	-	-	-
Sale of Office Equipment	1,434	-	-	-	-
Sale of Other Equipment	7,243	58,645	-	28,260	-
Total Revenues	\$ 1,986,514	\$ 1,871,328	\$ 2,234,424	\$ 2,279,709	\$ 2,217,833
Operating Transfers In	\$ -	\$ 1,326,000	\$ 950,200	\$ 950,200	\$ -
Total Other Financing Sources	\$ -	\$ 1,326,000	\$ 950,200	\$ 950,200	\$ -
Total Fund 601	\$ 1,986,514	\$ 3,197,328	\$ 3,184,624	\$ 3,229,909	\$ 2,217,833
<u>Fund 602 - Self Insurance</u>					
Investment Earnings	\$ 47,353	\$ 44,988	\$ 20,000	\$ 36,377	\$ 40,682
General Liability Premiums	1,762,513	2,241,480	2,303,196	2,303,196	2,539,472
Workers' Comp. Premiums	2,348,798	2,644,618	3,240,251	3,240,251	3,312,282
Unemployment Premiums	42,787	85,575	86,000	86,000	86,000
Settlements	-	-	-	20,000	-
Other Reimbursements	130,714	497,501	-	-	-
Other	39,989	4,784	-	16,004	-
Total Revenues	\$ 4,372,154	\$ 5,518,946	\$ 5,649,447	\$ 5,701,828	\$ 5,978,436
Operating Transfers In	\$ -	\$ 1,000,000	\$ 3,170,491	\$ 3,170,491	\$ -
Total Other Financing Sources	\$ -	\$ 1,000,000	\$ 3,170,491	\$ 3,170,491	\$ -
Total Fund 602	\$ 4,372,154	\$ 6,518,946	\$ 8,819,938	\$ 8,872,319	\$ 5,978,436
<u>Fund 603 - IT Replacement Fund</u>					
Investment Earnings	\$ 2,207	\$ 18,898	\$ 1,500	\$ 14,394	\$ 16,646
Rental of IT Equipment	150,002	200,000	250,000	250,000	250,000
Total Revenues	\$ 152,209	\$ 218,898	\$ 251,500	\$ 264,394	\$ 266,646
Operating Transfers In	\$ -	\$ 2,600,000	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ -	\$ 2,600,000	\$ -	\$ -	\$ -
Total Fund 603	\$ 152,209	\$ 2,818,898	\$ 251,500	\$ 264,394	\$ 266,646
TOTAL REVENUES	\$ 140,389,115	\$ 145,246,576	\$ 148,936,305	\$ 150,174,155	\$ 154,238,908
TOTAL OTHER SOURCES	\$ 9,334,624	\$ 17,465,964	\$ 12,452,926	\$ 12,468,565	\$ 8,621,436
GRAND TOTAL ALL FUNDS	\$ 149,723,739	\$ 162,712,541	\$ 161,389,230	\$ 162,642,720	\$ 162,860,344

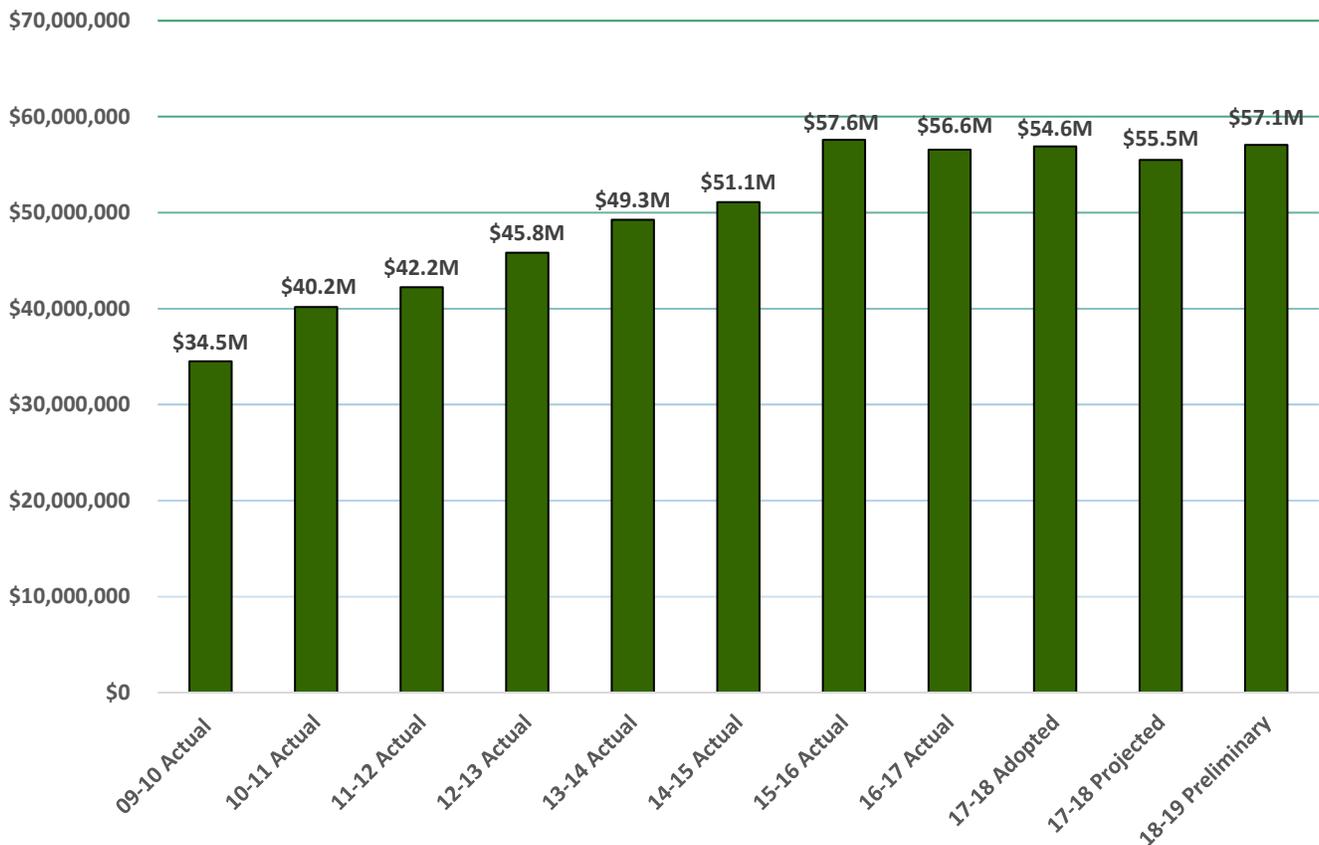
SALES & USE TAX

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 7.75 percent and is broken down as follows:

State General Fund	5.00%
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>7.75%</u>

Sales & Use Tax represents Costa Mesa's single largest revenue source and is estimated at \$57.1 million, or 43.1 percent of the total General Fund revenues estimated for FY 18-19. 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 \$1.6 million, or 2.8 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.

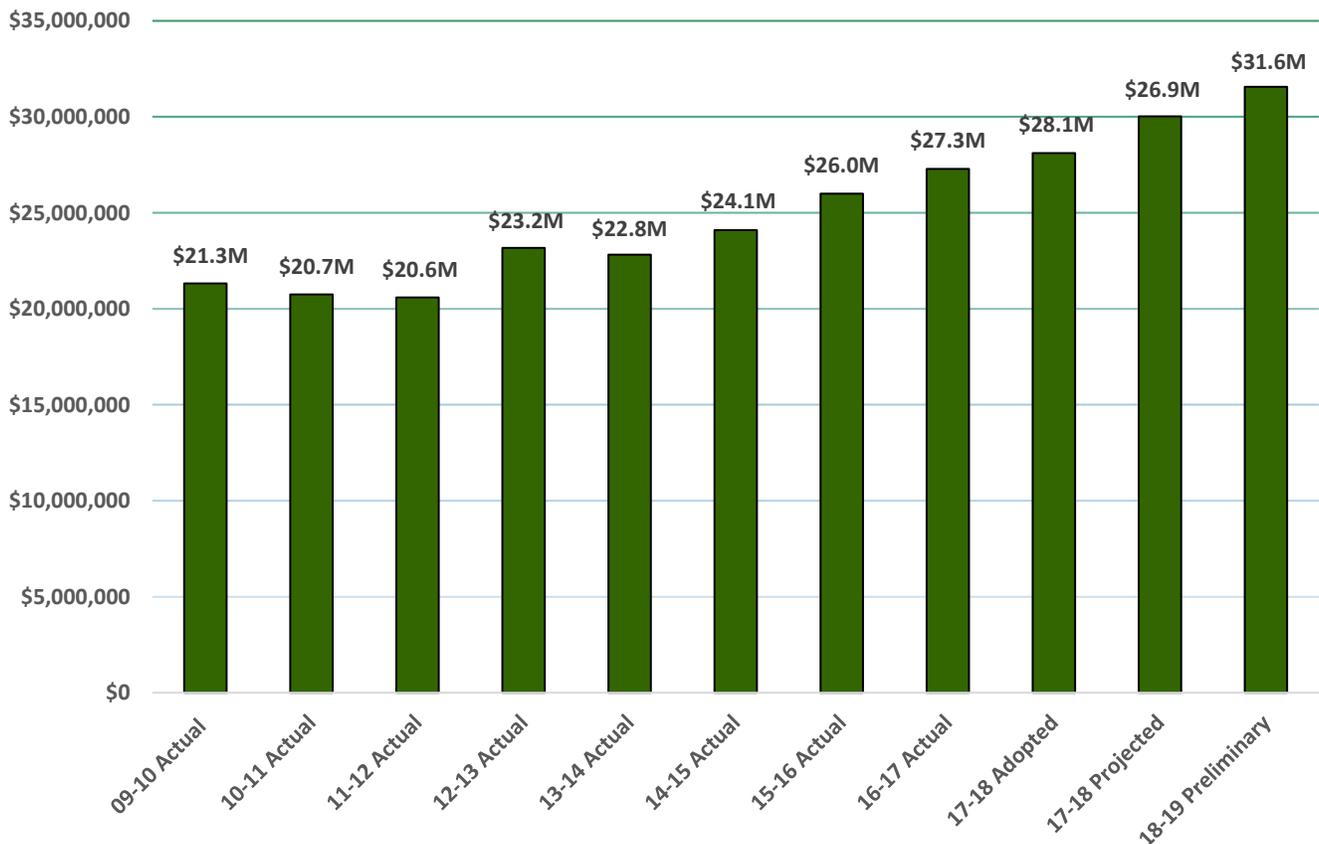


PROPERTY TAX

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.

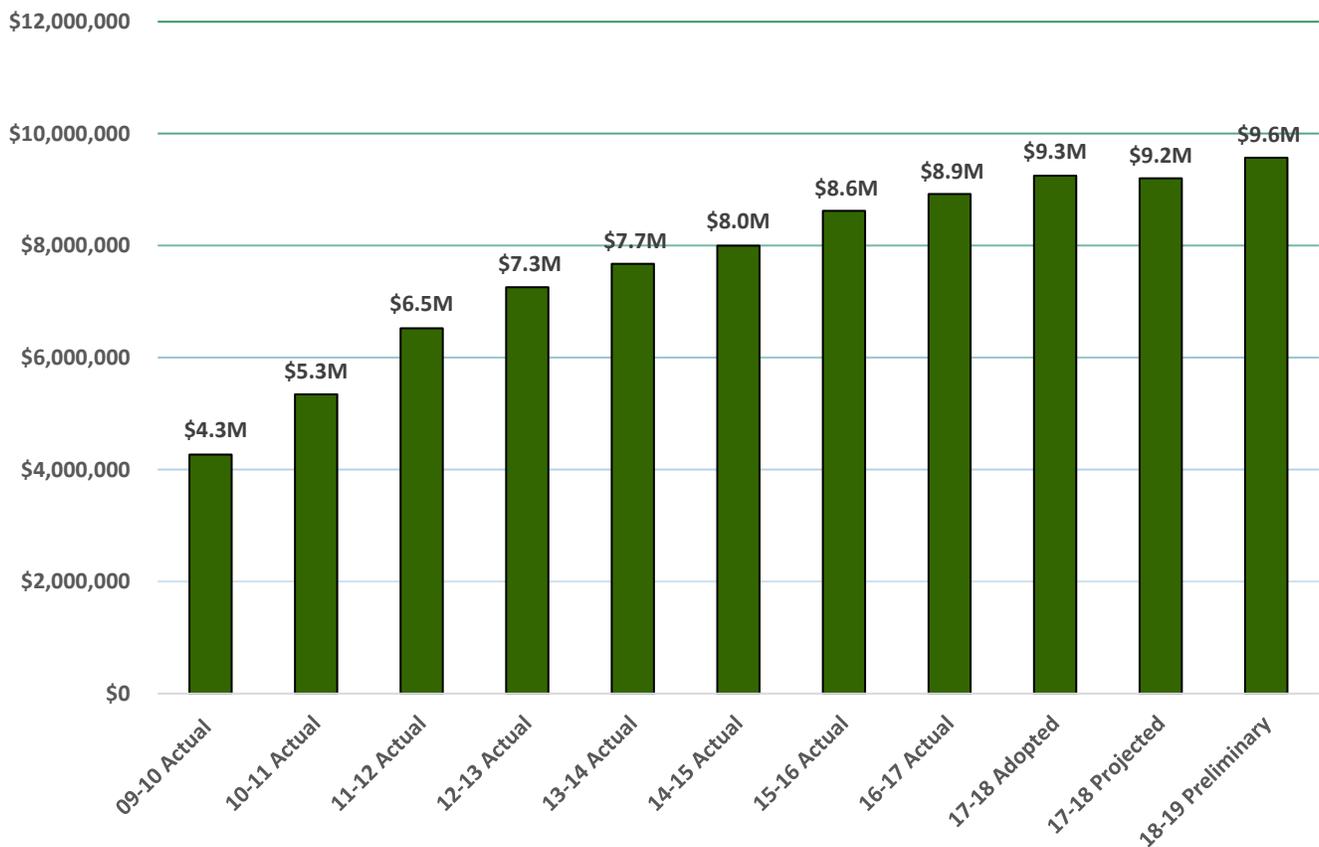
For FY 18-19, estimated revenue from Property Taxes is \$31.6 million, which represents 23.8 percent of the total General Fund revenue. This estimate is an increase of \$1.5 million, or 5.1 percent over current year projected revenue. The City is expecting an increase in revenue due to: property values increasing over the prior year sales of existing homes, and new construction. Included in the estimates are Secured Property Tax at \$28.8 million, Unsecured Taxes at \$807,000, Supplemental Taxes at \$900,000; Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$149,000, Delinquent Taxes at \$45,000; and \$900,000 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 11 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 hotels/lodging facilities are located within the City.

TOT is the City's fourth largest revenue source. For FY 18-19, estimated revenue from TOT is \$9.6 million, which represents 7.2 percent of the total General Fund revenue. The projected amount reflects an increase of \$368,000, or 4.0 percent from current year projected revenue.



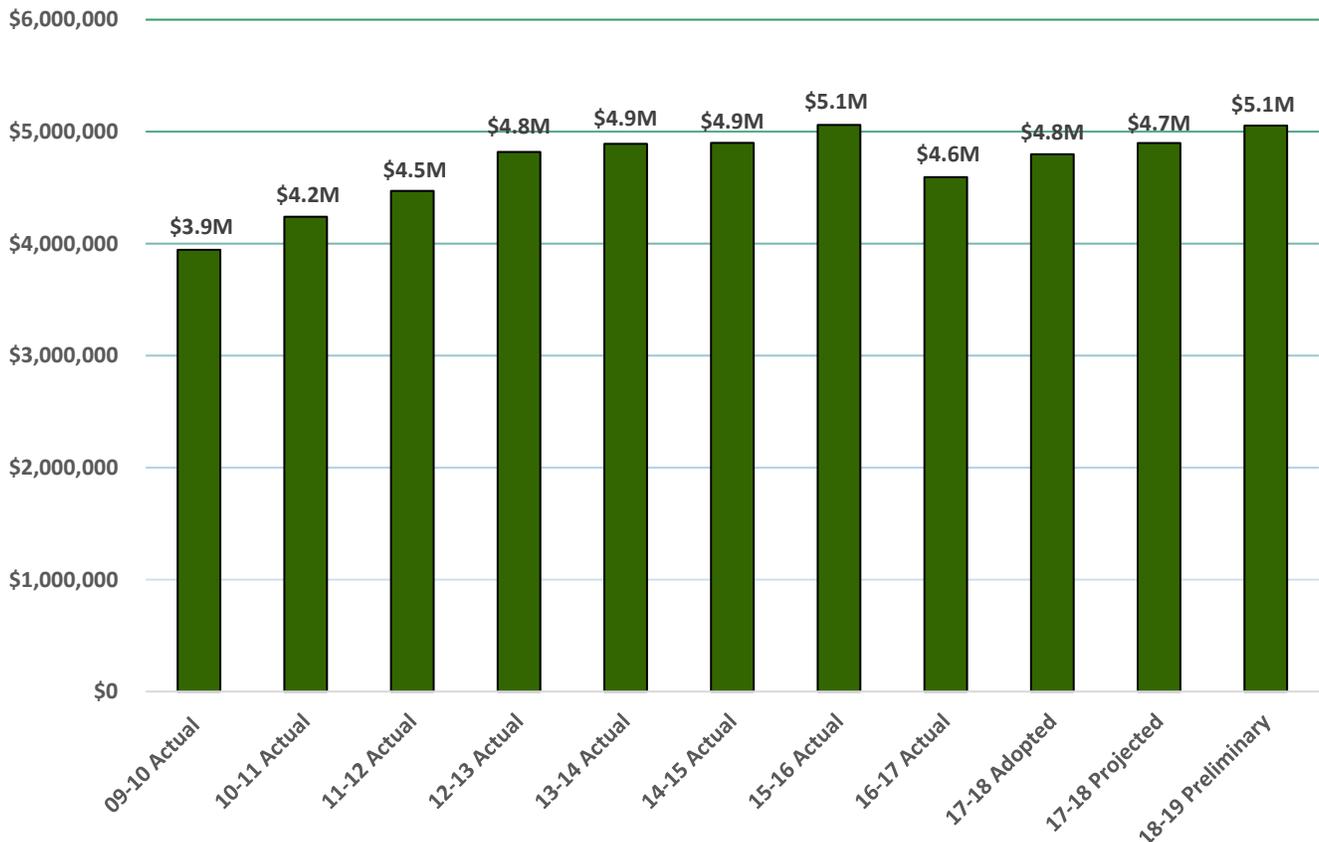
FRANCHISE FEES

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.

In 1993, the City established a permit system for the management of solid waste hauling for commercial and multi-family (5 or more units) complexes. On November 15, 2004, the City Council adopted an ordinance to implement a Solid Waste Hauling Franchise and corresponding franchise fees to be effective February 1, 2005. In December 2007, the City Council adopted an ordinance primarily redefining the classes of waste haulers (both a Class “A” and Class “B”). On July 6, 2010, the City Council approved a resolution amending the Solid Waste Hauling Franchise fee to increase the franchise fees from 12% to 16% of a franchisee’s annual gross receipts for business conducted within the City.

On January 2, 2018, the City Council adopted an ordinance legalizing contractor self-hauling activity along with eliminating the Class “B” franchise, a revenue neutral change. While the number of franchise waste haulers and the annual revenue from Solid Waste Hauling Franchise fees is anticipated to slightly decrease, the revenue is recovered from the new Contractor Self-Haul Permit fees and corresponding Per-Project Permit fees, which are categorized as Revenues & Other Sources from the Licenses & Permits and Charges for Services revenue accounts.

For FY 18-19, estimated revenue from all Franchise Fees is \$5.1 million, which represents 3.8 percent of total General Fund revenues. These amounts include \$75,000 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.



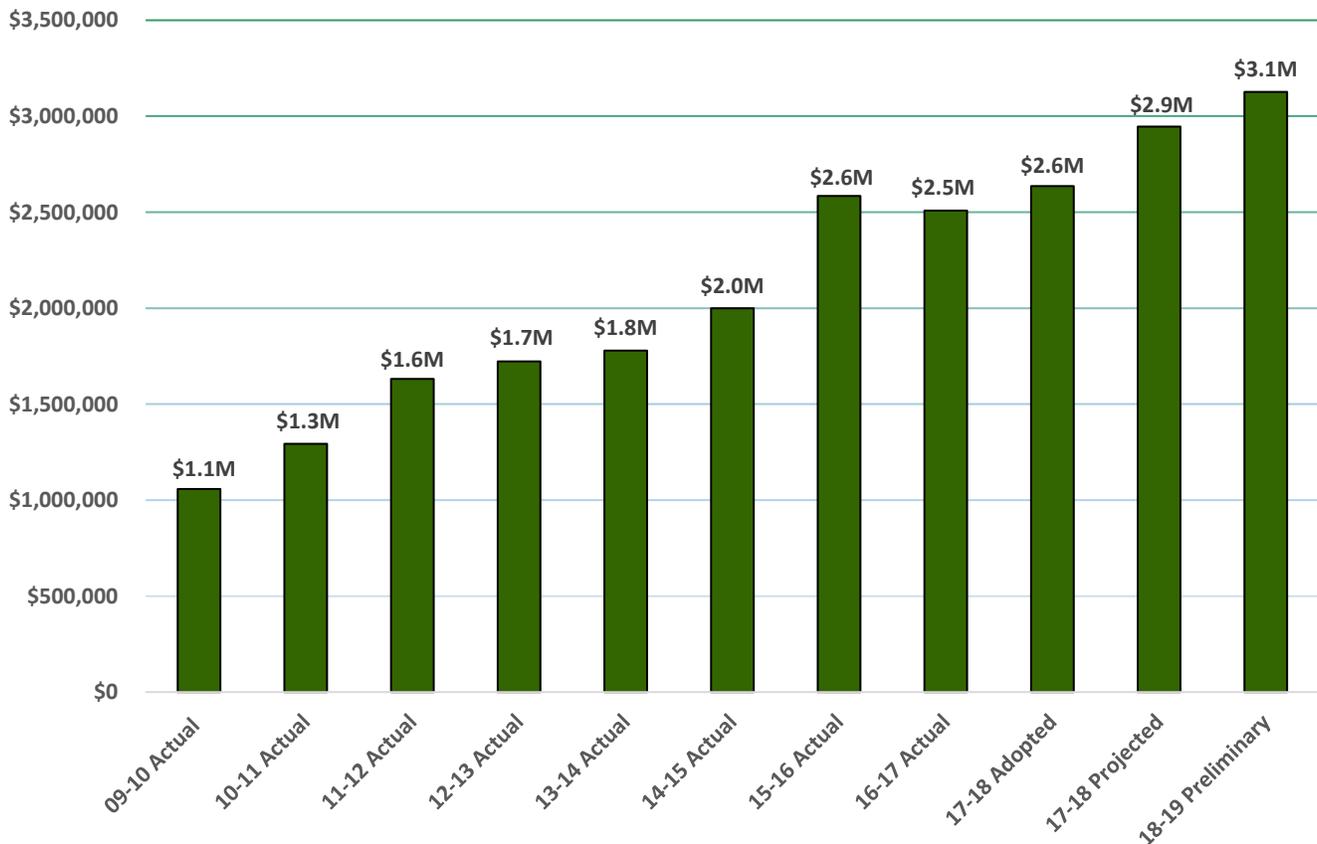
LICENSES & PERMITS

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).

On January 2, 2018, the City Council adopted an ordinance legalizing contractor self-hauling activity, separate from the City’s Solid Waste Hauling Franchise, to provide businesses and residents with a cost-effective way for their contractors to self-haul while providing the City with the ability to track the waste generated from each project.

For FY 18-19, estimated revenue from Licenses & Permits is \$3.1 million, which represents 2.4 percent of total General Fund revenues. This estimate reflects an increase of \$182,000, or 6.2 percent from current year projected revenue. The largest component for this revenue source comes from building permits projected at \$1.8 million, based on anticipated revenues effective July 1, 2018.

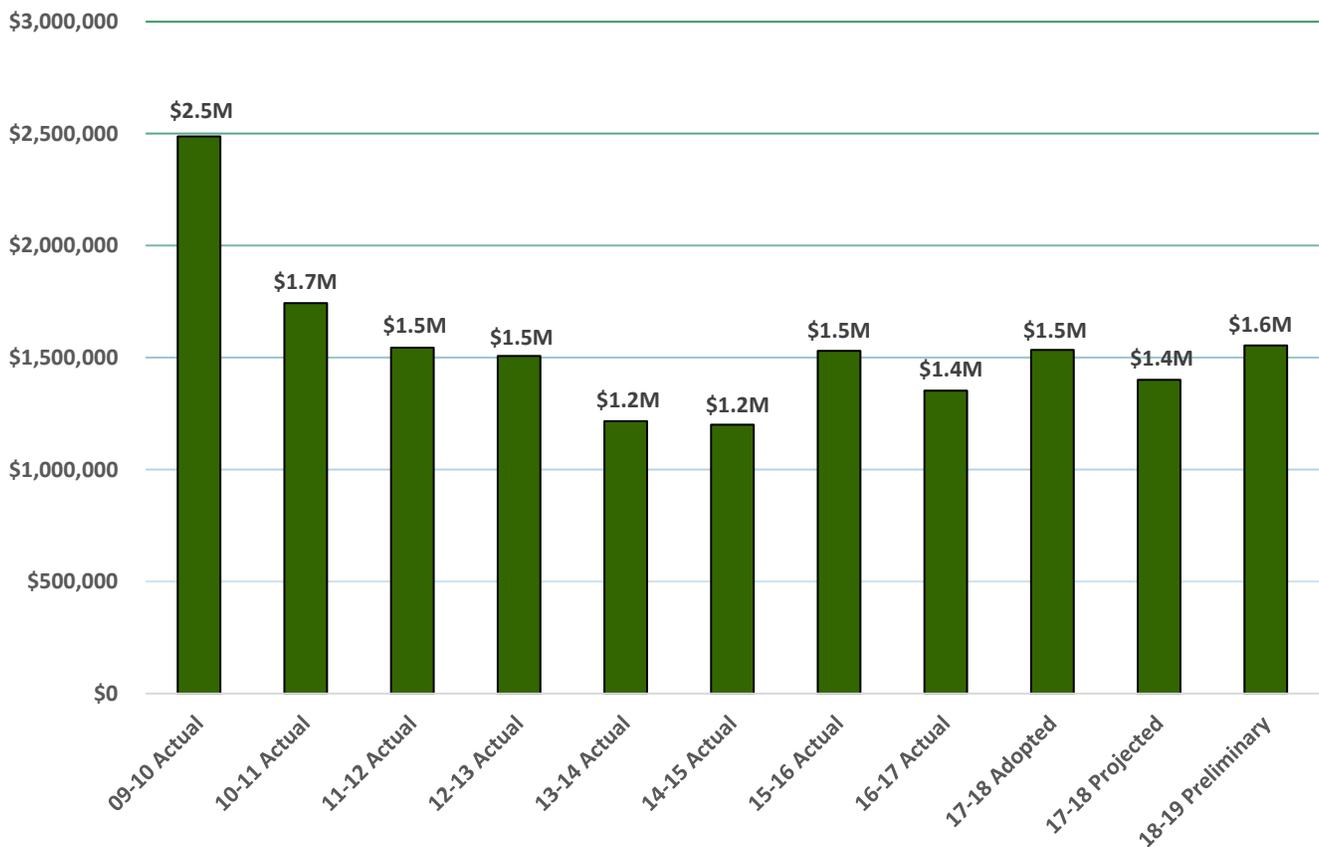


FINES & FORFEITURES

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 18-19, estimated revenue from Fines & Forfeitures is \$1.6 million, which represents 1.2 percent of the total General Fund revenue. The estimated amount reflects an increase of \$154,000, or 11.0 percent from current year revenue, based on vehicle code violations and parking citation trends.

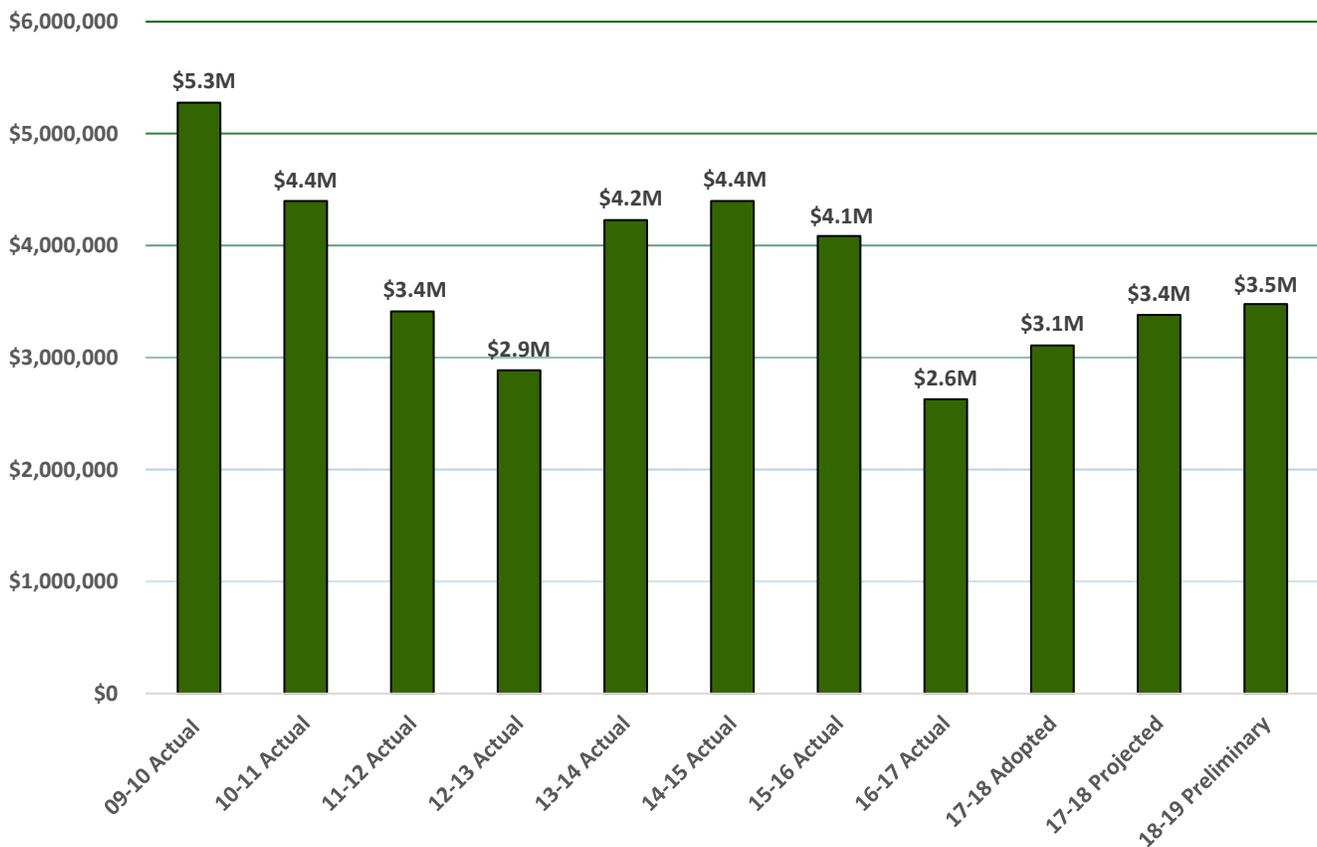


USE OF MONEY & PROPERTY

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 18-19, estimated revenue from Use of Money & Property is \$3.5 million, or 2.6 percent of the total General Fund revenue. The estimated revenue reflects an increase of \$95,000, or 2.8 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.



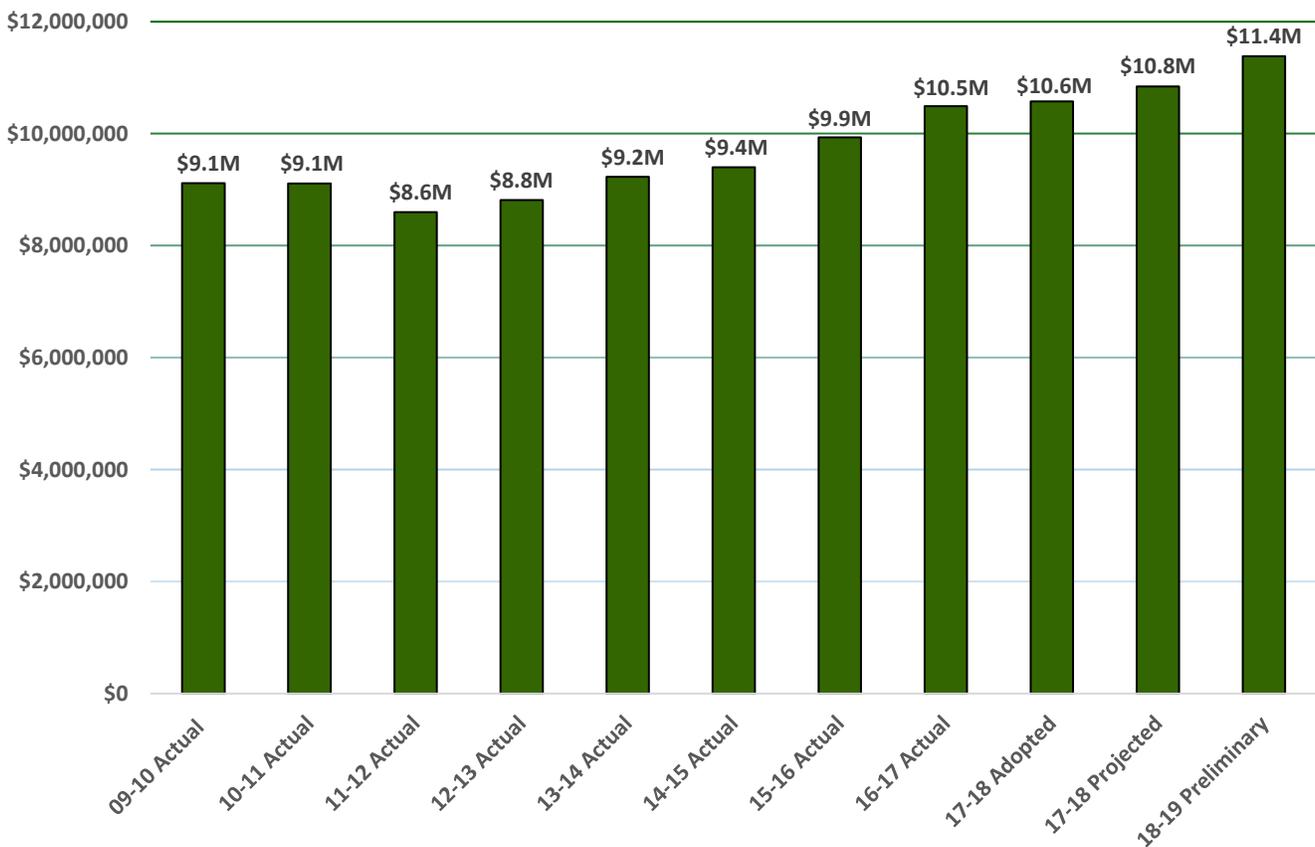
MOTOR VEHICLE LICENSE FEES

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 18-19, estimated revenue from VLF is \$11.4 million, which represents 8.6 percent of the total General Fund revenue. This estimate reflects an increase of \$542,000, or 5.0 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.

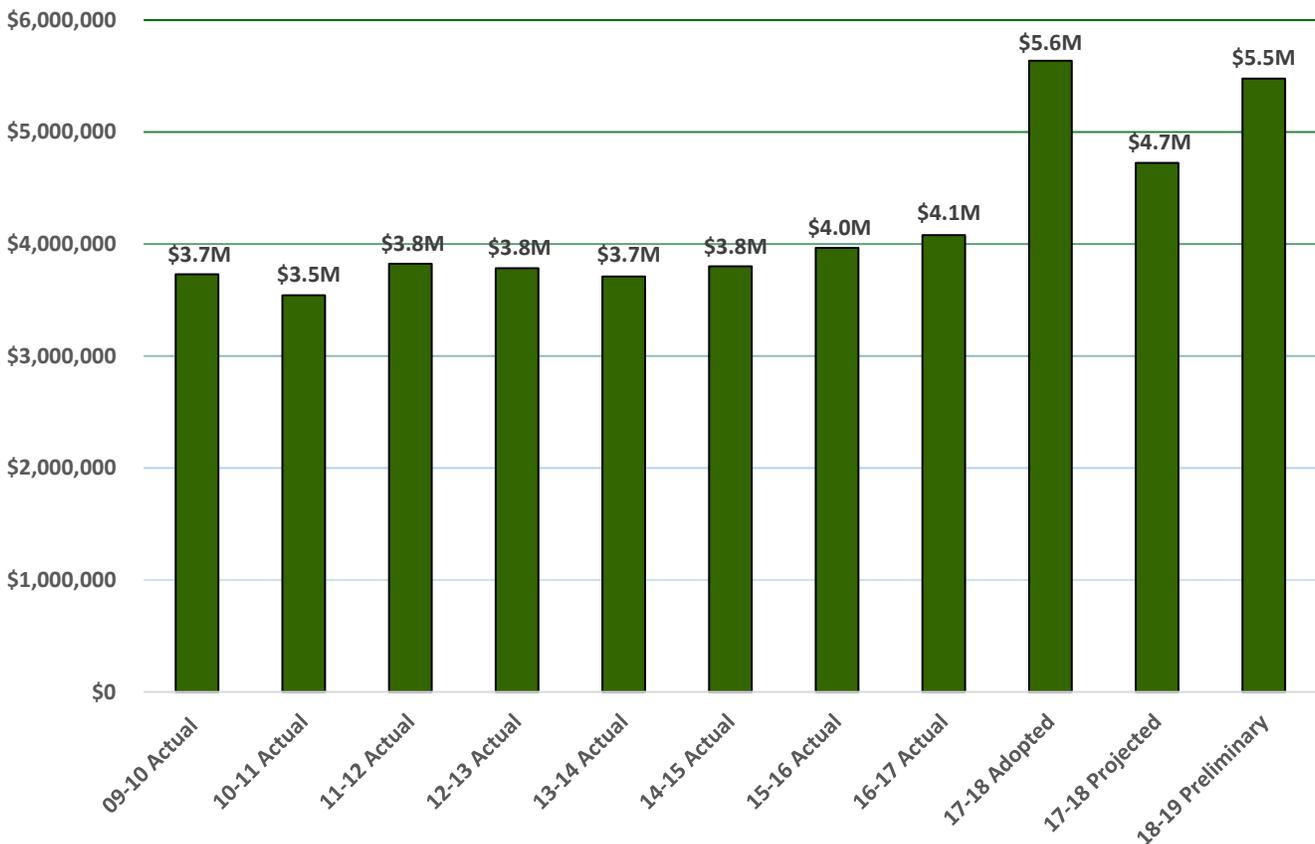
Costa Mesa’s Fees & Charges include: user fees charged to a person or entity participating in the various Recreation classes offered by the City; plan check fees and other services provided by the Planning Division related to zoning and conditional use permits; fingerprinting, false alarms, police reports,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

On January 2, 2018, the City Council adopted an ordinance legalizing contractor self-hauling activity. Once permitted, self-haul contractors can haul the waste they generate on jobsites throughout the year by paying a per-project permit fee. These fees are applied to each related construction and demolition building permit as a self-hauling per-project fee. The fees directly cover the City’s administrative costs in tracking and reporting on contractors’ waste hauling and diversion activities.

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 18-19, estimated revenue from Fees & Charges for Services is \$5.5 million, which represents 4.1 percent of the total General Fund revenue. This revenue is about \$751,000, or 15.9 percent greater than current year as a result of the following:

- Increased Special Policing Fees (Special Event Rates) revenue
- Increased Plan Check Fees
- Increased Parks and Community Services Fees (Senior Travel, Field Use, and Aquatics).





APPROPRIATIONS SUMMARIES

ALL FUNDS

FISCAL YEAR 2018-2019



**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>
<u>General Fund (101)</u>				
City Council	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258
City Manager's Office	8,061,479	9,098,801	8,861,825	9,618,125
City Attorney's Office	1,223,132	1,281,304	1,020,000	1,220,000
Finance	2,608,271	2,640,723	3,068,400	3,109,961
Parks & Community Services	4,700,459	5,124,464	5,902,138	7,267,131
Information Technology	2,684,491	2,941,696	3,509,453	3,560,037
Police	36,750,804	39,581,676	45,241,406	47,383,325
Fire	22,282,663	22,109,184	22,334,130	24,437,678
Development Services	5,350,853	5,599,505	6,402,728	6,523,155
Public Services	14,877,128	15,407,132	18,262,927	19,144,194
Non-Departmental	12,623,162	18,511,252	13,794,969	9,653,156
Subtotal Fund 101	\$ 111,527,151	\$ 122,669,045	\$ 128,845,069	\$ 132,480,020
<u>Gas Tax Fund (201)</u>				
Capital Improvement Projects	\$ 819,312	\$ 2,107,863	\$ 3,198,976	\$ 4,009,471
Public Services	1,072,426	769,781	643,537	790,830
Subtotal Fund 201	\$ 1,891,738	\$ 2,877,644	\$ 3,842,513	\$ 4,800,301
<u>Prop 172 Fund (202)</u>				
Police	\$ 1,184,092	\$ 1,070,951	\$ 846,044	\$ 1,021,820
Fire	26,342	73,988	48,214	53,780
Subtotal Fund 202	\$ 1,210,435	\$ 1,144,939	\$ 894,258	\$ 1,075,600
<u>AQMD Fund (203)</u>				
Capital Improvement Projects	\$ 367,517	\$ 34,561	\$ 75,000	\$ 75,000
Public Services	6,887	555	15,000	15,000
Subtotal Fund 203	\$ 374,404	\$ 35,117	\$ 90,000	\$ 90,000
<u>HOME Fund (205)</u>				
Development Services	\$ 294,729	\$ 207,282	\$ 517,415	\$ 309,997
Subtotal Fund 205	\$ 294,729	\$ 207,282	\$ 517,415	\$ 309,997
<u>CDBG Fund (207)</u>				
Development Services	\$ 542,310	\$ 515,667	\$ 669,999	\$ 614,997
Capital Improvement Projects	154,761	1,352	480,000	650,000
Subtotal Fund 207	\$ 697,071	\$ 517,019	\$ 1,149,999	\$ 1,264,997
<u>Park Dev Fees Fund (208)</u>				
Capital Improvement Projects	\$ 72,068	\$ 13,612	\$ 2,500,000	\$ 2,554,000
Non-Departmental	20,405	11,879	225,199	225,199
Subtotal Fund 208	\$ 92,473	\$ 25,491	\$ 2,725,199	\$ 2,779,199

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>
<u>Drainage Fees Fund (209)</u>				
Capital Improvement Projects	\$ 245,701	\$ 66,950	\$ 760,193	\$ 550,000
Subtotal Fund 209	\$ 245,701	\$ 66,950	\$ 760,193	\$ 550,000
<u>SLESF Fund (213)</u>				
Police	\$ 310,134	\$ 338,071	\$ 258,090	\$ 268,638
Subtotal Fund 213	\$ 310,134	\$ 338,071	\$ 258,090	\$ 268,638
<u>Traffic Impact Fees Fund (214)</u>				
Capital Improvement Projects	\$ 176,372	\$ 62,148	\$ -	\$ -
Subtotal Fund 214	\$ 176,372	\$ 62,148	\$ -	\$ -
<u>Narcotics Forfeiture Fund (217)</u>				
Capital Improvement Projects	\$ 839,803	\$ 700,000	\$ -	\$ -
Police	271,686	6,307	-	-
Subtotal Fund 217	\$ 1,111,488	\$ 706,307	\$ -	\$ -
<u>Fire System Development Fund (218)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ 100,000	\$ -
Non-Departmental	400,000	-	125,000	125,000
Subtotal Fund 218	\$ 400,000	\$ -	\$ 225,000	\$ 125,000
<u>LLEBG Fund (219)</u>				
Police	\$ 601	\$ 34,464	\$ -	\$ -
Subtotal Fund 219	\$ 601	\$ 34,464	\$ -	\$ -
<u>Office of Traffic Safety (220)</u>				
Police	\$ 94,785	\$ 143,308	\$ -	\$ -
Non-Departmental	-	464	-	-
Subtotal Fund 220	\$ 94,785	\$ 143,772	\$ -	\$ -
<u>Capital Outlay Fund (401)</u>				
Capital Improvement Projects	\$ 5,773,471	\$ 11,198,205	\$ 8,851,184	\$ 8,576,892
Public Services	-	98	-	-
Non-Departmental	-	1,326,000	-	-
Subtotal Fund 401	\$ 5,773,471	\$ 12,524,303	\$ 8,851,184	\$ 8,576,892
<u>Measure M Fund (403)</u>				
Capital Improvement Projects	\$ 545,401	\$ 816	\$ -	\$ -
Non-Departmental	(9,966)	-	-	-
Subtotal 403 Fund	\$ 535,435	\$ 816	\$ -	\$ -

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>
<u>Vehicle Prk Dist 1 Fund (409)</u>				
Non-Departmental	\$ 176	\$ 163	\$ -	\$ -
Subtotal Fund 409	\$ 176	\$ 163	\$ -	\$ -
<u>Vehicle Prk Dist 2 Fund (410)</u>				
Non-Departmental	\$ 330	\$ 308	\$ -	\$ -
Subtotal Fund 410	\$ 330	\$ 308	\$ -	\$ -
<u>Golf Course Improvement Fund (413)</u>				
Capital Improvement Projects	\$ -	\$ 84,105	\$ -	\$ -
Non-Departmental	-	-	-	-
Subtotal Fund 413	\$ -	\$ 84,105	\$ -	\$ -
<u>Measure M Turnback Fund (414)</u>				
Capital Improvement Projects	\$ -	\$ 18,300	\$ -	\$ -
Subtotal Fund 414	\$ -	\$ 18,300	\$ -	\$ -
<u>Measure M 2 (415)</u>				
Capital Improvement Projects	\$ 1,420,883	\$ 391,711	\$ 2,528,817	\$ -
Public Services	184	-	-	-
Subtotal Fund 415	\$ 1,421,067	\$ 391,711	\$ 2,528,817	\$ -
<u>Measure M 2 Fair Share (416)</u>				
Capital Improvement Projects	\$ 3,110,999	\$ 837,210	\$ 2,440,000	\$ 2,464,000
Public Services	19,530	8,235	20,000	20,000
Subtotal Fund 416	\$ 3,130,529	\$ 845,445	\$ 2,460,000	\$ 2,484,000
<u>Vehicle Repl Fund (601)</u>				
Finance	\$ 51,191	\$ (2,150)	\$ -	\$ -
Public Services	2,396,027	2,592,567	4,458,773	3,061,608
Non-Departmental	-	1,326,000	-	-
Subtotal Fund 601	\$ 2,447,218	\$ 3,916,417	\$ 4,458,773	\$ 3,061,608
<u>Self-Insurance Fund (602)</u>				
City Manager's Office	\$ 4,630,485	\$ 10,670,619	\$ 5,586,235	\$ 5,894,767
Subtotal Fund 602	\$ 4,630,485	\$ 10,670,619	\$ 5,586,235	\$ 5,894,767
<u>I.T. Replacement Fund (603)</u>				
Capital Improvement Projects	\$ -	\$ 27,713	\$ -	\$ -
Subtotal Fund 603	\$ -	\$ 27,713	\$ -	\$ -
Grand Total	\$ 136,365,791	\$ 157,308,148	\$ 163,192,745	\$ 163,761,020

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

FY 2018-19 Preliminary Budget

Fund	City Council	City Manager	City Attorney	Finance	Parks & Comm Svcs	I.T.
General Fund - 101	\$ 563,258	\$ 9,618,125	\$ 1,220,000	\$3,109,961	\$ 7,267,131	\$ 3,560,037
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	-	5,894,767	-	-	-	-
Total	\$ 563,258	\$ 15,512,892	\$ 1,220,000	\$3,109,961	\$ 7,267,131	\$ 3,560,037

CITY OF COSTA MESA, CALIFORNIA

Police	Fire	Development Services	Public Services	Non- Departmental	CIP	Total
\$ 47,383,325	\$ 24,437,678	\$ 6,523,155	\$ 19,144,194	\$ 9,653,156	\$ -	\$ 132,480,020
-	-	-	790,830	-	4,009,471	4,800,301
1,021,820	53,780	-	-	-	-	1,075,600
-	-	-	15,000	-	75,000	90,000
-	-	309,997	-	-	-	309,997
-	-	614,997	-	-	650,000	1,264,997
-	-	-	-	225,199	2,554,000	2,779,199
-	-	-	-	-	550,000	550,000
268,638	-	-	-	-	-	268,638
-	-	-	-	125,000	-	125,000
-	-	-	-	-	8,576,892	8,576,892
-	-	-	20,000	-	2,464,000	2,484,000
-	-	-	3,061,608	-	-	3,061,608
-	-	-	-	-	-	5,894,767
\$ 48,673,782	\$ 24,491,458	\$ 7,448,150	\$ 23,031,632	\$ 10,003,355	\$ 18,879,363	\$ 163,761,020

CITY OF COSTA MESA, CALIFORNIA

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

Description	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Regular Salaries - Sworn	\$ 18,960,592	\$ 19,910,765	\$ 22,468,355	\$ 23,544,799
Regular Salaries - Non-Sworn	17,226,925	16,260,545	19,464,857	20,001,113
Regular Salaries - Part-Time	3,997,523	4,691,752	4,810,428	5,179,687
Overtime	7,442,492	8,415,804	4,319,086	4,094,666
Accrual Payoff - Excess Max.	153,364	110,277	214,472	207,222
Vacation/Comp. Time Cash Out	226,555	390,262	156,915	156,915
Holiday Allowance	666,029	681,997	475,141	489,300
Separation Pay-Off	333,120	261,595	-	-
Other Compensation	2,090,312	2,107,775	2,534,161	3,065,102
Cafeteria Plan	4,349,215	4,354,115	5,770,260	7,443,720
Medicare	732,477	756,857	675,562	713,199
Retirement	18,920,026	19,752,365	22,997,957	24,830,730
Longevity	2,664	2,760	2,760	2,760
Professional Development	518,009	567,154	724,530	711,442
Auto Allowance	31,576	30,595	35,662	37,486
Unemployment	73,699	128,469	128,360	128,336
Workers' Compensation	4,911,926	4,780,267	6,162,790	6,294,666
Employer Contr.Retirees' Med.	1,914,220	1,907,655	1,915,100	1,915,100
Salaries & Benefits	\$ 82,550,725	\$ 85,111,008	\$ 92,856,396	\$ 98,816,244
Stationery and Office	\$ 216,536	\$ 213,653	\$ 202,412	\$ 207,719
Multi-Media, Promos, Subscript.	428,466	731,829	636,769	640,459
Small Tools and Equipment	404,157	367,704	371,470	382,401
Uniforms and Clothing	287,012	405,903	408,169	406,069
Safety and Health	389,710	407,721	479,349	512,349
Maintenance and Construction	773,401	688,715	700,230	700,930
Agriculture	148,065	138,109	102,000	102,000
Fuel	425,298	403,169	600,200	600,200
Electricity - Buildings & Fac.	572,108	515,367	545,708	574,085
Electricity - Power	255,060	243,008	276,400	284,013
Electricity - Street Lights	1,022,924	988,547	1,100,000	1,100,000
Gas	42,157	45,182	46,600	47,299
Water - Domestic	134,034	124,460	159,210	167,489
Water - Parks and Parkways	457,467	628,055	689,813	648,795
Waste Disposal	137,240	130,992	150,300	155,432
Janitorial and Housekeeping	448,315	458,941	439,711	463,789
Postage	108,238	197,475	102,400	103,950
Legal Advertising/Filing Fees	221,076	258,414	236,900	247,400
Advertising and Public Info.	9,295	13,836	11,750	17,475
Telephone/Radio/Communications	471,113	547,152	514,186	578,652
Meetings and Conferences	43,956	57,807	37,700	75,000
Mileage Reimbursement	2,192	3,977	5,373	5,495
Board Member Fees	32,700	30,500	34,200	34,200
Buildings and Structures	150,685	188,958	313,550	330,775
Landscaping and Sprinklers	1,433,979	1,538,137	2,864,384	2,976,721
Underground Lines	5,000	-	4,000	4,000
Automotive Equipment	151,720	165,656	151,800	151,800
Subtotal Maint. & Operations	\$ 8,771,904	\$ 9,493,266	\$ 11,184,584	\$ 11,518,496

CITY OF COSTA MESA, CALIFORNIA

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

Description	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Office Furniture	\$ 28,035	\$ -	\$ 6,350	\$ 6,350
Office Equipment	587,944	341,449	59,302	54,102
Other Equipment	818,649	991,271	902,536	943,182
Streets, Alleys and Sidewalks	813,651	843,296	1,089,394	1,107,584
Employment	418,586	269,892	51,800	51,800
Consulting	4,223,210	5,181,356	4,142,641	4,425,436
Legal	782,924	820,976	283,500	513,500
Engineering and Architectural	402,221	564,899	343,438	343,438
Financial & Information Svcs.	189,146	200,995	227,230	229,950
Medical and Health Inspection	159,947	143,624	213,555	217,055
Law Enforcement	621,542	576,871	722,242	685,942
Recreation	477,962	520,846	548,571	553,071
Principal Payments	2,490,000	2,590,000	3,065,178	1,990,178
Interest Payments	1,048,721	939,932	880,886	1,273,471
External Rent	723,543	684,651	762,440	1,184,540
Grants, Loans and Subsidies	525,508	454,146	707,700	383,478
Depreciation	616,964	847,266	-	-
Central Services	163,770	210,738	146,950	144,450
Internal Rent - Maint. Charges	1,197,668	1,002,968	1,540,831	1,531,463
Internal Rent - Repl.Cost	698,189	749,814	678,594	665,077
Internal Rent - IT Replacement	150,002	200,000	250,002	250,000
General Liability	3,452,413	5,042,918	4,236,731	4,728,400
Special Liability	4,612	4,612	4,612	4,612
Buildings & Personal Property	315,000	257,329	265,049	251,378
Taxes and Assessments	190,839	179,709	120,235	120,235
Contingency	(285,744)	5,114,407	1,000,000	1,000,000
Other Costs	683	4,445	-	-
Assistance	13,666	15,069	20,000	20,000
Operating Transfers Out	9,324,659	17,465,964	12,452,926	9,696,437
Loss on Disposal of Assets	29,533	105,343	-	-
Maintenance & Operations	\$ 38,955,746	\$ 55,818,056	\$ 45,907,277	\$ 43,893,625
Buildings and Structures	\$ 11,355	\$ 3,938	\$ -	\$ -
Automotive Equipment	21,418	5,128	2,505,744	1,161,044
Office Furniture	76,998	-	14,626	12,126
Office Equipment	41,000	-	-	-
Other Equipment	1,182,263	825,471	974,532	998,618
Fixed Assets	\$ 1,333,034	\$ 834,538	\$ 3,494,902	\$ 2,171,788
Total Operating	\$ 122,839,504	\$ 141,763,601	\$ 142,258,575	\$ 144,881,657
Capital Improvements	\$ 13,526,287	\$ 15,544,547	\$ 20,934,170	\$ 18,879,363
Total Appropriations	\$ 136,365,791	\$ 157,308,148	\$ 163,192,745	\$ 163,761,020

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 15-16	FY 16-17	FY 17-18	FY 18-19
	Actual	Actual	Adopted	Preliminary
Police Protection				
Police Administration - 50001	\$ 3,529,766	\$ 3,935,768	\$ 4,481,607	\$ 4,725,350
Field Area Policing - 10111	17,755,481	18,761,701	18,908,641	20,087,158
Helicopter Patrol - 10112	272,300	284,970	300,000	315,000
Traffic Enforcement - 10113	3,233,012	3,374,559	3,660,680	4,078,680
Contract & Special Event Policing - 10114	428,124	496,081	522,128	531,293
Crime Investigation - 10120	3,022,594	3,767,396	4,476,592	4,518,922
Vice and Narcotics - 10125	45	1,376	-	-
Special Investigation Unit - 10127	1,179,795	1,062,129	1,824,875	1,784,310
Records / Information Systems - 10131	1,571,976	1,834,675	2,358,784	2,442,390
Crime Scene Inv./Photographic Svcs - 10132	506,064	360,963	697,058	721,244
Training - 10133	651,236	787,739	995,564	1,068,195
Youth Crime Intervention - 10135	1,007,703	1,020,494	1,753,805	1,544,554
Property and Evidence - 10136	414,081	494,857	585,636	620,424
Jail - 10137	724,864	669,804	817,566	915,403
Equipment Maintenance - 10138	1,239	2,617	14,188	16,323
Animal Control - 10139	390,066	343,159	405,000	336,311
RAID - 10143	25,401	45,895	96,722	48,376
2010 COPS Hiring Grant - 70210	17,677	5,574	-	-
2012 Justice Assistance Grant - 70907	601	-	-	-
2015 Justice Assistance Grant - 70910	-	14,460	-	-
2016 Justice Assistance Grant - 70911	-	20,004	-	-
AB109-Post Release Comm Superv - 71019	22,844	47,893	-	-
2015 STEP Grant - 71025	6,360	-	-	-
2016 STEP Grant - 71026	88,424	23,445	-	-
2017 STEP Grant - 71027	-	119,863	-	-
BSCC Local Assistance - 71100	45,616	16,454	-	-
Total Police Protection	\$ 34,895,272	\$ 37,491,875	\$ 41,898,844	\$ 43,753,931
Fire Protection				
Fire Administration - 50001	\$ 2,185,167	\$ 2,489,082	\$ 2,268,035	\$ 2,358,388
Response and Control - 10210	17,791,802	18,720,777	18,983,071	20,943,737
Fire Prevention - 10220	669,454	661,208	880,897	923,738
Emergency Medical Aid - 10230	1,662,583	312,105	250,341	265,595
Total Fire Protection	\$ 22,309,005	\$ 22,183,172	\$ 22,382,344	\$ 24,491,458
Other Public Safety Services				
Building Safety - 20410	\$ 1,848,351	\$ 1,866,080	\$ 2,171,031	\$ 2,212,214
Total Other Public Safety Services	\$ 1,848,351	\$ 1,866,080	\$ 2,171,031	\$ 2,212,214
Total Protection of Persons and Property	\$ 59,052,628	\$ 61,541,127	\$ 66,452,220	\$ 70,457,603

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 15-16	FY 16-17	FY 17-18	FY 18-19
	Actual	Actual	Adopted	Preliminary
Beautification				
Parkway and Median Maintenance - 20111	\$ 1,090,929	\$ 1,243,851	\$ -	\$ -
Fairview Park - 20115	-	128,728	542,869	491,978
Street Cleaning - 20120	767,274	757,460	801,934	821,823
Graffiti Abatement - 20130	272,462	184,094	224,538	337,345
Park Maintenance - 40111	3,225,963	3,439,464	4,935,763	5,207,766
Park Development - 40112	322,932	73,920	150,915	132,465
Total Beautification	\$ 5,679,560	\$ 5,827,516	\$ 6,656,019	\$ 6,991,376
Sanitation				
Recycling - 20230	\$ 40,097	\$ 151,807	\$ 160,500	\$ 163,692
Water Quality - 20510	286,123	269,021	405,699	528,398
Total Sanitation	\$ 326,220	\$ 420,828	\$ 566,199	\$ 692,090
Planning				
Development Services Admin. - 50001	\$ 641,663	\$ 695,094	\$ 904,207	\$ 965,683
Current Planning - 20320	1,722,274	1,577,767	1,769,584	1,854,192
Planning Commission - 20360	27,207	26,721	27,600	27,600
Total Planning	\$ 2,391,144	\$ 2,299,583	\$ 2,701,391	\$ 2,847,475
Community Improvement				
Code Enforcement - 20350	\$ 854,272	\$ 936,584	\$ 1,850,306	\$ 1,723,466
Medical Marijuana - 20415	-	2,625	-	-
Group Home Enforcement - 50255	321,506	260,047	-	-
Neighborhood Stabilization - 50257	184,026	467,613	-	-
Total Community Improvement	\$ 1,359,804	\$ 1,666,869	\$ 1,850,306	\$ 1,723,466
Housing and Community Development				
Public Service Programs - 20421	\$ 147,925	\$ 147,320	\$ 150,000	\$ 135,000
Single Family Housing Rehabilitation - 20422	233,397	207,282	347,237	225,000
CDBG Administration - 20427	145,940	135,321	199,999	180,000
HOME Program -20440	61,332	-	68,071	39,998
HOME Projects -20445	1,120	-	102,107	45,000
CDBG Housing Rehab Admin - 20455	-	-	-	39,998
Total Housing & Community Dev	\$ 589,714	\$ 489,924	\$ 867,415	\$ 664,995
Total Community Health & Environment	\$ 10,346,441	\$ 10,704,719	\$ 12,641,330	\$ 12,919,402

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 15-16 <u>Actual</u>	FY 16-17 <u>Actual</u>	FY 17-18 <u>Adopted</u>	FY 18-19 <u>Preliminary</u>
Administration				
Development - 30310	\$ 81,662	\$ 25,336	\$ 76,140	\$ 259,116
Real Estate - 30320	49,900	47,989	51,610	97,157
Public Services Admin. - 50001	1,473,291	1,306,751	1,888,823	2,042,472
Construction Management - 50002	1,172,991	1,957,589	1,224,595	1,324,685
Total Administration	<u>\$ 2,777,844</u>	<u>\$ 3,337,666</u>	<u>\$ 3,241,168</u>	<u>\$ 3,723,430</u>
Traveled Ways				
Street Maintenance - 30111	\$ 725,911	\$ 707,911	\$ 870,845	\$ 950,497
Street Improvements - 30112	580,530	524,813	752,478	613,924
Storm Drain Maintenance - 30121	147,722	190,154	191,620	199,821
Storm Drain Improvements - 30122	143,223	93,471	263,664	244,260
Total Traveled Ways	<u>\$ 1,597,386</u>	<u>\$ 1,516,350</u>	<u>\$ 2,078,606</u>	<u>\$ 2,008,502</u>
Traffic Safety				
Traffic Planning - 30210	\$ 364,591	\$ 268,193	\$ 496,498	\$ 502,479
Active Transportation Improvements - 30225	-	31,893	217,115	213,723
Traffic Operations - 30241	2,128,137	2,053,585	2,095,717	2,170,664
Signs and Markings - 30243	530,898	562,905	724,091	795,206
Total Traffic Safety	<u>\$ 3,023,626</u>	<u>\$ 2,916,577</u>	<u>\$ 3,533,421</u>	<u>\$ 3,682,072</u>
Total Transportation	<u>\$ 7,398,856</u>	<u>\$ 7,770,592</u>	<u>\$ 8,853,196</u>	<u>\$ 9,414,004</u>

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 15-16	FY 16-17	FY 17-18	FY 18-19
	<u>Actual</u>	<u>Actual</u>	<u>Adopted</u>	<u>Preliminary</u>
Community Facilities				
Downtown Recreation Center - 40121	\$ 178,917	\$ 201,619	\$ 225,045	\$ 209,943
Balearic Community Center - 40122	195,089	225,121	266,198	290,590
Neighborhood Community Center - 40123	291,636	269,331	215,085	397,354
Total Community Facilities	<u>\$ 665,641</u>	<u>\$ 696,070</u>	<u>\$ 706,328</u>	<u>\$ 897,887</u>
Community Programs				
Recreation Administration - 50001	\$ 688,930	\$ 922,245	\$ 1,091,972	\$ 1,382,187
Aquatics - 40212	164,135	193,086	293,700	300,370
Tennis - 40213	24,290	24,798	26,600	28,216
Adult Sports Basketball and Volleyball - 40214	26,638	20,228	35,466	32,507
Adult Sports Softball - 40215	23,474	8,302	10,736	11,814
Adult Sports Misc/Field Ambassadors - 40216	435,351	444,796	548,745	523,017
Youth Sports Basketball/Cheerleading - 40218	102,849	86,302	143,464	157,653
Adult Sports Futsal- 40222	4,167	16,077	24,361	16,879
Senior Citizens - 40231	930,949	1,031,711	1,133,029	1,391,015
Day Camp - 40232	180,702	190,966	207,648	223,055
Playgrounds - 40233	664,061	723,407	709,092	812,515
Teen Programs - 40236	162,131	137,874	149,734	161,560
Concert Programs - 40237	4,568	1,184	-	-
Early Childhood - 40241	145,828	155,571	155,528	168,688
Adult Instructional Classes - 40242	105,537	94,336	127,482	128,705
Youth Instructional Classes - 40243	309,436	315,498	286,496	287,719
Special Recreation Events - 40244	771	6,300	1,942	10,343
Mobile Recreation - 40245	-	-	61,374	127,782
Bark Park - 40248	37,458	34,926	36,071	41,291
Community Gardens - 40249	158	3,496	1,900	1,900
Animal Care Services - 40250	-	-	-	345,139
Total Community Programs	<u>\$ 4,011,433</u>	<u>\$ 4,411,103</u>	<u>\$ 5,045,339</u>	<u>\$ 6,152,353</u>
Total Leisure and Community Services	<u>\$ 4,677,074</u>	<u>\$ 5,107,173</u>	<u>\$ 5,751,668</u>	<u>\$ 7,050,240</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 15-16	FY 16-17	FY 17-18	FY 18-19
	Actual	Actual	Adopted	Preliminary
Representation				
City Council - 50110	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258
Elections - 50120	94,793	360,498	112,586	299,182
Parks & Recreation Comm. - 50125	4,300	7,304	6,650	6,650
Senior Commission - 50126	4,400	2,798	4,650	4,650
Cultural Arts Committee - 50190	12,364	6,496	1,000	13,000
Historic Resources Committee - 50191	204	693	1,000	1,000
Total Representation	\$ 480,770	\$ 751,094	\$ 572,979	\$ 887,739
Policy Formulation & Implementation				
City Manager - 50001	\$ 1,951,410	\$ 2,532,800	\$ 2,291,859	\$ 2,128,119
City Manager - 50210	2,272	1,372	-	-
City Manager City Council - 50110	14,113	-	-	-
Non-Departmental - 50240	13,032,987	21,176,065	14,145,168	10,003,355
Network for Homeless Solutions - 50250	293,844	168,767	195,895	596,588
Public Communications - 51030	196	39	-	-
Communications and Marketing - 51050	1,220,547	1,273,263	1,508,461	1,657,668
Total Policy Formulation & Implement	\$ 16,515,369	\$ 25,152,306	\$ 18,141,383	\$ 14,385,729
Legal Services				
General Legal Services - 50320	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000
Total Legal Services	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000
City Clerk				
City Council Meetings - 50410	\$ 231,902	\$ 266,706	\$ 367,821	\$ 418,181
Public Records - 50420	369,426	480,550	498,066	539,794
Total City Clerk	\$ 601,328	\$ 747,256	\$ 865,887	\$ 957,975
Financial Services				
Finance Administration - 50001	\$ 384,188	\$ 515,225	\$ 445,044	\$ 540,061
Accounting - 50510	679,424	705,214	870,740	931,087
Budget and Research - 50520	342,274	244,288	398,956	259,862
Purchasing - 50530	538,066	564,367	604,034	558,425
Treasury - 50540	715,510	609,479	749,626	820,527
Total Financial Services	\$ 2,659,462	\$ 2,638,573	\$ 3,068,400	\$ 3,109,961

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

ALL FUNDS (Excludes CIP)

	FY 15-16	FY 16-17	FY 17-18	FY 18-19
	Actual	Actual	Adopted	Preliminary
Personnel Services				
Human Resources Administration - 50610	\$ 1,415,248	\$ 1,495,274	\$ 1,420,912	\$ 1,429,811
Employee Benefit Administration - 50630	41,518	55,006	42,788	42,788
Post Employment Benefits - 50650	2,053,472	2,040,329	1,916,000	1,988,456
Insurance Administration - 50661	403,650	466,314	550,225	560,328
General Liability - 50662	1,762,768	8,224,965	2,303,196	2,544,918
Workers' Compensation- 50663	2,836,805	2,403,536	3,240,251	3,307,061
Total Personnel Services	\$ 8,513,460	\$ 14,685,425	\$ 9,473,372	\$ 9,873,362
Computer Services				
Computer Operations - 50001	\$ 570	\$ 533,921	\$ 552,285	\$ 591,122
IT Administration - 50710	1,471,506	1,058,594	1,305,728	1,374,676
Computer Systems Development - 50720	1,212,415	1,349,181	1,651,440	1,594,238
Total Computer Services	\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037
Maintenance Services				
Maintenance Services Admin. - 50001	\$ 358,773	\$ 187,761	\$ 339,937	\$ 350,568
Facility Maintenance - 50910	2,200,944	1,971,215	2,663,282	2,713,577
Fleet Services - 50920	2,409,348	2,599,841	4,458,773	3,061,608
Total Maintenance Services	\$ 4,969,065	\$ 4,758,818	\$ 7,461,993	\$ 6,125,752
Telecommunications				
Operations - 51010	\$ 3,346,527	\$ 3,250,612	\$ 3,603,955	\$ 4,226,051
Technical Support and Maintenance - 51020	354,543	414,376	455,361	495,791
Emergency Services - 51040	16,357	18,530	387,380	198,009
Total Telecommunications	\$ 3,717,427	\$ 3,683,518	\$ 4,446,695	\$ 4,919,851
Total General Government Support	\$ 41,364,505	\$ 56,639,990	\$ 48,560,162	\$ 45,040,407



FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>City Council</u>				
Council Member	5.00	5.00	5.00	7.00
Executive Secretary	1.00	1.00	1.00	1.00
Total City Council	6.00	6.00	6.00	8.00
<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	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Recreation Supervisor	1.00	-	-	-
Central Services Supervisor	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
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	1.00
Human Resources Analyst	3.00	3.00	3.00	2.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Neighborhood Improvement Manager	-	-	-	1.00
Principal Human Resources Analyst	2.00	2.00	1.00	2.00
Public Affairs Manager/Assistant to the City Manager	3.00	3.00	3.00	3.00
Senior Code Enforcement Officer	-	-	-	1.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Website Coordinator	-	1.00	1.00	1.00
Total City Manager's Office	24.00	25.00	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	-
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	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	-	-	-
Treasury Specialist	-	1.00	1.00	1.00
Total Finance Department	19.00	19.00	19.00	18.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Parks and Community Services Department</u>				
Parks and Community Services Director	-	-	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	-
Assistant Recreation Supervisor	2.00	3.00	3.00	4.00
Executive Secretary	-	-	-	1.00
Fariview Park Administrator	-	-	1.00	1.00
Management Analyst	-	1.00	1.00	1.00
Recreation Coordinator	3.00	2.00	2.00	2.00
Recreation Manager	1.00	1.00	-	1.00
Recreation Supervisor	2.00	1.00	1.00	1.00
Senior Center Program Administrator	1.00	1.00	1.00	-
Total Parks and Community Svcs Department	10.00	10.00	11.00	12.00
<u>Information Technology Department</u>				
Information Technology Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	-	-	-
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00
Executive Secretary	-	1.00	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	11.00	11.00	11.00	10.00
<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	17.00
Communications Supervisor	4.00	4.00	4.00	4.00
Community Services Specialist	6.00	6.00	6.00	6.00
Court Liaison	1.00	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	1.00	-	-	-
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	4.00	3.00	3.00	3.00
Electronics Technician	1.00	1.00	1.00	1.00
Emergency Services Administrator	-	1.00	1.00	1.00
Executive Secretary	2.00	2.00	2.00	2.00
Logistical Support Manager	1.00	-	-	-
Office Specialist II	1.00	1.00	1.00	1.00
Park Ranger	5.00	6.00	6.00	6.00
Police Captain	2.00	2.00	2.00	2.00
Police Lieutenant	6.00	6.00	6.00	6.00
Police Officer	98.00	101.00	102.00	102.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Police Department (Continued)</u>				
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	1.00
Range Master	1.00	1.00	1.00	1.00
Senior Communications Officer	1.00	1.00	1.00	-
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Senior Police Officer	6.00	3.00	2.00	2.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
Total Police Department	213.00	212.00	212.00	212.00
<u>Fire Department</u>				
Fire Chief	1.00	1.00	1.00	1.00
Assistant Fire Marshal	-	-	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00
Division Chief - Administration	1.00	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	18.00	18.00
Fire Captain - Administration	1.00	1.00	1.00	1.00
Fire Engineer	18.00	18.00	18.00	18.00
Fire Protection Analyst	1.00	1.00	-	-
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	39.00	39.00	42.00	42.00
Management Analyst	1.00	1.00	1.00	1.00
Total Fire Department	84.00	84.00	90.00	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	3.00	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	-	-
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	1.00	1.00	1.00	1.00
Code Enforcement Officer	9.00	8.00	6.00	6.00
Community Improvement Manager	-	-	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	2.00	3.00	3.00	3.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Development Services Department (Continued)</u>				
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	1.00
Plan Check Engineer	-	-	1.00	-
Principal Planner	1.00	1.00	1.00	1.00
Senior Code Enforcement Officer	-	1.00	2.00	1.00
Senior Combination Inspector	-	1.00	-	-
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	1.00	1.00	1.00	1.00
Total Development Services Department	37.00	38.00	38.00	36.00
<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	5.00
Associate Engineer	2.00	1.00	4.00	3.00
Chief Construction Inspector	-	-	1.00	-
City Engineer	1.00	1.00	1.00	1.00
Construction Inspector	1.00	1.00	1.00	3.00
Contract Administrator	1.00	1.00	1.00	1.00
Engineering Technician II	3.00	1.00	-	-
Engineering Technician III	4.00	6.00	5.00	4.00
Equipment Mechanic II	2.00	2.00	2.00	2.00
Equipment Mechanic III	2.00	2.00	2.00	2.00
Executive Secretary	2.00	2.00	2.00	2.00
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	7.00	7.00	6.00	6.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Superintendent	3.00	3.00	3.00	3.00
Maintenance Supervisor	5.00	5.00	5.00	5.00
Maintenance Worker	10.00	10.00	5.00	6.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist I	1.00	1.00	1.00	-
Office Specialist II	-	-	-	1.00
Principal Civil Engineer	1.00	1.00	1.00	1.00
Public Right of Way Coordinator	1.00	1.00	-	-
Senior Engineer	3.00	4.00	3.00	3.00
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	11.00	11.00	8.00	6.00
Transportation Services Manager	1.00	1.00	1.00	1.00
Total Public Services Department	74.00	74.00	65.00	64.00
Total Full-time Employees	478.00	479.00	477.00	475.00
Filled Positions at Fiscal End	402.00	403.00	418.00	

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Part-time Employees FTE's (Full-time Equivalents)</u>				
City Manager's Office	9.29	12.59	14.74	13.79
Finance Department	2.71	2.50	3.25	2.50
Parks and Community Services	60.77	64.00	69.54	75.23
Information Technology Department	1.48	1.94	2.16	2.16
Police Department	19.63	22.46	23.60	21.76
Fire Department	3.25	3.50	4.00	4.00
Development Services Department	6.50	8.23	7.95	8.95
Public Services Department	7.77	10.82	12.47	8.05
Total Part-time FTE's	111.40	126.04	137.71	136.44



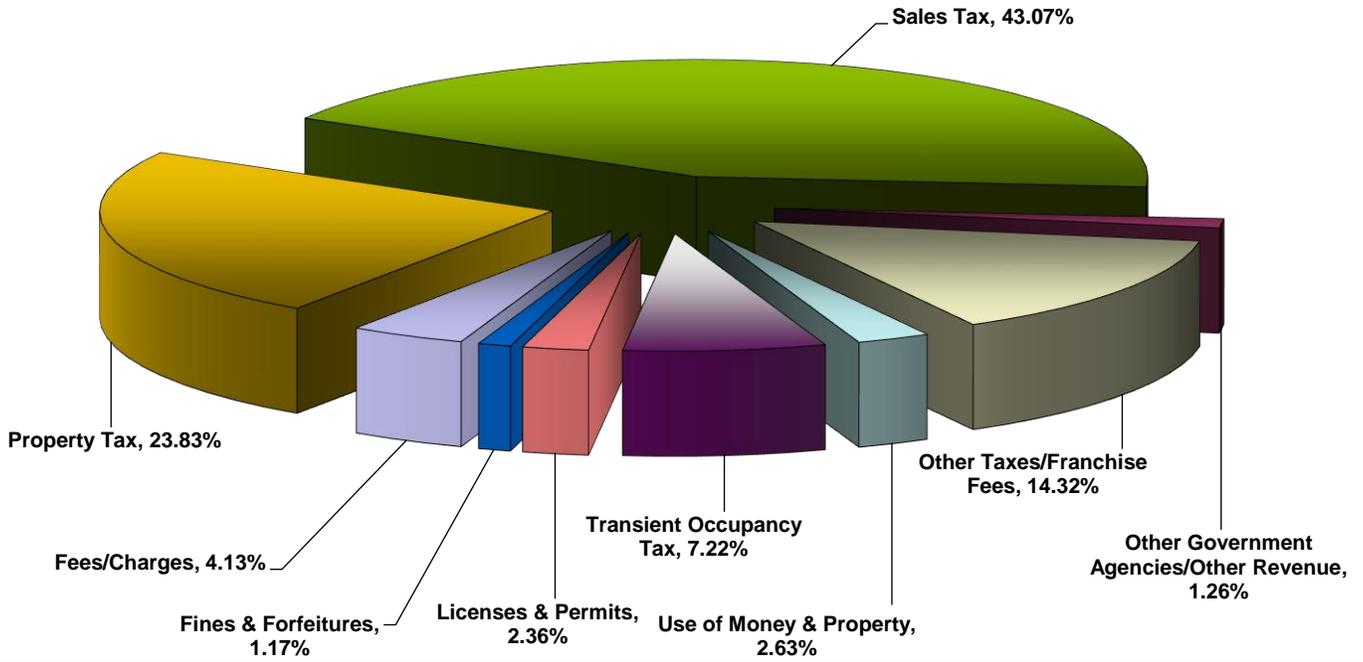
APPROPRIATIONS SUMMARIES

GENERAL FUND

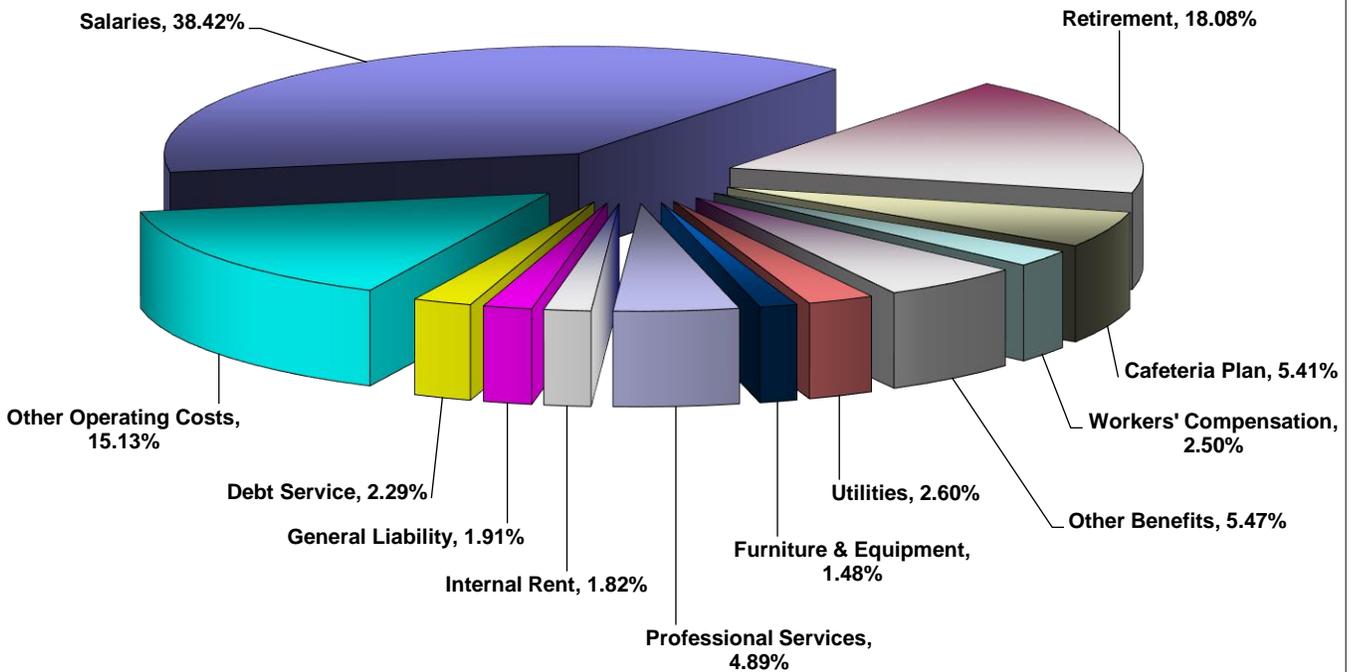
FISCAL YEAR 2018-2019

CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND RESOURCES & APPROPRIATIONS
 FISCAL YEAR 2018-2019

GENERAL FUND RESOURCES - TOTAL \$132,480,020
 (Including Transfers In)

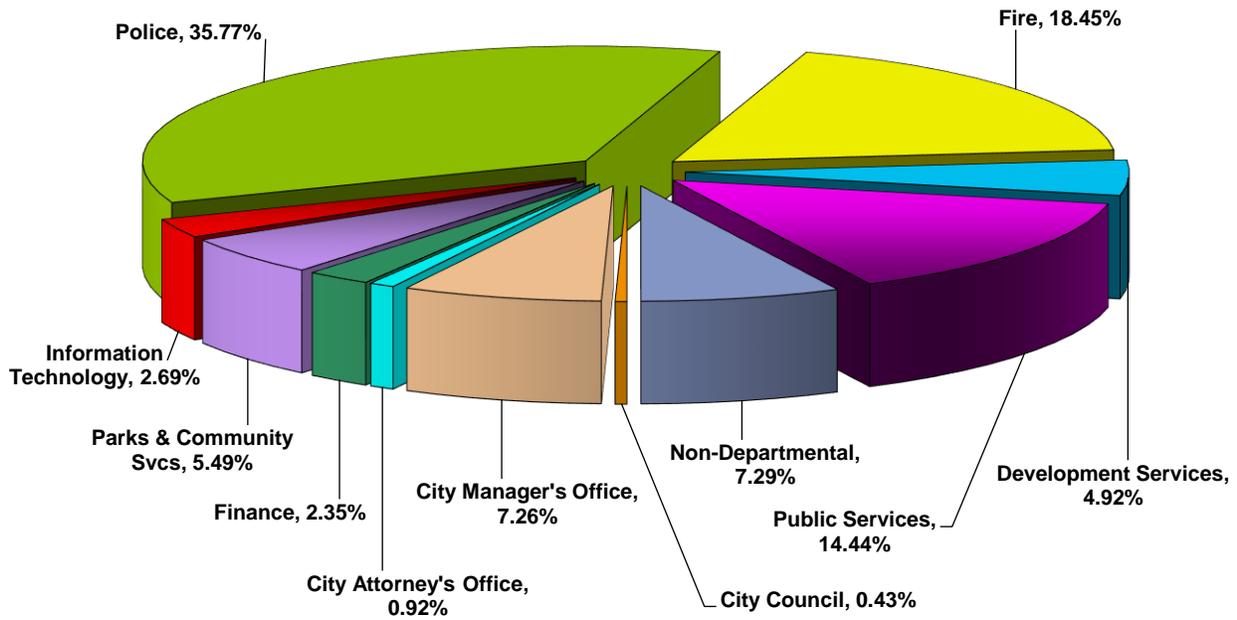


GENERAL FUND APPROPRIATIONS - TOTAL \$132,480,020

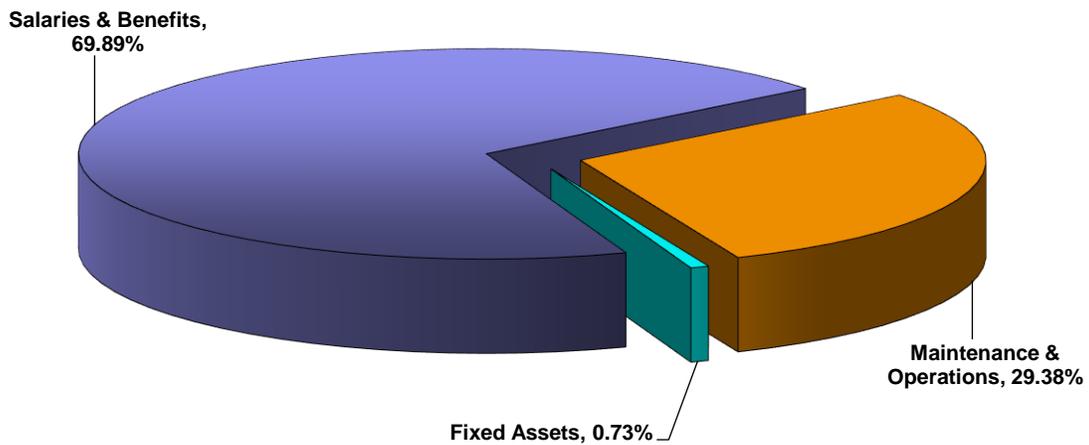


CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND APPROPRIATIONS
 FISCAL YEAR 2018-2019

GENERAL FUND APPROPRIATIONS by DEPARTMENT
 Total \$132,480,020



GENERAL FUND APPROPRIATIONS by CATEGORY
 Total \$132,480,020



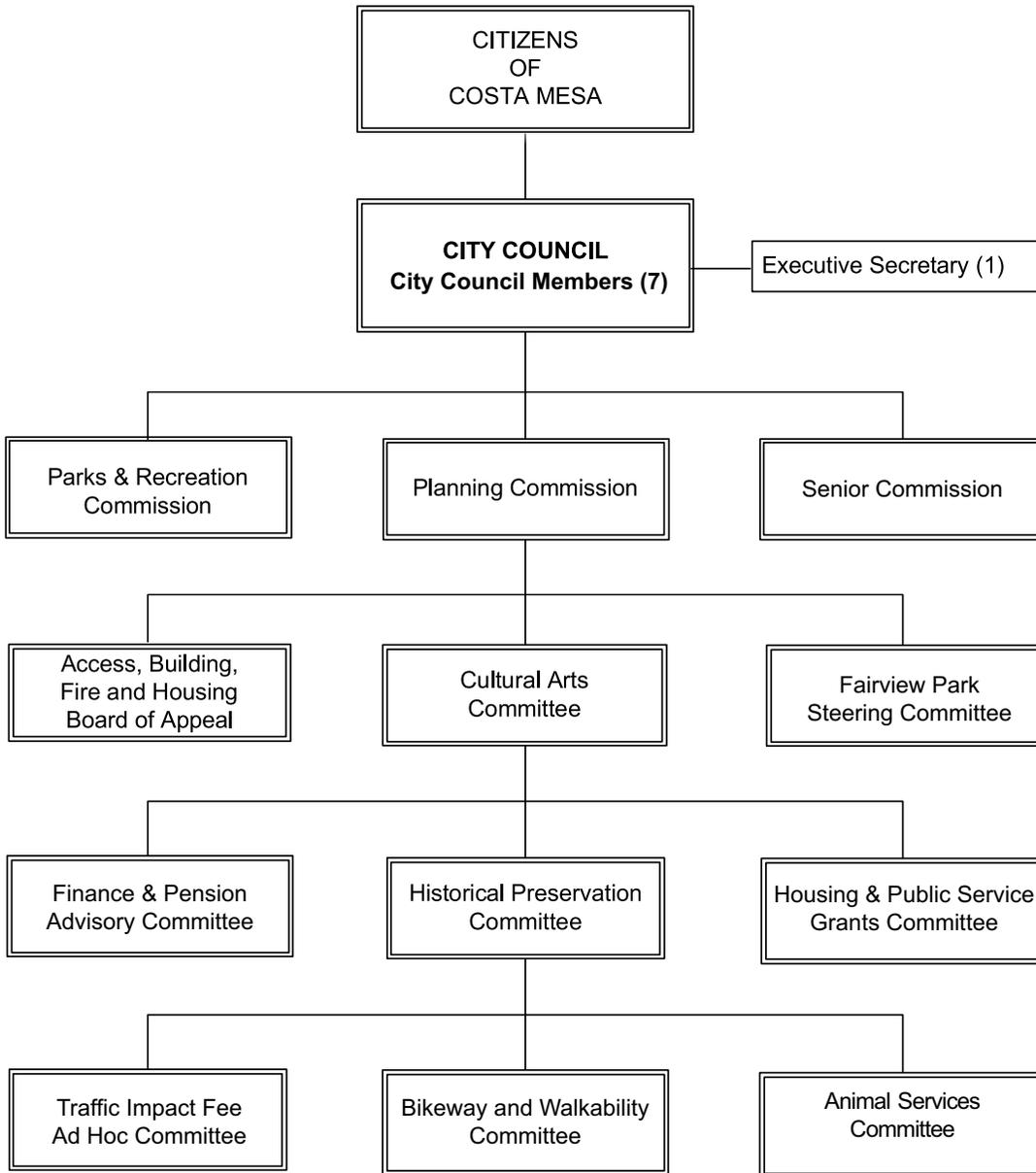
**SUMMARY OF APPROPRIATIONS
BY ACCOUNT - GENERAL FUND ONLY**

Description	FY 15-16	FY 16-17	FY 17-18	FY 18-19
	Actual	Actual	Adopted	Preliminary
Regular Salaries - Sworn	\$ 18,322,223	\$ 19,282,641	\$ 21,881,255	\$ 22,876,651
Regular Salaries - Non-Sworn	15,975,179	15,118,935	18,334,361	18,835,938
Regular Salaries - Part-Time	3,959,820	4,642,655	4,736,329	5,137,417
Overtime	7,124,396	8,122,256	4,273,872	4,052,920
Accrual Payoff - Excess Max.	147,590	110,160	212,072	204,822
Vacation/Comp. Time Cash Out	214,420	381,880	156,915	156,915
Holiday Allowance	642,765	653,323	475,141	489,300
Separation Pay-Off	320,869	252,658	-	-
Other Compensation	2,001,636	2,006,433	2,438,339	2,970,088
Cafeteria Plan	4,158,495	4,164,054	5,517,696	7,170,589
Medicare	701,612	728,475	649,415	685,301
Retirement	18,003,320	19,037,806	22,263,260	23,952,599
Longevity	2,664	2,760	2,760	2,760
Professional Development	515,579	564,799	716,330	705,752
Auto Allowance	31,576	30,595	35,662	37,486
Unemployment	41,811	84,599	84,596	84,596
Workers' Compensation	2,302,938	2,587,119	3,240,252	3,309,061
Employer Contr.Retirees' Med.	1,914,220	1,907,655	1,915,100	1,915,100
Salaries & Benefits	\$ 76,381,115	\$ 79,678,801	\$ 86,933,355	\$ 92,587,297
Stationery and Office	\$ 213,053	\$ 205,744	\$ 191,854	\$ 195,754
Multi-Media, Promos, Subscript.	426,466	730,026	633,853	638,459
Small Tools and Equipment	357,051	333,911	339,888	345,219
Uniforms and Clothing	284,353	401,224	401,169	399,069
Safety and Health	389,286	407,218	478,849	511,849
Maintenance and Construction	467,592	448,542	429,230	429,930
Agriculture	148,065	138,109	102,000	102,000
Fuel	-	-	200	200
Electricity - Buildings & Fac.	572,108	515,367	545,708	574,085
Electricity - Power	255,060	243,008	276,400	284,013
Electricity - Street Lights	1,022,924	988,547	1,100,000	1,100,000
Gas	42,157	45,182	46,600	47,299
Water - Domestic	134,034	124,460	159,210	167,489
Water - Parks and Parkways	457,467	628,055	689,813	648,795
Waste Disposal	137,240	130,689	149,600	155,432
Janitorial and Housekeeping	447,327	457,807	438,711	463,789
Postage	107,674	197,277	100,600	103,850
Legal Advertising/Filing Fees	214,189	257,859	219,400	232,400
Advertising and Public Info.	9,033	13,405	10,750	16,475
Telephone/Radio/Communications	471,113	547,152	514,186	578,652
Meetings and Conferences	43,823	57,729	37,000	75,000
Mileage Reimbursement	2,153	3,977	4,195	4,495
Board Member Fees	32,700	30,500	34,200	34,200
Buildings and Structures	99,935	100,383	293,550	310,775
Landscaping and Sprinklers	1,433,979	1,538,137	2,864,384	2,976,721
Underground Lines	5,000	-	4,000	4,000
Automotive Equipment	-	14,638	1,800	1,800
Office Furniture	28,035	-	3,850	3,850
Office Equipment	587,519	341,417	58,402	53,702

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

Description	FY 15-16	FY 16-17	FY 17-18	FY 18-19
	Actual	Actual	Adopted	Preliminary
Maintenance & Operations (Continued)				
Other Equipment	\$ 817,687	\$ 984,180	\$ 892,536	\$ 933,182
Streets, Alleys and Sidewalks	813,651	843,296	1,089,394	1,107,584
Employment	418,586	269,892	51,800	51,800
Consulting	3,670,304	4,824,503	3,675,238	3,968,610
Legal	778,529	820,976	258,500	488,500
Engineering and Architectural	373,105	516,779	276,938	276,938
Financial & Information Svcs.	189,146	200,995	227,230	229,950
Medical and Health Inspection	159,947	143,624	213,555	217,055
Law Enforcement	571,903	576,871	722,242	685,942
Recreation	477,962	520,846	548,571	553,071
Principal Payments	2,490,000	2,590,000	2,860,000	1,785,000
Interest Payments	1,028,316	928,054	860,865	1,253,450
External Rent	638,013	684,651	762,440	1,184,540
Grants, Loans and Subsidies	198,547	155,211	156,100	26,100
Central Services	163,759	210,714	144,450	144,450
Internal Rent - Maint. Charges	1,182,058	984,931	1,517,263	1,510,905
Internal Rent - Repl.Cost	689,465	744,682	668,653	655,696
Internal Rent - IT Replacement	150,002	200,000	250,002	250,000
General Liability	1,742,501	2,223,407	2,286,314	2,525,332
Taxes and Assessments	91,368	90,839	25,235	25,235
Contingency	-	-	1,000,000	1,000,000
Other Costs	683	4,115	-	-
Assistance	13,666	15,069	20,000	20,000
Operating Transfers Out	8,934,119	14,813,030	12,327,926	9,571,437
Maintenance & Operations	\$ 33,982,654	\$ 42,247,027	\$ 40,964,654	\$ 38,924,077
Buildings and Structures	\$ 2,603	\$ 3,938	\$ -	\$ -
Office Furniture	76,998	-	14,626	12,126
Office Equipment	41,000	-	-	-
Other Equipment	1,042,782	739,279	932,434	956,520
Fixed Assets	\$ 1,163,383	\$ 743,217	\$ 947,060	\$ 968,646
Total Appropriations	\$ 111,527,151	\$ 122,669,045	\$ 128,845,069	\$ 132,480,020





CITY COUNCIL

The City Council is the policy setting body of the City. There are seven 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 will be providing administrative support and customer services to seven City Council Members and the public.

BUDGET NARRATIVE

The FY 18-19 preliminary budget for the City Council is \$563,258, an increase of \$116,165, or 25.98% as compared to the adopted budget for FY 17-18; attributed to the addition of two councilmembers.

GOALS

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

- Begin the construction of the Lions Parks 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



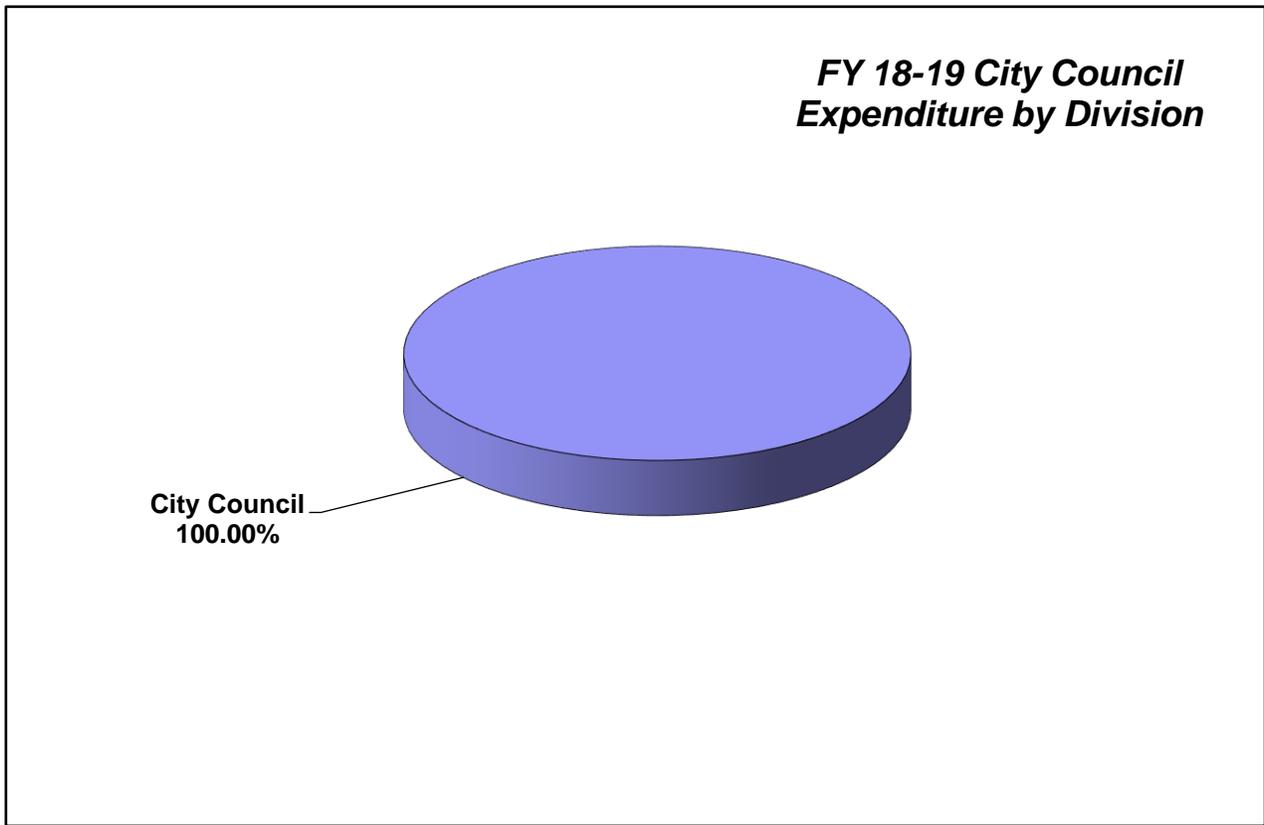
**CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>City Council - 10100</u>				
Council Member	5.00	5.00	5.00	7.00
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>8.00</u>
Total Department Full-time Positions	6.00	6.00	6.00	8.00
Total Department Part-time Positions (in FTE's)	-	-	-	-
TOTAL DEPARTMENT	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>8.00</u>



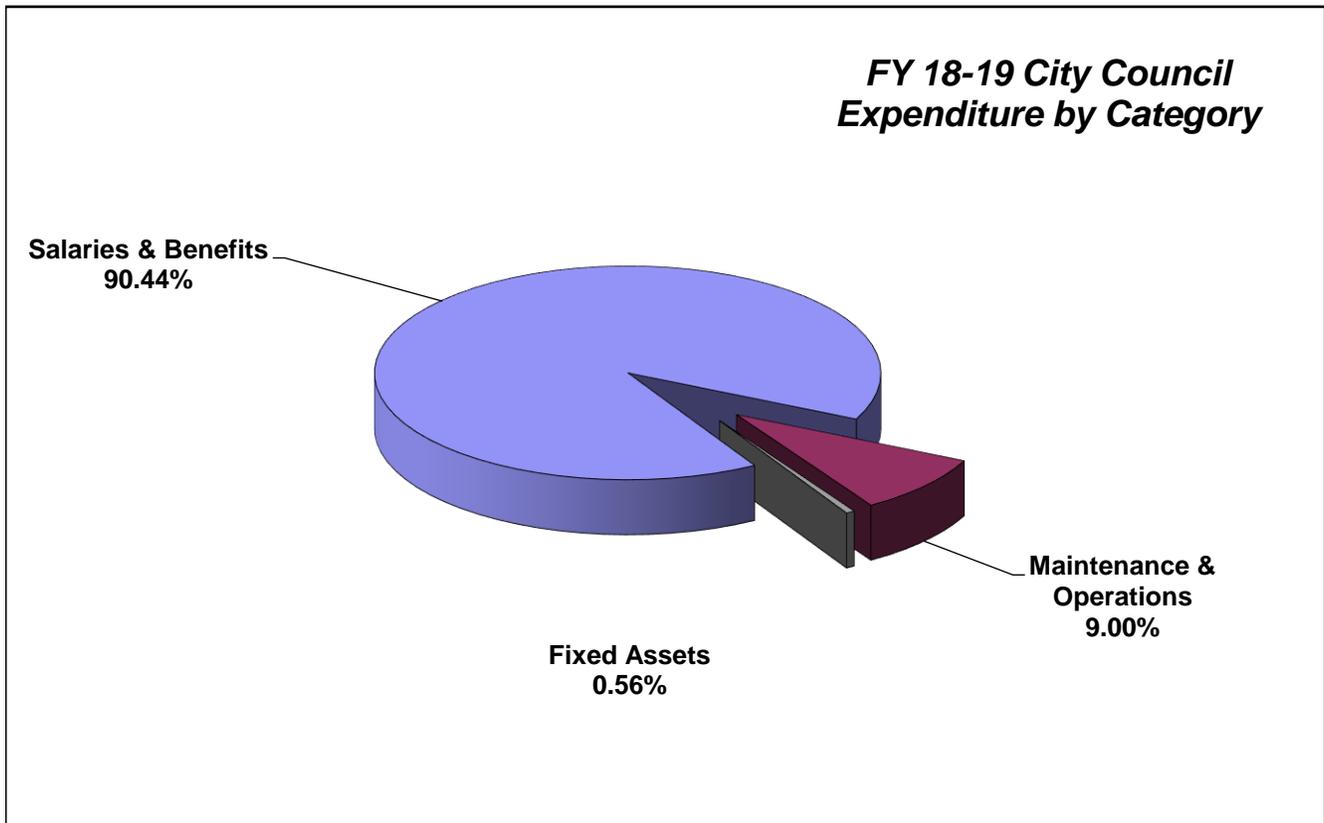
**CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
City Council - 10100	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	25.98%
Total Expenditures	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	25.98%



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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 335,398	\$ 337,768	\$ 425,268	\$ 509,433	19.79%
Maintenance & Operations	29,312	33,270	18,675	50,675	171.35%
Fixed Assets	-	2,267	3,150	3,150	0.00%
Total Expenditures	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	25.98%



	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	100.00%
Total Funding Sources	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	100.00%

CITY OF COSTA MESA, CALIFORNIA

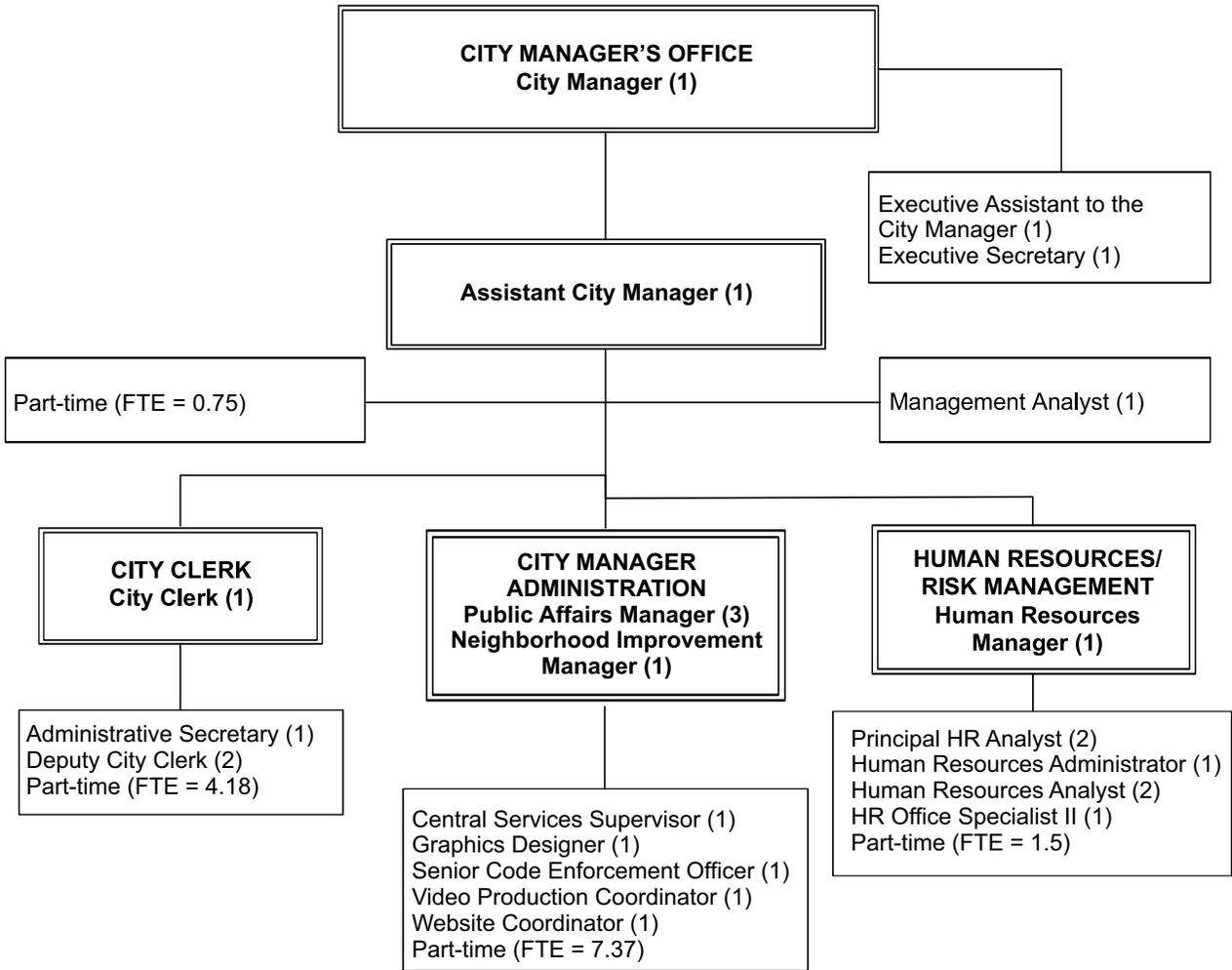
CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account #	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 101,087	90,200	\$ 101,938	141,738	39%
Overtime	501400	1,030	246	-	-	0%
Separation Pay-Off	501800	206	236	-	-	0%
Cafeteria Plan	505100	121,789	130,652	142,560	195,024	37%
Medicare	505200	2,129	2,111	1,478	2,055	39%
Retirement	505300	19,842	17,611	26,323	51,794	97%
Professional Development	505500	89,315	96,711	152,969	118,822	-22%
Subtotal Salaries & Benefits		\$ 335,398	\$ 337,768	\$ 425,268	\$ 509,433	20%
Stationery and Office	510100	\$ 718	\$ 1,817	\$ 1,250	\$ 1,250	0%
Multi-Media, Promotions and Subs	510200	2,047	4,720	1,875	1,875	0%
Small Tools and Equipment	510300	1,340	648	1,350	1,350	0%
Uniform & Clothing	510400	-	211	500	500	0%
Safety and Health	510500	1,086	2,433	1,100	1,100	0%
Postage	520100	16	6,698	600	600	0%
Advertising and Public Info.	520300	-	95	-	-	0%
Meetings & Conferences	520500	11,971	12,642	10,000	42,000	320%
Mileage Reimbursement	520600	128	-	-	-	0%
Employment	530100	9,905	-	-	-	0%
External Rent	535400	766	1,216	500	500	0%
Central Services	535800	1,335	2,790	1,500	1,500	0%
Subtotal Maintenance & Operations		\$ 29,312	\$ 33,270	\$ 18,675	\$ 50,675	171%
Other Equipment	590800	\$ -	\$ 2,267	\$ 3,150	\$ 3,150	0%
Subtotal Fixed Assets		\$ -	\$ 2,267	\$ 3,150	\$ 3,150	0%
Total Expenditures		\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	26%

CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
CITY COUNCIL - 10100					
City Council - 50110					
Salaries & Benefits	\$ 335,398	\$ 337,768	\$ 425,268	\$ 509,433	20%
Maintenance & Operations	29,312	33,270	18,675	50,675	171%
Fixed Assets	-	2,267	3,150	3,150	0%
Subtotal City Council	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	26%
Total Expenditures	\$ 364,710	\$ 373,305	\$ 447,093	\$ 563,258	26%





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 13.79 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. NHS staff also participates in the County-wide Coordinated Entry Program, which has resulted in 80 Costa Mesa residents receiving permanent supportive housing through the County of Orange in conjunction with the federal Department of Housing and Urban Development.

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.

CITY MANAGER'S OFFICE

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 Electronic Document Imaging System including adding records to the database to provide the public 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

CITY MANAGER'S OFFICE

quality. Administers and coordinates work-related disability compliance and interactive process, physical and fitness-for-duty examinations and infection control program. Provides training to departments to assist in cost containment/appropriate use of this program.

BUDGET NARRATIVE

The FY 18-19 preliminary budget for the City Manager's Office for all funds is \$15,512,892, an increase of \$1,064,833, or 7.37%, compared to the adopted budget for FY 17-18. Significant increases are in Salaries and Benefits category, specifically in the Retirement account, and Maintenance and Operations category, specifically the Consulting account.

PRIOR YEAR'S ACCOMPLISHMENTS

- Ensured successful November 2016 election with comprehensive outreach and public information campaigns regarding ballot measures.
- Communications and Marketing Division 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.
- Communications and Marketing Division expanded their messaging platform through the utilization of Nextdoor.com, with a reach of 17k+ residents.
- Communications and Marketing Division assisted in the promotion and execution of numerous special events, including Lions Park Projects Groundbreaking Ceremony, annual Snoopy House event, Youth in Government Day at City Hall and various events in support of City Council.
- Communications and Marketing Division created a Network for Homeless Solutions monthly newsletter to summarize the efforts and highlight the work of the team addressing homeless issues in Costa Mesa.
- 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.
- Network for Homeless Solutions Outreach Team connected approximately 101 individuals with permanent housing in 2017. They have linked 245 individuals to medical services and 235 individuals to mental health facilities. The Outreach Team has also reconnected 41 individuals to their community of origin or to facilities at which they could end their homelessness in 2017. The Team also implemented monthly meetings with CMPD to ensure that there is adequate field support coverage between police officers and Outreach staff during critical time periods during the day and night.
- 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 percent 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.

CITY MANAGER'S OFFICE

PRIOR YEAR ACCOMPLISHMENTS (Continued)

- Provided assistance to the City's Chief Negotiator with the Costa Mesa Fire Management 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 Fire Management and Fire Association.
- Successfully obtained contract agreement with Third Party Administrator – AdminSure, for City's Workers' Compensation Program.
- Increased Safety Training for City Staff.
- Subrogation, recovered money for damages to property(ies) owned by the City.
- 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.
- 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.
- Successfully obtained contract agreement with Third Party Administrator – Carl Warren & Co. for City's General Liability.
- Successfully obtained contract agreement with Insurance Broker – Alliant Insurance Services for City's Insurance Coverage.
- 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 filled vacant management positions including Economic & Development Services Director, Assistant Development Services Director and Transportation Manager.

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.
- Provide quality support of City events and community events as appropriate through event promotion and varying levels of event support.
- 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.
- 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.

CITY MANAGER'S OFFICE

GOALS (Continued)

- 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.
- Establish realistic strategies and make recommendations that address the needs of the Costa Mesa community, residents, businesses, and the homeless.
- Forge additional partnerships in the community and strengthen those that already exist through community outreach, engagement, and integration of services with existing partners.
- Work towards increased cooperation from homeless service providers to focus efforts on Costa Mesa homeless.

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 notified 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.
- Work with local organizations to record and televise four City Council Candidate Forums per council direction.
- Coordinate and oversee the A/V portion of the City Council Chambers/Community Room Upgrade Project.
- Expand upon internal communications through a new intranet website and employee newsletter.
- Expand upon external communications through a survey seeking public input regarding what content they would like to see disseminated across all communication platforms.
- 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.
- 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.

CITY MANAGER'S OFFICE

OBJECTIVES (Continued)

- 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.

Performance Measures/Workload Indicators:

<u>Performance Measures:</u>	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Percentage of complaint responses provided within 10 business days	70%	70%	70%
Completed City Council minutes by the following Council meeting	100%	100%	90%
Public record requests to the City Clerk responded to within prescribed time	100%	100%	100%
Employee turnover rate (non-retirements)	8%	6%	6%
Percentage of eligibility lists established resulting in successful placement.	78%	*	85%
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	95%	95%	95%
Percentage of complaints regarding homeless issues responded to within five days	100%	100%	100%

<u>Workload Indicators:</u>	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
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

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

<u>Workload Indicators (continued):</u>	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
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	45	60	50
Number of public records requests processed	783	700	800
Number of documents scanned into the Laserfiche system	250,000	*400,000	200,000
Number of microfiche images converted to the Laserfiche system	3 million	2.5 million	2 million
Number of qualified job applicants placed onto an eligibility list	381	525	525
Number of volunteers participating in City programs	98	100	100
Number of job applicants processed	6,334	6,750	6,750
Number of open enrollment submissions processed	613	600	600
Number of benefit enrollment changes/submissions processed outside of the open enrollment window	1,134	1,300	1,300
Number of outgoing mail metered in-house	103,948	121,000	125,000
Number of copies produced by Central Services	1,749,460	1,900,000	2,000,000
Number of individuals placed into permanent housing	101	50	50
Number of individuals placed into temporary housing	30	16	16
Number of linkages to social services made	480	1000	1000
Number of individuals reconnected to family or placement outside the area	41	20	20

* No figures



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

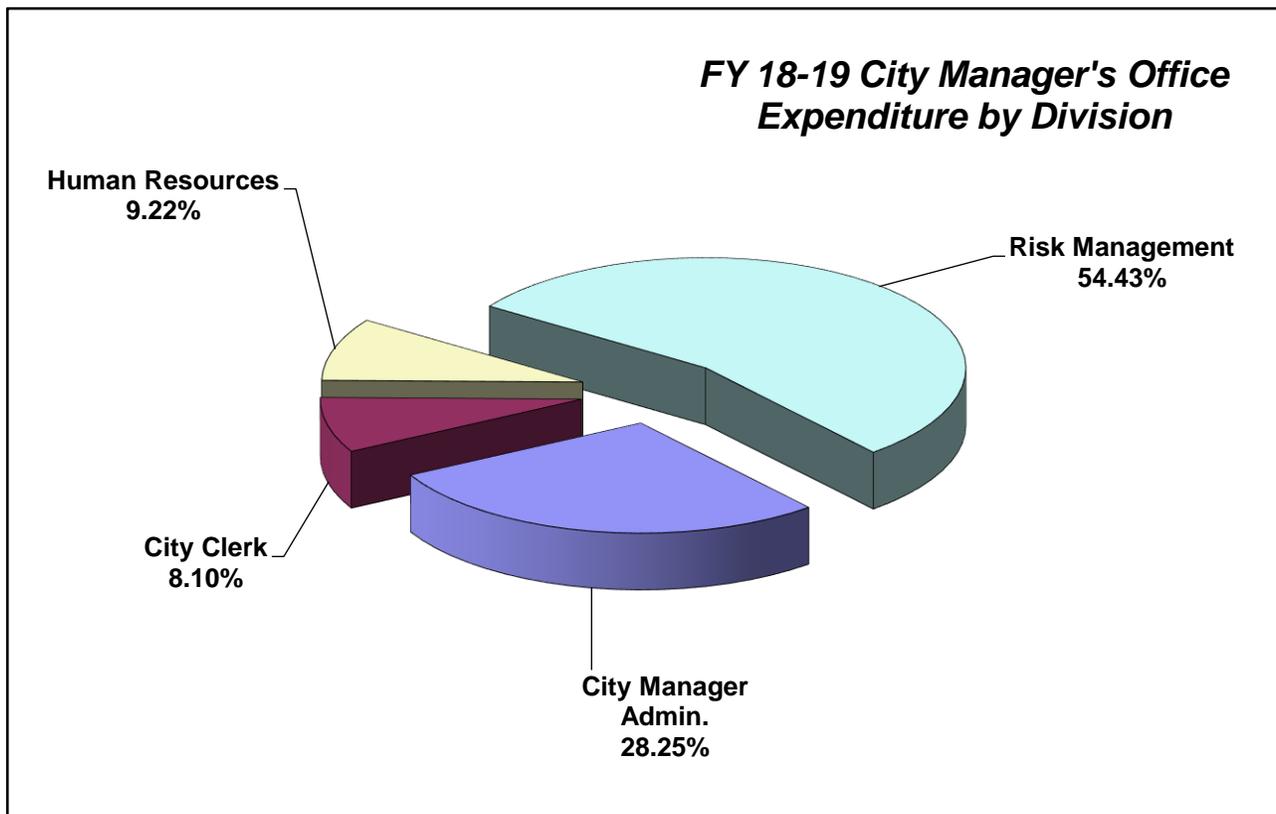
	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>City Manager Administration - 11100</u>				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	2.00	2.00	2.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Executive Assistant to the City Manager	1.00	1.00	1.00	1.00
Management 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>	6.00	7.00	6.00	5.00
Neighborhood Improvement Manager	-	-	-	1.00
Senior Code Enforcement Officer	-	-	-	1.00
Website Coordinator	-	1.00	-	-
<i>Subtotal Network for Homeless Solutions - 50250</i>	-	1.00	-	2.00
Assistant Recreation Supervisor	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	3.00	2.00	2.85	2.85
Video Production Coordinator	1.00	1.00	1.00	1.00
Website Coordinator	-	-	1.00	1.00
<i>Subtotal Communications and Marketing - 51050</i>	7.00	5.00	6.85	6.85
<u>Housing Authority - 11500</u>				
City Clerk	-	-	0.05	0.05
Community Outreach Worker	-	-	1.00	-
Deputy City Clerk	-	-	0.05	0.05
Public Affairs Manager/Assistant to the City Manager	-	-	0.15	0.15
<i>Housing - 20600</i>	-	-	1.25	0.25
Community Outreach Worker	-	1.00	-	-
<i>Homeless Prevention - 20605</i>	-	1.00	-	-
Total City Manager Full-time Positions	13.00	14.00	14.10	14.10
Total City Manager Part-time (in FTE's)	7.00	7.36	8.08	8.12

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>City Clerk - 11200</u>				
City Clerk	0.30	0.30	0.30	0.30
Deputy City Clerk	-	0.20	0.10	0.25
<i>Subtotal Elections - 50120</i>	0.30	0.50	0.40	0.55
City Clerk	0.40	0.40	0.35	0.35
Deputy City Clerk	1.00	0.90	0.85	0.80
Administrative Secretary	0.50	0.50	0.50	0.50
<i>Subtotal City Council Meetings - 50410</i>	1.90	1.80	1.70	1.65
City Clerk	0.30	0.30	0.30	0.30
Deputy City Clerk	1.00	0.90	1.00	0.90
Administrative Secretary	0.50	0.50	0.50	0.50
<i>Subtotal Public Records - 50420</i>	1.80	1.70	1.80	1.70
Total City Clerk Full-time Positions	4.00	4.00	3.90	3.90
Total City Clerk Part-time Positions (in FTE's)	0.50	2.50	3.93	4.18
<u>Human Resources - 14100</u>				
Human Resources Manager	0.65	0.65	0.65	0.65
Human Resources Administrator	-	-	1.00	1.00
Human Resources Analyst	2.00	2.10	2.10	1.30
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>	4.35	4.45	4.45	4.65
Total Human Resources Full-Time Positions	4.35	4.45	4.45	4.65
Total HR Part-time Positions (in FTE's)	1.25	2.25	1.50	0.75
<u>Risk Management - 14400</u>				
Human Resources Manager	0.35	0.35	0.35	0.35
Human Resources Analyst	1.00	0.90	0.90	0.70
Human Resources Office Specialist II	0.30	0.30	0.30	0.30
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Risk Management Admin - 50661</i>	2.65	2.55	2.55	2.35
Total Risk Management Full-time Positions	2.65	2.55	2.55	2.35
Total Risk Mgmt Part-time Positions (in FTE's)	0.55	0.48	1.23	0.75
Total Department Full-time Positions	24.00	25.00	25.00	25.00
Total Department Part-time Positions (in FTE's)	9.30	12.59	14.74	13.79
TOTAL DEPARTMENT	33.30	37.59	39.74	38.79

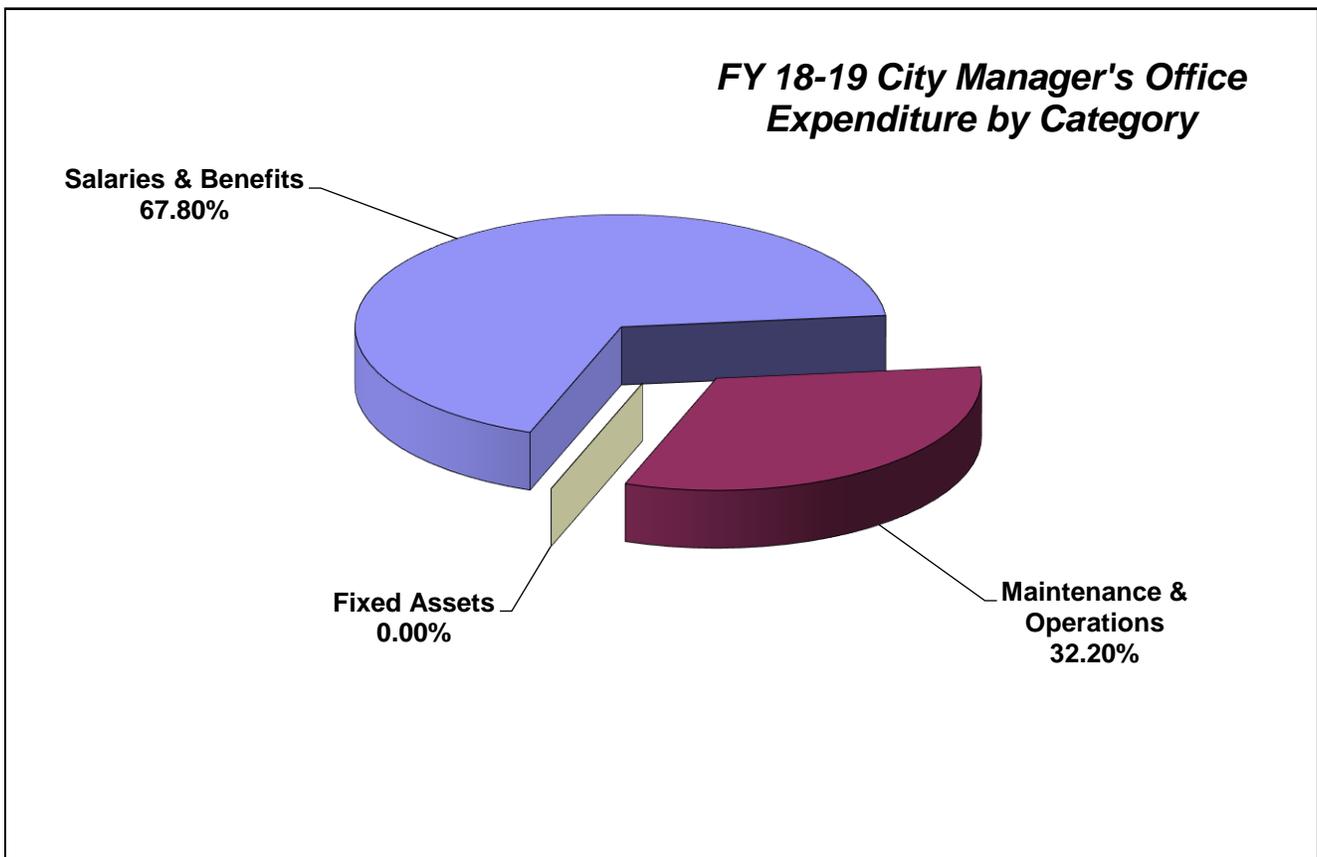
**CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Expenditure by Division:</u>					
City Manager Admin. - 11100	\$ 3,482,382	\$ 3,976,241	\$ 3,996,215	\$ 4,382,374	9.66%
City Clerk - 11200	696,121	1,107,754	978,473	1,257,157	28.48%
Human Resources - 14100	1,425,178	1,495,274	1,420,912	1,429,811	0.63%
Risk Management -14400	7,088,283	13,190,151	8,052,460	8,443,551	4.86%
Total Expenditures	\$ 12,691,963	\$ 19,769,420	\$ 14,448,060	\$ 15,512,892	7.37%



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

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 8,721,023	\$ 8,919,735	\$ 9,875,871	\$ 10,517,801	6.50%
Maintenance & Operations	3,924,219	10,795,523	4,571,479	4,994,381	9.25%
Fixed Assets	46,721	54,163	710	710	0.00%
Total Expenditures	\$ 12,691,963	\$ 19,769,420	\$ 14,448,060	\$ 15,512,892	7.37%



	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 8,061,479	\$ 9,098,801	\$ 8,861,825	\$ 9,618,125	62.00%
Self-Insurance Fund - 602	4,630,485	10,670,619	5,586,235	5,894,767	38.01%
Total Funding Sources	\$ 12,691,963	\$ 19,769,420	\$ 14,448,060	\$ 15,512,892	100.00%

CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,288,806	\$ 2,363,827	\$ 2,508,914	\$ 2,685,541	7%
Regular Salaries - Part time	501300	449,031	569,242	640,599	699,005	9%
Overtime	501400	69,454	73,553	37,000	20,000	-46%
Accrual Payoff - Excess Maximum	501500	4,264	6,284	3,400	2,000	-41%
Vacation/Comp. Time Cash Out	501600	36,484	61,169	12,320	12,320	0%
Holiday Allowance	501700	9,182	11,124	1,780	1,780	0%
Separation Pay-Off	501800	3,873	13,936	-	-	0%
Other Compensation	501900	11,928	10,660	72,000	77,244	7%
Cafeteria Plan	505100	379,291	404,756	428,631	462,962	8%
Medicare	505200	44,138	48,715	36,539	39,176	7%
Retirement	505300	789,364	1,004,212	985,982	1,302,282	32%
Professional Development	505500	94,040	96,647	95,514	100,360	5%
Auto Allowance	505600	19,248	18,694	18,600	14,700	-21%
Unemployment	505800	32,828	87,622	87,492	87,492	0%
Workers' Compensation	505900	2,574,872	2,241,639	3,032,000	3,097,838	2%
Employer Contr.Retirees' Med.	506100	1,914,220	1,907,655	1,915,100	1,915,100	0%
Subtotal Salaries & Benefits		\$ 8,721,023	\$ 8,919,735	\$ 9,875,871	\$ 10,517,801	6%
Stationery and Office	510100	\$ 36,172	\$ 41,874	\$ 21,280	\$ 21,280	0%
Multi-Media, Promotions and Subs	510200	114,293	344,663	260,900	260,900	0%
Small Tools and Equipment	510300	51,177	46,916	26,640	26,640	0%
Uniform & Clothing	510400	-	1,153	2,300	2,300	0%
Safety and Health	510500	-	128	1,330	1,330	0%
Maintenance & Construction	510600	-	870	500	500	0%
Postage	520100	8,780	87,832	11,025	11,025	0%
Legal Advertising/Filing Fees	520200	15,978	28,785	20,300	20,300	0%
Advertising and Public Info.	520300	8,000	11,539	10,300	16,025	56%
Telephone/Radio/Communications	520400	1,257	7,052	6,350	7,750	22%
Meetings & Conferences	520500	9,220	12,592	5,000	5,000	0%
Mileage Reimbursement	520600	620	362	1,125	1,125	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	11,176	909	800	800	0%
Other Equipment	525800	1,977	3,618	14,500	14,500	0%
Employment	530100	47,052	23,492	31,800	31,800	0%
Consulting	530200	600,105	668,201	734,140	948,220	29%
Legal	530300	416,532	280,119	85,000	115,000	35%
Medical and Health Inspection	530600	66,782	66,912	91,600	91,600	0%
Law Enforcement	530700	107,191	125,204	153,550	123,550	-20%
External Rent	535400	40,888	57,098	52,520	52,520	0%
Grants, Loans and Subsidies	535500	198,547	155,211	150,000	20,000	-87%
Central Services	535800	20,571	35,674	14,150	14,150	0%
Internal Rent - Maint. Charges	536100	10,228	4,842	13,774	7,431	-46%
Internal Rent - Repl.Cost	536200	10,406	10,299	10,297	7,691	-25%
Internal Rent - IT Replacement	536300	16,430	21,906	27,383	27,383	0%
General Liability	540100	1,994,774	3,288,382	2,451,754	2,806,071	14%
Special Liability	540200	4,612	4,612	4,612	4,612	0%
Buildings & Personal Property	540500	315,000	257,329	265,049	251,378	-5%
Taxes & Assessments	540700	88,528	78,107	83,000	83,000	0%
Contingency	540800	(285,744)	5,114,407	-	-	0%
Other Costs	540900	-	366	-	-	0%
Assistance	545300	13,666	15,069	20,000	20,000	0%
Subtotal Maintenance & Operations		\$ 3,924,219	\$ 10,795,523	\$ 4,571,479	\$ 4,994,381	9%
Buildings and Structures	590400	\$ -	\$ 3,938	\$ -	\$ -	0%
Other Equipment	590800	46,721	50,225	710	710	0%
Subtotal Fixed Assets		\$ 46,721	\$ 54,163	\$ 710	\$ 710	0%
Total Expenditures		\$ 12,691,963	\$ 19,769,420	\$ 14,448,060	\$ 15,512,892	7%

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

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
<u>ADMINISTRATION - 11100</u>					
<u>City Manager Administration - 50001</u>					
Salaries & Benefits	\$ 1,277,384	\$ 1,682,046	\$ 1,482,110	\$ 1,348,567	-9%
Maintenance & Operations	645,160	841,042	809,749	779,551	-4%
Fixed Assets	28,866	9,712	-	-	0%
<i>Subtotal City Manager Admin</i>	\$ 1,951,410	\$ 2,532,800	\$ 2,291,859	\$ 2,128,119	-7%
<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	2,272	1,372	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal City Manager</i>	\$ 2,272	\$ 1,372	\$ -	\$ -	0%
<u>Network for Homeless Solutions - 50250</u>					
Salaries & Benefits	\$ 140,898	\$ 35,856	\$ 62,090	\$ 417,501	572%
Maintenance & Operations	152,410	132,440	133,095	178,376	34%
Fixed Assets	536	470	710	710	0%
<i>Subtotal Ntwk for Homeless Sol</i>	\$ 293,844	\$ 168,767	\$ 195,895	\$ 596,588	205%
<u>Cable Television Services - 51030</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	196	39	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Cable Television Services</i>	\$ 196	\$ 39	\$ -	\$ -	0%
<u>Communications and Marketing - 51050</u>					
Salaries & Benefits	\$ 1,029,189	\$ 1,039,477	\$ 1,313,507	\$ 1,461,722	11%
Maintenance & Operations	184,785	215,827	194,954	195,945	1%
Fixed Assets	6,573	17,959	-	-	0%
<i>Subtotal Comm and Marketing</i>	\$ 1,220,547	\$ 1,273,263	\$ 1,508,461	\$ 1,657,668	10%

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

	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Actual</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>FY 18-19</u> <u>Preliminary</u>	<u>Percent</u> <u>Change</u>
<i>CITY CLERK - 11200</i>					
<u>Elections - 50120</u>					
Salaries & Benefits	\$ 21,909	\$ 90,678	\$ 68,286	\$ 98,882	45%
Maintenance & Operations	72,884	269,820	44,300	200,300	352%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Elections</i>	<u>\$ 94,793</u>	<u>\$ 360,498</u>	<u>\$ 112,586</u>	<u>\$ 299,182</u>	<u>166%</u>
<u>City Council Meetings - 50410</u>					
Salaries & Benefits	\$ 203,761	\$ 222,866	\$ 336,721	\$ 387,081	15%
Maintenance & Operations	28,141	43,840	31,100	31,100	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal City Council Meetings</i>	<u>\$ 231,902</u>	<u>\$ 266,706</u>	<u>\$ 367,821</u>	<u>\$ 418,181</u>	<u>14%</u>
<u>Public Records - 50420</u>					
Salaries & Benefits	\$ 251,183	\$ 268,665	\$ 332,426	\$ 374,154	13%
Maintenance & Operations	118,243	211,584	165,640	165,640	0%
Fixed Assets	-	301	-	-	0%
<i>Subtotal Public Records</i>	<u>\$ 369,426</u>	<u>\$ 480,550</u>	<u>\$ 498,066</u>	<u>\$ 539,794</u>	<u>8%</u>
<i>HUMAN RESOURCES - 14100</i>					
<u>Human Resources Administration - 50610</u>					
Salaries & Benefits	\$ 788,702	\$ 962,457	\$ 913,932	\$ 917,106	0%
Maintenance & Operations	626,561	507,081	506,980	512,705	1%
Fixed Assets	(15)	25,735	-	-	0%
<i>Subtotal Human Resources Admin</i>	<u>\$ 1,415,248</u>	<u>\$ 1,495,274</u>	<u>\$ 1,420,912</u>	<u>\$ 1,429,811</u>	<u>1%</u>
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 9,930	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Risk Mgmt Admin</i>	<u>\$ 9,930</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>
<i>RISK MANAGEMENT - 14400</i>					
<u>Employee Benefit Admin - 50630</u>					
Salaries & Benefits	\$ 30,912	\$ 42,918	\$ 42,788	\$ 42,788	0%
Maintenance & Operations	10,606	12,088	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Employee Benefit Admin</i>	<u>\$ 41,518</u>	<u>\$ 55,006</u>	<u>\$ 42,788</u>	<u>\$ 42,788</u>	<u>0%</u>

CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Post-Employment Benefits - 50650</u>					
Salaries & Benefits	\$ 2,052,622	\$ 2,039,354	\$ 1,915,100	\$ 1,987,556	4%
Maintenance & Operations	850	975	900	900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Post Employment Benefits	\$ 2,053,472	\$ 2,040,329	\$ 1,916,000	\$ 1,988,456	4%
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 349,744	\$ 399,405	\$ 490,320	\$ 500,423	2%
Maintenance & Operations	43,976	66,924	59,905	59,905	0%
Fixed Assets	-	(15)	-	-	0%
Subtotal Risk Mgmt Admin	\$ 393,720	\$ 466,314	\$ 550,225	\$ 560,328	2%
<u>Liability - 50662</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,762,768	8,224,965	2,303,196	2,544,918	10%
Fixed Assets	-	-	-	-	0%
Subtotal Liability	\$ 1,762,768	\$ 8,224,965	\$ 2,303,196	\$ 2,544,918	10%
<u>Workers' Comp - 50663</u>					
Salaries & Benefits	\$ 2,563,128	\$ 2,136,012	\$ 2,918,591	\$ 2,982,021	2%
Maintenance & Operations	273,677	267,524	321,660	325,040	1%
Fixed Assets	-	-	-	-	0%
Subtotal Workers' Comp	\$ 2,836,805	\$ 2,403,536	\$ 3,240,251	\$ 3,307,061	2%
Total Expenditures	\$ 12,691,963	\$ 19,769,420	\$ 14,448,060	\$ 15,512,892	7%

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 18-19 preliminary budget for the City Attorney's Office is \$1,220,000, an increase of \$200,000, or 19.6% compared to the adopted budget for FY 17-18. This increase is a result of an anticipated legal services costs for existing litigation.

City of Costa Mesa
FY 18-19 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	1,220,000	-	1,220,000	
City Manager/HR	115,000	-	115,000	
Total	\$ 1,343,500	\$ 25,000	\$ 1,368,500	
<u>By Account</u>				
Legal	\$ 488,500	\$ 25,000	\$ 513,500	
Consulting	855,000	-	855,000	
Total	\$ 1,343,500	\$ 25,000	\$ 1,368,500	



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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
City Attorney - 12100	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	19.61%
Total Expenditures	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	19.61%

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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	1,223,132	1,281,304	1,020,000	1,220,000	19.61%
Fixed Assets	-	-	-	-	-
Total Expenditures	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	19.61%

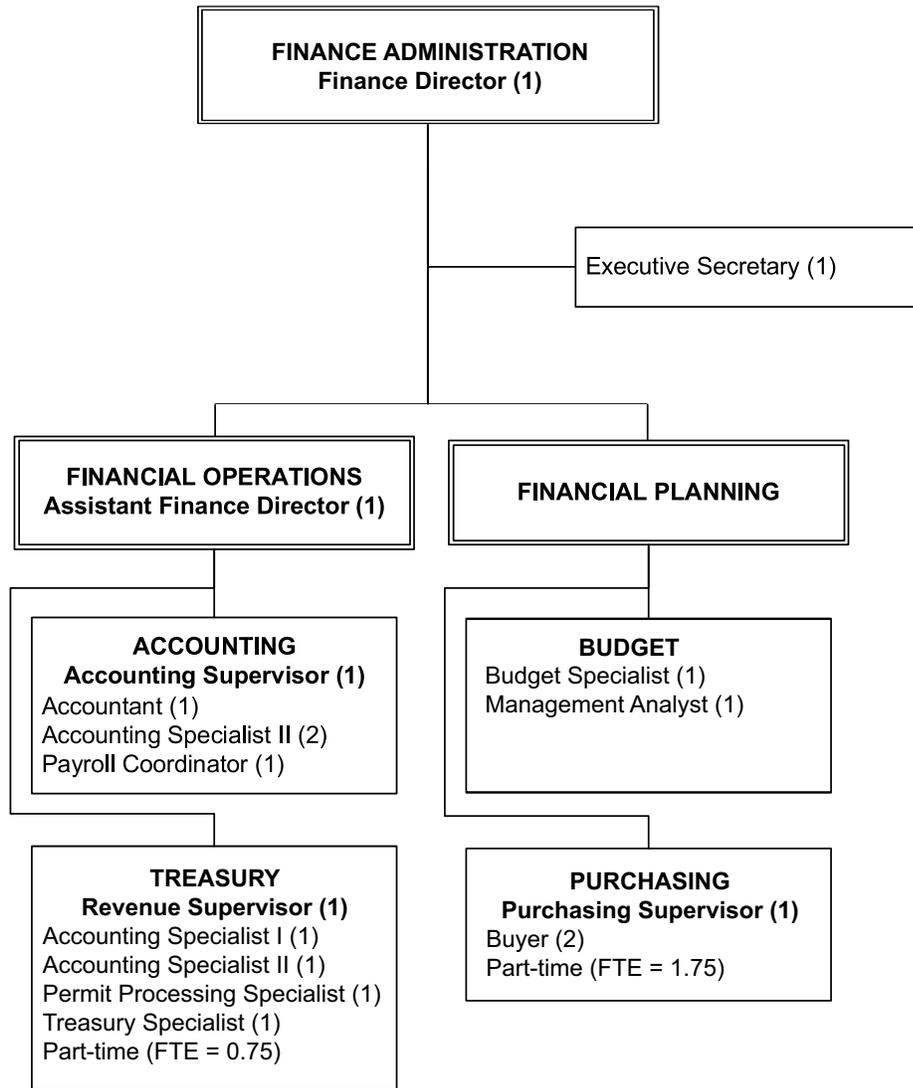
	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	100.00%
Total Funding Sources	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	100.00%

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

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Postage	520100	\$ 31	\$ -	\$ -	\$ -	0%
Consulting	530200	937,436	784,077	855,000	855,000	0%
Legal	530300	285,665	497,227	165,000	365,000	121%
Subtotal Maintenance & Operations		\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	20%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	20%

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

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
CITY ATTORNEY'S OFFICE - 12100					
Legal Services - 50320					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,223,132	1,281,304	1,020,000	1,220,000	20%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services					
	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	20%
Total Expenditures	\$ 1,223,132	\$ 1,281,304	\$ 1,020,000	\$ 1,220,000	20%



FINANCE DEPARTMENT

The Finance Department is a General Government Support function. The Department has 18 full-time staff members composed of two management, three supervisory, 12 professional staff, and one clerical position, plus 2.5 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, Finance and Pension Advisory Committee, and the Deferred Compensation 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 18-19 preliminary budget for the Finance Department is \$3,109,961, an increase of \$41,561, or 1.35% compared to the adopted budget for FY 17-18. The slight increase was primarily attributed to Retirement, offset by a decrease in Salaries.

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

- Prepared the June 30, 2017 CAFR incorporating new GASB pronouncements and reporting requirements.
- Refined the City's first multi-dimensional five-year financial plan model.
- Continued to receive the budgeting, financial reporting, and procurement awards from GFOA.
- 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.
- Incorporated the Chamber of Commerce membership fee into the Business License online collection process.
- Prepared COIN fiscal analyses for Fire, Fire Management, Police Management, CMCEA, City Executives and Management.
- Provided a detailed analysis of the City's cost impact resulting from the CalPERS decision to lower the discount rate from 7.5% to 7% over three years.
- Provided support to Development Services for Measure X CUP and business permit fees.
- Provided a three-year plan to provide \$10 million cash funding for construction of a new Fire Station 1.
- Achieved the \$55 million reserves target in the general fund.
- Achieved a Standard & Poors credit rating of AA+ for the 2017 Revenue Bonds.
- Issued the 2017 Revenue Bonds with a \$29.7 million PAR amount, true interest cost of 2.765%.
- Paid off Certificates of Participation Series 2003.
- Paid off Certificates of Participation Series 2007.
- Adopted a comprehensive Debt Management Policy.
- Partnered with IT and Socrata to implement the Open Budget Costa Mesa website.

GOALS

- Implement online Animal Licensing system.
- Update user fees for Council adoption.
- Release Small Dollar Purchase Program to allow the Citywide purchases of goods that are less than \$3,000 aggregate, not to exceed \$5,000 in total, to a single vendor, in a fiscal year, without submitting a purchase requisition to Purchasing.
- Post on the City's website the first SB 331/CRONEY audit reports for upcoming formal solicitation that are applicable to SB 331/CRONEY.

FINANCE DEPARTMENT

OBJECTIVES

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

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

<u>Performance Measures:</u>	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Number of Audit Adjustments (Auditor Recommended)	1	1	1
Years Received GFOA CAFR Award	37	38	39
Years Received GFOA Distinguished Budget Award	17	18	19
Accuracy Forecasting Expenditures – General Fund	100%	100%	100%
Accuracy Forecasting Revenues – General Fund	100%	100%	100%
<u>Workload Indicators:</u>	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
City budgeted funds monitored (Millions)	\$139.8	\$151	\$154
Number of budget adjustments processed	17	15	15
Number of budget transfers	202	175	175
Accounts Payable checks issued	9,031	10,000	10,000
Number of payroll checks issued	17,089	15,750	15,750
Number of Journal Entries prepared	703	500	500
Number of purchase orders issued	709	1,500	1,500
Average days to process purchase order (informal bid) (new in 16-17)	7	7	7
Number of contracts issued	150	350	350
Number of Transient Occupancy Tax (TOT) audits	0	11	6
Number of animal license renewals processed	3,988	4,000	4,000
Number of new animal licenses processed	548	1,000	1,000
Number of accounts receivable invoices processed	2,511	3,000	3,000
Number of special event permits issued	59	65	65
Number of cash register transactions processed	14,092	13,000	14,000
Number of Finance Advisory Committees meetings	12	12	12
Number of Pension Committee meetings	12	*	*

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

<u>Workload Indicators (Continued)</u>	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Business Licenses:			
Number of business license renewal notices mailed	11,093	11,000	11,000
Number of business license past due and delinquent notices mailed	3,602	3,000	3,000
Number of business license renewal submitted on-line	3,100	3,500	3,500
Number of business license renewal submitted by mail or over counter	6,247	9,500	9,500
Number of business license new application submitted on-line	1,164	1,500	1,500
Number of business license new application submitted by mail or over counter	1,123	1,500	1,500



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

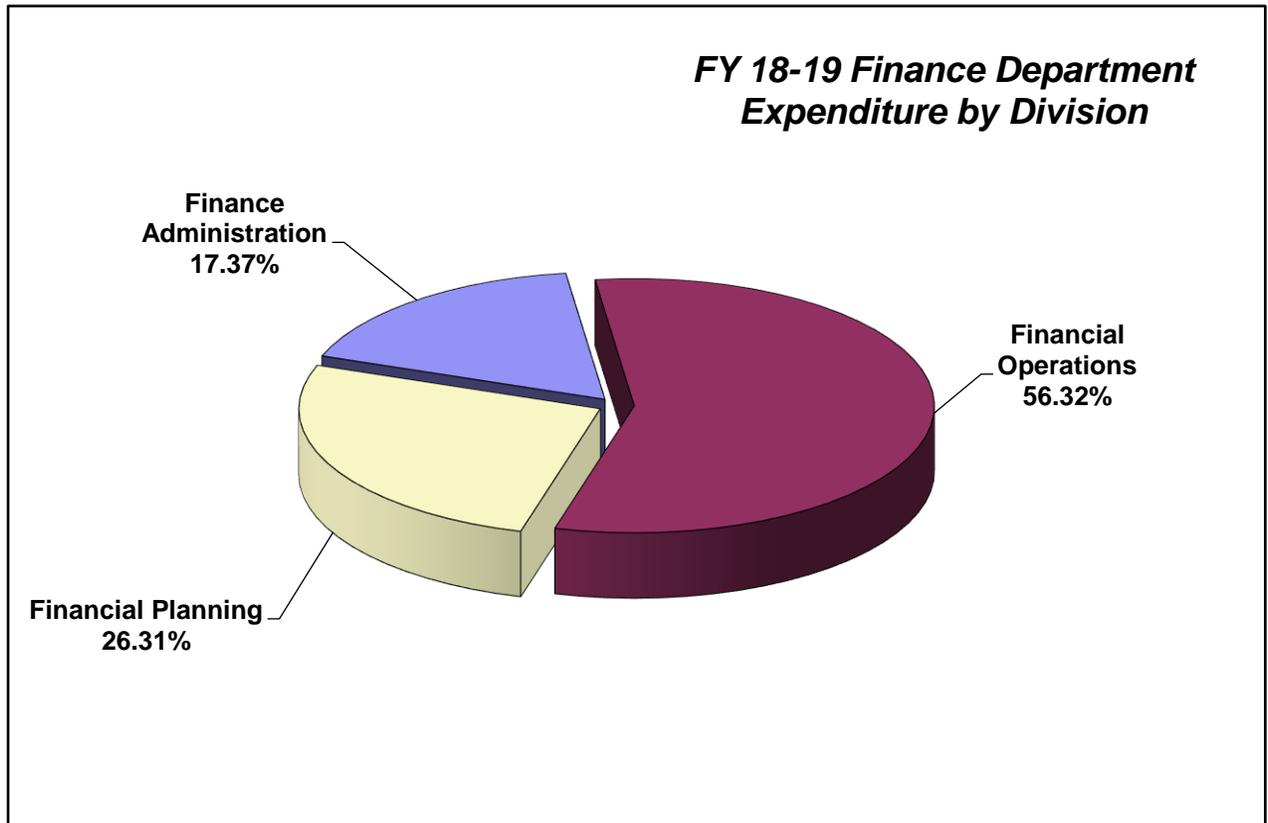
	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Finance Administration - 13100</u>				
Finance Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	2.00	2.00	2.00	2.00
Total Finance Administration Full-time Positions	2.00	2.00	2.00	2.00
<u>Financial Operations - 13200</u>				
Assistant Finance Director	0.65	0.60	0.58	0.58
Accountant	1.00	1.00	0.95	0.95
Accounting Specialist II	2.00	2.00	2.00	2.00
Accounting Supervisor	1.00	1.00	0.95	0.95
Payroll Coordinator	1.00	1.00	1.00	1.00
<i>Subtotal Accounting - 50510</i>	5.65	5.60	5.48	5.48
Assistant Finance Director	0.35	0.40	0.38	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	-	-	-
Treasury Specialist	-	1.00	1.00	1.00
<i>Subtotal Treasury - 50540</i>	5.35	5.40	5.38	5.38
Total Financial Operations Full-time Positions	11.00	11.00	10.85	10.85
Total Financial Operations Part-time Positions	-	-	0.75	0.75
<u>Financial Planning - 13300</u>				
Budget Analyst	1.00	1.00	1.00	-
Budget Specialist	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Budget & Research - 50520</i>	3.00	3.00	3.00	2.00
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	6.00	6.00	6.00	5.00
Total Fin Planning Part-time Positions (in FTE's)	2.71	2.50	2.50	1.75

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Housing Authority - 11500</u>				
Assistant Finance Director	-	-	0.05	0.05
Accounting Supervisor	-	-	0.05	0.05
<i>Subtotal Housing - 20600</i>	-	-	0.10	0.10
Accountant	-	-	0.05	0.05
<i>Subtotal Civic Center Barrio - 20635</i>	-	-	0.05	0.05
Total Housing Authority Full-time Positions	-	-	0.15	0.15
Total Department Full-time Positions	19.00	19.00	19.00	18.00
Total Department Part-time Positions (in FTE's)	2.71	2.50	3.25	2.50
TOTAL DEPARTMENT	21.71	21.50	22.25	20.50

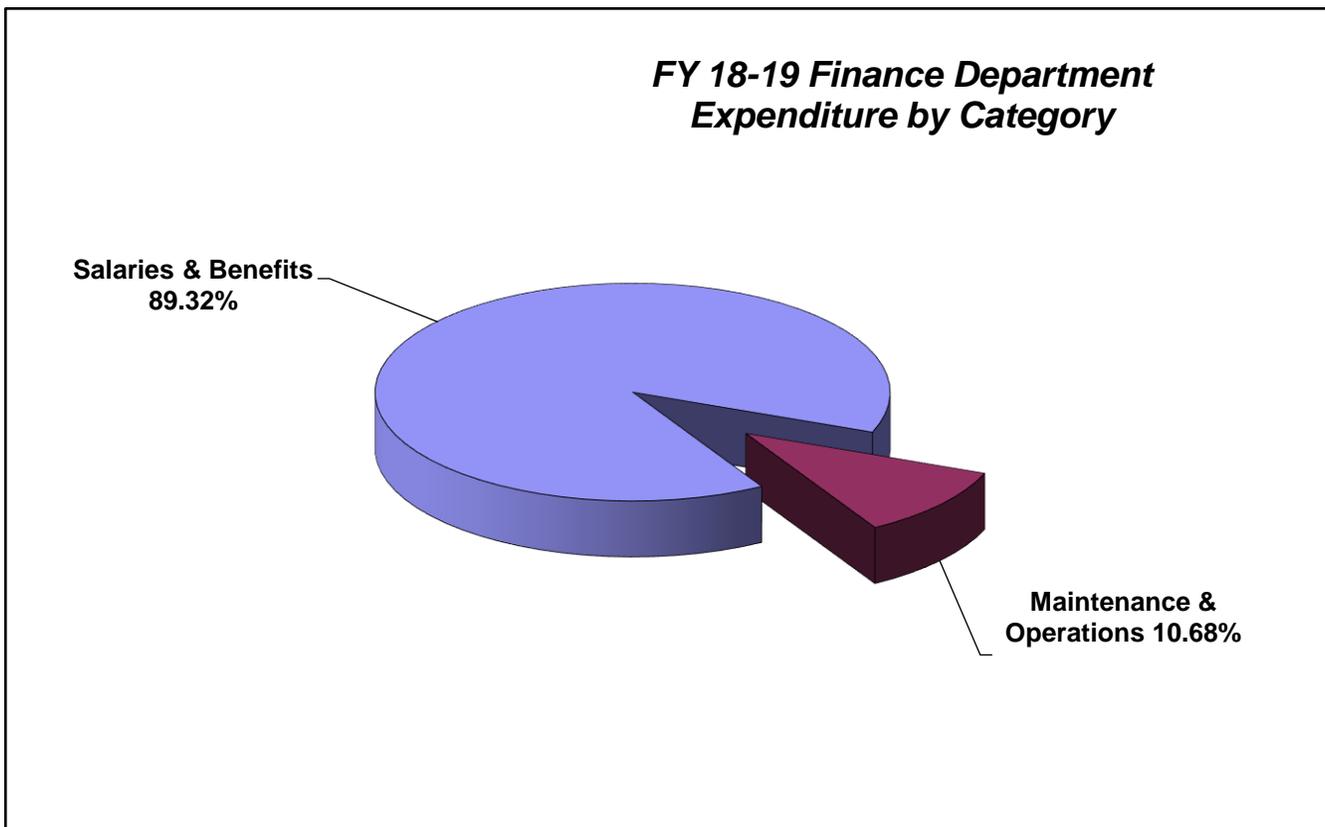
**FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Expenditure by Division:</u>					
Finance Admin. - 13100	\$ 384,197	\$ 515,225	\$ 445,044	\$ 540,061	21.35%
Financial Operations - 13200	1,394,925	1,314,693	1,620,366	1,751,614	8.10%
Financial Planning - 13300	880,340	808,655	1,002,990	818,287	-18.42%
Total Expenditures	\$ 2,659,462	\$ 2,638,573	\$ 3,068,400	\$ 3,109,961	1.35%



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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 2,130,896	\$ 2,216,160	\$ 2,724,573	\$ 2,777,693	1.95%
Maintenance & Operations	527,964	420,924	343,827	332,268	-3.36%
Fixed Assets	602	1,490	-	-	0.00%
Total Expenditures	\$ 2,659,462	\$ 2,638,573	\$ 3,068,400	\$ 3,109,961	1.35%



	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,608,271	\$ 2,640,723	\$ 3,068,400	\$ 3,109,961	100.00%
Equipment Replacement Fund - 601	51,191	(2,150)	-	-	
Total Funding Sources	\$ 2,659,462	\$ 2,638,573	\$ 3,068,400	\$ 3,109,961	100.00%

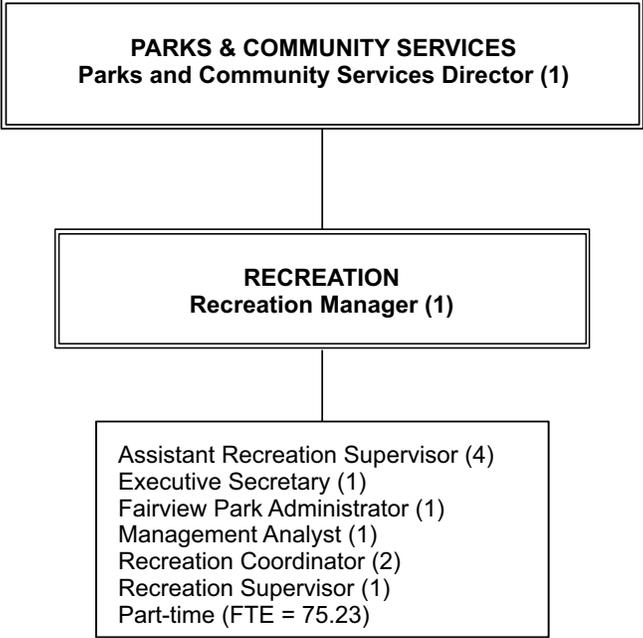
CITY OF COSTA MESA, CALIFORNIA

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 1,089,491	\$ 1,022,337	\$ 1,630,341	\$ 1,591,834	-2%
Regular Salaries - Part time	501300	377,647	417,009	181,167	131,935	-27%
Overtime	501400	21,014	24,332	7,700	7,200	-6%
Vacation/Comp. Time Cash Out	501600	7,823	6,390	-	-	0%
Holiday Allowance	501700	2,362	2,798	-	-	0%
Separation Pay-Off	501800	3,771	7,027	-	-	0%
Other Compensation	501900	7,969	8,354	21,912	19,374	-12%
Cafeteria Plan	505100	191,403	190,604	267,517	297,829	11%
Medicare	505200	24,235	23,992	23,769	23,236	-2%
Retirement	505300	388,618	451,204	513,816	612,600	19%
Professional Development	505500	8,072	7,853	12,103	12,065	0%
Auto Allowance	505600	-	-	-	5,724	0%
Unemployment	505800	1,446	1,446	1,443	1,443	0%
Workers' Compensation	505900	7,046	52,813	64,805	74,454	15%
Subtotal Salaries & Benefits		\$ 2,130,896	\$ 2,216,160	\$ 2,724,573	\$ 2,777,693	2%
Stationery and Office	510100	\$ 13,662	\$ 13,613	\$ 16,150	\$ 16,150	0%
Multi-Media, Promotions and Subs	510200	603	1,913	2,300	2,300	0%
Small Tools and Equipment	510300	2,034	1,713	1,050	1,050	0%
Uniform & Clothing	510400	730	30	250	250	0%
Safety and Health	510500	344	295	-	-	0%
Maintenance & Construction	510600	90,760	(21,581)	-	-	0%
Postage	520100	26,238	24,753	25,075	25,075	0%
Legal Advertising/Filing Fees	520200	94	-	500	500	0%
Meetings & Conferences	520500	-	88	-	-	0%
Mileage Reimbursement	520600	86	125	-	-	0%
Office Equipment	525700	3,845	2,423	5,050	5,050	0%
Employment	530100	150,720	126,815	-	-	0%
Consulting	530200	3,324	16,866	-	-	0%
Financial & Information Svcs	530500	189,146	198,370	227,230	229,950	1%
External Rent	535400	(153)	-	-	-	0%
Central Services	535800	17,199	20,301	15,000	15,000	0%
Internal Rent - Maint. Charges	536100	935	536	2,188	3,370	54%
Internal Rent - Repl.Cost	536200	3,318	3,680	4,164	4,164	0%
Internal Rent - IT Replacement	536300	6,194	8,258	10,323	10,323	0%
General Liability	540100	18,201	22,415	34,548	19,087	-45%
Other Costs	540900	683	309	-	-	0%
Subtotal Maintenance & Operations		\$ 527,964	\$ 420,924	\$ 343,827	\$ 332,268	-3%
Other Equipment	590800	\$ 602	\$ 1,490	\$ -	\$ -	0%
Subtotal Fixed Assets		\$ 602	\$ 1,490	\$ -	\$ -	0%
Total Expenditures		\$ 2,659,462	\$ 2,638,573	\$ 3,068,400	\$ 3,109,961	1%

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
FINANCE ADMINISTRATION - 13100					
<u>Finance Admin - 50001</u>					
Salaries & Benefits	\$ 275,732	\$ 372,907	\$ 348,924	\$ 459,401	32%
Maintenance & Operations	108,456	142,318	96,120	80,659	-16%
Fixed Assets	-	-	-	-	0%
Subtotal Finance Administration	\$ 384,188	\$ 515,225	\$ 445,044	\$ 540,061	21%
<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	\$ 585,375	\$ 602,965	\$ 756,440	\$ 818,987	8%
Maintenance & Operations	94,040	102,249	114,300	112,100	-2%
Fixed Assets	-	-	-	-	0%
Subtotal Acctg. & Financial Rprt.	\$ 679,415	\$ 705,214	\$ 870,740	\$ 931,087	7%
<u>Treasury - 50540</u>					
Salaries & Benefits	\$ 560,019	\$ 457,808	\$ 663,146	\$ 729,127	10%
Maintenance & Operations	155,492	150,181	86,480	91,400	6%
Fixed Assets	-	1,490	-	-	0%
Subtotal Treasury	\$ 715,510	\$ 609,479	\$ 749,626	\$ 820,527	9%
FINANCIAL PLANNING - 13300					
<u>Budget & Research - 50520</u>					
Salaries & Benefits	\$ 315,673	\$ 233,382	\$ 386,956	\$ 247,862	-36%
Maintenance & Operations	26,601	10,906	12,000	12,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Budget & Research	\$ 342,274	\$ 244,288	\$ 398,956	\$ 259,862	-35%
<u>Purchasing - 50530</u>					
Salaries & Benefits	\$ 394,098	\$ 549,098	\$ 569,108	\$ 522,316	-8%
Maintenance & Operations	143,366	15,269	34,926	36,109	3%
Fixed Assets	602	-	-	-	0%
Subtotal Purchasing	\$ 538,066	\$ 564,367	\$ 604,034	\$ 558,425	-8%
Total Expenditures	\$2,659,462	\$2,638,573	\$3,068,400	\$ 3,109,961	1%



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 a large offering of Youth, Teen, and Adult Recreation programs and 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, Major League Softball and oversees City contracted animal shelter and adoption locations. The department also oversees public usage of park facilities and the land management at Fairview Park.

The department is budgeted for 12 full-time and 75.23 (FTEs) part-time staff members.

RECREATION – 14300

Recreation Administration – 50001

Serves as the administrator of parks, reservations, model aircraft fly permits, recreation classes, programs, and activities. Provides staff support to the Parks and Recreation Commission, the Senior Commission, the Cultural Arts Committee, the Historical Preservation Committee, the Fairview Park Steering Committee, the Animal Services Committee, and the Youth Sports Council.

Downtown Recreation Center (DRC) – 40121

Operates the programs in the Downtown Recreation Center located at 1860 Anaheim Avenue. This facility includes one gymnasium, one gymnastics room, one 25-yard outdoor pool, two multi-purpose rooms, and one kitchen. This facility provides a variety of programs; some free and others fee-based. The gymnasium provides free open gym time for youth to play basketball; free drop-in pickle ball for seniors; fee-based drop-in basketball, volleyball, recreational adult basketball leagues; and is suitable for rentals. Rentals have included City recreation youth basketball league, NLA Sports Dodgeball, Akua Mind & Body, and the MIKA C3 Tournament. The gymnasium 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). 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 location. Staff from this facility are utilized to assist with relocated group rentals to other City facilities.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Aquatics – 40212

Provides 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 competitive swimming, 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 Downtown Recreation Center gymnasium.

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 athletic 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 Fairview Park (to ensure that the protected areas remain unused). Other duties include assistance at miscellaneous special events as assigned.

Youth Sports – 40218

Includes basketball, cheerleading, running, volleyball 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). Volleyball provides a clinic, practices and ten (10) weeks of league play. Happy Feet Youth Running Club provides summer and fall practices for seven (7) weeks (twice a week), and concludes by participating in the Costa Mesa 5K Community Run on week eight in the fall. General fitness provides nutritional and physical activity once a week for the R.O.C.K.S. afterschool program and summer programming.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

Senior Center – 40231

Maintains and operates the Costa Mesa Senior Center, located at 695 W. 19th Street. The center is open 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 from 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 nine (9) weeks long and is held at Estancia Park. Camp programs run during Winter Recess, Presidents Week, and Spring Break are held at the Balearic Community Center (1-2 weeks long). This program includes daily games, sports, arts and crafts, drama, songs, skits, education/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 the basic fundamentals of gardening and farm animals.

Teen Programs – 40236

Provides free after-school activities for teens in 7th – 12th 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, but not limited to, a Back to School Pool Party, Holiday Movie Night, a Themed Dance, and Dodgeball Tournament. Teen Summer Camp is a fee-based summer camp (9 weeks) that offers games, sports, arts and crafts, and weekly excursions that emphasize an active and healthy lifestyle.

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 Fairview Park at 2525 Placentia Avenue. 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.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

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

A fee-based program that provides quarterly recreational, social, and sports programs for adults at City facilities, parks, and local business establishment.

Youth Instructional Classes – 40243

A fee-based program that provides quarterly recreational, social, enrichment, arts, adaptive and sports programs for youth 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 family-friendly 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 athletic equipment, art supplies, games and puzzles, music, tables, chairs and healthy snacks. Serves as an 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.

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.

PARKS AND COMMUNITY SERVICES DEPARTMENT

RECREATION – 14300 (Continued)

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. Hosts the annual signature ARTventure event. 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.

Fairview Park – 20115

Fairview Park is the City's largest park, hosting 195 acres of open space natural area and 13 acres of manicured landscape for a total of 208 acres. Within the 195 acres of open space there are two Native American Nationally Registered Historic Sites and five different habitat ecosystems which are home to many rare and endangered plant and animal species. The park acts as a regional gateway to the Santa Ana River Trail and adjacent Orange County parks, offering users multiple passive recreational opportunities such as picnicking, wildlife viewing, miles of trails for walking or bicycling, and enjoyment of nature. The park also hosts a miniature railroad and model airplane flying field run by partnering non-profits.

Fairview Park Steering Committee – 50145

Provides advice and recommendations to the City Council regarding the implementation of the Fairview Park Master Plan (FVP MP); the impacts of Measure AA on Capital Improvement Program projects, maintenance and activities; recommends approval of grant applications, partnerships and volunteer activities for the maintenance and implementation of the FVP MP.

Animal Care and Services – 40250

Oversees the contracts for animal sheltering and adoption services and collaborates with Animal Control in the transport and documentation of City impounded animals to the contracted animal shelter facility. Promotes adoptions to local residents and communicates with the contracted adoption agency, as well as rescue organizations, to find placements for City animals. With the assistance of the Animal Services Committee, staff explore and provide the best practices to improve exceptional animal care services within the City. Partners in Bark Park events throughout the year.

Animal Services Committee – 50195

Maintains, educates, enriches, and promotes animal service programs and resources throughout the City. The goals of the Committee are to promote pet licensing within the City, assist with the planning of animal related events, and to explore and provide recommendations to improve animal services.

PARKS AND COMMUNITY SERVICES DEPARTMENT

BUDGET NARRATIVE

The FY 18-19 preliminary budget for the Parks and Community Services Department is \$7,267,131, an increase of \$1,364,993, or 23.13%, compared to the adopted budget for FY 17-18. The department increase is mainly attributed to the Maintenance and Operations category, primarily in External Rent for the usage of the animal shelter facility.

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 19% and daily attendance by 7%.
- Was awarded a \$25,000 grant from Walmart and the National Recreation and Parks Association for the "Healthy Out of School Time" health initiative. Funds were used to introduce healthy foods, activities, and educational components to the R.O.C.K.S and Youth Fitness programs.
- Offered a total of 3,076 youth classes and 1,230 adult classes with a combined total enrollment of 4,306 participants. 81% 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.
- Field use increased with new tournaments being held on City fields.
- 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 455 participants attended the program. A new program addition of dancing was successful introduced as well as a field trip to the OC Museum of Art for the participants in the art portion of SMART Camp.
- Registered more than 2,200 new members for the Senior Center's free membership.
- Coordinated with 75 active volunteers in groups such as travel, volunteer instructors, volunteer group leaders, greeters, and front desk office support at the Senior Center.
- Hosted two, themed, bi-annual K9 events at the Costa Mesa Bark Park for 400 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. Succeeded 1-year goal before year's end.
- Camp Costa Mesa filled 12 of 13 weeks to capacity at 90 participants.
- Hosted three "Movies in the Park" (Summer) at two parks. Total attendance of 1,700.
- Youth Basketball Program hit record high numbers of 240 participants for the season.
- Summer aquatic programming had a 99% satisfaction rate.
- The Downtown Aquatic Center held four themed night open swim events that utilized the Downtown Recreation Center's Backyard which included a "Dive-In Movie" and a Luau.
- The Downtown Recreation Center's free senior drop-in pickleball was expanded from two to three days a week due to popularity and has as many as 180 monthly visitors.
- Provide animal shelter and adoption services.
- Successfully partnered with community groups to host Costa Mesa Community Run, Summer Concert in the Park and Scarecrow Festival.
- Adult Basketball league filled to capacity every season. A waitlist has been created for additional teams.
- Adult Softball league play increased to 7 days a week with more than 90 teams.
- 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 2017 season.
- Hosted two successful art festivals: ARTventure (Fall) and Action Arts in the Park (Spring).
- Provided new "Nature Programs" to residents of all ages, free of charge.
- Increased CDBG funding by 45%.
- Successfully implemented the Mobile Recreation Program.

PARKS AND COMMUNITY SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Received an agency award for Southern California Municipal Athletic Federation
- The DRC Teen Center's daily attendance increased by nearly 40% from the previous year.
- Total registered teen center participants in FY 17/18 exceeded the total registered participants from FY 16/17 within the first four months of the school year.
- Summer Teen Camp filled to 90% capacity.
- Established a new intergenerational program for teens and seniors in the form of Family Feud, drawing in more than 75 participants.
- Further developed and have a well-established Active Adventures program, where more than 200 seniors participate and make physical activity a part of their regular weekly routine.
- Successfully hosted the Los Angeles Chargers Summer Training Camp.
- Successfully implemented new fee structure.

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, an animal shelter and ensure there is an equitable allocation process for these facilities.
- 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 community services and recreation programs and provide access to City facilities by giving priority to individual residents and local groups.
- Coordinate with local non-profit agencies and NMUSD on after school, arts, music, and recreational program opportunities.
- Ensure we provide programs and services in a safe environment that are accessible to all.
- Increase number of senior classes/activities at no charge to the participants through new partnerships with community organizations. Designed to keep Costa Mesa's seniors healthy, active, socially involved, and positively engaged.
- 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.
- Reintroduce Kids in Parents Out event.
- Develop a recreational Youth Volleyball Program.
- Increase the number of neighborhoods the Mobile Recreation program implements programming to total 10.
- Retain the National Recreation Parks Association grant.
- Successfully execute six (6) Teen Program Events and two (2) large Teen Program Art Projects.

PARKS AND COMMUNITY SERVICES DEPARTMENT

OBJECTIVES (Continued)

- 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.
- 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.
- Increase patron knowledge of community events through printed materials included with receipts.
- 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.
- Develop and implement a strong nature programming component offering for youth and adults.
- Plan a calendar of programs for the Neighborhood Community Center ready for its reopening following the completion of the Lion’s Park project.
- Provide sheltering and adoption assistance for animals impounded within the City, through the Animal Care Services Program.
- Begin the implementation of the Parks, Recreation and Open Space Master Plan.

PERFORMANCE MEASURES/WORKLOAD INDICATORS	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
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	96%	96%	96%
Average monthly ridership on City Senior Mobility Program (SMP) & Medical Transportation Program (MTP)	800	900	1,200
Number of hours permitted on athletic fields (all user groups)	65,000	67,000	80,000
Number of classes offered and percentage cancelled	859(20%)	859(20%)	980(20%)
Number of children served in Day Camp Programs	1,100	1,100	1,100
Number of daily participants in Drop-In Recreation Programs	21,100	21,150	21,150
Annual number of daily ROCKS program participants	100,000	110,000	110,000
Park reservations issued and percentage of non-residents	800(8%)	800(8%)	775/5%

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Parks & Community Services - 14300</u>				
Parks and Community Services Director	-	-	1.00	1.00
Executive Secretary	-	-	-	1.00
Recreation Manager	1.00	1.00	-	-
Administrative Secretary	1.00	1.00	1.00	-
Management Analyst	-	1.00	1.00	1.00
Recreation Supervisor	2.00	1.00	1.00	1.00
Asst Recreation Supervisor	1.00	1.00	0.70	1.70
<i>Subtotal Administration - 50001</i>	<u>5.00</u>	<u>5.00</u>	<u>4.70</u>	<u>5.70</u>
Fairview Park Administrator	-	-	1.00	1.00
<i>Subtotal Fairview Park - 20115</i>	<u>-</u>	<u>-</u>	<u>1.00</u>	<u>1.00</u>
Assistant Recreation Supervisor	-	0.30	-	-
Recreation Coordinator	-	0.25	0.25	0.25
<i>Subtotal Downtown Recreation Center - 40121</i>	<u>-</u>	<u>0.55</u>	<u>0.25</u>	<u>0.25</u>
Assistant Recreation Supervisor	0.30	0.50	0.50	0.50
<i>Subtotal Balearic Community Center - 40122</i>	<u>0.30</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Assistant Recreation Supervisor	-	0.50	-	-
Recreation Coordinator	0.60	-	-	-
<i>Subtotal Neighborhood Community Ctr - 40123</i>	<u>0.60</u>	<u>0.50</u>	<u>-</u>	<u>-</u>
Recreation Coordinator	2.00	0.75	0.75	0.50
<i>Subtotal Aquatics - 40212</i>	<u>2.00</u>	<u>0.75</u>	<u>0.75</u>	<u>0.50</u>
Assistant Recreation Supervisor	-	-	0.10	0.10
Recreation Coordinator	-	0.10	-	-
<i>Subtotal Adult Basketball&Volleyball - 40214</i>	<u>-</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	-	-	0.10	0.10
Recreation Coordinator	-	0.10	-	-
<i>Subtotal Adult Sports Softball - 40215</i>	<u>-</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	-	-	0.70	-
Recreation Coordinator	-	0.70	-	-
<i>Subtotal Fields/Field Ambassadors - 40216</i>	<u>-</u>	<u>0.70</u>	<u>0.70</u>	<u>-</u>
Assistant Recreation Supervisor	0.10	-	-	-
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	<u>0.10</u>	<u>-</u>	<u>-</u>	<u>-</u>
Assistant Recreation Supervisor	-	-	0.10	0.10
Recreation Coordinator	-	0.10	-	-
<i>Subtotal Adult Sports Futsal - 40222</i>	<u>-</u>	<u>0.10</u>	<u>0.10</u>	<u>0.10</u>
Recreation Coordinator	-	-	1.00	1.00
Recreation Manager	-	-	-	1.00
Sr Ctr Program Administrator	1.00	1.00	1.00	-
<i>Senior Center - 40231</i>	<u>1.00</u>	<u>1.00</u>	<u>2.00</u>	<u>2.00</u>

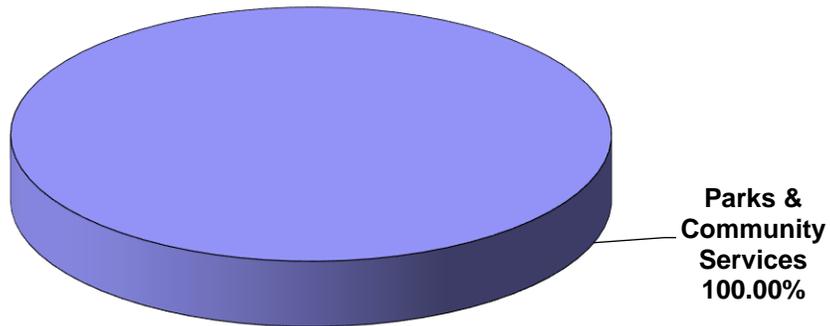
**PARKS & COMMUNITY SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Parks & Community Services - 14300</u> (continued)				
Assistant Recreation Supervisor	0.10	-	-	-
<i>Subtotal Day Camp - 40232</i>	0.10	-	-	-
Assistant Recreation Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal ROCKS (Playgrounds) - 40233</i>	0.25	0.25	0.25	0.25
Assistant Recreation Supervisor	0.10	-	-	-
Recreation Coordinator	-	-	-	0.25
<i>Subtotal Teen Programs - 40236</i>	0.10	-	-	0.25
Assistant Recreation Supervisor	0.15	0.25	0.25	0.25
<i>Subtotal Early Childhood - 40241</i>	0.15	0.25	0.25	0.25
Assistant Recreation Supervisor	-	0.10	0.15	0.15
Recreation Coordinator	0.20	-	-	-
<i>Subtotal Adult Instructional Classes - 40242</i>	0.20	0.10	0.15	0.15
Assistant Recreation Supervisor	-	0.10	0.15	0.15
Recreation Coordinator	0.20	-	-	-
<i>Subtotal Youth Instructional Classes - 40243</i>	0.20	0.10	0.15	0.15
Assistant Recreation Supervisor	-	-	-	0.70
<i>Subtotal Mobile Recreation - 40245</i>	-	-	-	0.70
Total Department Full-time Positions	10.00	10.00	11.00	12.00
Total Department Part-time Positions (in FTE's)	60.77	64.00	69.54	75.23
TOTAL DEPARTMENT	70.77	74.00	80.54	87.23

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

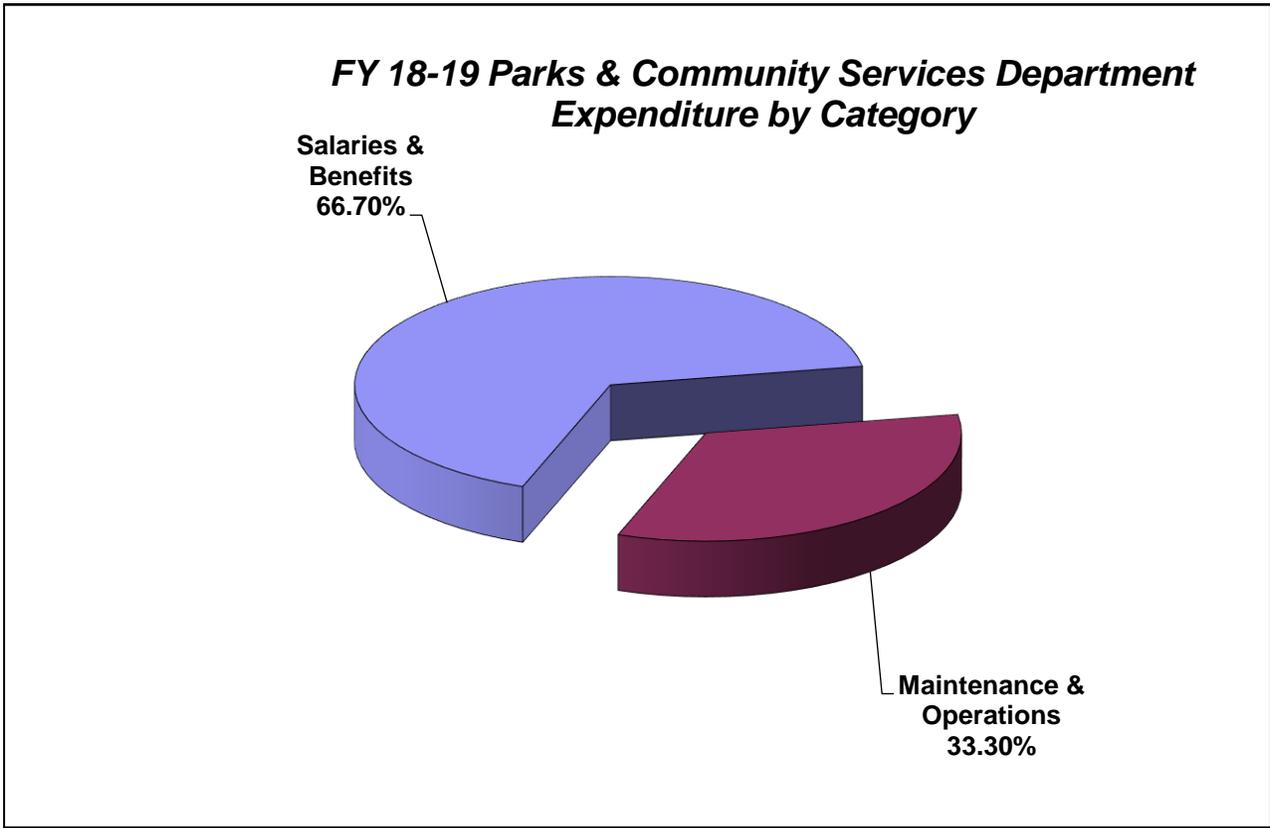
	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Parks & Comm Svcs - 14300	\$ 4,700,459	\$ 5,124,464	\$ 5,902,138	\$ 7,267,131	23.13%
Total Expenditures	\$ 4,700,459	\$ 5,124,464	\$ 5,902,138	\$ 7,267,131	23.13%

***FY 18-19 Parks & Community Services Department
Expenditure by Division***



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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 2,783,817	\$ 3,196,296	\$ 4,033,605	\$ 4,846,901	20.16%
Maintenance & Operations	1,911,709	1,921,711	1,868,533	2,420,230	29.53%
Fixed Assets	4,933	6,457	-	-	0.00%
Total Expenditures	\$ 4,700,459	\$ 5,124,464	\$ 5,902,138	\$ 7,267,131	23.13%



	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 4,700,459	\$ 5,124,464	\$ 5,902,138	\$ 7,267,131	100.00%
Total Funding Sources	\$ 4,700,459	\$ 5,124,464	\$ 5,902,138	\$ 7,267,131	100.00%

CITY OF COSTA MESA, CALIFORNIA

PARKS & COMMUNITY SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 584,187	\$ 611,615	\$ 882,976	\$ 1,029,678	17%
Regular Salaries - Part time	501300	1,577,270	1,720,837	1,972,997	2,288,405	16%
Overtime	501400	11,383	11,802	-	-	0%
Vacation/Comp. Time Cash Out	501600	1,278	-	-	-	0%
Holiday Allowance	501700	475	630	-	-	0%
Separation Pay-Off	501800	3,719	-	-	-	0%
Other Compensation	501900	5,918	7,617	73,727	101,769	38%
Cafeteria Plan	505100	127,125	143,736	180,660	207,060	15%
Medicare	505200	32,241	34,947	12,925	15,080	17%
Retirement	505300	345,111	550,182	776,950	1,059,158	36%
Professional Development	505500	11,427	21,030	18,485	20,185	9%
Unemployment	505800	1,476	1,476	1,476	1,476	0%
Workers' Compensation	505900	82,208	92,424	113,409	124,090	9%
Subtotal Salaries & Benefits		\$ 2,783,817	\$ 3,196,296	\$ 4,033,605	\$ 4,846,901	20%
Stationery and Office	510100	\$ 29,793	\$ 25,360	\$ 27,150	\$ 28,250	4%
Multi-Media, Promotions and Subs	510200	67,793	100,808	46,014	60,014	30%
Small Tools and Equipment	510300	112,320	77,670	63,070	67,770	7%
Uniform & Clothing	510400	27,798	23,675	32,100	33,900	6%
Safety and Health	510500	15,299	12,948	38,810	42,810	10%
Maintenance & Construction	510600	17,238	18,539	10,450	10,450	0%
Electricity - Buildings & Fac.	515100	132,442	112,630	88,800	93,418	5%
Electricity - Power	515200	22,633	22,631	24,000	25,248	5%
Gas	515400	18,370	18,346	18,000	18,270	2%
Water - Domestic	515500	18,137	26,064	6,575	6,917	5%
Janitorial and Housekeeping	515800	129,768	125,086	94,798	99,807	5%
Postage	520100	37,044	48,123	32,600	32,600	0%
Advertising and Public Info.	520300	566	411	200	200	0%
Telephone/Radio/Communications	520400	14,709	32,234	11,053	17,200	56%
Meetings & Conferences	520500	44	67	-	-	0%
Mileage Reimbursement	520600	395	725	500	800	60%
Board Member Fees	520800	8,700	8,500	10,200	10,200	0%
Buildings and Structures	525100	1,293	91	5,300	5,300	0%
Office Furniture	525600	26,785	-	2,750	2,750	0%
Office Equipment	525700	830	474	4,725	4,725	0%
Other Equipment	525800	20,126	14,152	23,921	23,921	0%
Employment	530100	-	2,707	-	-	0%
Consulting	530200	28,449	28,727	30,000	30,000	0%
Medical and Health Inspection	530600	977	667	807	807	0%
Recreation	530800	477,962	520,846	548,571	553,071	1%
External Rent	535400	486,111	444,530	485,370	980,370	102%
Central Services	535800	56,622	69,738	46,500	46,500	0%
Internal Rent - Maint. Charges	536100	48,421	40,049	49,935	48,118	-4%
Internal Rent - Repl.Cost	536200	15,214	17,254	25,519	23,914	-6%
Internal Rent - IT Replacement	536300	6,732	8,976	11,220	11,220	0%
General Liability	540100	72,806	100,867	115,160	127,246	10%
Taxes & Assessments	540700	16,333	18,320	14,435	14,435	0%
Other Costs	540900	-	498	-	-	0%
Subtotal Maintenance & Operations		\$ 1,911,709	\$ 1,921,711	\$ 1,868,533	\$ 2,420,230	30%
Buildings and Structures	590400	\$ 2,603	\$ -	\$ -	\$ -	0%
Other Equipment	590800	2,330	6,457	-	-	0%
Subtotal Fixed Assets		\$ 4,933	\$ 6,457	\$ -	\$ -	0%
Total Expenditures		\$ 4,700,459	\$ 5,124,464	\$ 5,902,138	\$ 7,267,131	23%

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

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
<u>PARKS & COMMUNITY SERVICES - 14300</u>					
<u>Recreation Admin - 50001</u>					
Salaries & Benefits	\$ 497,348	\$ 694,971	\$ 868,789	\$ 1,143,321	32%
Maintenance & Operations	191,086	226,741	223,183	238,866	7%
Fixed Assets	495	533	-	-	0%
Subtotal Administration	\$ 688,930	\$ 922,245	\$ 1,091,972	\$ 1,382,187	27%
<u>Fairview Park - 20115</u>					
Salaries & Benefits	\$ -	\$ -	\$ 137,170	\$ 182,990	33%
Maintenance & Operations	-	-	-	8,600	0%
Fixed Assets	-	-	-	-	0%
Subtotal Fairview Park	\$ -	\$ -	\$ 137,170	\$ 191,590	40%
<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	\$ 69,583	\$ 119,679	\$ 135,487	\$ 116,736	-14%
Maintenance & Operations	109,334	81,198	89,558	93,207	4%
Fixed Assets	-	742	-	-	0%
Subtotal Downtown Rec Ctr	\$ 178,917	\$ 201,619	\$ 225,045	\$ 209,943	-7%
<u>Balearic Community Ctr - 40122</u>					
Salaries & Benefits	\$ 83,995	\$ 104,941	\$ 147,562	\$ 170,202	15%
Maintenance & Operations	110,124	119,561	118,636	120,388	1%
Fixed Assets	970	619	-	-	0%
Subtotal Balearic Community Ctr	\$ 195,089	\$ 225,121	\$ 266,198	\$ 290,590	9%
<u>Neighborhood Comm Ctr - 40123</u>					
Salaries & Benefits	\$ 197,001	\$ 174,370	\$ 209,085	\$ 196,354	-6%
Maintenance & Operations	94,635	94,961	6,000	201,000	3250%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Comm Ctr	\$ 291,636	\$ 269,331	\$ 215,085	\$ 397,354	85%
<u>Aquatics - 40212</u>					
Salaries & Benefits	\$ 159,201	\$ 180,538	\$ 279,779	\$ 286,449	2%
Maintenance & Operations	4,934	12,547	13,921	13,921	0%
Fixed Assets	-	-	-	-	0%
Subtotal Aquatics	\$ 164,135	\$ 193,086	\$ 293,700	\$ 300,370	2%

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

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> Change
<u>Tennis - 40213</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	24,290	24,798	26,600	28,216	6%
Fixed Assets	-	-	-	-	0%
Subtotal Tennis	\$ 24,290	\$ 24,798	\$ 26,600	\$ 28,216	6%
<u>Adult Sports Basketball/Volleyball - 40214</u>					
Salaries & Benefits	\$ 17,814	\$ 10,832	\$ 18,596	\$ 15,637	-16%
Maintenance & Operations	8,824	9,396	16,870	16,870	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Basketball/Volleyball	\$ 26,638	\$ 20,228	\$ 35,466	\$ 32,507	-8%
<u>Adult Sports Softball - 40215</u>					
Salaries & Benefits	\$ 16,673	\$ 8,302	\$ 10,036	\$ 11,114	11%
Maintenance & Operations	6,801	-	700	700	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Softball	\$ 23,474	\$ 8,302	\$ 10,736	\$ 11,814	10%
<u>Fields/Field Ambassadors - 40216</u>					
Salaries & Benefits	\$ 213,117	\$ 259,929	\$ 308,546	\$ 285,440	-7%
Maintenance & Operations	222,234	184,867	240,199	237,577	-1%
Fixed Assets	-	-	-	-	0%
Subtotal Fields/Field Ambassadors	\$ 435,351	\$ 444,796	\$ 548,745	\$ 523,017	-5%
<u>Youth Sports Basketball/Cheerleading - 40218</u>					
Salaries & Benefits	\$ 89,682	\$ 72,773	\$ 129,114	\$ 143,303	11%
Maintenance & Operations	13,166	13,529	14,350	14,350	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Basketball/Cheer	\$ 102,849	\$ 86,302	\$ 143,464	\$ 157,653	10%
<u>Adult Sports Futsal - 40222</u>					
Salaries & Benefits	\$ 314	\$ 9,775	\$ 18,596	\$ 11,114	-40%
Maintenance & Operations	3,853	6,301	5,765	5,765	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Futsal	\$ 4,167	\$ 16,077	\$ 24,361	\$ 16,879	-31%
<u>Senior Citizens Center - 40231</u>					
Salaries & Benefits	\$ 373,832	\$ 461,861	\$ 615,383	\$ 864,301	40%
Maintenance & Operations	556,252	566,722	517,646	526,715	2%
Fixed Assets	865	3,128	-	-	0%
Subtotal Senior Citizens Center	\$ 930,949	\$ 1,031,711	\$ 1,133,029	\$ 1,391,015	23%

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

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
<u>Day Camp - 40232</u>					
Salaries & Benefits	\$ 94,116	\$ 83,692	\$ 102,821	\$ 119,271	16%
Maintenance & Operations	86,586	107,274	104,827	103,784	-1%
Fixed Assets	-	-	-	-	0%
Subtotal Day Camp	\$ 180,702	\$ 190,966	\$ 207,648	\$ 223,055	7%
<u>ROCKS (Playgrounds) - 40233</u>					
Salaries & Benefits	\$ 624,648	\$ 683,757	\$ 666,523	\$ 770,003	16%
Maintenance & Operations	39,412	39,650	42,569	42,512	0%
Fixed Assets	-	-	-	-	0%
Subtotal ROCKS (Playgrounds)	\$ 664,061	\$ 723,407	\$ 709,092	\$ 812,515	15%
<u>Teen Programs - 40236</u>					
Salaries & Benefits	\$ 131,540	\$ 110,695	\$ 119,284	\$ 131,110	10%
Maintenance & Operations	30,591	27,179	30,450	30,450	0%
Fixed Assets	-	-	-	-	0%
Subtotal Teen Programs	\$ 162,131	\$ 137,874	\$ 149,734	\$ 161,560	8%
<u>Concerts - 40237</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	4,568	1,184	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Concerts	\$ 4,568	\$ 1,184	\$ -	\$ -	0%
<u>Early Childhood - 40241</u>					
Salaries & Benefits	\$ 137,805	\$ 147,097	\$ 145,475	\$ 158,635	9%
Maintenance & Operations	8,023	8,473	10,053	10,053	0%
Fixed Assets	-	-	-	-	0%
Subtotal Early Childhood	\$ 145,828	\$ 155,571	\$ 155,528	\$ 168,688	8%
<u>Adult Instructional Classes - 40242</u>					
Salaries & Benefits	\$ 29,306	\$ 15,820	\$ 17,832	\$ 19,055	7%
Maintenance & Operations	76,231	78,516	109,650	109,650	0%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Instructional	\$ 105,537	\$ 94,336	\$ 127,482	\$ 128,705	1%
<u>Youth Instructional Classes - 40243</u>					
Salaries & Benefits	\$ 30,673	\$ 17,343	\$ 17,832	\$ 19,055	7%
Maintenance & Operations	278,763	298,155	268,664	268,664	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Instructional	\$ 309,436	\$ 315,498	\$ 286,496	\$ 287,719	0%

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

	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Actual</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>FY 18-19</u> <u>Preliminary</u>	<u>Percent</u> <u>Change</u>
<u>Special Recreation Events - 40244</u>					
Salaries & Benefits	\$ -	\$ 4,829	\$ -	\$ 10,000	0%
Maintenance & Operations	771	1,471	1,942	343	-82%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Special Recreation Events</i>	\$ 771	\$ 6,300	\$ 1,942	\$ 10,343	433%
<u>Mobile Recreation - 40245</u>					
Salaries & Benefits	\$ -	\$ -	\$ 51,424	\$ 117,982	129%
Maintenance & Operations	-	-	9,950	9,800	-2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Mobile Recreation</i>	\$ -	\$ -	\$ 61,374	\$ 127,782	108%
<u>Bark Park - 40248</u>					
Salaries & Benefits	\$ 17,168	\$ 34,840	\$ 34,071	\$ 39,291	15%
Maintenance & Operations	17,687	86	2,000	2,000	0%
Fixed Assets	2,603	-	-	-	0%
<i>Subtotal Bark Park</i>	\$ 37,458	\$ 34,926	\$ 36,071	\$ 41,291	14%
<u>Community Gardens - 40249</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	158	3,496	1,900	1,900	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Community Gardens</i>	\$ 158	\$ 3,496	\$ 1,900	\$ 1,900	0%
<u>Animal Care Services - 40250</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 35,339	0%
Maintenance & Operations	-	-	-	309,800	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Animal Care Services</i>	\$ -	\$ -	\$ -	\$ 345,139	0%
<u>Parks & Recreation Commission - 50125</u>					
Salaries & Benefits	\$ -	\$ -	\$ 200	\$ 200	0%
Maintenance & Operations	4,300	5,870	6,450	6,450	0%
Fixed Assets	-	1,434	-	-	0%
<i>Subtotal Parks & Recreation Comm.</i>	\$ 4,300	\$ 7,304	\$ 6,650	\$ 6,650	0%
<u>Senior Commission - 50126</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	4,400	2,798	4,650	4,650	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Senior Commission</i>	\$ 4,400	\$ 2,798	\$ 4,650	\$ 4,650	0%

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

	<u>FY 15-16</u> <u>Actual</u>	<u>FY 16-17</u> <u>Actual</u>	<u>FY 17-18</u> <u>Adopted</u>	<u>FY 18-19</u> <u>Preliminary</u>	<u>Percent</u> <u>Change</u>
<u>Cultural Arts Committee - 50190</u>					
Salaries & Benefits	\$ -	\$ 250	\$ -	\$ -	0%
Maintenance & Operations	12,364	6,246	1,000	13,000	1200%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Cultural Arts Committee</i>	\$ 12,364	\$ 6,496	\$ 1,000	\$ 13,000	1200%
<u>Historical Preservation Committee - 50191</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	204	693	1,000	1,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Historic Preservation Comm.</i>	\$ 204	\$ 693	\$ 1,000	\$ 1,000	0%
Total Expenditures	\$4,700,459	\$5,124,464	\$ 5,902,138	\$ 7,267,131	23%

INFORMATION TECHNOLOGY
Information Technology Director (1)

Executive Secretary (1)
Computer Operations & Networking Supervisor (1)
Network Administrator (3)
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 10 full-time positions composed of one management, two supervisory, six 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 - 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 18-19 preliminary budget for the I.T. Department is \$3,560,037, an increase of \$50,584, or 1.44%, compared to the adopted budget for FY 17-18. The net increase was mainly due to internet usage for City Hall and the Police Department.

PRIOR YEAR'S ACCOMPLISHMENTS

- Provided citywide CyberSafe Training to employees
- Socrata Open Budget Project - extracted and uploaded our Financial budget data to Socrata Cloud
- Department of Homeland security audit
- FLSA Flores Implemented
- PD (2) factor authentication server installed
- Integrated Chamber of Commerce Membership Fee to City Business License Online app
- Spec and ordered hardware for paperless ticketing system
- Implemented solutions for e-signature on digital forms

INFORMATION TECHNOLOGY DEPARTMENT

GOALS

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

OBJECTIVES

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

Performance Measures/Workload Indicators:	FY 16-17 <u>Actual</u>	FY 17-18 <u>Adopted</u>	FY 18-19 <u>Preliminary</u>
Number of Printers/Terminals maintained	115/430	110/430	379/563
Help Desk requests resolved	3,540	2,029	3100
Number of City developed software applications	65	75	80
Number of servers maintained	105	110	120
Number of miscellaneous devices maintained	600	1000	1005
Number of vendor software applications maintained*	200	210	220

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

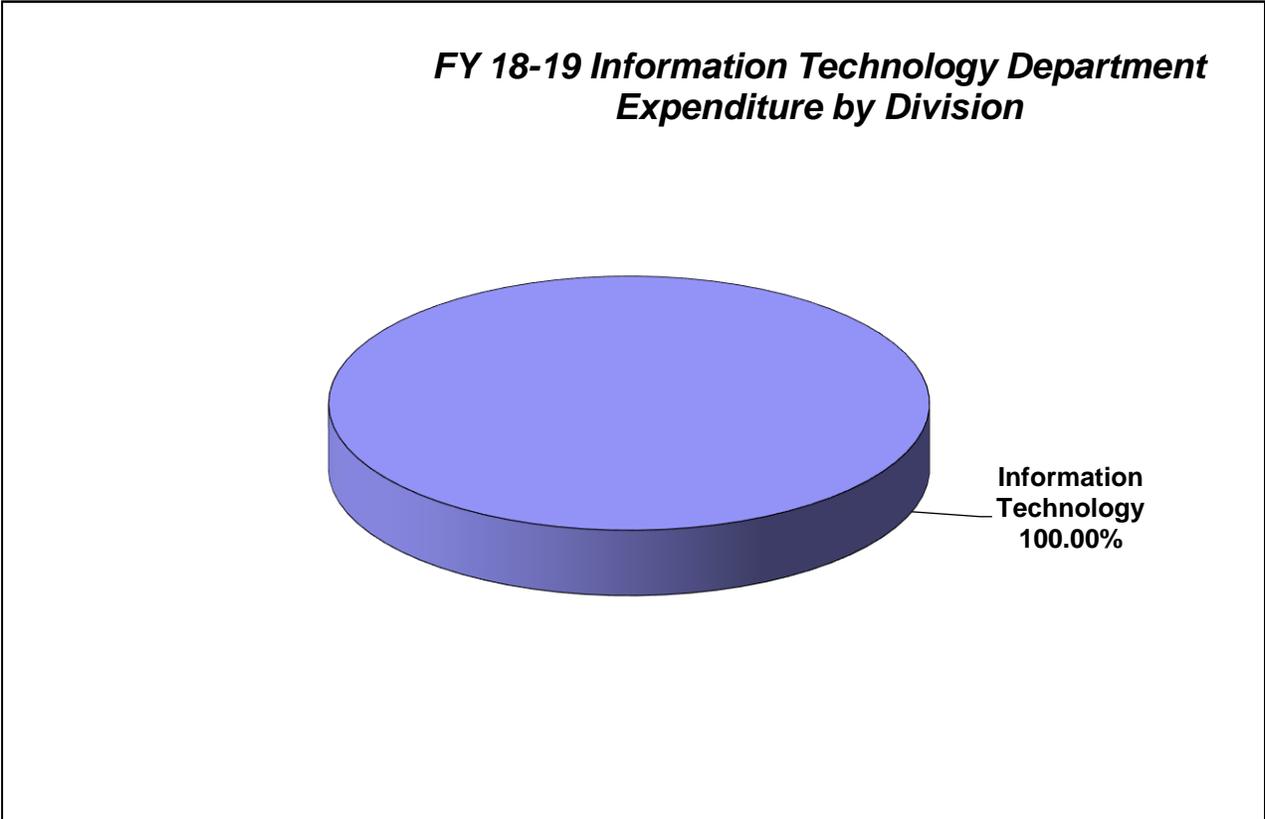
**INFORMATION TECHNOLOGY DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Information Technology - 14600</u>				
Information Technology Director	-	1.00	1.00	1.00
Executive Secretary	-	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<hr/> -	<hr/> 2.00	<hr/> 2.00	<hr/> 2.00
Information Technology Director	0.50	-	-	-
Administrative Secretary	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>	<hr/> 5.00	<hr/> 4.00	<hr/> 4.00	<hr/> 4.00
Information Technology Director	0.50	-	-	-
Administrative Secretary	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>	<hr/> 6.00	<hr/> 5.00	<hr/> 5.00	<hr/> 4.00
Total Department Full-time Positions	<hr/> 11.00	<hr/> 11.00	<hr/> 11.00	<hr/> 10.00
Total Department Part-time Positions	<hr/> 1.50	<hr/> 1.94	<hr/> 2.16	<hr/> 2.16
TOTAL DEPARTMENT	<hr/> 12.50	<hr/> 12.94	<hr/> 13.16	<hr/> 12.16



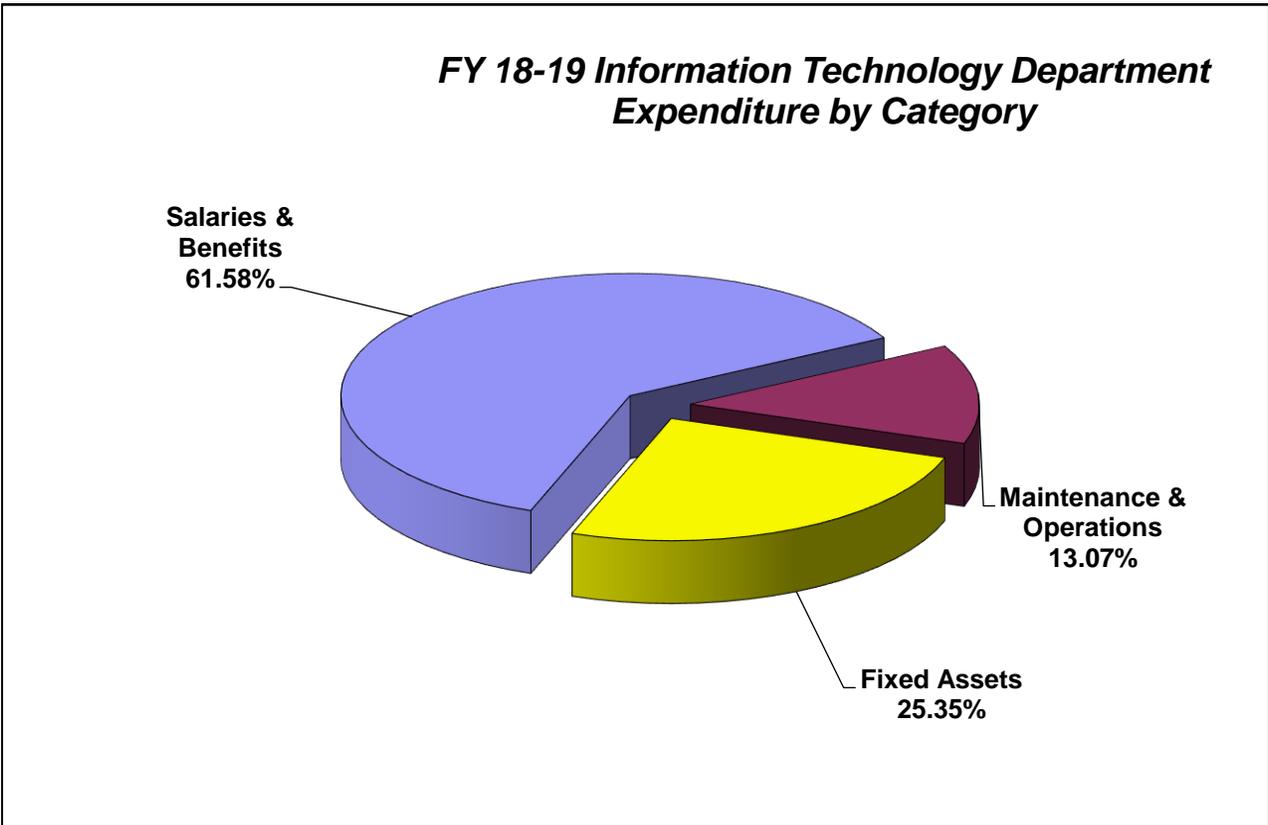
**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Information Technology - 14600	\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037	1.44%
Total Expenditures	\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037	1.44%



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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 1,658,261	\$ 1,845,048	\$ 2,218,013	\$ 2,192,178	-1.16%
Maintenance & Operations	895,431	630,899	438,907	465,465	6.05%
Fixed Assets	130,799	465,748	852,533	902,394	5.85%
Total Expenditures	\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037	1.44%



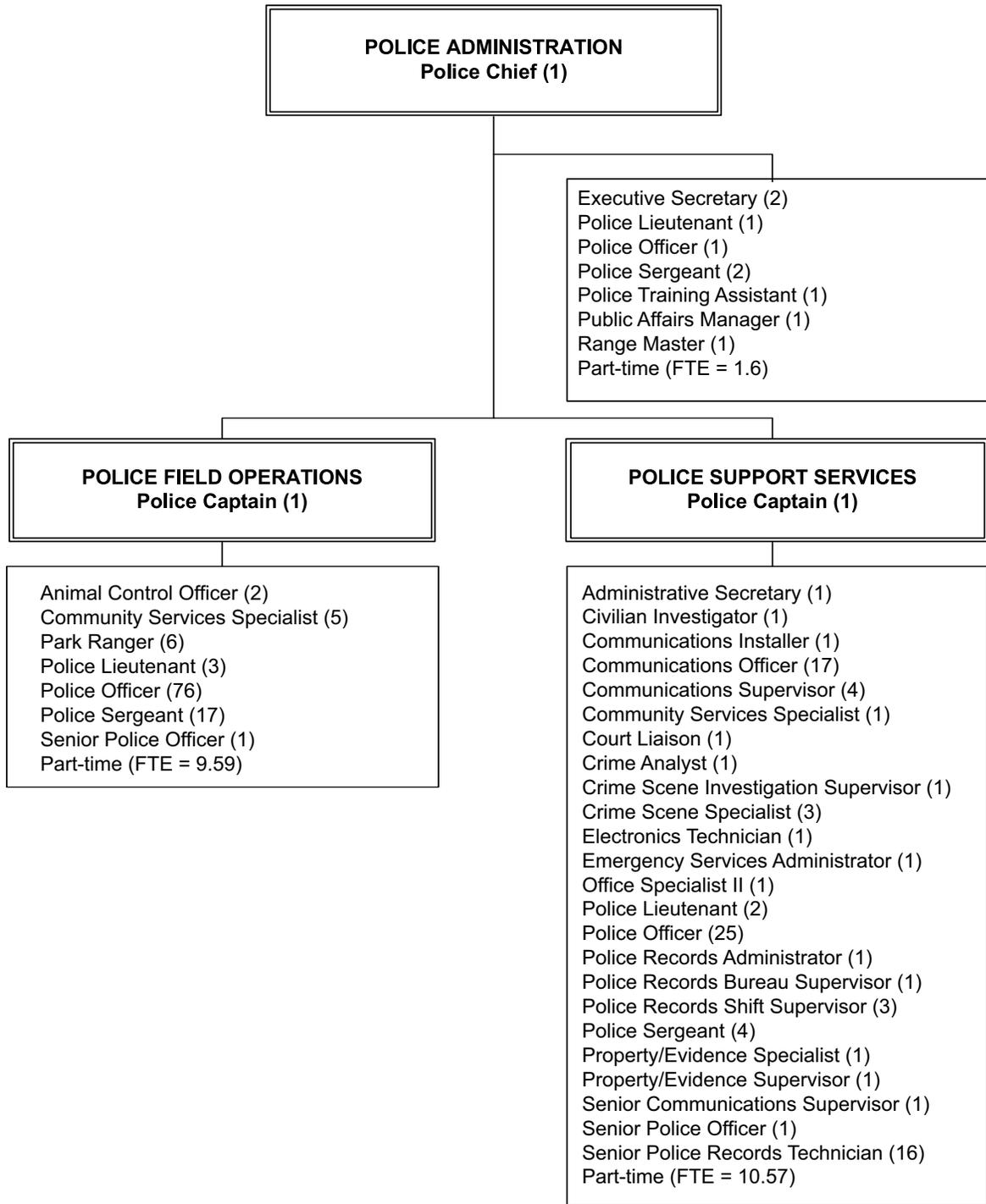
	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037	100.00%
Total Funding Sources	\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037	100.00%

**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 937,956	\$ 1,016,628	\$ 1,196,681	\$ 1,156,100	-3%
Regular Salaries - Part time	501300	115,545	155,739	144,993	162,405	12%
Overtime	501400	116,982	103,692	154,085	154,165	0%
Vacation/Comp. Time Cash Out	501600	5,744	11,152	8,443	8,443	0%
Holiday Allowance	501700	2,496	2,460	6,048	5,029	-17%
Separation Pay-Off	501800	17,460	-	-	-	0%
Other Compensation	501900	1,652	2,110	6,181	10,587	71%
Cafeteria Plan	505100	116,265	126,999	169,428	166,032	-2%
Medicare	505200	17,381	18,707	17,378	16,791	-3%
Retirement	505300	249,387	317,142	398,134	414,980	4%
Professional Development	505500	44,903	44,149	61,494	41,466	-33%
Auto Allowance	505600	5,724	5,730	5,614	5,614	0%
Unemployment	505800	930	930	930	930	0%
Workers' Compensation	505900	25,837	39,610	48,604	49,636	2%
Subtotal Salaries & Benefits		\$ 1,658,261	\$ 1,845,048	\$ 2,218,013	\$ 2,192,178	-1%
Stationery and Office	510100	\$ 3,992	\$ 2,195	\$ 2,874	\$ 2,874	0%
Multi-Media, Promotions and Subs	510200	2,516	31,035	1,247	623	-50%
Small Tools and Equipment	510300	-	1,735	2,000	2,000	0%
Uniform & Clothing	510400	596	416	-	-	0%
Safety and Health	510500	875	775	426	426	0%
Postage	520100	9	89	200	200	0%
Telephone/Radio/Communications	520400	43,377	50,838	52,911	73,246	38%
Meetings & Conferences	520500	544	-	1,000	1,000	0%
Mileage Reimbursement	520600	164	520	400	400	0%
Buildings and Structures	525100	-	22,023	-	-	0%
Office Equipment	525700	532,372	315,908	4,995	4,995	0%
Consulting	530200	209,461	122,742	280,000	305,000	9%
External Rent	535400	3,090	3,580	3,900	-	-100%
Central Services	535800	45	53	250	250	0%
Internal Rent - IT Replacement	536300	25,584	34,112	42,640	42,640	0%
General Liability	540100	72,806	44,830	46,064	31,811	-31%
Other Costs	540900	-	49	-	-	0%
Subtotal Maintenance & Operations		\$ 895,431	\$ 630,899	\$ 438,907	\$ 465,465	6%
Office Furniture	590600	\$ -	\$ -	\$ 14,626	\$ 12,126	-17%
Other Equipment	590800	130,799	465,748	837,907	890,268	6%
Subtotal Fixed Assets		\$ 130,799	\$ 465,748	\$ 852,533	\$ 902,394	6%
Total Expenditures		\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037	1%

**INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
INFORMATION TECHNOLOGY - 14600					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 550	\$ 417,590	\$ 449,429	\$ 502,519	12%
Maintenance & Operations	20	92,081	93,254	79,001	-15%
Fixed Assets	-	24,250	9,602	9,602	0%
Subtotal Administration	\$ 570	\$ 533,921	\$ 552,285	\$ 591,122	7%
<u>Computer Operations - 50710</u>					
Salaries & Benefits	\$ 873,315	\$ 628,707	\$ 710,475	\$ 748,418	5%
Maintenance & Operations	467,392	248,209	235,256	255,591	9%
Fixed Assets	130,799	181,678	359,997	370,667	3%
Subtotal Computer Operations	\$ 1,471,506	\$ 1,058,594	\$ 1,305,728	\$ 1,374,676	5%
<u>Computer Systems Development - 50720</u>					
Salaries & Benefits	\$ 784,396	\$ 798,751	\$ 1,058,109	\$ 941,240	-11%
Maintenance & Operations	428,020	290,610	110,397	130,873	19%
Fixed Assets	-	259,820	482,934	522,125	8%
Subtotal Computer Systems Dev	\$ 1,212,415	\$ 1,349,181	\$ 1,651,440	\$ 1,594,238	-3%
Total Expenditures	\$ 2,684,491	\$ 2,941,696	\$ 3,509,453	\$ 3,560,037	1%



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 21.76 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 Ranger 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 18-19 preliminary budget for the Police Department totals \$48,673,782, which reflects an increase of \$2,328,243, or 5.02%, compared to the FY 17-18 adopted budget. Increases are mainly attributed to Salaries and Benefits accounts, primarily in Other Compensation.

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

- Accomplished multiple goal activities listed in the Department's 5-year Strategic Plan
- Aggressively recruited and hired new staff to fill both sworn and civilian vacancies
- Expanded staffing in specialty assignments (i.e., Gangs, SIU, Traffic, Investigations, and CPU)
- Completed the security upgrades to the Department's front lobby area
- Successfully accomplished the training and deployment of the Department's new handgun platform
- Purchased additional tablets and began implementation of the Department's electronic citation system
- Purchased and deployed portable traffic speed radar boxes
- Transitioned to a new temporary contract animal shelter for citywide animal impounds
- Increased sworn personnel attendance to Crisis Intervention Training (CIT)
- 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.
- Identify and pursue the purchase of a new Mobile Command Vehicle (MCV).
- Focus on developing the City's Emergency Preparedness Program.
- Continue to update the City's Emergency Operations Plan (EOP).
- Renovate/upgrade the Department's aging firearms range.
- Explore the feasibility of a department Drone Program.
- Identify a new digital video and audio recording system to replace outdated version.
- 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:

	2015	2016	2017
• Part 1 Crimes	5,054	4,929	4,662
• Part 2 Crimes	6,643	6,239	6,247
• Calls for Service	108,616	118,107	114,919
• Reports Taken and Processed	18,628	19,319	18,382
• Arrests (Felony & Misdemeanor)	5,704	6,452	6,133
• Citations Issued (Infractions)	7,431	7,102	7,711
• Adult Bookings	3,331	4,076	4,202
• Emergency Calls Responded	969	1,029	882
• Responded within 5 minutes	668	741	661
• Effectiveness	69%	72%	75%
• Responded within 15 minutes	929	999	856
• Effectiveness	96%	97%	97%
• Non-Emergency Calls Responded	54,098	55,152	57,783
• Responded within 30 Minutes	47,249	47,701	51,482
• Effectiveness	87%	86%	89%
• Property and Evidence – Total Items Booked	11,998	13,808	12,494
• Assigned Hit-and-Run Cases Clearance Rate	44%	52%	73%

POLICE DEPARTMENT

<i>Performance Measures/Workload Indicators (Continued):</i>	2015	2016	2017
• Assigned Robbery Cases Clearance Rate	75%	77%	82%
• Assigned Crimes Against Persons Cases Clearance Rate	78%	82%	89%
• Assigned Burglary Cases Clearance Rate	78%	72%	72%
• Assigned Theft Cases Clearance Rate	91%	89%	90%
• Assigned Juvenile Cases Clearance Rate	100%	97%	97%
• Assigned Economic/Identity Theft Cases Clearance Rate	62%	74%	70%
• 911 Emergency/Public Safety Calls Received	55,333	51,005	49,779
• 911 Calls Answered within 10 Seconds	95%	97%	97%
• Telephone Calls Received	253,433	246,323	238,378
• Animal Control – Calls for Service	3,343	3,459	3,441
• Animal Control – Impounds	991	808	635

Note: Clearance rates may increase as active cases are cleared.



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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<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	1.00
<i>Subtotal Administration - 50001</i>	4.00	5.00	5.00	5.00
Police Sergeant	1.00	1.00	1.00	1.00
Executive Secretary	-	1.00	1.00	1.00
Police Officer	-	-	1.00	1.00
Police Training Assistant	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
<i>Subtotal Training - 10133</i>	3.00	4.00	5.00	5.00
Total Police Administration Full-time Positions	7.00	9.00	10.00	10.00
Total Police Admin Part-time Positions (in FTE's)	0.50	1.25	1.60	1.60
<u>Police Field Operations - 15300</u>				
Police Captain	1.00	1.00	1.00	1.00
Community Services Specialist	5.00	5.00	5.00	4.00
Crime Prevention Specialist	1.00	-	-	-
Park Ranger	5.00	6.00	6.00	6.00
Police Lieutenant	3.00	3.00	3.00	3.00
Police Officer	56.00	59.00	59.00	63.00
Police Sergeant	14.00	14.00	14.00	15.00
Senior Police Officer	5.00	2.00	1.00	1.00
<i>Subtotal Field Area Policing - 10111</i>	90.00	90.00	89.00	93.00
Community Services Specialist	-	-	-	1.00
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	15.00
Police Officer	1.00	1.00	1.00	1.00
<i>Subtotal Contract & Special Events - 10114</i>	1.00	1.00	1.00	1.00
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	107.00	107.00	106.00	111.00
Total Police Fld Ops Part-time Positions (in FTE's)	11.05	10.30	11.09	9.59

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<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	-	-	-
Emergency Services Administrator	-	1.00	-	-
<i>Subtotal Administration - 50001</i>	3.00	3.00	2.00	2.00
Civilian Investigator	1.00	1.00	1.00	1.00
Court Liaison	1.00	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	15.00	14.00	14.00	13.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	-	1.00	1.00	1.00
<i>Subtotal Crime Investigation - 10120</i>	22.00	22.00	22.00	21.00
Community Services Specialist	1.00	1.00	1.00	1.00
Police Officer	7.00	7.00	7.00	6.00
Police Sergeant	1.00	1.00	1.00	1.00
<i>Subtotal Special Investigation Unit - 10127</i>	9.00	9.00	9.00	8.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Senior Police Records Technician	16.00	16.00	16.00	16.00
<i>Subtotal Records/Info Systems - 10131</i>	21.00	21.00	21.00	21.00
Crime Scene Investigation Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	4.00	3.00	3.00	3.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	5.00	4.00	4.00	4.00
Executive Secretary	1.00	-	-	-
Police Officer	7.00	8.00	8.00	6.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	1.00	-	-	-
<i>Subtotal Youth Crime Intervention - 10135</i>	10.00	9.00	9.00	7.00
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>	3.00	2.00	2.00	2.00

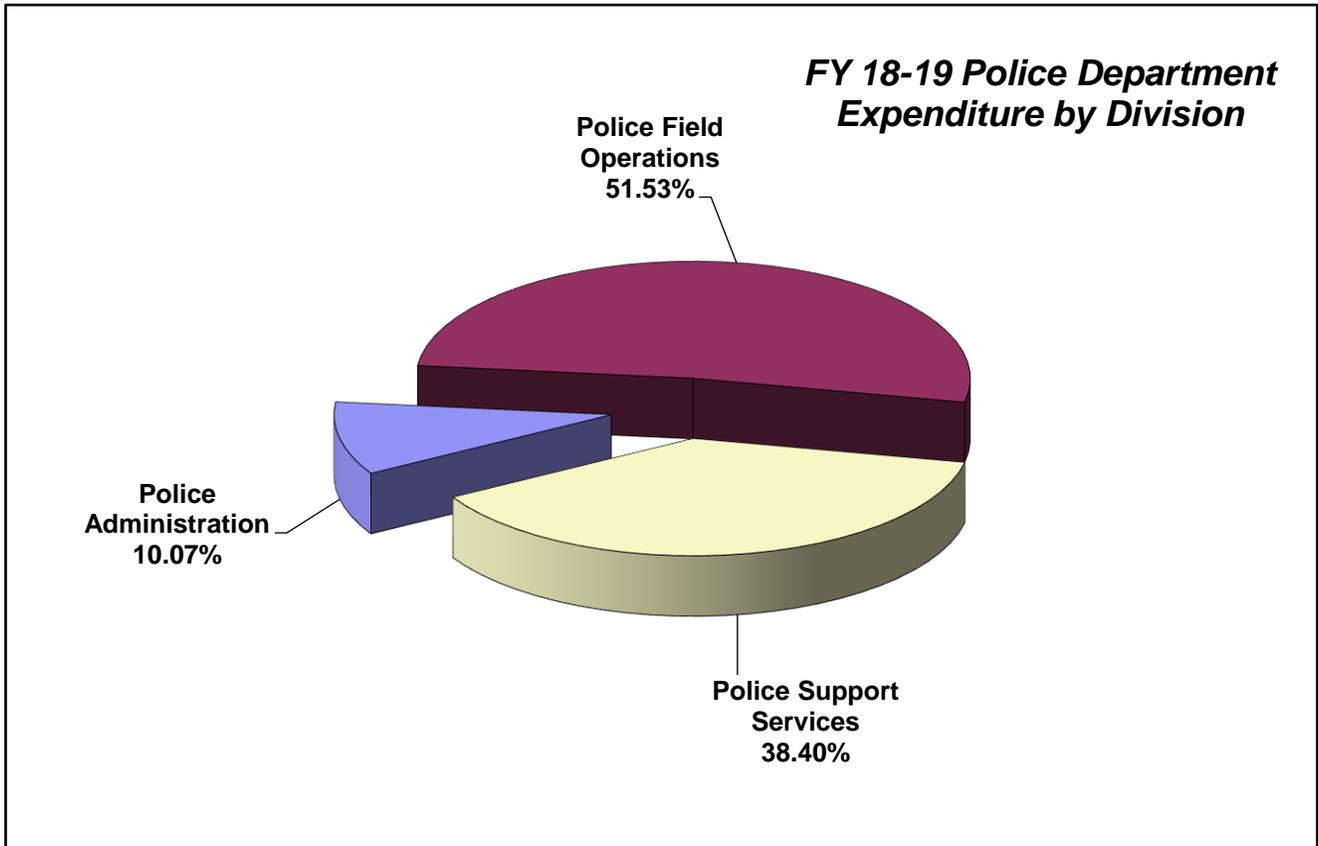
**POLICE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Police Support Services - 15400 continued</u>				
Police Lieutenant	1.00	1.00	1.00	1.00
Communications Officer	16.00	16.00	16.00	17.00
Communications Supervisor	4.00	4.00	4.00	4.00
Senior Communications Officer	1.00	1.00	1.00	-
Senior Communications Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Telecomm Operations - 51010</i>	23.00	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	-
Emergency Services Administrator	-	-	1.00	1.00
<i>Subtotal Emergency Services - 51040</i>	1.00	1.00	2.00	1.00
Total Police Support Services Full-time Positions	99.00	96.00	96.00	91.00
Total Police Supt Svcs Part-time Positions (in FTE's)	8.08	10.91	10.91	10.57
Total Department Full-time Positions	213.00	212.00	212.00	212.00
Total Department Part-time Positions (in FTE's)	19.63	22.46	23.60	21.76
TOTAL DEPARTMENT	232.63	234.46	235.60	233.76
Sworn Full-time Positions	136.00	136.00	136.00	136.00
Non-Sworn Full-time Positions	77.00	76.00	76.00	76.00



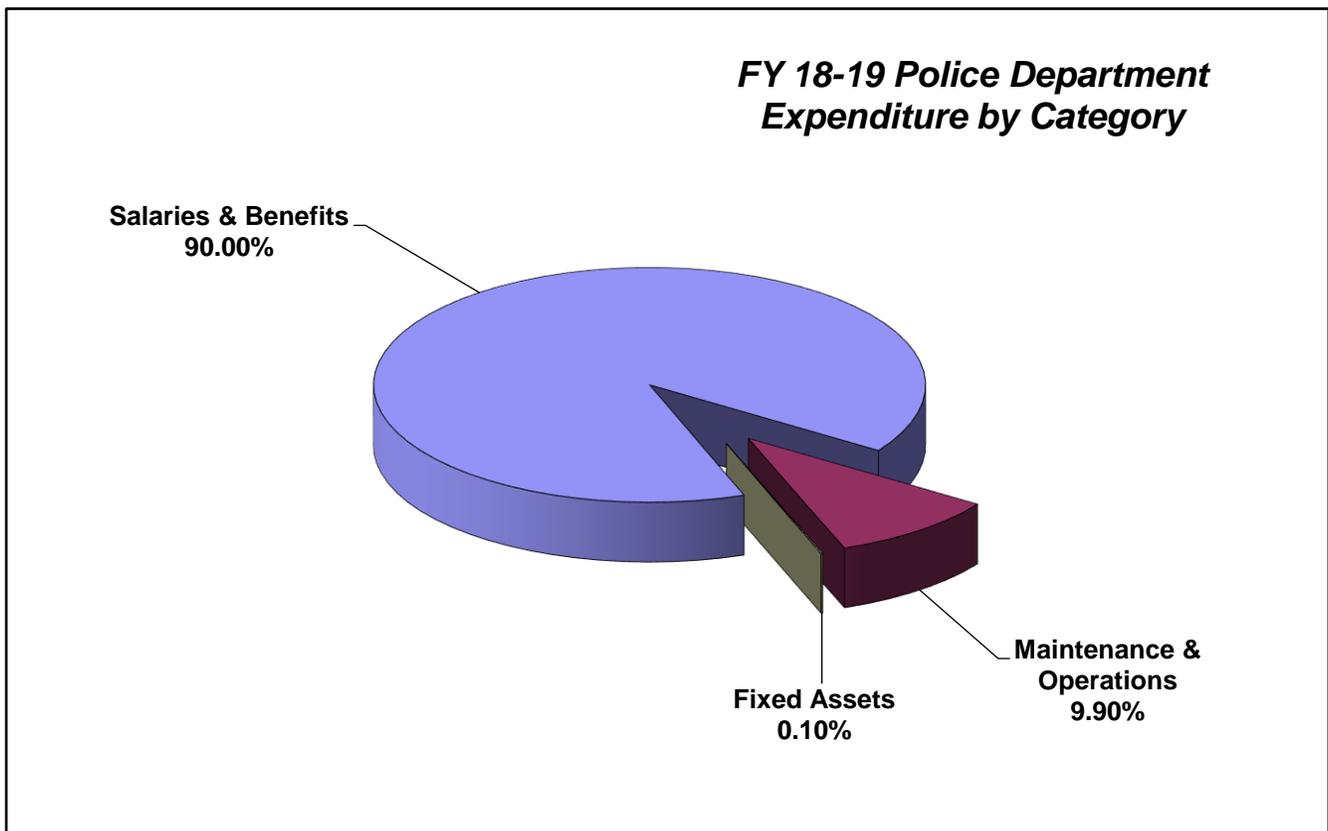
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
Expenditure by Division:					
Police Administration - 15100	\$ 3,282,789	\$ 3,812,617	\$ 4,615,445	\$ 4,901,777	6.20%
Police Field Operations - 15300	22,122,198	23,293,295	23,593,172	25,081,818	6.31%
Police Support Services - 15400	13,207,114	14,068,865	18,136,923	18,690,188	3.05%
Total Expenditures	\$ 38,612,102	\$ 41,174,777	\$ 46,345,540	\$ 48,673,782	5.02%



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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 34,079,923	\$ 36,873,227	\$ 41,563,555	\$ 43,806,737	5.40%
Maintenance & Operations	4,036,829	4,099,610	4,707,080	4,820,415	2.41%
Fixed Assets	495,350	201,940	74,905	46,630	-37.75%
Total Expenditures	\$ 38,612,102	\$ 41,174,777	\$ 46,345,540	\$ 48,673,782	5.02%



	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 36,750,804	\$ 39,581,676	\$ 45,241,406	\$ 47,383,325	97.35%
Prop 172 Fund - 202	1,184,092	1,070,951	846,044	1,021,820	2.10%
SLESF Fund - 213	310,134	338,071	258,090	268,638	0.55%
Narcotics Forfeiture Fund - 217	271,686	6,307	-	-	0.00%
LLEBG Fund - 219	601	34,464	-	-	0.00%
Office of Traffic Safety - 220	94,785	143,308	-	-	0.00%
Total Funding Sources	\$ 38,612,102	\$ 41,174,777	\$ 46,345,540	\$ 48,673,782	100.00%

CITY OF COSTA MESA, CALIFORNIA

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Sworn	501100	\$ 11,495,332	\$ 12,537,348	\$ 15,270,496	\$ 15,405,577	1%
Regular Salaries - Non Sworn	501200	4,226,925	4,203,283	5,390,107	5,419,166	1%
Regular Salaries - Part time	501300	795,415	962,471	1,261,410	1,221,122	-3%
Overtime	501400	3,149,007	3,771,973	1,782,501	1,777,501	0%
Accrual Payoff - Excess Maximum	501500	112,361	70,478	156,900	156,900	0%
Vacation/Comp. Time Cash Out	501600	95,523	188,803	76,050	76,050	0%
Holiday Allowance	501700	313,672	357,294	86,100	85,600	-1%
Separation Pay-Off	501800	187,061	93,181	-	-	0%
Other Compensation	501900	1,412,812	1,435,515	1,747,258	2,198,307	26%
Cafeteria Plan	505100	1,583,565	1,643,419	2,181,432	2,271,432	4%
Medicare	505200	306,343	330,156	317,783	332,887	5%
Retirement	505300	9,107,058	9,868,476	11,500,626	12,989,786	13%
Professional Development	505500	142,560	149,549	168,800	172,894	2%
Unemployment	505800	20,167	20,167	20,167	20,167	0%
Workers' Compensation	505900	1,132,121	1,241,114	1,603,924	1,679,349	5%
Subtotal Salaries & Benefits		\$ 34,079,923	\$ 36,873,227	\$ 41,563,554	\$ 43,806,737	5%
Stationery and Office	510100	\$ 70,002	\$ 73,802	\$ 68,500	\$ 71,300	4%
Multi-Media, Promotions and Subs	510200	18,746	47,615	87,571	75,801	-13%
Small Tools and Equipment	510300	87,246	79,438	87,520	91,520	5%
Uniform & Clothing	510400	152,202	175,836	207,769	197,869	-5%
Safety and Health	510500	137,463	157,257	207,495	255,895	23%
Maintenance & Construction	510600	8,607	49,540	20,750	21,450	3%
Waste Disposal	515700	996	1,372	2,600	2,000	-23%
Janitorial and Housekeeping	515800	106,384	107,682	110,776	116,071	5%
Postage	520100	9,177	8,208	13,300	16,550	24%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Advertising and Public Info.	520300	-	459	-	-	0%
Telephone/Radio/Communications	520400	342,473	330,176	319,083	339,559	6%
Meetings & Conferences	520500	14,410	19,550	15,000	21,000	40%
Mileage Reimbursement	520600	189	233	300	300	0%
Buildings and Structures	525100	2,613	-	4,950	4,475	-10%
Automotive Equipment	525400	-	14,638	1,800	1,800	0%
Office Equipment	525700	32,306	18,879	34,350	29,650	-14%
Other Equipment	525800	25,510	15,080	16,800	15,300	-9%
Consulting	530200	1,034,520	970,879	1,130,460	1,246,721	10%
Medical and Health Inspection	530600	85,658	75,800	110,500	114,000	3%
Law Enforcement	530700	514,351	451,668	568,692	562,392	-1%
External Rent	535400	178,832	151,177	194,400	123,400	-37%
Central Services	535800	19,154	21,345	21,000	21,000	0%
Internal Rent - Maint. Charges	536100	524,976	463,507	759,849	762,555	0%
Internal Rent - Repl.Cost	536200	186,549	242,065	147,833	160,525	9%
Internal Rent - IT Replacement	536300	55,206	73,608	92,010	92,010	0%
General Liability	540100	429,258	549,162	483,671	477,172	-1%
Other Costs	540900	-	634	-	-	0%
Subtotal Maintenance & Operations		\$ 4,036,829	\$ 4,099,610	\$ 4,707,079	\$ 4,820,415	2%
Buildings and Structures	590400	\$ 8,752	\$ -	\$ -	\$ -	0%
Office Equipment	590700	41,000	-	-	-	0%
Other Equipment	590800	445,597	201,940	74,905	46,630	-38%
Subtotal Fixed Assets		\$ 495,350	\$ 201,940	\$ 74,905	\$ 46,630	-38%
Total Expenditures		\$ 38,612,102	\$ 41,174,777	\$ 46,345,540	\$ 48,673,782	5%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<i>POLICE ADMINISTRATION - 15100</i>					
<u>Police Administration - 50001</u>					
Salaries & Benefits	\$ 2,130,174	\$ 2,411,479	\$ 2,976,336	\$ 3,189,141	7%
Maintenance & Operations	506,260	665,058	642,244	643,141	0%
Fixed Assets	305	5,457	1,300	1,300	0%
<i>Subtotal Administration</i>	\$ 2,636,740	\$ 3,081,994	\$ 3,619,880	\$ 3,833,582	6%
<u>Training - 10133</u>					
Salaries & Benefits	\$ 552,505	\$ 631,608	\$ 924,769	\$ 996,356	8%
Maintenance & Operations	55,217	28,435	68,795	69,839	2%
Fixed Assets	-	51,618	2,000	2,000	0%
<i>Subtotal Training</i>	\$ 607,722	\$ 711,660	\$ 995,564	\$ 1,068,195	7%
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	1,708	2,509	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Field Area Policing</i>	\$ 1,708	\$ 2,509	\$ -	\$ -	0%
<u>BSCC Local Assistance - 71100</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	5,439	-	-	0%
Fixed Assets	36,350	11,015	-	-	0%
<i>Subtotal BSCC Local Assistance</i>	\$ 36,350	\$ 16,454	\$ -	\$ -	0%
<i>POLICE FIELD OPERATIONS - 15300</i>					
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$17,141,794	\$18,085,504	\$18,183,101	\$19,330,188	6%
Maintenance & Operations	592,961	666,947	725,540	756,970	4%
Fixed Assets	19,017	4,432	-	-	0%
<i>Subtotal Field Area Policing</i>	\$17,753,773	\$18,756,883	\$18,908,641	\$20,087,158	6%
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ 2,693,569	\$ 2,898,980	\$ 3,077,064	\$ 3,478,418	13%
Maintenance & Operations	518,551	475,509	583,615	600,262	3%
Fixed Assets	14,208	-	-	-	0%
<i>Subtotal Traffic Enforcement</i>	\$ 3,226,329	\$ 3,374,489	\$ 3,660,680	\$ 4,078,680	11%
<u>Contract & Special Events - 10114</u>					
Salaries & Benefits	\$ 428,124	\$ 496,081	\$ 522,128	\$ 531,293	2%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Contract & Special Events</i>	\$ 428,124	\$ 496,081	\$ 522,128	\$ 531,293	2%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Training - 10133</u>					
Salaries & Benefits	\$ 625	\$ 75,763	\$ -	\$ -	0%
Maintenance & Operations	1,890	316	-	-	0%
Fixed Assets	41,000	-	-	-	0%
Subtotal Training	\$ 43,515	\$ 76,079	\$ -	\$ -	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	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	3,367	2,907	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Jail	\$ 3,367	\$ 2,907	\$ -	\$ -	0%
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	540	1,027	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ 540	\$ 1,027	\$ -	\$ -	0%
<u>Animal Control - 10139</u>					
Salaries & Benefits	\$ 298,127	\$ 246,288	\$ 286,491	\$ 295,035	3%
Maintenance & Operations	91,939	96,871	118,509	41,276	-65%
Fixed Assets	-	-	-	-	0%
Subtotal Animal Control	\$ 390,066	\$ 343,159	\$ 405,000	\$ 336,311	-17%
<u>RAID - 10143</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	25,401	23,102	52,722	48,376	-8%
Fixed Assets	-	22,793	44,000	-	-100%
Subtotal RAID	\$ 25,401	\$ 45,895	\$ 96,722	\$ 48,376	-50%
<u>2010 COPS Hiring Grant - 70210</u>					
Salaries & Benefits	\$ 17,677	\$ 5,574	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2010 COPS Hiring Grant	\$ 17,677	\$ 5,574	\$ -	\$ -	0%

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
<u>AB109-Post Release Comm Superv - 71019</u>					
Salaries & Benefits	\$ 22,844	\$ 28,515	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	19,378	-	-	0%
Subtotal AB109-Post Release Comm	\$ 22,844	\$ 47,893	\$ -	\$ -	0%
<u>2015 STEP Grant - 71025</u>					
Salaries & Benefits	\$ 6,360	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2015 STEP Grant	\$ 6,360	\$ -	\$ -	\$ -	0%
<u>2016 STEP Grant - 71026</u>					
Salaries & Benefits	\$ 88,424	\$ 23,445	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2016 STEP Grant	\$ 88,424	\$ 23,445	\$ -	\$ -	0%
<u>2017 STEP Grant - 71027</u>					
Salaries & Benefits	\$ -	\$ 119,863	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2017 STEP Grant	\$ -	\$ 119,863	\$ -	\$ -	0%
<u>POLICE SUPPORT SERVICES - 15400</u>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 405,483	\$ 513,253	\$ 525,325	\$ 548,124	4%
Maintenance & Operations	231,379	316,127	335,901	342,200	2%
Fixed Assets	256,164	24,394	500	1,444	189%
Subtotal Administration	\$ 893,026	\$ 853,774	\$ 861,727	\$ 891,768	3%
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	2,309	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Field Area Policing	\$ -	\$ 2,309	\$ -	\$ -	0%
<u>Helicopter Patrol - 10112</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	272,300	284,970	300,000	315,000	5%
Fixed Assets	-	-	-	-	0%
Subtotal Helicopter Patrol	\$ 272,300	\$ 284,970	\$ 300,000	\$ 315,000	5%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	6,683	70	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Enforcement	\$ 6,683	\$ 70	\$ -	\$ -	0%
<u>Crime Investigation - 10120</u>					
Salaries & Benefits	\$ 2,918,810	\$ 3,658,958	\$ 4,370,059	\$ 4,405,588	1%
Maintenance & Operations	103,654	105,339	103,133	109,934	7%
Fixed Assets	130	3,099	3,400	3,400	0%
Subtotal Crime Investigation	\$ 3,022,594	\$ 3,767,396	\$ 4,476,592	\$ 4,518,922	1%
<u>Vice & Narcotics - 10125</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	45	1,376	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Vice & Narcotics	\$ 45	\$ 1,376	\$ -	\$ -	0%
<u>Special Investigation Unit - 10127</u>					
Salaries & Benefits	\$ 906,391	\$ 976,485	\$ 1,656,015	\$ 1,607,904	-3%
Maintenance & Operations	176,749	75,302	168,860	165,405	-2%
Fixed Assets	96,655	10,341.51	-	11,000	0%
Subtotal Special Investigation Unit	\$ 1,179,795	\$ 1,062,129	\$ 1,824,875	\$ 1,784,310	-2%
<u>Records/Information Systems - 10131</u>					
Salaries & Benefits	\$ 1,449,511	\$ 1,696,121	\$ 2,210,034	\$ 2,293,640	4%
Maintenance & Operations	121,065	133,923	146,100	146,100	0%
Fixed Assets	1,400	4,631	2,650	2,650	0%
Subtotal Records/Info Systems	\$ 1,571,976	\$ 1,834,675	\$ 2,358,784	\$ 2,442,390	4%
<u>Crime Scene Investigation/Photos - 10132</u>					
Salaries & Benefits	\$ 445,838	\$ 324,584	\$ 632,186	\$ 654,771	4%
Maintenance & Operations	60,227	34,717	64,872	66,472	2%
Fixed Assets	-	1,662	-	-	0%
Subtotal Crime Scene Inv/Photos	\$ 506,064	\$ 360,963	\$ 697,058	\$ 721,244	3%
<u>Youth Crime Intervention - 10135</u>					
Salaries & Benefits	\$ 876,274	\$ 999,871	\$ 1,725,351	\$ 1,514,531	-12%
Maintenance & Operations	15,651	20,398	28,454	30,022	6%
Fixed Assets	-	226	-	-	0%
Subtotal Youth Crime Intervention	\$ 891,926	\$ 1,020,494	\$ 1,753,805	\$ 1,544,554	-12%

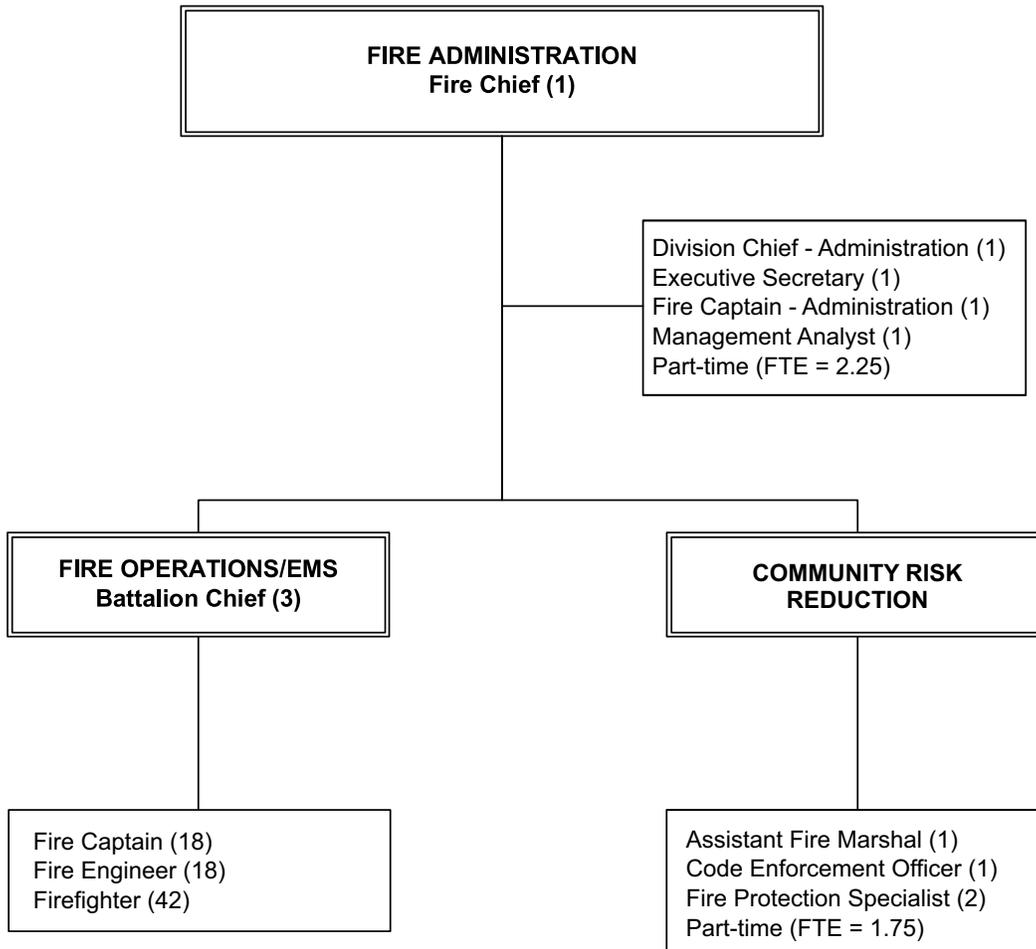
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Property & Evidence - 10136</u>					
Salaries & Benefits	\$ 342,126	\$ 412,905	\$ 476,755	\$ 512,168	7%
Maintenance & Operations	71,955	81,952	108,536	108,256	0%
Fixed Assets	-	-	345	-	-100%
Subtotal Property & Evidence	\$ 414,081	\$ 494,857	\$ 585,636	\$ 620,424	6%
<u>Jail - 10137</u>					
Salaries & Benefits	\$ -	\$ -	\$ 10,000	\$ 10,000	0%
Maintenance & Operations	721,491	664,681	807,566	905,403	12%
Fixed Assets	6	2,216	-	-	0%
Subtotal Jail	\$ 721,497	\$ 666,897	\$ 817,566	\$ 915,403	12%
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	699	1,590	14,188	16,323	15%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ 699	\$ 1,590	\$ 14,188	\$ 16,323	15%
<u>Telecomm Operations - 51010</u>					
Salaries & Benefits	\$ 3,007,893	\$ 3,049,683	\$ 3,391,777	\$ 4,010,408	18%
Maintenance & Operations	337,679	198,674	212,176	211,517	0%
Fixed Assets	357	1,639	-	4,126	0%
Subtotal Telecomm Operations	\$ 3,345,930	\$ 3,249,997	\$ 3,603,953	\$ 4,226,051	17%
<u>Technical Support/Maint - 51020</u>					
Salaries & Benefits	\$ 231,593	\$ 218,269	\$ 249,294	\$ 271,672	9%
Maintenance & Operations	118,543	193,727	202,067	220,119	9%
Fixed Assets	4,407	2,380	4,000	4,000	0%
Subtotal Tech Support/Maint	\$ 354,543	\$ 414,376	\$ 455,361	\$ 495,791	9%
<u>Emergency Services - 51040</u>					
Salaries & Benefits	\$ -	\$ -	\$ 346,870	\$ 157,499	-55%
Maintenance & Operations	874	1,876	23,800	23,800	0%
Fixed Assets	15,483	16,655	16,710	16,710	0%
Subtotal Emergency Services	\$ 16,357	\$ 18,530	\$ 387,380	\$ 198,009	-49%

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>2012 Justice Assistance Grant - 70907</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	601	-	-	-	0%
Subtotal 2012 Justice Assistance	\$ 601	\$ -	\$ -	\$ -	0%
<u>2015 Justice Assistance Grant - 70910</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	14,460	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal 2015 Justice Assistance	\$ -	\$ 14,460	\$ -	\$ -	0%
<u>2016 Justice Assistance Grant - 70911</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	20,004	-	-	0%
Subtotal 2016 Justice Assistance	\$ -	\$ 20,004	\$ -	\$ -	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	\$38,612,102	\$41,174,777	\$46,345,540	\$48,673,782	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 Chief Executive Officer.

FIRE/RESCUE/EMERGENCY MEDICAL SERVICES – 16200

Fire/Rescue Operations – 10210

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

Emergency Medical Services – 10230

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

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.

FIRE & RESCUE DEPARTMENT

BUDGET NARRATIVE

The FY 18-19 preliminary budget for the Fire and Rescue Department is \$24,491,458, an increase of \$2,109,113, or 9.42%, compared to the FY 17-18 adopted budget. The increase is attributed to the Department's Cafeteria Plan account, slightly offset by the Retirement account.

PRIOR YEAR'S ACCOMPLISHMENTS

Fire Administration

- Completed the second year assessment of the Fire & Rescue Department's 5-year Strategic Plan.
- Completed the ambulance transportation program and billing request for proposal – RFP's were developed and released. Currently in progress.
- Hired six Firefighters, and one part-time EMS Coordinator.
- Ten new Firefighters successfully completed their probationary period.
- Promoted four Captains, three Engineers, and one Assistant Fire Marshal.
- Completed the 3rd Annual Fire Captain/Chief Officer Team Building Breakfast, including the 360 degree evaluation for all supervisors.
- Fire Station #1 groundbreaking took place March 2017. Construction of the new station is well underway and expected completion of Summer 2018.
- Supported the attendance of two members of our team to the Orange County Leadership Tomorrow Program (Class of 2017-18).
- Hosted regional statewide trainings, including the Cal Chief's Training Officer Program.

Fire Operations/EMS

- Received our two newest Fire Engines and City Council approval for our third new Fire Engine to be delivered by year's end.
- Purchased a 40' live fire training prop.
- Enhanced community outreach through the use of Social Media platforms.
- Professional Development; several personnel attended the Cal Chief's Training Symposium, Firehouse World, and CFED.
- Successfully completed our 3rd Fire Captain's Preparatory Academy.
- Completed our second 7-week training academy for our new Firefighters.
- Initiated a Peer Support Counseling Program.

Community Risk Reduction

- Completed cost recovery fee study and recently implemented Cost Recovery Programs: Operational Permits, Fire System Plan Review and Permit Fees, Building Plan Review for Fire & Life Safety, and Fire & Life Safety Inspections.
- Successfully transitioned Fire Protection Analyst position into an Assistant Fire Marshal position.
- 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.
- Completed six (6) CERT Basic Classes
- Completed two (2) Teen CERT classes at all high schools
- Completed four (4) Business Preparedness Academies
- Campus CERT Program at Orange Coast College
- 9,872 Volunteer Service Hours to Costa Mesa through CERT and Fire Corps
- Volunteer Appreciation Event – Volunteer of the Year – Bobbie Bradley
- Hands Only CPR events from June 1 to August 31 – Trained over 1,056
- Tours, Engine visits, special events reached over 35,000 community members

FIRE & RESCUE DEPARTMENT

GOALS

- Complete the Fire Station #1 rebuild project and open New Fire Station #1.
- Complete the installation of the Fire Station alerting project, including the upgrade to the Communications Center.
- Complete the washer/dryer installation projects for the remaining fire stations.
- Complete the diesel exhaust extraction system installation in all fire stations.
- Complete the design and engineering for a new Fire Engine.
- Complete the final implementation of our recommended ambulance transportation model upon completion of the RFP process.
- Assess options to participate as part of a regional dispatch center.
- Expand and enhance our community outreach and public information program.
- Continue to assess technology needs and recommend solutions.
- 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).
- Fill all budgeted staffing vacancies.
- Continue to improve succession planning and promotional preparatory training throughout all ranks.
- 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.
- Host at least two regional and/or state fire service related programs in Costa Mesa.
- Assess the viability of implementing a more robust data collection and summary for internal and external dissemination.
- 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.
- Succession Planning.
- Expand CERT preparedness and training to include a new neighborhood-based outreach program and CPR/First Aid program.
- Enhance our internal mental health and wellness programs.
- Complete the remodel of the Training Room at Fire Station #4.

OBJECTIVES / TASKS

- Continue to evaluate the Fire & Rescue Department's deployment and look for opportunities for innovative improvements.
- 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.
- 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.
- Improve internal and external communications by design implementation of print, various web and social media platforms.
- Implement a Chaplain Program.
- Expand our Peer Support Program.
- Implement a more effective data analytic process/program to improve response time standard evaluations.
- Develop and implement updated emergency response standards for all types of incidents, specific to Costa Mesa.

FIRE & RESCUE DEPARTMENT**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
(Calls for Service)**

	2015	2016	2017
• Fire Incidents	238	271	218
• Rupture Explosions	3	3	5
• EMS	9,366	9,374	9,603
• Rescue	92	77	93
• Hazardous Conditions	144	207	200
• Service Calls	434	495	430
• Good Intent Calls	2,291	1,894	1,935
• False Calls	380	399	447
• Severe Weather Calls	0	0	3
• Other Calls	7	1	2
• Total Calls for Service	12,955	12,721	12,936

**Community Risk Reduction
Plan Checks**

• Fire System Plans	473	492	472
• Architectural Plans / Life Safety	182	282	271
• Planning and Development Review	94	107	120
• Fire Code Permit Review	15	19	22
• Special Event Permit Review	56	0	17
• Film Permit Review	10	12	6
• Total Plan Check Reviews	830	912	878

Inspections

• Fire Prevention Inspections (By Fire Prev. Staff)	839	1,008	691
• Fire Prevention Inspections (By Fire & Rescue crews) **	6,177	5,783	6,072
• Sprinkler	637	602	674
• Fire Alarm	56	111	94
• Life Safety	166	252	209
• New Business	0	1	0
• Pyrotechnic	91	62	77
• Hood Systems	39	42	27
• Knox Box / Entry Systems	43	120	48
• Hotel/Motel	56	32	30
• 850 Clearances (Annual)	54	54	54
• 850 Clearances (New)	62	61	19
• Special Events	*	23	17
• Complaints	*	205	81
• Total Inspections	8,294	8,356	8,093

FIRE & RESCUE DEPARTMENT

WORKLOAD INDICATORS (Continued)	2015	2016	2017
Hazardous Material Program			
• Business Plan Reviewed / Inspected	352	379	372
• Haz-Mat Incident Cost Recovery	\$13,100	0	0
• Haz-Mat Disclosure Program	\$152,735	\$167,000	\$176,000
Volunteer Fire Prevention Intern Program			
• Hours worked	2,500	2,912	2,080
• Apartment Inspections	409	437	379
• Apartment correction mail out	249	286	183
• Fire permit inspection/issued	178	452	500
• Fire permit re-inspections	440	577	304
• Fire permit correction mail out	135	267	183
• Haz-Mat/other inspections	30	39	24
Community Education Programs			
• Presentation to Costa Mesa Groups & Residents	58	58	62
• Engine Company Visits	44	47	41
• Station Tours	17	19	21
• CPR in High Schools	746	634	1,056
• "Team Fire Force" Team Kids Participants	150	175	0
• Citizens Fire Academy (Spring Session ONLY)	1	2	0
• Community Emergency Response Team (CERT) Events	43	44	29
• Child Passenger Safety	98	104	102
• Special Events	30	29	30
• Teen CERT Classes	3	3	1
• New CERT Graduates	112	109	135
• Stations Tours (Number of participants)	609	752	951
• Engine Visits (Number of participants)	6,875	6,823	7,401
• Presentations (Number of participants)	6,661	7,541	7,943
• CERT/Teen CERT (Number of participants)	662	755	1,764
• Citizen's Fire Academy (Number of participants)	19	35	0
• Special Events (Number of participants)	20,052	22,477	22,239
• Volunteer Hours – CERT	6,449	7,312	9,374
• Volunteer Hours - Fire Corps	775	967	496

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



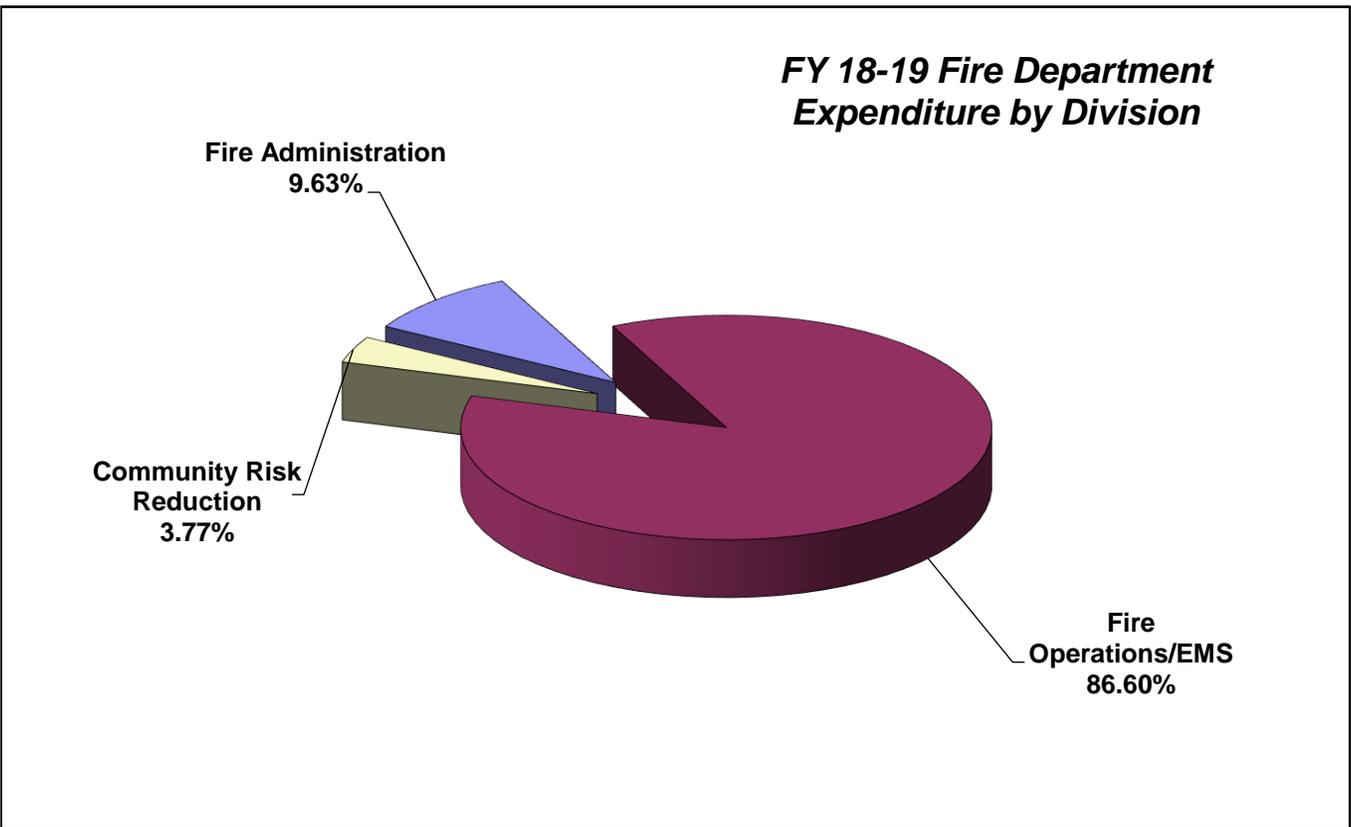
**FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<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	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Captain	-	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Total Fire Administration Full-time Positions	5.00	5.00	5.00	5.00
Total Fire Admin Part-time Positions (in FTE's)	2.00	2.00	2.25	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	18.00	18.00
Fire Engineer	18.00	18.00	18.00	18.00
Firefighter	35.00	39.00	42.00	42.00
<i>Subtotal Fire Rescue/Operations - 10210</i>	<u>72.00</u>	<u>75.00</u>	<u>81.00</u>	<u>81.00</u>
Firefighter	4.00	-	-	-
<i>Subtotal Emergency Medical Services - 10230</i>	<u>4.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Fire Operations/EMS Full-time Positions	76.00	75.00	81.00	81.00
<u>Community Risk Reduction - 16300</u>				
Assistant Fire Marshal	-	-	1.00	1.00
Code Enforcement Officer	-	1.00	1.00	1.00
Fire Protection Analyst	1.00	1.00	-	-
Fire Protection Specialist	2.00	2.00	2.00	2.00
<i>Subtotal Fire Prevention - 10220</i>	<u>3.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Fire Prevention Full-time Positions	3.00	4.00	4.00	4.00
Total Fire Prevention Part-time Positions (in FTE's)	1.25	1.50	1.75	1.75
Total Department Full-time Positions	84.00	84.00	90.00	90.00
Total Department Part-time Positions (in FTE's)	3.25	3.50	4.00	4.00
TOTAL DEPARTMENT	87.25	87.50	94.00	94.00
Sworn Full-time Positions	78.00	78.00	84.00	84.00
Non-Sworn Full-time Positions	6.00	6.00	6.00	6.00



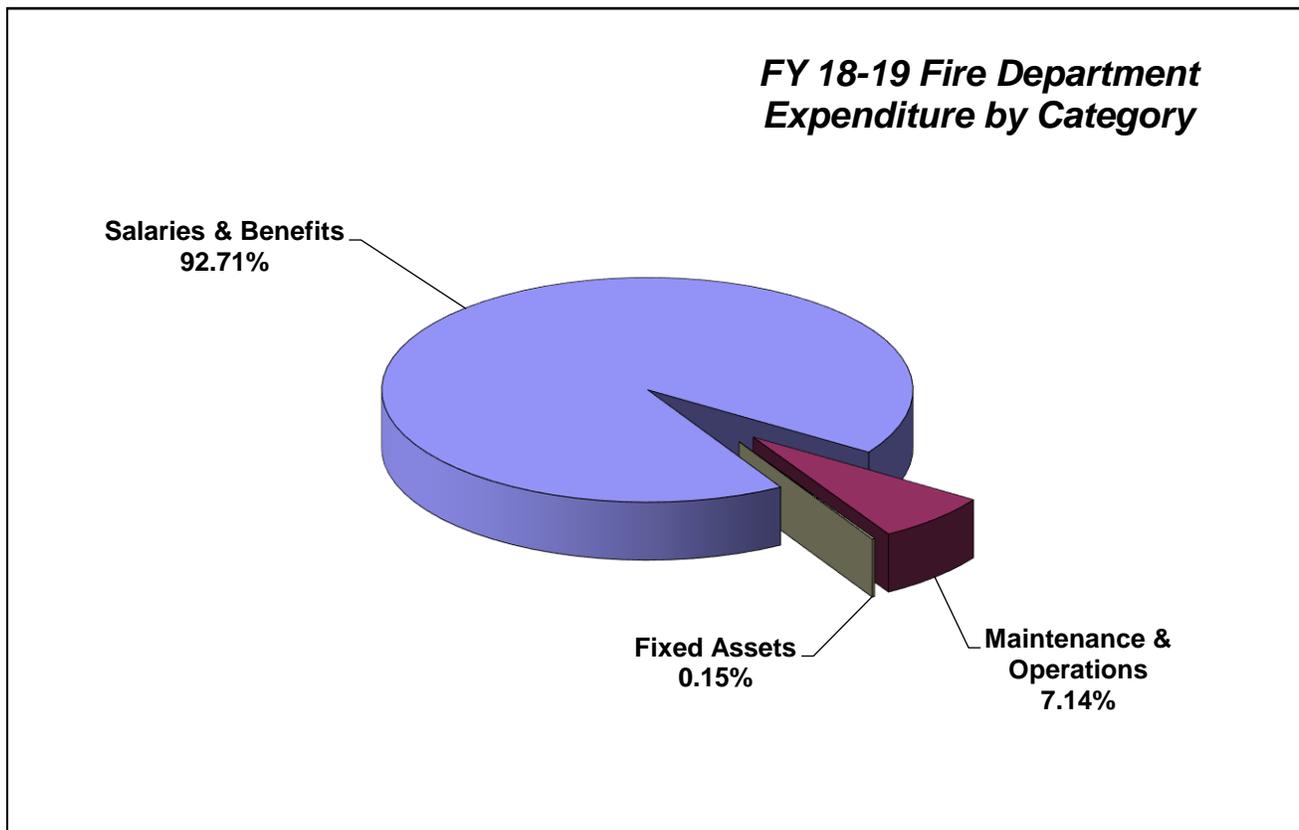
**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Expenditure by Division:</u>					
Fire Administration - 16100	\$ 2,186,423	\$ 2,489,082	\$ 2,268,035	\$ 2,358,388	3.98%
Fire Operations/EMS - 16200	19,453,128	19,033,035	19,233,412	21,209,332	10.27%
Community Risk Reduction - 16300	669,454	661,054	880,897	923,738	4.86%
Total Expenditures	\$ 22,309,005	\$ 22,183,172	\$ 22,382,344	\$ 24,491,458	9.42%



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

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 20,436,768	\$ 20,237,412	\$ 20,609,384	\$ 22,705,966	10.17%
Maintenance & Operations	1,436,199	1,879,853	1,735,862	1,748,394	0.72%
Fixed Assets	436,039	65,908	37,098	37,098	0.00%
Total Expenditures	\$ 22,309,005	\$ 22,183,172	\$ 22,382,344	\$ 24,491,458	9.42%



	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 22,282,663	\$ 22,109,184	\$ 22,334,130	\$ 24,437,678	99.78%
Prop. 172 Fund - 202	26,342	73,988	48,214	53,780	0.22%
Total Funding Sources	\$ 22,309,005	\$ 22,183,172	\$ 22,382,344	\$ 24,491,458	100.00%

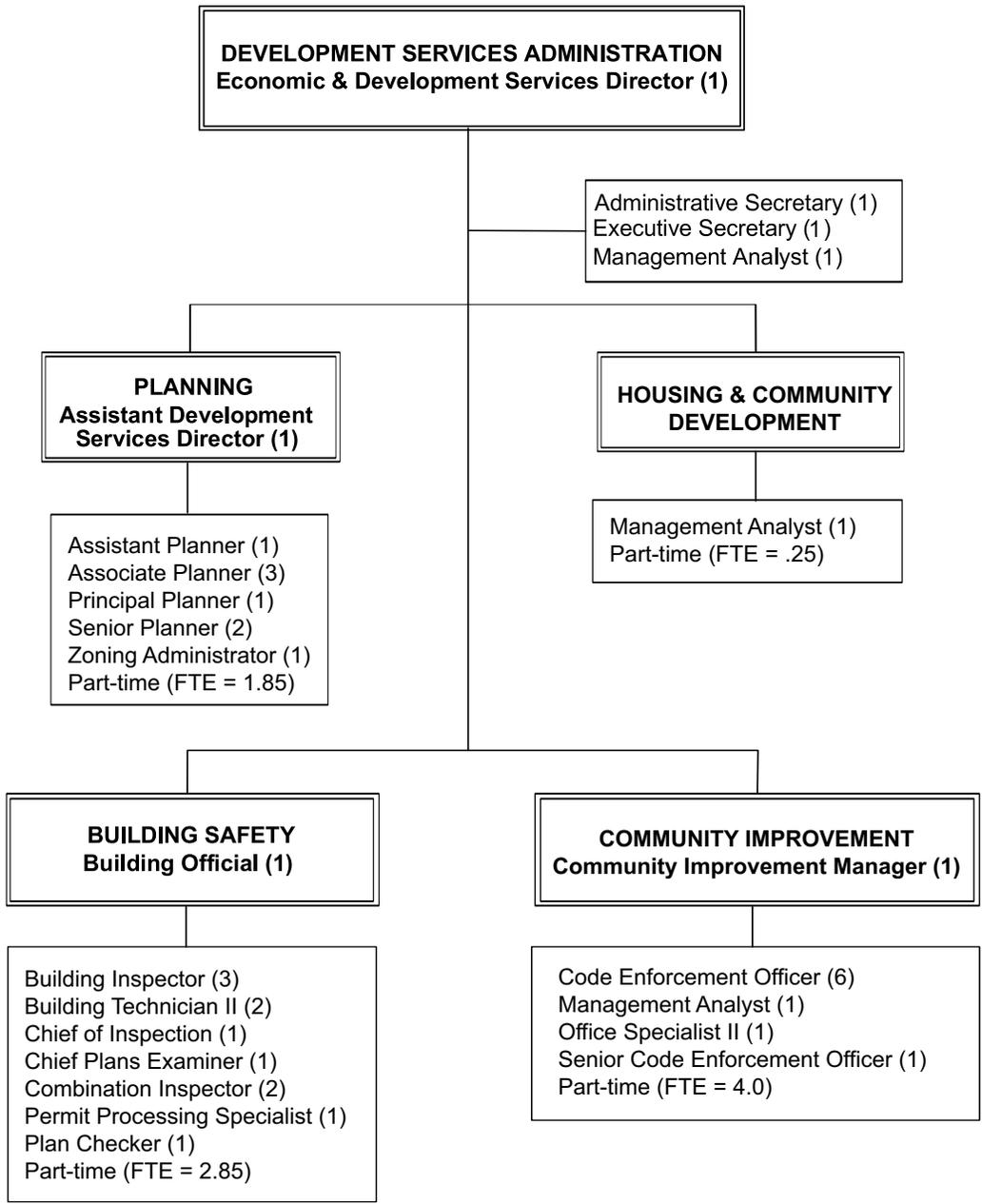
CITY OF COSTA MESA, CALIFORNIA

**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Sworn	501100	\$ 7,465,259	\$ 7,373,417	\$ 8,394,033	\$ 9,236,496	10%
Regular Salaries - Non Sworn	501200	438,642	414,917	484,165	500,061	3%
Regular Salaries - Part time	501300	89,736	101,903	174,897	180,113	3%
Overtime	501400	3,906,253	4,278,422	2,157,000	1,952,000	-10%
Accrual Payoff - Excess Maximum	501500	26,757	28,636	19,950	19,950	0%
Vacation/Comp. Time Cash Out	501600	33,290	53,455	20,700	20,700	0%
Holiday Allowance	501700	313,111	284,079	376,061	391,739	4%
Separation Pay-Off	501800	48,445	48,029	-	-	0%
Other Compensation	501900	555,595	555,535	622,445	685,371	10%
Cafeteria Plan	505100	618,704	624,475	797,100	2,229,756	180%
Medicare	505200	178,300	184,038	143,189	156,775	9%
Retirement	505300	5,870,953	5,438,526	6,471,613	6,350,882	-2%
Longevity	505400	2,664	2,760	2,760	2,760	0%
Professional Development	505500	83,316	111,186	123,559	148,521	20%
Unemployment	505800	11,848	11,848	11,848	11,848	0%
Workers' Compensation	505900	793,894	726,185	810,063	818,993	1%
Subtotal Salaries & Benefits		\$ 20,436,768	\$ 20,237,412	\$ 20,609,384	\$ 22,705,966	10%
Stationery and Office	510100	\$ 14,339	\$ 12,032	\$ 12,000	\$ 12,000	0%
Multi-Media, Promotions and Subs	510200	27,957	17,981	34,846	37,846	9%
Small Tools and Equipment	510300	69,695	83,515	94,324	96,521	2%
Uniform & Clothing	510400	80,565	169,077	140,800	140,800	0%
Safety and Health	510500	232,568	231,128	225,988	206,588	-9%
Maintenance & Construction	510600	40,040	33,446	32,500	32,500	0%
Fuel	510800	-	-	200	200	0%
Waste Disposal	515700	-	3,588	2,000	2,000	0%
Janitorial and Housekeeping	515800	11,426	15,686	10,500	10,794	3%
Postage	520100	9,038	5,361	1,500	1,500	0%
Advertising and Public Info.	520300	467	-	250	250	0%
Telephone/Radio/Communications	520400	39,100	53,942	51,299	58,326	14%
Meetings & Conferences	520500	1,682	5,053	3,000	3,000	0%
Mileage Reimbursement	520600	82	1,302	-	-	0%
Buildings and Structures	525100	-	820	6,000	6,000	0%
Office Equipment	525700	4,270	1,308	1,832	1,832	0%
Other Equipment	525800	19,767	27,721	35,480	55,580	57%
Employment	530100	36,442	-	-	-	0%
Consulting	530200	131,122	64,767	129,012	129,012	0%
Engineering and Architectural	530400	38,320	123,142	150,000	150,000	0%
Medical and Health Inspection	530600	6,531	245	10,648	10,648	0%
External Rent	535400	-	3,563	-	-	0%
Central Services	535800	9,197	16,326	11,200	11,200	0%
Internal Rent - Maint. Charges	536100	293,588	254,975	337,952	333,012	-1%
Internal Rent - Repl.Cost	536200	255,341	298,941	345,785	330,063	-5%
Internal Rent - IT Replacement	536300	11,310	15,080	18,850	18,850	0%
General Liability	540100	91,007	425,881	69,096	89,072	29%
Taxes & Assessments	540700	12,345	13,301	10,800	10,800	0%
Other Costs	540900	-	1,672	-	-	0%
Subtotal Maintenance & Operations		\$ 1,436,199	\$ 1,879,853	\$ 1,735,862	\$ 1,748,394	1%
Automotive Equipment	590500	\$ 1,766	\$ -	\$ -	\$ -	0%
Other Equipment	590800	434,273	65,908	37,098	37,098	0%
Subtotal Fixed Assets		\$ 436,039	\$ 65,908	\$ 37,098	\$ 37,098	0%
Total Expenditures		\$ 22,309,005	\$ 22,183,172	\$ 22,382,344	\$ 24,491,458	9%

**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<i>FIRE ADMINISTRATION - 16100</i>					
<i>Administration - 50001</i>					
Salaries & Benefits	\$ 1,863,720	\$ 1,937,847	\$ 2,068,637	\$ 2,139,702	3%
Maintenance & Operations	321,301	551,236	199,398	218,686	10%
Fixed Assets	146	-	-	-	0%
<i>Subtotal Administration</i>	\$ 2,185,167	\$ 2,489,082	\$ 2,268,035	\$ 2,358,388	4%
<i>Response and Control - 10210</i>					
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>					
<i>Response & Control - 10210</i>					
Salaries & Benefits	\$17,049,804	\$17,809,314	\$17,920,126	\$19,874,401	11%
Maintenance & Operations	727,157	898,276	1,025,848	1,032,238	1%
Fixed Assets	13,584	13,187	37,098	37,098	0%
<i>Subtotal Response & Control</i>	\$17,790,545	\$18,720,777	\$18,983,071	\$20,943,737	10%
<i>Fire Prevention - 10220</i>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	154	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fire Prevention</i>	\$ -	\$ 154	\$ -	\$ -	0%
<i>Emergency Medical Aid - 10230</i>					
Salaries & Benefits	\$ 1,016,178	\$ 37,221	\$ 38,847	\$ 63,809	64%
Maintenance & Operations	224,566	222,163	211,494	201,786	-5%
Fixed Assets	421,839	52,721	-	-	0%
<i>Subtotal Emergency Medical Aid</i>	\$ 1,662,583	\$ 312,105	\$ 250,341	\$ 265,595	6%
<i>Community Risk Reduction - 16300</i>					
<i>Fire Prevention - 10220</i>					
Salaries & Benefits	\$ 507,066	\$ 453,030	\$ 581,774	\$ 628,054	8%
Maintenance & Operations	161,918	208,024	299,123	295,684	-1%
Fixed Assets	470	-	-	-	0%
<i>Subtotal Fire Prevention</i>	\$ 669,454	\$ 661,054	\$ 880,897	\$ 923,738	5%
Total Expenditures	\$22,309,005	\$22,183,172	\$22,382,344	\$24,491,458	9%



DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a Community Health and Environment function. The Department has 36 full-time positions composed of 1 department director, 1 assistant director, 2 managers, 8 supervisors, 21 professional, and 3 clerical positions, with some positions remaining vacant. Part-time staffing consists of 8.95 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 attraction and retention of key businesses in Costa Mesa. Efforts to date include streamlining the application and approval processes, marketing Costa Mesa on a regional and nationwide basis, and improving the business climate within the city. Staff has also 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 the 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 facilitating business establishment.

The Economic Development team attends industry functions and professional organizations to update businesses regarding 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 Zoning Code and the goals, policies, and objectives of the General Plan. A planner's role is to promote quality of life in the city and maintain public health, safety, and general welfare of the business and residential communities through the implementation of Costa Mesa Municipal Code and policies. The Planning Division staff apply zoning regulations to promote developments which:

- Establish and maintain a balance of land uses throughout the community to preserve the residential character of the City at a level no greater than can be supported by the infrastructure.
- Ensure the long-term productivity and viability of the community's economic base.

DEVELOPMENT SERVICES DEPARTMENT

- Promote land use patterns and development that reinforce neighborhood identity and enhancement of the City.
- Create a correlation between build-out of the General Plan Land Use Map and Master Plan of Highways.

The Planning Division provides services to the community, Zoning Administrator, the City Council, and the Planning Commission. The Zoning Administrator is a staff member who is authorized to approve, conditionally approve, or deny certain discretionary planning applications (e.g. administrative adjustments, minor conditional use permits, and lot line adjustments). 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 the City Council regarding 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 California Environmental Quality Act compliance documents related to neighboring cities and regional projects. Current Planning functions relate to issuance of zoning verification letters, and processing of Conditional Use Permits, Master Plans, Design Reviews, subdivision maps, and other planning applications. 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.

Planning Commission - 20360

The Planning Division 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 (e.g. 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

The Building Division 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 the Costa Mesa Municipal Code 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

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

DEVELOPMENT SERVICES DEPARTMENT

COMMUNITY IMPROVEMENT DIVISION – 18400

Community Improvement - 20350

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 Code regarding private property with regards 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.
- 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.
- Unpermitted Marijuana Operations: 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 operations. This is a collaborative effort with the Police Department and State of California's Bureau of Cannabis Control.
- Lodging Inspections: In conjunction with the Orange County Health Department, conducts inspections of the City's stock of lodging establishments for compliance with Costa Mesa Municipal Code, State Health & Safety laws and other concerns that often lead to blighted conditions at these locations.
- Business License Inspections: Assists the City's Finance Department to ensure compliance with municipal business license requirements.

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement (CDBG) - 20350

The Housing and Community Division (HCD) provides strategic enforcement of the Costa Mesa Municipal Code 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

The Housing and Community Division solicits public service sub-recipient grant applicants for HUD-qualified activities and reviews, recommends and presents preliminary applications to the Housing and Public Service Grants Ad-hoc Committee for recommendation to the City Council. HCD staff coordinates and implements public service grants allocated by the City Council and funded through the Community Development Block Grant (CDBG) program. Public service grants are awarded to nonprofit agencies that provide services such as homelessness prevention;

DEVELOPMENT SERVICES DEPARTMENT

homeless services; youth, senior and disabled services; and other eligible uses through the City's annual CDBG funding allocation. 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

The Housing and Community Division 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

The Housing and Community Division 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

The Housing and Community Division 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. HCD staff prepares, reviews, implements, and provides updated recommendations to the 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

The Housing and Community Division supports and presents HOME Projects for review and approval by the City Council and monitors and meets 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 18-19 preliminary budget for the Development Services Department totals \$7,448,150, a decrease of \$141,992, or -1.87%, compared to the FY 17-18 adopted budget.

The FY 18-19 CDBG Grant appropriation is anticipated to be \$1,050,000.

The FY 18-19 HOME Program Grant appropriation is anticipated to be \$300,000.

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. 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 Active Transportation Plan is one of the components of the General Plan's Complete Streets requirements and was presented to Planning Commission and City Council for approval in spring/summer 2018.
- The Planning Division assisted approximately 6,300 walk-in customers at the public counter and 6,500 customers on the phone, and also maintained an overall wait time of less than 15 minutes at the public counter for 90 percent of customers.
- The Planning Commission and staff participated in over 100 hours of pre-agenda meetings and public hearings for discretionary projects.
- The Planning and Building Divisions have processed a significant number of residential projects during FY 17-18. In all, over 1,100 new units have undergone various levels of review and approval including significant projects such as:
 - Superior Pointe, a 60-unit live/work project at 1695 Superior Avenue was completed.
 - UpCoast, a 28-unit detached single-family project at 1239 Victoria Street was completed.
 - Westside Gateway Project (former Argo Tech), a 177-unit live/work and loft development was approved. Phase 1 and 2 were completed and other phases are under construction with model homes expected to be open in early summer 2018.
 - The Boatyard, a 32-unit live/work development at 1672 Placentia Avenue is expected to be completed in summer 2018.
 - A 24-unit, two-story, residential development by Shea Homes at 650 Hamilton Street was completed.
 - The Baker Block, a 240-unit apartment community located at 125 East Baker Street is complete.
 - The final phase of the Lighthouse Urban Master Plan, an 89-unit, three-story mixed-use development, within the Mesa West Bluffs Urban Plan area at 1620-1644 Whittier Avenue is under construction.
 - A mid-rise luxury apartment community of 250 units is under construction at 580 Anton Boulevard with leasing expected in summer of 2018.
 - Maple Crossing, a 37-unit residential development located at the intersection of Maple Street and Victoria Street was completed.
 - 249 new single family homes have either received permits or are in plan review.
- The Planning and Building Divisions have processed significant commercial and other non-residential projects during FY 17-18 such as:
 - The reconstruction of Costa Mesa Fire Station 1 at 2803 Royal Palm Drive is underway.
 - Permitting and construction of a new facility for Ganahl Lumber including a 65,263-square-foot main building and 34,000 square feet of additional structures is open for business.
 - Tenant improvements for a new Audi-Fletcher Jones car dealership at 375 Bristol Street were completed in record time.
 - A comprehensive parking study for the SoBECA area has been initiated.
 - Conditional Use Permits for over a dozen Measure X marijuana manufacturing, distribution, or testing facilities have been approved.
 - Processed a Preliminary Master Plan for The Press, a 665,000-square-foot adaptive reuse office project at the former LA Times complex. The project was approved by the Planning Commission in August.
 - Major renovations for Mesa Verde Country Club located at 3000 Country Club Drive for the women's and men's lounge, dining, kitchen and lobby areas are underway.
 - Permits were issued and construction is underway for the new 22,860-square-foot library at Lions Park.
 - Conversion of the existing library at Lions Park to a community center is under construction.
- HCD staff administered and monitored 10 public service grants to local nonprofits.
- HCD staff completed inspections and re-certifications of 132 affordable units in Costa Mesa.
- HCD staff completed 19 grants and 1 loan for low-income households with HOME funds.
- Community Improvement Division (CID) has recruited and hired additional staff to address the increasing demand on the division's programs.
- CID equipped field staff with mobile computers to increase efficiency while conducting field investigations.

DEVELOPMENT SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- CID created efficient templates for noticing of code violations.
- CID staff attended the California Association of Code Enforcement Officer's (CACEO) Annual Seminar.
- CID staff completed a total of 40 hours of continuing education from CACEO.
- CID staff completed two neighborhood cleanup events.
- CID staff have actively enforced the City's Group Home Ordinances resulting in the closure of 55 unpermitted locations with an estimated 474 beds to date.
- CID staff responded to 80 building code violations.
- CID staff conducted one receivership that dealt with nuisance/substandard conditions of a residential home.
- CID staff implemented a Marijuana Business permitting process as required through voter approved Measure X.
- CID staff created a more seamless transition of casework to the City Attorney's office through additional training and documentation practices.
- CID staff rebuilt the Community Improvement City web page to provide more metrics regarding the programs it oversees.
- CID staff created a new online garage sale permitting portal freeing more of staff's time to be used on higher priorities.

GOALS

- Provide the citizens with high-quality customer service related to the long-term growth, development, and redevelopment of the community.
- Provide the public decision-makers with high-quality professional staff recommendations, information and materials.
- Maintain proactive outreach practices and continue to attract and retain key industries and businesses in Costa Mesa.
- Maintain adequate staffing and training levels in the Department to provide excellent customer service.
- 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 fairly and consistently implement and maintain 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.
- Enforce Group Home Ordinances to ensure Code compliance in the city's single family and multi-family zones.
- Improve cooperation with the State to honor the intent of local group home regulations.
- Continue to implement a Marijuana Business permitting process as required through voter approved Measure X.
- Maintain the newly revamped Community Improvement City web page to provide 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.
- Reorganize the Community Improvement Division's staff's duties to best meet the City Council's top priorities through review of policies and procedures; and the elimination of redundant practices. This includes the creation of better access to the Community Improvement Division's services and programs.

DEVELOPMENT SERVICES DEPARTMENT

OBJECTIVES

- Provide high-quality and consistent staffing for the customer service counter.
- Improve the customer experience and reduce wait times through a new customer queueing system.
- Improve efficiency and data management through the use of a new Land Management System.
- Maintain and implement the City's Economic Development Strategic Plan.
- Complete Zoning Code updates including the Small Lot Ordinance as well as Urban Plan/Overlay updates at the direction of the City Council.
- Process discretionary planning applications within 12-16 weeks of applications being deemed complete.
- Complete zoning verification letters within 10 working days of receipt.
- Complete plan check reviews within 10 working days of submittal.
- Issue over-the-counter plan reviews within five working days of submittal.
- Hold a minimum of one monthly Planning Commission meeting.
- Archive and digitize all Planning records five years and older.
- Plan check projects up to \$1 million valuation within 15 working days of submittal.
- Plan check 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.
- Provide professional staff support and assistance to citizens, City Manager's office, Council-appointed committees, Planning Commission and City Council.
- Further fair housing by providing opportunities for decent, safe and sanitary housing to all segments of the community.
- Prevent blight and deterioration of the community through the use of federal grant funds.
- Provide public services to low- and moderate-income persons in partnership with local service providers.
- Provide assistance to low- and moderate-income homeowners in maintaining their homes and remedying code violations.
- Provide assistance to support affordable housing for the City's low- and moderate-income residents.
- 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.

DEVELOPMENT SERVICES DEPARTMENT

Performance Measures/Workload Indicators:	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
PLANNING			
<u>Performance Measures</u>			
Wait time at counter less than 15 minutes	95%	90%	90%
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 application deemed complete	90%	90%	90%
Sign permits reviewed and issued within 5 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%
<u>Workload Indicators:</u>			
Number of Planning Commission meetings per year	22	23	22
Planning Commission minutes prepared	22	23	22
Number of report items for Council action or direction	28	66	60
Number of phone calls to Planning per day (average)	23	26	26
Number of counter contacts to Planning counter per day (average)	23	27	27
General Plan Amendments/Rezoning/ Zoning Code amendments processed	4	4	4
Planning Applications (not including above), Zoning Administrator, and Development Review Applications processed	110	130	130
Applicants notified within 5 working days of meeting	110	130	130
Lot Line Adjustments and Subdivision Applications processed	10	15	15
Sign Permits processed	120	145	145
Zoning Verification Letters processed	35	55	55
Plan checks reviewed for zoning compliance	500	1,000	1,000

DEVELOPMENT SERVICES DEPARTMENT

Performance Measures/Workload Indicators (Continued):	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
BUILDING SAFETY			
<u>Performance Measures:</u>			
Wait time at counter less than 20 minutes	80%	80%	80%
Trade permits issued within 20 minutes of application	90%	80%	80%
Percentage of minor plan checks reviewed within 5 working days	80%	90%	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%	100%	95%
Inspection requests performed within 24 hours	97%	97%	97%
Building and Code Enforcement code violations response within 2 working days	90%	90%	90%
<u>Workload Indicators:</u>			
Number of calls to general building lines per day	65	65	65
Minor plan checks reviewed	300	580	700
Moderate plan check projects (less than \$1M) reviewed	650	650	650
Major plan check projects (greater than \$1M) reviewed	15	18	15
Inspection requests received	30,000	30,500	30,000
Building permits finalized	3,000	3,000	3,000
COMMUNITY IMPROVEMENT DIVISION			
<u>Performance Measures:</u>			
Percentage of complaint responses within 2 days for Group Home Enforcement	100%	100%	100%
Percentage of complaints mitigated within 60 days of being received	90%	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
<u>Workload Indicators:</u>			
Code Enforcement/Community Improvement cases generated, including CDBG	1,300	1,626	1,500
Number of code violations cleared	1,200	1,200	1,200
Number of inspection warrants	2	1	1
Number of criminal court cases	15	4	5
Number of court appointed receiverships	3	3	2
Number of administrative citations issued	300	192	250
Number of requests for administrative citation appeals	27	9	15
SUP applications received	8	6	6
CUP applications received	1	21	4
Director's Hearings Conducted	10	2	2
SUP applications approved	12	3	3
Medical Marijuana Business Permit (MMBP) applications received	2	20	10
MMBP applications approved	0	10	12

DEVELOPMENT SERVICES DEPARTMENT

Performance Measures/Workload Indicators (Continued):	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
COMMUNITY IMPROVEMENT DIVISION (Continued)			
<u>Workload Indicators (Continued):</u>			
CUP applications considered by Planning Commission	4	21	4
Appeal of Director's Decision on SUP considered by Planning Commission	4	2	5
Number of community involved projects (community clean ups/round tables)	5	2	2
HOUSING AND COMMUNITY DEVELOPMENT			
<u>Performance Measures:</u>			
Percentage of complaint responses provided within 10 business days	90%	90%	90%
Fair Housing Foundation referrals for service	400	300	300
Press releases & information pieces processed	10	10	10
<u>Workload Indicators:</u>			
Number of residents served via Public Services programs	750	700	700
Number of First Time Home Buyers/Rehab loan payoffs	5	11	5
Number of First Time Home Buyers/Rehab loan subordinations	3	1	1
Single Family Rehab Grants completed	15	24	20
Single Family Rehab Loans completed	0	1	2
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 and insurance monitoring of CDBG/Cal HOME/HOME/CMHA (loans for rehabilitation, all units are owner-occupied)	69	67	62
d. First Time Home Buyer/NSP/Habitat loans (Loans for Acquisition)	34	26	26
e. Occupancy and insurance monitoring of rental rehabilitation units	2	2	2
f. Residual Receipts Monitoring	5	5	5
g. Public Service Grants	10	10	7

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<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	1.00
<i>Subtotal Administration - 50001</i>	3.00	4.00	4.00	4.00
Total Development Svcs Admin Full-time Positions	3.00	4.00	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	3.00	3.00	3.00	3.00
Management Analyst	1.00	-	-	-
Principal Planner	1.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Zoning Administrator	1.00	1.00	1.00	1.00
<i>Subtotal Planning - 20320</i>	10.00	8.00	9.00	9.00
Total Planning Full-time Positions	10.00	8.00	9.00	9.00
Total Planning Part-time Positions (in FTE's)	1.25	1.75	2.60	1.85
<u>Building Safety - 18300</u>				
Chief of Code Enforcement	1.00	-	-	-
Code Enforcement Officer	5.00	-	-	-
Office Specialist II	1.00	-	-	-
<i>Subtotal Code Enforcement - 20350</i>	7.00	-	-	-
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	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	-
Plan Checker	-	-	1.00	1.00
Senior Combination Inspector	-	1.00	-	-
<i>Subtotal Building Safety - 20410</i>	11.00	12.00	13.00	12.00
Total Building Safety Full-time Positions	18.00	12.00	13.00	12.00
Total Building Safety Part-time Positions (in FTE's)	4.75	3.23	2.10	2.85

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<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	6.00
Community Improvement Manager	-	-	1.00	1.00
Management Analyst	-	1.00	1.00	1.00
Office Specialist II	-	1.00	1.00	1.00
Senior Code Enforcement Officer	-	1.00	2.00	1.00
<i>Subtotal Code Enforcement - 20350</i>	-	9.00	11.00	10.00
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	10.00
Total Comm. Imprv. Part-time Positions (in FTE's)	-	3.00	3.00	4.00
<u>Housing & Community Development - 11310/11320</u>				
Management Analyst	0.34	0.33	0.31	0.24
<i>Subtotal Single Family Housing Rehab - 20422</i>	0.34	0.33	0.31	0.24
Management Analyst	0.33	0.14	0.13	0.13
<i>Subtotal CDBG Administration - 20427</i>	0.33	0.14	0.13	0.13
Management Analyst	0.33	0.33	0.31	0.05
<i>Subtotal HOME Administration - 20440</i>	0.33	0.33	0.31	0.05
Management Analyst	-	-	-	0.27
<i>Subtotal CDBG Housing Rehab - 20455</i>	-	-	-	0.27
Total Housing & Comm Devel Full-time Positions	1.00	0.80	0.75	0.69
Total HCD Part-time Positions (in FTE's)	0.50	0.25	0.25	0.25

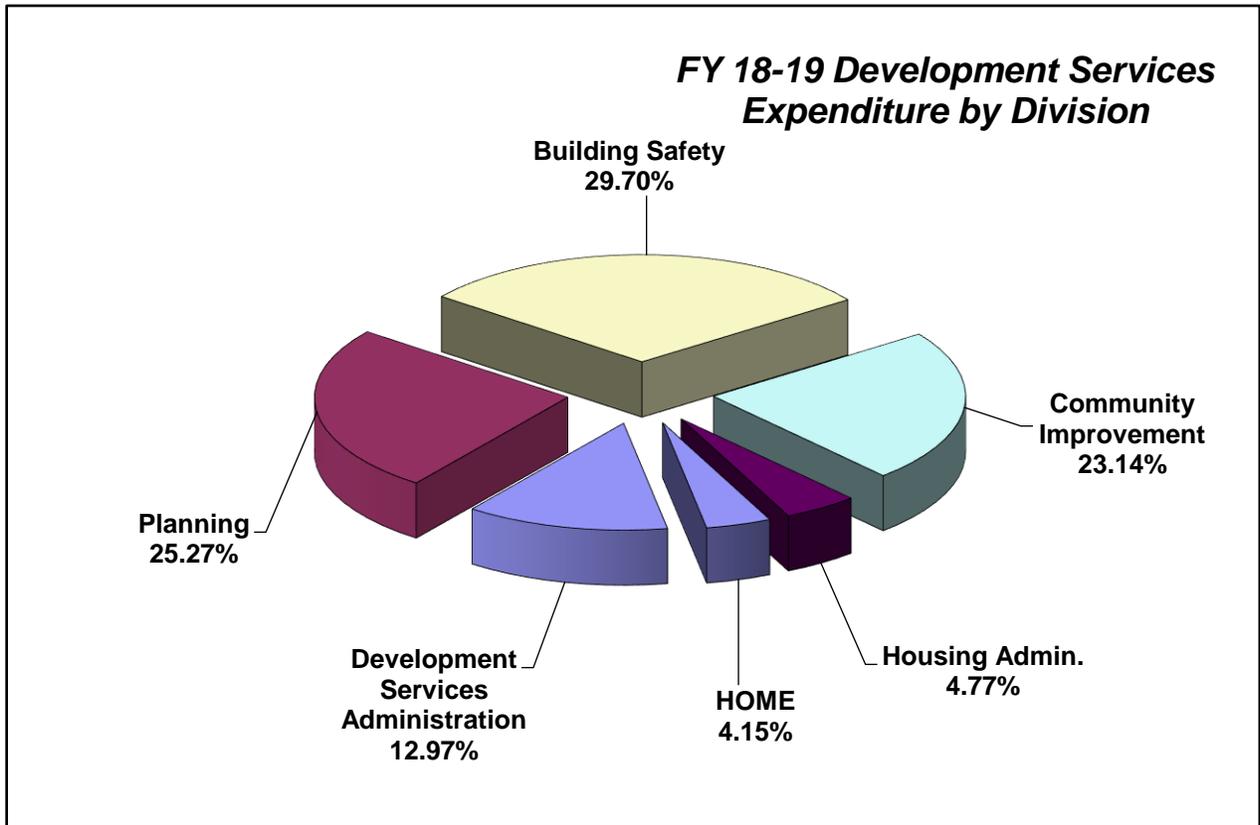
**DEVELOPMENT SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
<u>Housing Authority - 11500</u>				
Management Analyst	-	-	0.25	0.31
<i>Subtotal Husing - 20600</i>	-	-	0.25	0.31
Management Analyst	-	0.20	-	-
<i>Subtotal Homeless Prevention - 20605</i>	-	0.20	-	-
Total Housing Authority Full-time Positions	-	0.20	0.25	0.31
Total Department Full-time Positions	37.00	38.00	38.00	36.00
Total Department Part-time Positions (in FTE's)	6.50	8.23	7.95	8.95
TOTAL DEPARTMENT	43.50	46.23	45.95	44.95



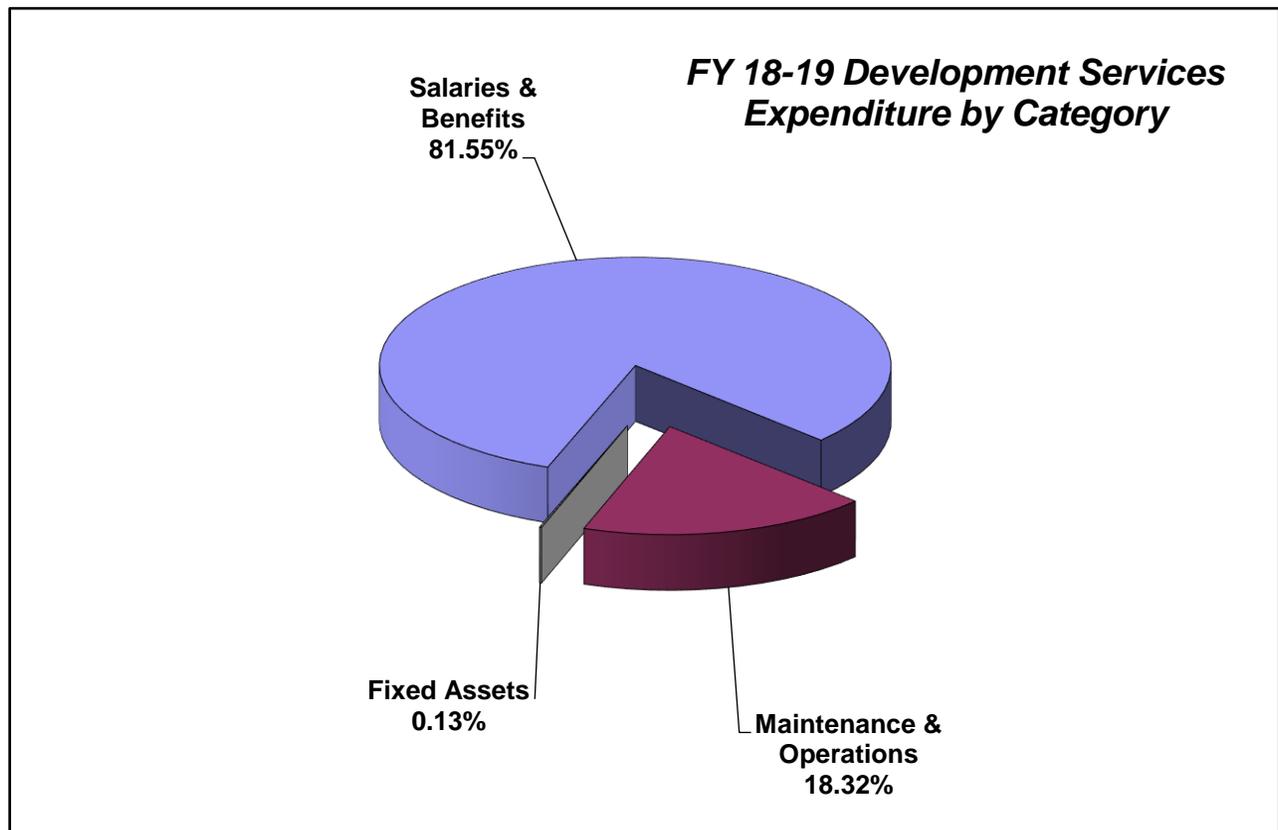
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Expenditure by Division:					
Dev. Svcs. Admin. - 18100	\$ 641,663	\$ 695,094	\$ 904,207	\$ 965,683	6.80%
Planning - 18200	1,749,481	1,604,504	1,797,184	1,881,792	4.71%
Building Safety - 18300	2,702,623	1,919,715	2,171,031	2,212,214	1.90%
Community Improvement - 18400	505,532	1,613,218	1,850,306	1,723,466	-6.86%
Housing Admin. - 11310	293,865	282,641	349,999	354,998	1.43%
HOME - 11320	294,729	207,282	517,415	309,997	-40.09%
Total Expenditures	\$ 6,187,892	\$ 6,322,455	\$ 7,590,143	\$ 7,448,150	-1.87%



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

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 4,483,752	\$ 4,074,389	\$ 5,928,733	\$ 6,074,290	2.46%
Maintenance & Operations	1,677,458	\$ 2,235,347	1,651,816	\$ 1,364,266	-17.41%
Fixed Assets	26,682	\$ 12,718	9,594	\$ 9,594	0.00%
Total Expenditures	\$ 6,187,892	\$ 6,322,455	\$ 7,590,143	\$ 7,448,150	-1.87%



	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 5,350,853	\$ 5,599,505	\$ 6,402,728	\$ 6,523,155	87.58%
HOME Fund - 205	294,729	207,282	517,415	309,997	4.16%
CDBG Fund - 207	542,310	515,667	670,000	614,997	8.26%
Total Funding Sources	\$ 6,187,892	\$ 6,322,455	\$ 7,590,143	\$ 7,448,150	100.00%

DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,693,687	\$ 2,359,581	\$ 3,289,955	\$ 3,230,610	-2%
Regular Salaries - Part time	501300	336,369	260,980	443,187	527,664	19%
Overtime	501400	77,692	70,267	113,000	106,000	-6%
Accrual Payoff - Excess Maximum	501500	3,555	410	2,828	2,828	0%
Vacation/Comp. Time Cash Out	501600	14,538	26,736	8,580	8,580	0%
Holiday Allowance	501700	5,456	5,143	2,278	2,278	0%
Separation Pay-Off	501800	12,266	49,651	-	-	0%
Other Compensation	501900	33,835	23,280	62,479	54,238	-13%
Cafeteria Plan	505100	417,147	381,004	576,888	599,774	4%
Medicare	505200	46,447	40,378	46,165	47,188	2%
Retirement	505300	792,585	730,832	1,182,939	1,311,924	11%
Professional Development	505500	23,546	26,050	59,040	64,264	9%
Auto Allowance	505600	5,724	1,981	5,724	5,724	0%
Unemployment	505800	2,113	2,089	2,113	2,089	-1%
Workers' Compensation	505900	18,790	96,008	133,557	111,128	-17%
Subtotal Salaries & Benefits		\$ 4,483,752	\$ 4,074,389	\$ 5,928,733	\$ 6,074,290	2%
Stationery and Office	510100	\$ 32,477	\$ 27,071	\$ 36,858	\$ 38,265	4%
Multi-Media, Promotions and Subs	510200	14,449	6,417	21,166	20,250	-4%
Small Tools and Equipment	510300	29,631	13,446	44,466	44,500	0%
Uniform & Clothing	510400	4,103	13,738	8,000	8,000	0%
Safety and Health	510500	-	630	-	-	0%
Maintenance & Construction	510600	93	113	-	-	0%
Postage	520100	12,906	12,803	10,950	9,250	-16%
Legal Advertising/Filing Fees	520200	13,117	19,855	15,000	25,500	70%
Advertising and Public Info.	520300	262	356	1,000	1,000	0%
Telephone/Radio/Communications	520400	4,925	18,237	20,200	20,200	0%
Meetings & Conferences	520500	5,610	7,364	3,700	3,000	-19%
Mileage Reimbursement	520600	528	673	2,928	2,750	-6%
Board Member Fees	520800	24,000	22,000	24,000	24,000	0%
Office Furniture	525600	-	-	2,600	2,600	0%
Office Equipment	525700	45	23	600	100	-83%
Other Equipment	525800	-	9,997	-	-	0%
Employment	530100	26,279	47,932	20,000	20,000	0%
Consulting	530200	532,831	1,064,308	522,134	433,176	-17%
Legal	530300	80,727	43,630	33,500	33,500	0%
Engineering and Architectural	530400	326,824	396,582	107,938	107,938	0%
Financial & Information Svcs	530500	-	2,625	-	-	0%
External Rent	535400	9,812	12,460	5,000	5,000	0%
Grants, Loans and Subsidies	535500	326,960	298,935	551,600	357,378	-35%
Central Services	535800	31,101	31,473	27,000	24,500	-9%
Internal Rent - Maint. Charges	536100	38,253	39,188	48,993	26,735	-45%
Internal Rent - Repl. Cost	536200	14,164	11,102	9,275	8,715	-6%
Internal Rent - IT Replacement	536300	11,849	15,798	19,748	19,748	0%
General Liability	540100	136,511	118,256	115,160	128,162	11%
Other Costs	540900	-	336	-	-	0%
Subtotal Maintenance & Operations		\$ 1,677,458	\$ 2,235,347	\$ 1,651,816	\$ 1,364,266	-17%
Other Equipment	590800	\$ 26,682	\$ 12,718	\$ 9,594	\$ 9,594	0%
Subtotal Fixed Assets		\$ 26,682	\$ 12,718	\$ 9,594	\$ 9,594	0%
Total Expenditures		\$ 6,187,892	\$ 6,322,455	\$ 7,590,143	\$ 7,448,150	-2%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

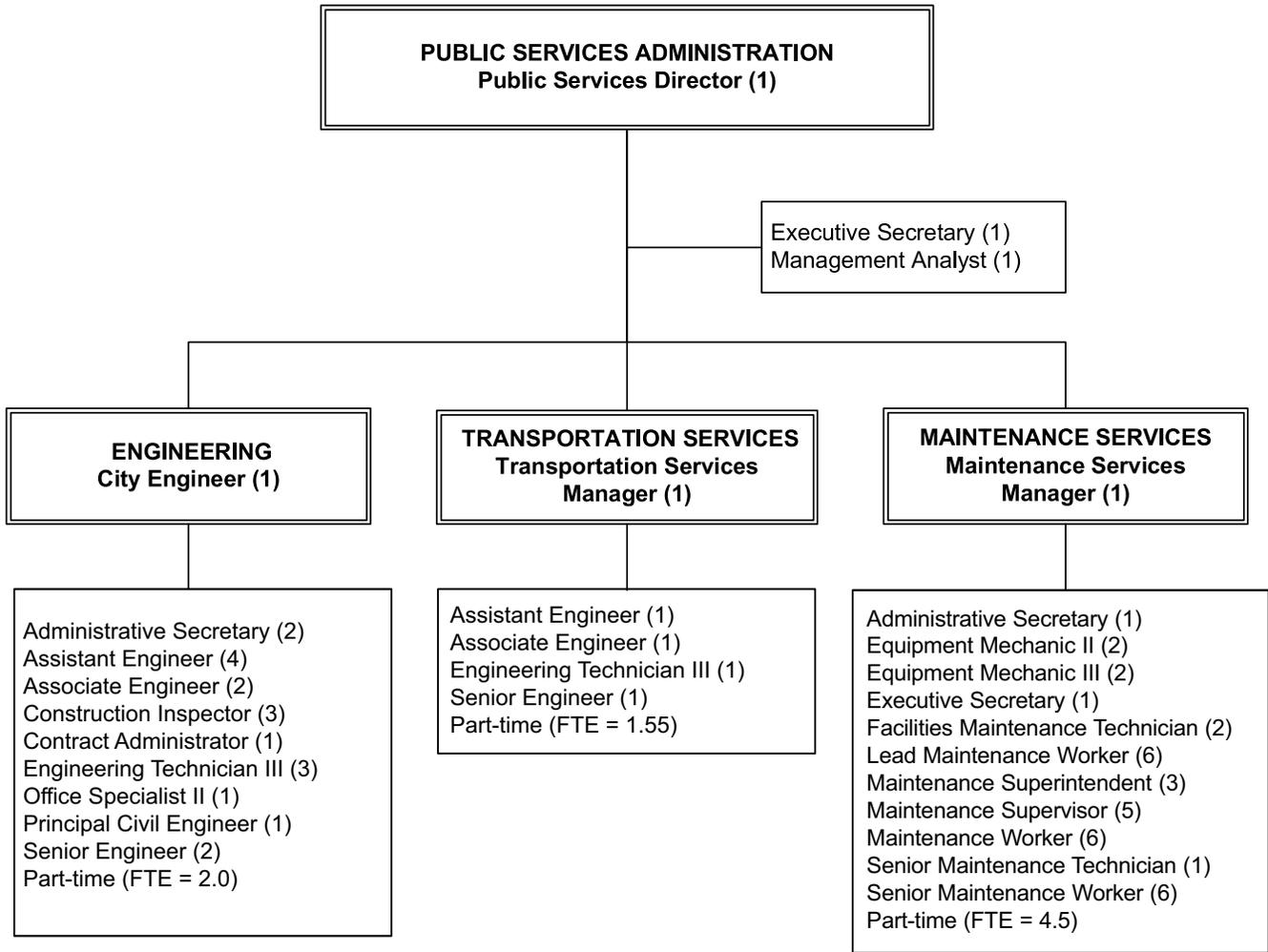
	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
DEVELOPMENT SERVICES ADMINISTRATION - 18100					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 459,049	\$ 496,635	\$ 740,131	\$ 785,864	6%
Maintenance & Operations	182,614	198,400	164,075	179,819	10%
Fixed Assets	-	59	-	-	0%
Subtotal Administration	\$ 641,663	\$ 695,094	\$ 904,207	\$ 965,683	7%
PLANNING - 18200					
<u>Planning - 20320</u>					
Salaries & Benefits	\$ 1,178,570	\$ 1,021,235	\$ 1,443,649	\$ 1,515,257	5%
Maintenance & Operations	535,318	555,242	321,341	334,341	4%
Fixed Assets	8,386	1,290	4,594	4,594	0%
Subtotal Planning	\$ 1,722,274	\$ 1,577,767	\$ 1,769,584	\$ 1,854,192	5%
<u>Planning Commission - 20360</u>					
Salaries & Benefits	\$ -	\$ 1,230	\$ 600	\$ 600	0%
Maintenance & Operations	27,207	25,491	27,000	27,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Planning Commission	\$ 27,207	\$ 26,721	\$ 27,600	\$ 27,600	0%
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ -	\$ 15	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Code Enforcement	\$ -	\$ 15	\$ -	\$ -	0%
BUILDING SAFETY - 18300					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 799,897	\$ 52,732	\$ -	\$ -	0%
Maintenance & Operations	39,817	904	-	-	0%
Fixed Assets	14,559	-	-	-	0%
Subtotal Code Enforcement	\$ 854,272	\$ 53,635	\$ -	\$ -	0%
<u>Building Safety - 20410</u>					
Salaries & Benefits	\$ 1,456,452	\$ 1,245,689	\$ 1,984,271	\$ 2,028,534	2%
Maintenance & Operations	390,238	619,604	186,760	183,681	-2%
Fixed Assets	1,662	787	-	-	0%
Subtotal Building Safety	\$ 1,848,351	\$ 1,866,080	\$ 2,171,031	\$ 2,212,214	2%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
COMMUNITY IMPROVEMENT DIVISION - 18400					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ -	\$ 818,282	\$ 1,629,384	\$ 1,592,327	-2%
Maintenance & Operations	-	54,070	215,922	126,139	-42%
Fixed Assets	-	10,582	5,000	5,000	0%
Subtotal Code Enforcement	\$ -	\$ 882,934	\$ 1,850,306	\$ 1,723,466	-7%
<u>Medical Marijuana - 20415</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	2,625	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Medical Marijuana	\$ -	\$ 2,625	\$ -	\$ -	0%
<u>Group Home Enforcement - 50255</u>					
Salaries & Benefits	\$ 303,233	\$ 246,680	\$ -	\$ -	0%
Maintenance & Operations	18,273	13,367	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Group Home Enforcement	\$ 321,506	\$ 260,047	\$ -	\$ -	0%
<u>Neighborhood Stabilization - 50257</u>					
Salaries & Benefits	\$ 150,349	\$ 107,505	\$ -	\$ -	0%
Maintenance & Operations	31,601	360,108	-	-	0%
Fixed Assets	2,076	-	-	-	0%
Subtotal Neighborhood Stabilization	\$ 184,026	\$ 467,613	\$ -	\$ -	0%
HOUSING & COMMUNITY DEV - 11310/11320					
<u>Public Service Programs - 20421</u>					
Salaries & Benefits	\$ 7,713	\$ 14,118	\$ -	\$ -	0%
Maintenance & Operations	140,211	133,202	150,000	135,000	-10%
Fixed Assets	-	-	-	-	0%
Subtotal Public Service Programs	\$ 147,925	\$ 147,320	\$ 150,000	\$ 135,000	-10%
<u>Single Family Housing Rehab. - 20422</u>					
Salaries & Benefits	\$ 46,648	\$ 41,549	\$ 47,744	\$ 41,122	-14%
Maintenance & Operations	186,749	165,733	299,493	183,878	-39%
Fixed Assets	-	-	-	-	0%
Subtotal Sgl. Fam. Housing Rehab.	\$ 233,397	\$ 207,282	\$ 347,237	\$ 225,000	-35%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
<u>CDBG Admin. - 20427</u>					
Salaries & Benefits	\$ 33,494	\$ 28,720	\$ 34,736	\$ 30,592	-12%
Maintenance & Operations	112,446	106,602	165,263	149,408	-10%
Fixed Assets	-	-	-	-	0%
<i>Subtotal CDBG Admin.</i>	<u>\$ 145,940</u>	<u>\$ 135,321</u>	<u>\$ 199,999</u>	<u>\$ 180,000</u>	<u>-10%</u>
<u>HOME - 20440</u>					
Salaries & Benefits	\$ 48,346	\$ -	\$ 48,217	\$ 39,998	-17%
Maintenance & Operations	12,985	-	19,854	-	-100%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME</i>	<u>\$ 61,332</u>	<u>\$ -</u>	<u>\$ 68,071</u>	<u>\$ 39,998</u>	<u>-41%</u>
<u>HOME Projects - 20445</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	102,107	45,000	-56%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME Projects</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 102,107</u>	<u>\$ 45,000</u>	<u>-56%</u>
<u>CDBG Housing Rehab Admin - 20455</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 39,998	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal CDBG Housing Rehab</i>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 39,998</u>	<u>0%</u>
Total Expenditures	<u>\$ 6,187,892</u>	<u>\$ 6,322,455</u>	<u>\$ 7,590,143</u>	<u>\$ 7,448,150</u>	<u>-2%</u>



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 64 full-time staff members composed of four management, six clerical, and 54 professional/technical staff. Part-time staffing consists of 8.05 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 22 municipal services functions. Administrative management includes development of the Department's operational budget; personnel management; securing and implementing grant programs; providing commercial, multi-family, and construction and demolition waste collection and recycling services; evaluation and monitoring of current and pending legislation's impact on Department programs and operations; 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 solid waste and recycling mandates such as the Integrated Waste Management Act 1989 AB939, AB341 Mandatory Recycling for Commercial and Multi-family sectors, AB1826 Mandatory Commercial Organics Recycling, and the California Green Building Standards Code (CALGreen) waste diversion requirements for construction and demolition projects. Administers the non-exclusive Waste Hauling Franchise and Contractor Self-Haul Permit. Manages the City's participation in State grant and recycling programs including the Used Oil Recycling Grant and Beverage Container Recycling Grant. Responsible for participation in and compliance with the California Department of Resources Recycling and Recovery (CalRecycle) jurisdiction reviews and submission of the Local Jurisdiction Electronic Annual Report (EAR) to CalRecycle.

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

PUBLIC SERVICES DEPARTMENT

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.

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 competitive grant funding for street improvement projects.

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.

PUBLIC SERVICES DEPARTMENT

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:

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 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 overall direction, coordination, and support to the maintenance sections operational and administrative activities and functions. 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, public parks, City-owned facilities, and on private structures where graffiti is visible from the public right-of-way. Pressure wash city playgrounds, bus stops, sidewalks and city facilities.

Street Maintenance – 30111

Maintains approximately 525 lane miles of streets, 15 miles of City alleys, and miscellaneous easements.

PUBLIC SERVICES DEPARTMENT

Storm Drain Maintenance – 30121

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

Signs and Markings – 30243

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

Park, Parkway and Median Maintenance – 40111

Maintains the City's 29 parks, sports fields and related facilities, 13 acres of landscaped street medians, and approximately 22,000 parkway trees. Administers the City's landscape maintenance and tree maintenance contracts.

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 2018-19 preliminary budget for the Public Services Department totals \$23,031,632, a decrease of \$368,605, or 1.58%, compared to the FY 2017-18 adopted budget. The increases in the Salaries and Benefits category and in the utility accounts were offset by a 54% reduction in the Automotive Equipment account funded by the Equipment Replacement Fund.

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

PRIOR YEAR'S ACCOMPLISHMENTS

- Completed over 37 acres of sports field renovations.
- Completed the renovation of the landscaping in front of the Police Department Building. The existing plant material was replaced with drought tolerant plant material. Boulders were added to improve security and aesthetics.
- Shiffer Park: Completed the resurfacing of the key area of the basketball court and the entire surface of the handball courts for safety and aesthetics; removed and replaced rotted wooden beams and posts at the bridge; and removed and replaced two (2) damaged metal frames and doors.
- Repaired the footing and repainted the handrail at Shalimar Park
- TeWinkle Park Restroom Facility No. 2: Removed and replaced two (2) deteriorated, metal gates and one (1) storage door; replaced skylights; repainted floors with epoxy paint; and repainted interior and exterior.
- TeWinkle Athletic Complex: Replaced torn sunshades on the dugouts and removed the existing infield turf, laser leveled the entire area, and installed new, hybrid Bermuda grass turf.
- TeWinkle Skate Park: Repainted the wrought iron fence around the skate park as well as four (4) pumpkin lights and three parking light poles.
- Removed and replaced the rubber playground surface at: Balearic Center Park, Brentwood Park, Del Mesa Park, Gisler Park, Harper Park, Jordan Park, Ketchum-Libolt Park, Marina View Park, Pinkley Park and Wimbledon Park.
- Repainted the four (4) arbors and thirteen (13) pumpkin lights at TeWinkle Park Angel's Playground.
- Weatherproofed and resealed the pier on the south side of the lower lake at TeWinkle Park lakes..

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Repainted the interior and exterior of the restrooms at Vista Park.
- Repainted the interior and exterior of the restrooms at Wakeham Park
- 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.
Implemented the following projects at the Costa Mesa Senior Center:
 - Replaced the flooring in Meeting Room 101;
 - Installed new wrought iron security fencing/gate at north side of the Senior Center to create secured storage area;
 - Preventative maintenance downstairs moveable partition walls;
 - Replaced double doors in exterior closet area for stored meal program items;
 - Designed and constructed new front exterior front patio;
 - Designed and constructed ADA restrooms;
 - Retrofitted existing exterior building lighting with new LED fixtures.
- Installed new restroom partitions in the women's restroom at the Costa Mesa Tennis Pro Shop.
- Replaced three obsolete HVAC unitary controllers at City Hall.
- Retrofitted exterior building and parking lot lighting with LED fixtures at the Balearic Center.
- Replace main electrical feed and power distribution panels at the Balearic Center.
- Painted exterior wood columns and trim under awnings at the Balearic Center.
- Installed new privacy chain link fencing for rear mechanical equipment area at City Hall.
- Completed emergency generator and transfer switch projects at the Corporation Yard, Fire Station # 4 and the Police Facility.
- Installed new building security system at the New Corporation Yard.
- Retrofitted all exterior and parking lot lighting with LED fixtures at Corporation Yards.
- Installed new shade structure for bleachers and sound/paging system at the Downtown Recreation Center's Aquatic Facility.
- Replaced all exterior room/door signage at the Downtown Recreation Center.
- Replaced lighting control panels throughout the Police Facility.
- Replaced rear entrance double doors at the Police Facility.
- Replaced carpet in Emergency Operations Center in the Police Facility.
- Retrofitted all rear parking lot lights with LED fixtures at the Police Facility.
- Replaced deteriorated window tint film at the Mesa Verde Library.
- Replaced deteriorated metal edge/coping around perimeter of roof at the Mesa Verde Library.
- Replaced all window coverings in Fire Station # 2.
- Retrofitted all exterior lighting with LED lighting fixtures at Fire Station # 2.
- Replaced Training Room roof top HVAC unit at Fire Station # 4.
- Replaced all window coverings in Fire Station # 4.
- Retrofitted all exterior lighting with LED fixtures at Fire Station # 4.
- Converted existing print shop to new community meeting space at City Hall.
- 29 new and replacement vehicles were ordered and placed into service.
- 16 new emergency vehicles were outfitted and placed into service.
- Performed 276 preventative maintenance services and 813 vehicle repairs.
- Replaced 4 fuel dispensers at the City's Corporation Yard.
- Painted 263,426 feet of arterial and residential red curb.
- Manufactured and installed 867 roadway signs.
- Cleaned and maintained 1,100 catch basins and drainage facilities.
- Applied 411 tons of asphalt to roadways for patching of potholes and ramping sidewalks.
- Removed over 1,350 tons of debris from City streets through private contractor.
- 7,266 bulky items were removed from the City's right-of-ways, including furniture, shopping carts, appliances and over 950 mattresses that were retrieved and recycled.
- Installed 26 Sharrows (Bike Lane Markings) on E.19th St.
- Installed 11 bike racks at various City parks.
- Installed speed humps on W. Wilson St.
- Set up and removed the Snoopy Christmas House display.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Responded to 2068 calls for service related to graffiti removal.
- Completed the reconstruction of the following alleys (The construction cost was \$1,200,000):
 - Sterling Avenue Alley (Alley No. 12) located between Pomona Avenue and Wallace Avenue from Sterling Avenue to W 20th Street
 - Sterling Avenue Alley (Alley No. 14) located between Pomona Avenue and Wallace Avenue from W 20th Street to W 19th Street
 - Mace Avenue Alley (Alley No. 36) located between Mace Avenue and Ginger Avenue from Caraway Drive to Wintergreen Place
 - Broadway Alley (Alley No. 88) located between Magnolia St. and Broadway from Raymond Ave. to Tustin Ave.
 - Flower St. Alley (Alley No.77) located between Broadway and Flower St. from Orange Ave. to W'ly End.
 - Flower St. Alley (Alley No.78) located between Broadway and Flower St. from Orange Ave. to Westminster Ave.
 - Flower St. Alley (Alley No.79) located between Broadway and Flower St. from Westminster Ave. to Santa Ana Ave.
 - 19th St. Alley (Alley No. 70) located between 19th St. and Flower St. from Orange Ave. to Westminster Ave.
 - Broadway Alley (Alley No. 85) located between Magnolia Street and Broadway from Orange Avenue to Westminster Avenue.
 - Broadway Alley (Alley No. 86) located between Magnolia Street and Broadway from Westminster Avenue to Santa Ana Avenue).
- Completed the reconstruction of Fire Station No. 1 (The construction cost was \$7,767,000).
- Completed the construction of landscape and irrigation improvements within the medians along Mesa Verde Drive (The construction cost was \$390,000).
- Began construction of The Lions Park Projects (Construction cost estimated at \$28,740,000).
- Completed construction of the Arlington Drive Improvements Project (Construction cost was \$4,011,000).
- Completed the construction of Harbor Boulevard – Gisler Avenue Improvements
- Construction phase of Placentia Avenue Bicycle Signal project at Fairview Channel underway.
- Completed design phase and received Caltrans approvals to advertise Red Hill Avenue Median Project for construction.
- Completed traffic signal synchronization projects along the following corridors:
 - Bristol Street
 - Harbor Boulevard
 - Sunflower Avenue
- Completed design of traffic signal synchronization project on Sunflower Avenue corridor.
- Initiated design of traffic signal improvements along the following corridors:
 - Fairview Road
 - Bear Street
- Completed installation of GPS Emergency Vehicle Pre-Emption (EVP's) at 19 locations.
- Continued extensive coordination with OCTA and corridor agencies on the I-405 Improvement Project.
- Received approval of design concept of Harbor Boulevard Median Improvement project from City Council and completed final design.
- Completed design of Citywide Wayfinding Sign Program.
- Initiated traffic impact fee update study.
- Environmental phase of the West 19th Street Bicycle Trail project underway.
- Initiated Fairview Road HSIP Improvements for design.
- Initiated design of Merrimac Way Active Transportation and Roadway Improvements.
- Implemented Resident Permit Parking program on three streets.
- Ongoing coordination with Bikeway and Walkability Committee on various projects including the Active Transportation Plan, Bicycle Racks installation and Prioritization of Bicycle Projects.
- Installed 142 Connector Pipe Screens for trash capture and stormwater quality improvement.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (Continued)

- Complete installation of pedestrian and bicycle traffic signal at Placentia Avenue and Fairview Channel Bicycle Trail.
- Implemented the following changes to the City's Waste Hauling Franchise and permits system:
 - Eliminated B-Tier Franchise;
 - Legalized Contractor Self-Haul and established a Contractor Self-Haul Permit and corresponding Per-Project Permit and fees;
 - Established a Bin Confiscation Program in the public right-of-way to effectively deter illegal hauling in a no cost manner.

OVERALL DEPARTMENT GOALS

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

OBJECTIVES

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

OBJECTIVES

- Provide landscape maintenance of 463 acres of City parks and fields, and monthly maintenance of landscaped parkways and medians.
- Manage approximately 25,000 City-owned trees annually on a 3-5 year trimming cycle.
- Abate graffiti within 24 hours of notification or discovery.
- Provide preventative maintenance and replacement of street signs to ensure adequate reflectivity and visibility of City retained street signs.
- Provide safe, well-maintained painted pavement markings on City-maintained roadways.
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year.
- Repair potholes on City streets within 24 hours of notification or discovery.
- Monitor the storm drain systems and provide various debris removal programs to reduce debris and pollution from reaching the ocean in compliance with the National Pollutant Discharge Elimination System.
- Sweep and clean 850 residential/arterial lane miles weekly.
- Paint 300,000 feet of red curb, 450 pedestrian crosswalks and other pavement messages.
- Stripe 1,300,000 of residential and arterial lane lines.
- Provide preventative maintenance and repair on City-owned facilities.
- Provide preventative maintenance and repair of the City's fleet of vehicles, off road equipment, generators, trailers and other equipment.
- 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.
- Continue construction of The Lions Park Projects (construction cost is estimated at \$28,740,000).
- 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).
- Perform routine monthly traffic signal maintenance and proactively upgrade the City's 125 traffic signals to minimize traffic congestion.

PUBLIC SERVICES DEPARTMENT

OBJECTIVES (Continued)

- Perform routine maintenance of 21 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.
- Complete Transportation Management Center (TMC) upgrades and 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.
- Continue coordination with Bikeway and Walkability Committee on the Master Plan of Bikeways and pursue grant funds for active transportation projects.
- Continue installation of bicycle racks at several City facilities.
- Complete traffic signal system improvements along the following corridors:
 - Sunflower Avenue
 - Fairview Road
 - Bear Street
- Upgrade City's Central Traffic Signal System and Traffic Management Center.
- Complete design of Harbor Boulevard – South Coast Drive improvement project.
- Complete design of West 17th Street Widening project.
- Complete design of Merrimac Way Bicycle Facility Improvements.
- Complete construction of Harbor Boulevard Median Improvement Project.
- Initiate design of the Paularino Channel Bicycle Trail project.
- Initiate design of Newport Boulevard improvements between 19th Street and 17th Street.
- Initiate design of Wilson Street improvements between Harbor Boulevard and Fairview Road.
- Initiate design of various bicycle facility improvement projects.
- Implement bicycle safety education at elementary schools.
- Complete design and installation of traffic signal at Baker Street – Randolph Avenue.
- Complete design and installation of traffic signal modifications at Baker Street – Coolidge Avenue and Fairview Road – Arlington Avenue.
- Complete design of improvements on Fairview Road between Adams Avenue and Baker Street.
- Complete revised traffic impact fee study.
- Install 200 Connector Pipe Screens for trash capture and stormwater quality improvement.
- Adams Ave. Rehabilitation Project (Fr. Harbor Blvd to Westerly City Limits) - Complete Design.
- City Wide Street Improvements Project for Fiscal Year 2018-19 - Complete design and construction to maintain goal of 85 PCI.
- Irvine Ave. Improvements – 20th St. to S'LY City limits - Complete construction.
- Citywide Parkway Improvements for Fiscal Year 2018-19 - Complete design and construction.
- Citywide Alley Improvements for Fiscal Year 2018-19 – Complete design and construction.
- Hamilton Parkway Improvements - Complete design and construction.
- Complete the replacement of two TeWinkle Park Pedestrian Bridges.
- Complete Senior Center Restroom ADA improvements.
- Complete Senior Center Outdoor Patio improvements.
- Complete Installation of emergency generators at the Police Facility (99 Fair Drive), Fire Station #4 (2300 Placentia Avenue) and Corporate Yard (2300 Placentia Avenue).
- Initiate TeWinkle Park Security Lighting project.
- Implement Bin Confiscation Program in the public right-of-way to effectively deter illegal hauling.

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

	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Percent of the total number of City trees trimmed	18%	25%	35%
Percent of budgeted building maintenance projects completed	90%	75%	90%
Percent of Costa Maintenance work requests completed/month	95%	100%	90%
Percent increase in extra-ordinary repairs of City fleet vehicles	20.2%	21.6%	20%
Percent of total street signs replaced	9%	10%	8%
Percent of total lane lines repainted	56.4%	50%	50%
Percent of total pavement legends repainted/re-applied	21.5%	50%	25%
Percent of total red curb repainted	62%	75%	75%
Percent change in debris removed from catch basins vs. prior year	24%	30%	10%
Percentage change in bulky items removed from City right of way	7%	10%	10%
Pavement Condition Index (P.C.I.) for streets network	86	86.3	86
Percent of budgeted Capital Improvement Projects completed in budgeted fiscal year	85%	90%	80%

Workload Indicators:

	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Number of new trees planted	150	200	200
Number of trees removed	314	300	375
Number of trees root-pruned	75	50	55
Number of facility rehabilitation projects completed	59	60	44
Number of facilities work requests tracked	1,000	1,000	1,800
Number of ball field preparations performed	473	475	475
Number of scheduled vehicle and equipment services performed	276	393	350
Number of extraordinary vehicle and equipment services performed	1089	1,000	1,000
Number of calls for service related to graffiti	2919	2068	2000
Number of traffic and street signs maintained	867	1,500	1000
Number of linear feet of lane lines repainted	1,014,569	1,250,000	1,250,000
Number of pavement legends repainted/reapplied	103	200	200
Number of crosswalks repainted/reapplied	60	80	60
Number of lineal feet of red curb repainted	263,426	375,000	350,000
Tons of asphalt applied annually by City forces	411	450	300
Tons of debris removed and diverted from the waterways	1,250	1,300	1,400

PUBLIC SERVICES DEPARTMENT

Performance Measures/Workload Indicators (Continued):

Workload Indicators (Continued):

	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary
Dollar amount of construction contracts awarded	\$17.9 Million	\$31 Million	\$19.2 Million
Centerline miles of Streets Rehabilitated by outside forces	12.4	7.5	12.7
Centerline miles of Alleys Rehabilitated by outside forces	1.3	1.1	0.7
Number of Construction Permits issued	619	650	700
Number of Development Projects processed	151	120	150
Number of Building Permit Applications processed	446	400	550

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
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	0.10
Contract Administrator	-	0.50	0.50	0.50
Principal Civil Engineer	-	0.75	0.50	-
<i>Subtotal Fairview Park - 20115</i>	-	1.50	1.25	0.60
City Engineer	0.10	0.10	0.10	0.10
Assistant Engineer	-	-	-	0.50
Associate Engineer	0.50	0.50	1.00	1.00
<i>Subtotal Water Quality - 20510</i>	0.60	0.60	1.10	1.60
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	0.50
Associate Engineer	-	-	1.00	-
Engineering Technician II	1.00	-	-	-
Engineering Technician III	1.65	2.15	1.15	1.00
Principal Civil Engineer	0.50	-	-	0.50
Office Specialist I	1.00	1.00	1.00	-
Office Specialist II	-	-	-	0.50
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	6.35	5.35	5.35	3.70
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	0.25	0.75	0.75	0.50
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Storm Drain Improvements - 30122</i>	1.70	1.70	1.70	1.45
City Engineer	0.10	0.10	0.10	0.10
Administrative Secretary	-	-	-	0.25
Assistant Engineer	-	-	-	1.00
Engineering Technician III	0.50	0.50	0.50	-
Office Specialist II	-	-	-	0.50
<i>Subtotal Development - 30310</i>	0.60	0.60	0.60	1.85
City Engineer	0.10	0.10	0.10	0.10
Engineering Technician III	0.20	0.20	0.20	0.50
<i>Subtotal Real Property - 30320</i>	0.30	0.30	0.30	0.60

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

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
Engineering - 19200 (continued)				
City Engineer	0.10	0.10	0.10	0.10
Administrative Secretary	0.25	0.25	0.25	0.20
Contract Administrator	0.50	-	-	-
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Park Improvements - 40112</i>	1.35	0.85	0.85	0.80
City Engineer	0.20	0.20	0.20	0.20
Administrative Secretary	1.00	0.75	0.75	0.70
Associate Engineer	0.50	0.50	1.00	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	3.00
Contract Administrator	0.50	0.50	0.50	0.50
Engineering Technician II	1.00	-	-	-
Engineering Technician III	0.40	1.40	1.40	1.00
Principal Civil Engineer	-	0.25	0.50	0.50
Public Right of Way Coordinator	1.00	1.00	-	-
Senior Engineer	1.50	1.50	0.50	0.50
<i>Subtotal Construction Management - 50002</i>	9.10	9.10	8.85	9.40
Total Engineering Full-time Positions	20.00	20.00	20.00	20.00
Total Engineering Part-time Positions (in FTE's)	2.00	2.00	2.00	2.00
Transportation - 19300				
Transportation Services Manager	0.60	0.50	0.50	0.50
Assistant Engineer	0.25	0.25	0.25	0.50
Associate Engineer	0.40	-	0.35	0.10
Engineering Technician II	1.00	0.90	-	-
Engineering Technician III	-	-	0.90	0.90
Senior Engineer	-	0.30	0.30	0.30
<i>Subtotal Traffic Planning - 30210</i>	2.25	1.95	2.30	2.30
Transportation Services Manager	-	0.10	0.25	0.25
Associate Engineer	-	-	0.40	0.30
Engineering Technician II	-	0.10	-	-
Engineering Technician III	-	-	0.10	0.10
Senior Engineer	-	0.10	0.10	0.10
<i>Subtotal Active Transportation Improvements - 30225</i>	-	0.30	0.85	0.75
Transportation Services Manager	0.40	0.40	0.25	0.25
Assistant Engineer	0.75	0.75	0.75	0.50
Associate Engineer	0.60	-	0.25	0.60
Engineering Technician III	1.00	1.00	-	-
Senior Engineer	-	0.60	0.60	0.60
<i>Subtotal Traffic Operations - 30241</i>	2.75	2.75	1.85	1.95
Total Transportation Full-time Positions	5.00	5.00	5.00	5.00
Total Transportation Part-time Positions (in FTE's)	0.96	1.20	1.20	1.55

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

	<u>FY 15-16 Adopted</u>	<u>FY 16-17 Adopted</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>
<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>
Maintenance Superintendent	0.25	0.25	-	-
<i>Subtotal Pkwy & Median Maintenance - 20111</i>	<u>0.25</u>	<u>0.25</u>	<u>-</u>	<u>-</u>
Maintenance Supervisor	-	0.10	0.10	0.10
Maintenance Worker	-	-	-	1.00
Senior Maintenance Worker	-	-	1.00	-
<i>Subtotal Fairview Park - 20115</i>	<u>-</u>	<u>0.10</u>	<u>1.10</u>	<u>1.10</u>
Maintenance Supervisor	0.25	0.25	0.20	0.20
Maintenance Superintendent	0.25	0.20	0.16	0.16
<i>Subtotal Street Cleaning - 20120</i>	<u>0.50</u>	<u>0.45</u>	<u>0.36</u>	<u>0.36</u>
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Supervisor	-	-	0.20	0.20
Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Superintendent	0.25	0.25	0.16	0.16
<i>Subtotal Graffiti Abatement - 20130</i>	<u>2.25</u>	<u>2.25</u>	<u>2.36</u>	<u>2.36</u>
Lead Maintenance Worker	1.00	1.00	1.00	1.00
Maintenance Superintendent	0.25	0.20	0.20	0.20
Maintenance Supervisor	0.25	0.25	0.20	0.20
Senior Maintenance Worker	2.50	1.75	2.00	2.00
<i>Subtotal Street Maintenance - 30111</i>	<u>4.00</u>	<u>3.20</u>	<u>3.40</u>	<u>3.40</u>
Maintenance Superintendent	0.25	0.20	0.16	0.16
Maintenance Supervisor	0.25	0.25	0.20	0.20
Senior Maintenance Worker	0.50	1.25	1.00	1.00
<i>Subtotal Storm Drain Maintenance - 30121</i>	<u>1.00</u>	<u>1.70</u>	<u>1.36</u>	<u>1.36</u>
Maintenance Superintendent	0.25	0.20	0.16	0.16
Maintenance Supervisor	0.25	0.25	0.20	0.20
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	3.00	3.00	3.00	3.00
<i>Subtotal Signs & Markings - 30243</i>	<u>4.50</u>	<u>4.45</u>	<u>4.36</u>	<u>4.36</u>

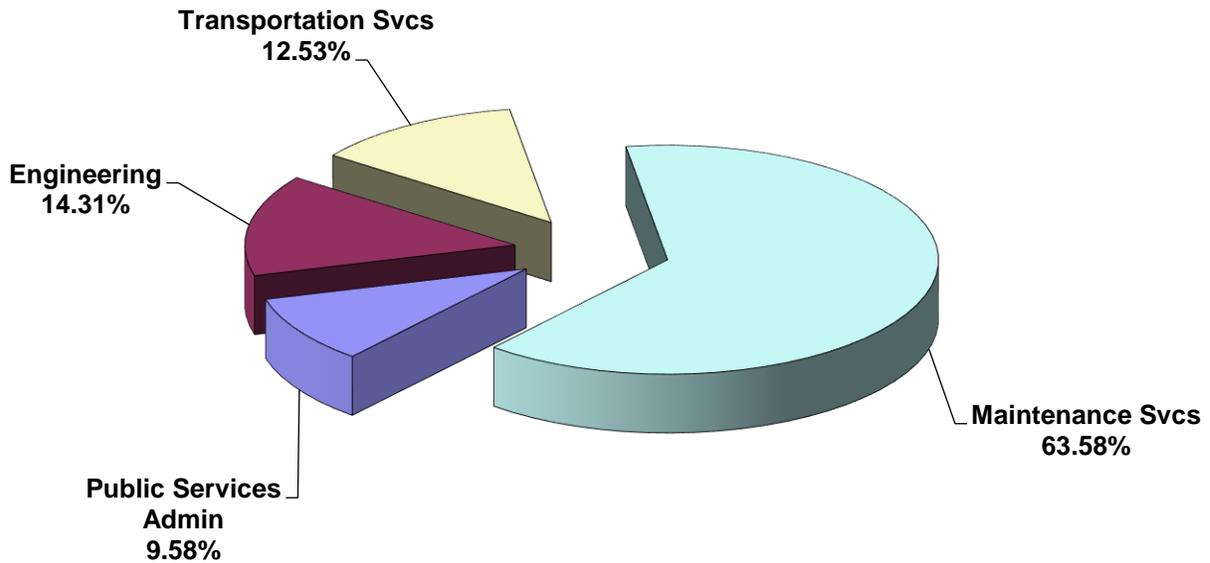
**PUBLIC SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 15-16 Adopted	FY 16-17 Adopted	FY 17-18 Adopted	FY 18-19 Preliminary
Maintenance Services - 19500 (continued)				
Lead Maintenance Worker	5.00	5.00	3.00	3.00
Maintenance Superintendent	0.50	0.50	1.00	1.00
Maintenance Supervisor	2.00	1.90	1.90	1.90
Maintenance Worker	6.00	5.00	-	-
Senior Maintenance Worker	5.00	5.00	-	-
<i>Subtotal Park Maintenance - 40111</i>	<u>18.50</u>	<u>17.40</u>	<u>5.90</u>	<u>5.90</u>
Facilities Maintenance Technician	2.00	2.00	2.00	2.00
Lead Maintenance Worker	-	-	1.00	1.00
Maintenance Superintendent	0.50	1.00	1.00	1.00
Maintenance Supervisor	1.00	1.00	1.00	1.00
Maintenance Worker	3.00	4.00	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>	<u>6.75</u>	<u>8.25</u>	<u>10.25</u>	<u>9.25</u>
Maintenance Superintendent	0.50	0.20	0.16	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>	<u>6.25</u>	<u>5.95</u>	<u>5.91</u>	<u>5.91</u>
Total Maintenance Services Full-time Positions	46.00	46.00	37.00	36.00
Total Maint Svcs Part-time Positions (in FTE's)	4.81	7.62	9.27	4.50
Total Department Full-time Positions	74.00	74.00	65.00	64.00
Total Department Part-time Positions (in FTE's)	7.77	10.82	12.47	8.05
TOTAL DEPARTMENT	81.77	84.82	77.47	72.05

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Expenditure by Division:					
Public Services Admin. - 19100	\$ 1,509,074	\$ 1,459,129	\$ 2,049,323	\$ 2,206,164	7.65%
Engineering - 19200	2,634,494	3,065,729	3,103,918	3,295,416	6.17%
Transportation Svcs - 19300	2,492,728	2,353,672	2,809,330	2,886,866	2.76%
Maintenance Svcs - 19500	11,735,885	11,899,839	15,437,666	14,643,187	-5.15%
Total Expenditures	\$ 18,372,181	\$ 18,778,369	\$ 23,400,237	\$ 23,031,632	-1.58%

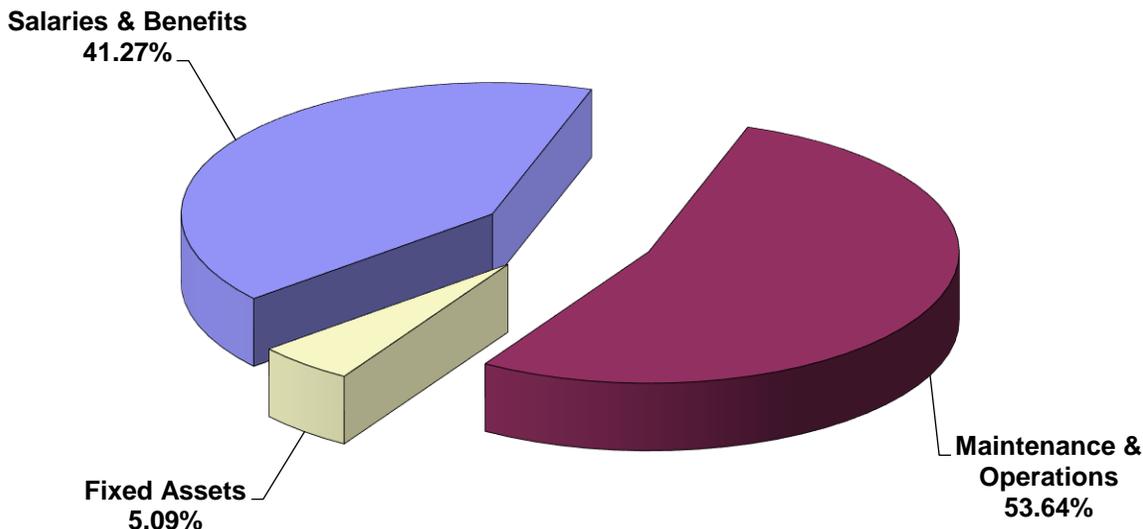
**FY 18-19 Public Services
Expenditure by Division**



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

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Expenditure by Category:					
Salaries & Benefits	\$ 7,920,888	\$ 7,402,158	\$ 8,895,217	\$ 9,505,976	6.87%
Maintenance & Operations	10,229,853	11,247,020	11,988,108	12,353,444	3.05%
Fixed Assets	221,441	129,191	2,516,912	1,172,212	-53.43%
Total Expenditures	\$ 18,372,181	\$ 18,778,369	\$ 23,400,237	\$ 23,031,632	-1.58%

**FY 18-19 Public Services
Expenditure by Category**



	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent of Total
Funding Sources:					
General Fund - 101	\$ 14,877,128	\$ 15,407,132	\$ 18,262,927	\$ 19,144,194	83.12%
Gas Tax Fund - 201	1,072,426	769,781	643,537	790,830	3.43%
Air Quality Imp. Fund - 203	6,887	555	15,000	15,000	0.07%
Capital Improvmts Fund - 401	-	98	-	-	0.00%
Measure M Fund - 415	184	-	-	-	0.00%
Measure M Fund - 416	19,530	8,235	20,000	20,000	0.09%
Equipment Replacement - 601	2,396,027	2,592,567	4,458,773	3,061,608	13.29%
Total Funding Sources	\$ 18,372,181	\$ 18,778,369	\$ 23,400,237	\$ 23,031,632	100.00%

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 4,866,144	\$ 4,178,156	\$ 5,198,169	\$ 5,438,026	5%
Regular Salaries - Part time	501300	256,510	503,571	337,131	293,993	-13%
Overtime	501400	89,677	81,518	67,800	77,800	15%
Accrual Payoff - Excess Maximum	501500	6,427	4,469	31,394	25,544	-19%
Vacation/Comp. Time Cash Out	501600	31,874	42,557	30,822	30,822	0%
Holiday Allowance	501700	19,275	18,468	2,874	2,874	0%
Separation Pay-Off	501800	56,320	49,534	-	-	0%
Other Compensation	501900	60,602	64,705	96,899	106,112	10%
Cafeteria Plan	505100	793,927	708,471	937,117	1,037,916	11%
Medicare	505200	81,264	73,812	76,336	80,011	5%
Retirement	505300	1,357,108	1,365,363	1,719,065	2,032,220	18%
Professional Development	505500	20,830	13,980	32,566	32,865	1%
Auto Allowance	505600	881	4,189	5,724	5,724	0%
Unemployment	505800	2,891	2,891	2,891	2,891	0%
Workers' Compensation	505900	277,158	290,474	356,428	339,179	-5%
Subtotal Salaries & Benefits		\$ 7,920,888	\$ 7,402,158	\$ 8,895,217	\$ 9,505,976	7%
Stationery and Office	510100	\$ 15,381	\$ 15,889	\$ 16,350	\$ 16,350	0%
Multi-Media, Promotions and Subs	510200	10,662	6,149	16,850	16,850	0%
Small Tools and Equipment	510300	50,713	62,623	51,050	51,050	0%
Uniform & Clothing	510400	20,813	21,768	16,450	22,450	36%
Safety and Health	510500	2,075	2,127	4,200	4,200	0%
Maintenance & Construction	510600	616,664	607,787	636,030	636,030	0%
Agriculture	510700	148,065	138,109	102,000	102,000	0%
Fuel	510800	425,298	403,169	600,000	600,000	0%
Electricity - Buildings & Fac.	515100	439,666	402,737	456,908	480,667	5%
Electricity - Power	515200	232,427	220,377	252,400	258,765	3%
Electricity - Street Lights	515300	1,022,924	988,547	1,100,000	1,100,000	0%
Gas	515400	23,787	26,836	28,600	29,029	2%
Water - Domestic	515500	115,897	98,396	152,635	160,572	5%
Water - Parks and Parkways	515600	457,467	628,055	689,813	648,795	-6%
Waste Disposal	515700	136,244	126,032	145,700	151,432	4%
Janitorial and Housekeeping	515800	200,737	210,487	223,637	237,117	6%
Postage	520100	4,998	3,608	7,150	7,150	0%
Legal Advertising/Filing Fees	520200	191,887	209,774	201,000	201,000	0%
Advertising and Public Info.	520300	-	147	-	-	0%
Telephone/Radio/Communications	520400	25,272	54,675	53,290	62,371	17%
Meetings & Conferences	520500	474	452	-	-	0%
Mileage Reimbursement	520600	-	38	120	120	0%
Buildings and Structures	525100	146,779	166,024	297,300	315,000	6%
Landscaping and Sprinklers	525200	1,433,979	1,538,137	2,864,384	2,976,721	4%
Underground Lines	525300	5,000	-	4,000	4,000	0%
Automotive Equipment	525400	151,720	151,018	150,000	150,000	0%
Office Furniture	525600	1,250	-	500	500	0%
Office Equipment	525700	3,100	1,525	6,950	6,950	0%
Other Equipment	525800	751,268	920,703	811,835	833,881	3%
Streets, Alleys and Sidewalks	525900	813,651	843,296	1,089,394	1,107,584	2%
Employment	530100	148,188	68,945	-	-	0%
Consulting	530200	744,842	1,460,789	461,895	478,307	4%
Engineering and Architectural	530400	37,077	45,175	85,500	85,500	0%
External Rent	535400	4,197	11,027	20,750	22,750	10%
Grants, Loans and Subsidies	535500	-	-	6,100	6,100	0%
Depreciation	535600	616,964	847,266	-	-	0%
Central Services	535800	8,545	13,038	10,350	10,350	0%
Internal Rent - Maint. Charges	536100	281,267	199,870	328,136	350,242	7%
Internal Rent - Repl.Cost	536200	213,197	166,473	135,725	130,005	-4%
Internal Rent - IT Replacement	536300	16,697	22,262	27,828	27,828	0%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
General Liability	540100	\$ 637,050	\$ 493,125	\$ 921,278	\$ 1,049,779	14%
Taxes & Assessments	540700	73,632	69,981	12,000	12,000	0%
Other Costs	540900	-	582	-	-	0%
Subtotal Maintenance & Operations		\$ 10,229,853	\$ 11,247,020	\$ 11,988,108	\$ 12,353,444	3%
Automotive Equipment	590500	\$ 19,652	\$ 5,128	\$ 2,505,744	\$ 1,161,044	-54%
Office Furniture	590600	76,998	-	-	-	0%
Other Equipment	590800	95,258	18,719	11,168	11,168	0%
Loss on Disposal of Assets	599100	29,533	105,343	-	-	
Subtotal Fixed Assets		\$ 221,441	\$ 129,191	\$ 2,516,912	\$ 1,172,212	-53%
Total Expenditures		\$ 18,372,181	\$ 18,778,369	\$ 23,400,237	\$ 23,031,632	-2%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<i>PUBLIC SERVICES ADMINISTRATION - 19100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 730,560	\$ 669,538	\$ 877,159	\$ 888,425	1%
Maintenance & Operations	739,065	637,214	1,011,664	1,154,047	14%
Fixed Assets	3,665	-	-	-	0%
<i>Subtotal Administration</i>	\$ 1,473,291	\$ 1,306,751	\$ 1,888,823	\$ 2,042,472	8%
<u>Recycling - 20230</u>					
Salaries & Benefits	\$ -	\$ -	\$ 500	\$ 500	0%
Maintenance & Operations	32,916	151,807	160,000	163,192	2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Recycling</i>	\$ 32,916	\$ 151,807	\$ 160,500	\$ 163,692	2%
<u>Construction Management- 50002</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	2,867	571	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Construction Management</i>	\$ 2,867	\$ 571	\$ -	\$ -	0%
<i>ENGINEERING - 19200</i>					
<u>Construction Management - 50002</u>					
Salaries & Benefits	\$ 942,015	\$ 858,934	\$ 1,200,556	\$ 1,298,107	8%
Maintenance & Operations	228,109	1,095,703	24,040	26,578	11%
Fixed Assets	-	2,381	-	-	0%
<i>Subtotal Construction Mgmt</i>	\$ 1,170,123	\$ 1,957,018	\$ 1,224,595	\$ 1,324,685	8%
<u>Fairview Park - 20115</u>					
Salaries & Benefits	\$ -	\$ 74,160	\$ 178,816	\$ 95,410	-47%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fairview Park</i>	\$ -	\$ 74,160	\$ 178,816	\$ 95,410	-47%
<u>Water Quality - 20510</u>					
Salaries & Benefits	\$ 47,896	\$ 23,219	\$ 160,099	\$ 282,798	77%
Maintenance & Operations	238,226	245,803	245,600	245,600	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Water Quality</i>	\$ 286,123	\$ 269,021	\$ 405,699	\$ 528,398	30%
<u>Street Improvements - 30112</u>					
Salaries & Benefits	\$ 415,662	\$ 490,449	\$ 717,766	\$ 578,056	-19%
Maintenance & Operations	164,618	28,307	34,712	35,868	3%
Fixed Assets	250	6,057	-	-	0%
<i>Subtotal Street Improvements</i>	\$ 580,530	\$ 524,813	\$ 752,478	\$ 613,924	-18%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
<u>Storm Drain Improvements - 30122</u>					
Salaries & Benefits	\$ 140,995	\$ 90,419	\$ 254,714	\$ 235,310	-8%
Maintenance & Operations	2,228	3,052	5,450	5,450	0%
Fixed Assets	-	-	3,500	3,500	0%
Subtotal Storm Drain Imprvmnts	\$ 143,223	\$ 93,471	\$ 263,664	\$ 244,260	-7%
<u>Development - 30310</u>					
Salaries & Benefits	\$ 80,981	\$ 24,789	\$ 74,290	\$ 257,266	246%
Maintenance & Operations	682	547	1,850	1,850	0%
Fixed Assets	-	-	-	-	0%
Subtotal Development	\$ 81,662	\$ 25,336	\$ 76,140	\$ 259,116	240%
<u>Real Property - 30320</u>					
Salaries & Benefits	\$ 49,493	\$ 47,648	\$ 48,060	\$ 93,607	95%
Maintenance & Operations	407	341	3,550	3,550	0%
Fixed Assets	-	-	-	-	0%
Subtotal Real Property	\$ 49,900	\$ 47,989	\$ 51,610	\$ 97,157	88%
<u>Park Development - 40112</u>					
Salaries & Benefits	\$ 196,848	\$ 72,839	\$ 147,815	\$ 129,365	-12%
Maintenance & Operations	120,977	1,081	3,100	3,100	0%
Fixed Assets	5,107	-	-	-	0%
Subtotal Park Development	\$ 322,932	\$ 73,920	\$ 150,915	\$ 132,465	-12%
<u>TRANSPORTATION SERVICES - 19300</u>					
<u>Traffic Planning - 30210</u>					
Salaries & Benefits	\$ 307,988	\$ 212,694	\$ 379,108	\$ 404,754	7%
Maintenance & Operations	56,602	55,499	117,391	97,725	-17%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Planning	\$ 364,591	\$ 268,193	\$ 496,498	\$ 502,479	1%
<u>Active Transportation Improvements - 30225</u>					
Salaries & Benefits	\$ -	\$ 31,893	\$ 132,115	\$ 128,723	-3%
Maintenance & Operations	-	-	85,000	85,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Active Transportation	\$ -	\$ 31,893	\$ 217,115	\$ 213,723	-2%
<u>Traffic Operations - 30241</u>					
Salaries & Benefits	\$ 396,233	\$ 191,981	\$ 275,313	\$ 312,768	14%
Maintenance & Operations	1,731,904	1,858,313	1,820,404	1,857,896	2%
Fixed Assets	-	3,292	-	-	0%
Subtotal Traffic Operations	\$ 2,128,137	\$ 2,053,585	\$ 2,095,717	\$ 2,170,664	4%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 15-16</u> Actual	<u>FY 16-17</u> Actual	<u>FY 17-18</u> Adopted	<u>FY 18-19</u> Preliminary	<u>Percent</u> <u>Change</u>
<i>MAINTENANCE SERVICES - 19500</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 322,013	\$ 173,473	\$ 294,615	\$ 307,575	4%
Maintenance & Operations	36,728	14,288	45,322	42,993	-5%
Fixed Assets	32	-	-	-	0%
<i>Subtotal Administration</i>	\$ 358,773	\$ 187,761	\$ 339,937	\$ 350,568	3%
<u>Parkway & Median Maint - 20111</u>					
Salaries & Benefits	\$ 41,124	\$ 39,522	\$ -	\$ -	0%
Maintenance & Operations	1,049,805	1,204,330	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Pkwy & Median Maint</i>	\$ 1,090,929	\$ 1,243,851	\$ -	\$ -	0%
<u>Fairview Park - 20115</u>					
Salaries & Benefits	\$ -	\$ 11,721	\$ 120,505	\$ 98,297	-18%
Maintenance & Operations	-	42,847	106,378	106,681	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fairview Park</i>	\$ -	\$ 54,568	\$ 226,883	\$ 204,978	-10%
<u>Street Cleaning - 20120</u>					
Salaries & Benefits	\$ 71,891	\$ 61,549	\$ 53,657	\$ 57,314	7%
Maintenance & Operations	695,382	695,911	748,277	764,509	2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Cleaning</i>	\$ 767,274	\$ 757,460	\$ 801,934	\$ 821,823	2%
<u>Graffiti Abatement - 20130</u>					
Salaries & Benefits	\$ 232,927	\$ 155,046	\$ 179,511	\$ 298,103	66%
Maintenance & Operations	39,535	29,047	45,027	39,241	-13%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Graffiti Abatement</i>	\$ 272,462	\$ 184,094	\$ 224,538	\$ 337,345	50%
<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	\$ 511,785	\$ 438,759	\$ 467,667	\$ 529,038	13%
Maintenance & Operations	214,127	269,152	403,178	421,459	5%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Maintenance</i>	\$ 725,911	\$ 707,911	\$ 870,845	\$ 950,497	9%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Storm Drain Maint - 30121</u>					
Salaries & Benefits	\$ 106,744	\$ 160,341	\$ 160,893	\$ 171,925	7%
Maintenance & Operations	40,978	29,814	30,726	27,896	-9%
Fixed Assets	-	-	-	-	0%
Subtotal Storm Drain Maint	\$ 147,722	\$ 190,154	\$ 191,620	\$ 199,821	4%
<u>Signs & Markings - 30243</u>					
Salaries & Benefits	\$ 336,905	\$ 398,899	\$ 441,819	\$ 510,290	15%
Maintenance & Operations	193,399	164,005	282,271	284,916	1%
Fixed Assets	595	-	-	-	0%
Subtotal Signs & Markings	\$ 530,898	\$ 562,905	\$ 724,091	\$ 795,206	10%
<u>Park Maintenance - 40111</u>					
Salaries & Benefits	\$ 1,488,173	\$ 1,626,621	\$ 832,834	\$ 891,224	7%
Maintenance & Operations	1,691,828	1,812,843	4,102,929	4,316,542	5%
Fixed Assets	43,845	-	-	-	0%
Subtotal Park Maintenance	\$ 3,223,845	\$ 3,439,464	\$ 4,935,763	\$ 5,207,766	6%
<u>Facility Maintenance - 50910</u>					
Salaries & Benefits	\$ 751,865	\$ 887,191	\$ 1,100,412	\$ 1,193,581	8%
Maintenance & Operations	1,372,082	1,081,830	1,555,202	1,512,327	-3%
Fixed Assets	76,998	2,195	7,668	7,668	0%
Subtotal Facility Maintenance	\$ 2,200,944	\$ 1,971,215	\$ 2,663,282	\$ 2,713,577	2%
<u>Fleet Services - 50920</u>					
Salaries & Benefits	\$ 748,790	\$ 660,474	\$ 796,992	\$ 743,538	-7%
Maintenance & Operations	1,576,790	1,824,101	1,156,037	1,157,025	0%
Fixed Assets	83,768	115,267	2,505,744	1,161,044	-54%
Subtotal Fleet Services	\$ 2,409,348	\$ 2,599,841	\$ 4,458,773	\$ 3,061,608	-31%
<u>Operations - 51010</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	598	615	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Operations	\$ 598	\$ 615	\$ -	\$ -	0%
Total Expenditures	\$ 18,372,181	\$ 18,778,369	\$ 23,400,237	\$ 23,031,632	-2%



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 18-19 Non-Departmental preliminary budget are the debt service requirements and interfund transfers planned for during the fiscal year.

For FY 18-19, the preliminary budget for Non-Departmental includes the following:

Debt Service:

2006 Refunding Revenue Bonds	185,000
2017 Lease Revenue Bonds	2,853,450
Total Debt Service	<u>\$ 3,038,450</u>

Interfund Transfer:

General Fund to the Capital Improvement Fund	\$8,576,892
Fire System Development Fees Fund Transfer Out	125,000
General Fund to the Supplemental Law Enforcement Fund	44,544
General Fund to the 115 Trust Fund	750,000
General Fund to the Police Retirement – 1% Supplemental Fund	200,000
Total Transfer Out	<u>\$9,696,437</u>

Other:

Salaries and Benefits	(\$4,120,731)
Multi-Media, Promotions and Subscriptions	164,000
Principal and Interest Payment from Park Development Fund	225,199
Contingency	1,000,000
Total Other	<u>(\$2,731,532)</u>

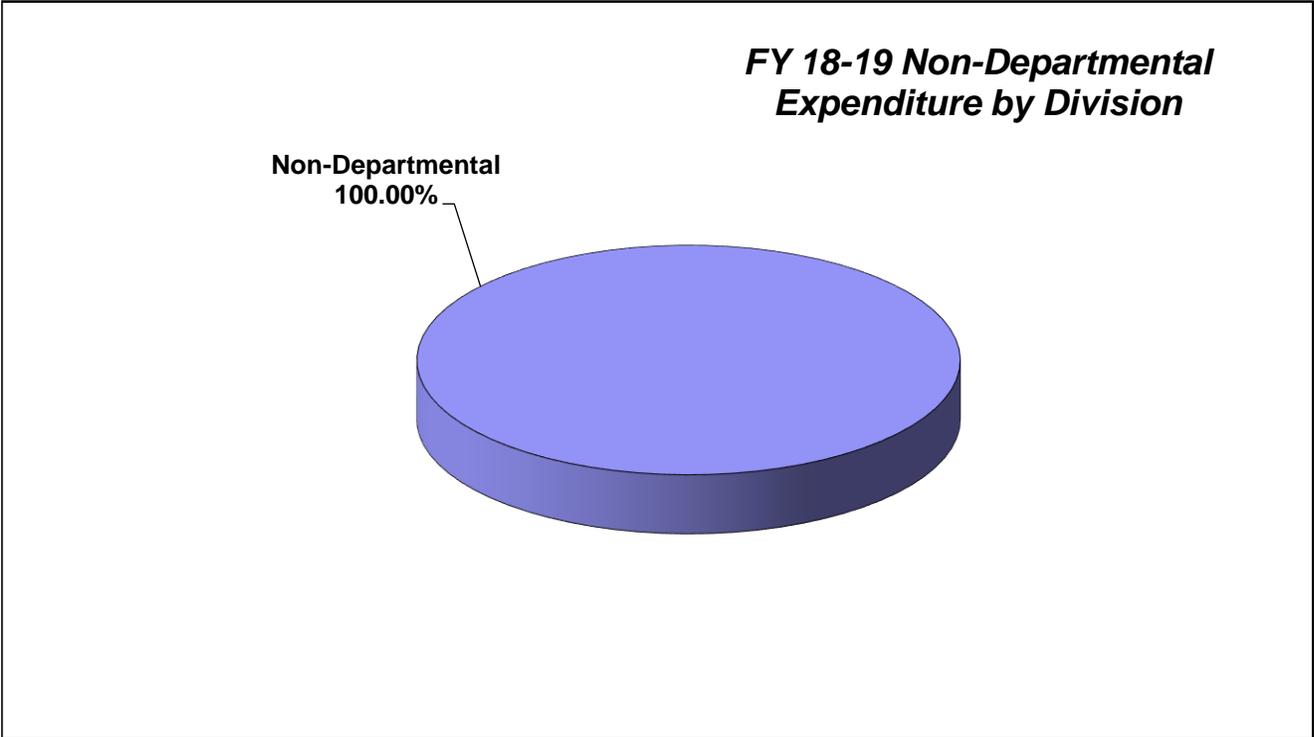
Total Non-Departmental Preliminary Budget **\$ 10,003,355**

A Schedule of Interfund Transfers is found on page 26



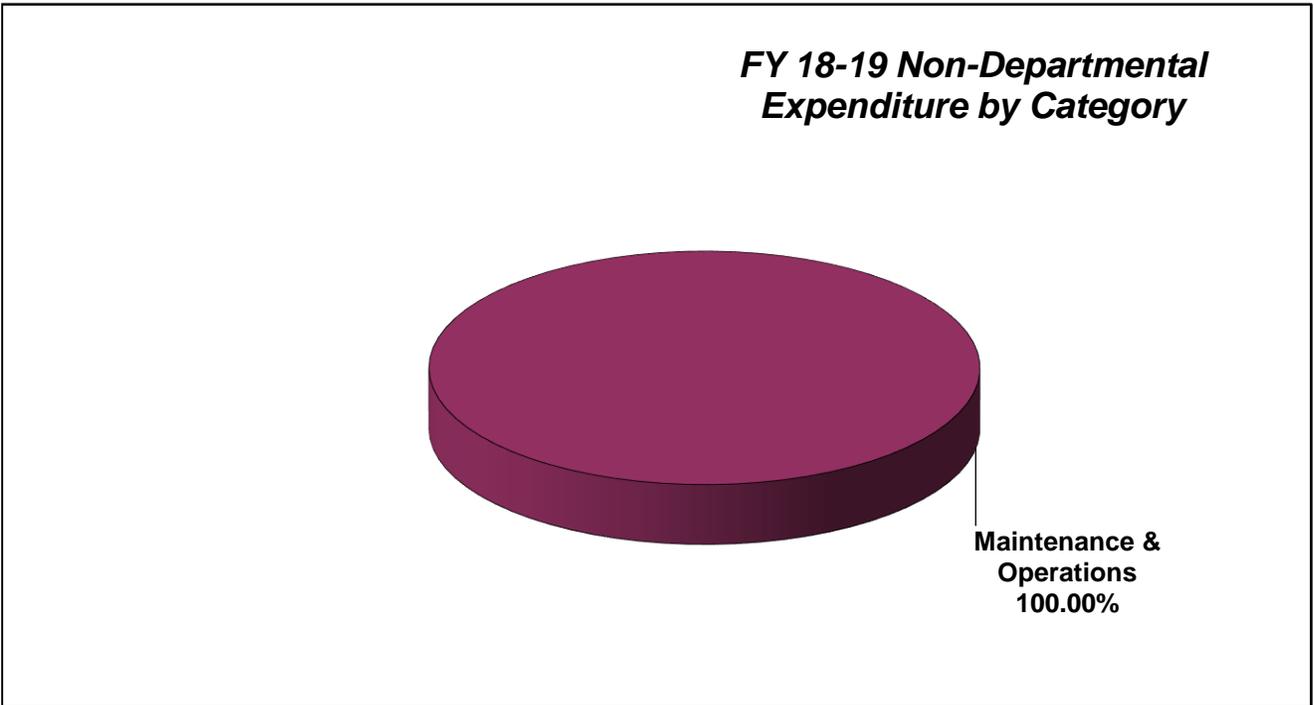
**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 15-16 Actual</u>	<u>FY 16-17 Actual</u>	<u>FY 17-18 Adopted</u>	<u>FY 18-19 Preliminary</u>	<u>Percent Change</u>
Non-Departmental - 90000	\$ 13,034,107	\$ 21,176,065	\$ 14,145,168	\$ 10,003,355	-29.28%
Total Expenditures	\$ 13,034,107	\$ 21,176,065	\$ 14,145,168	\$ 10,003,355	-29.28%



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

	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ 8,814	\$ (3,417,822)	\$ (4,120,731)	20.57%
Maintenance & Operations	13,034,107	21,167,251	17,562,990	14,124,086	-19.58%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$13,034,107	\$21,176,065	\$ 14,145,168	\$ 10,003,355	-29.28%



	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$12,623,162	\$18,511,252	\$ 13,794,969	\$ 9,653,156	96.50%
Park Devel Fees Fund - 208	20,405	11,879	225,199	225,199	2.25%
Fire System Dev Fee - 218	400,000	-	125,000	125,000	1.25%
Office of Traffic Safety - 220	-	464	-	-	0.00%
Capital Outlay Fund - 401	-	1,326,000	-	-	0.00%
Measure "M" Fund - 403	(9,966)	-	-	-	0.00%
Vehicle Prking. Dist. #1 - 409	176	163	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	330	308	-	-	0.00%
Equip. Replacement Fund - 601	-	1,326,000	-	-	0.00%
Total Funding Sources	\$13,034,107	\$21,176,065	\$ 14,145,168	\$ 10,003,355	100.00%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	Percent Change
Regular Salaries - Sworn	501100	\$ -	\$ -	\$ (1,196,174)	\$ (1,097,273)	-8%
Regular Salaries - Non Sworn	501200	-	-	(1,218,390)	(1,191,641)	-2%
Regular Salaries - Part time	501300	-	-	(345,951)	(324,956)	-6%
Other Compensation	501900	-	-	(168,740)	(187,900)	11%
Cafeteria Plan	505100	-	-	88,927	(24,065)	-127%
Retirement	505300	-	8,814	(577,494)	(1,294,896)	124%
Subtotal Salaries & Benefits		\$ -	\$ 8,814	\$ (3,417,822)	\$ (4,120,731)	21%
Multi-Media, Promotions and S	510200	\$ 169,400	\$ 170,527	\$ 164,000	\$ 164,000	0%
Uniform & Clothing	510400	206	-	-	-	0%
Advertising and Public Info.	520300	-	828	-	-	0%
Consulting	530200	1,120	-	-	-	0%
Principal Payments	535100	2,490,000	2,590,000	3,065,178	1,990,178	-35%
Interest Payments	535200	1,048,721	939,932	880,886	1,273,471	45%
Contingency	540800	-	-	1,000,000	1,000,000	0%
Operating Transfers Out	595100	9,324,659	17,465,964	12,452,926	9,696,437	-22%
Subtotal Maintenance & Operations		\$ 13,034,107	\$ 21,167,251	\$ 17,562,990	\$ 14,124,086	-20%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 13,034,107	\$ 21,176,065	\$ 14,145,168	\$ 10,003,355	-29%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY PROGRAM**

Account Description	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted	FY 18-19 Preliminary	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	\$ -	\$ 8,814	\$ (3,417,822)	\$ (4,120,731)	21%
Maintenance & Operations	13,032,987	21,167,251	17,562,990	14,124,086	-20%
Fixed Assets	-	-	-	-	0%
Subtotal Non-Departmental	\$ 13,032,987	\$ 21,176,065	\$ 14,145,168	\$ 10,003,355	-29%
Total Expenditures	\$ 13,034,107	\$ 21,176,065	\$ 14,145,168	\$ 10,003,355	-29%





CAPITAL
IMPROVEMENT
PROGRAM
FISCAL YEAR 2018-2019

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2018-2019

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Fees Fund 208	Drainage Fund 209
RMRA (SB 1) Projects, Program #71200						
1	Bear Street Improvements - I-405 to Baker Street	715,000	-	-	-	-
2	Fairview Road Improvements - I-405 to Adams Avenue	1,178,820	-	-	-	-
	Subtotal RMRA Projects	1,893,820	-	-	-	-
Parkway & Median Improvements, Program #20112						
3	Rehabilitate Landscape - Davis Fields Parkways	-	-	-	-	-
4	Rehabilitate Landscape - Victoria Street Parkways and Planters	-	-	-	-	-
5	Rehabilitate Newport Boulevard Medians, South of 17th Street	-	-	-	-	-
	Subtotal Parkway & Median Improvements	-	-	-	-	-
Water Quality, Program #20510						
6	Catch Basin Insert and Water Quality Improvement Project	-	-	-	-	50,000
	Subtotal Water Quality	-	-	-	-	50,000
Street Improvements, Program #30112						
7	Citywide Alley Improvements	400,000	-	-	-	-
8	Citywide Street Improvements	820,651	-	-	-	-
9	Pomona Avenue Improvements - 19th Street to 16th Street	-	-	300,000	-	-
	Subtotal Street Improvements	1,220,651	-	300,000	-	-
Storm Drain Improvements, Program #30122						
10	Citywide Storm Drain Improvements	-	-	-	-	500,000
	Subtotal Storm Drain Improvements	-	-	-	-	500,000
Curbs and Sidewalks, Program #30130						
11	New Sidewalk / Missing Link Program	50,000	-	-	-	-
12	Parkway Improvement Program	250,000	-	-	-	-
13	Priority Sidewalk Repair	50,000	-	-	-	-
	Subtotal Curbs and Sidewalks	350,000	-	-	-	-
Active Transportation Programs, Program #30225						
14	Adams Avenue at Pine Creek Drive Improvements	-	-	-	-	-
15	Adams Avenue Multi-Purpose Trail - Design	325,000	-	-	-	-
16	Bicycle Rack Improvements Citywide	-	-	-	-	-
17	Class II and III Bicycle Projects	-	-	-	-	-
18	West 19th Bicycle Lanes and Route	-	75,000	-	-	-
	Subtotal Active Transportation	325,000	75,000	-	-	-
Traffic Planning, Program #30210						
19	Citywide Wayfinding Sign Installation	-	-	-	-	-
	Subtotal Traffic Planning	-	-	-	-	-
Traffic Operations, Program #30241						
20	Neighborhood Traffic Improvements	-	-	-	-	-
	Subtotal Traffic Operations	-	-	-	-	-
Park Maintenance, Program #40111						
21	Pinkley Park - Remove and Replace Playground Equipment	-	-	-	-	-
22	Various Parks - Replace Playground Surfacing	-	-	-	-	-
23	Various Parks - Sidewalk Replacement	-	-	-	-	-
	Subtotal Park Maintenance	-	-	-	-	-
Park Development, Program #40112						
24	Brentwood Park Improvements	-	-	-	-	-
25	Café at Lions Park	-	-	-	-	-
26	Costa Mesa Senior Center Rear Patio Shade Structure	-	-	-	-	-
27	Lions Park Playground Improvements	-	-	-	-	-
28	Lions Park Projects	220,000	-	-	2,500,000	-
29	Park Accessibility Program	-	-	-	54,000	-
30	Park Security Lighting Replacement Program	-	-	-	-	-
31	Shalimar Park Improvements	-	-	50,000	-	-
32	Smallwood Park Improvements	-	-	-	-	-
	Subtotal Park Development	220,000	-	50,000	2,554,000	-

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2018-2019

Req Nbr	Program/Project Name	Capital Improvement Fund 401 (Use of General Fund)	Capital Facility Account 401 (Use of General Fund)	Measure M Funds 415/416	Total	City Manager Funding Recommended
RMRA (SB 1) Projects, Program #71200						
1	Bear Street Improvements - I-405 to Baker Street	-	-	-	715,000	715,000
2	Fairview Road Improvements - I-405 to Adams Avenue	-	-	-	1,178,820	1,178,820
	Subtotal RMRA Projects	-	-	-	1,893,820	1,893,820
Parkway & Median Improvements, Program #20112						
3	Rehabilitate Landscape - Davis Fields Parkways	125,000	-	-	125,000	125,000
4	Rehabilitate Landscape - Victoria Street Parkways and Planters	130,000	-	-	130,000	-
5	Rehabilitate Newport Boulevard Medians, South of 17th Street	240,000	-	-	240,000	-
	Subtotal Parkway & Median Improvements	495,000	-	-	495,000	125,000
Water Quality, Program #20510						
6	Catch Basin Insert and Water Quality Improvement Project	-	-	-	50,000	50,000
	Subtotal Water Quality	990,000	-	-	50,000	50,000
Street Improvements, Program #30112						
7	Citywide Alley Improvements	100,000	-	-	500,000	500,000
8	Citywide Street Improvements	1,042,900	-	2,464,000	4,327,551	4,327,551
9	Pomona Avenue Improvements - 19th Street to 16th Street	-	-	-	300,000	300,000
	Subtotal Street Improvements	1,142,900	-	2,464,000	5,127,551	5,127,551
Storm Drain Improvements, Program #30122						
10	Citywide Storm Drain Improvements	-	-	-	500,000	500,000
	Subtotal Storm Drain Improvements	-	-	-	500,000	500,000
Curbs and Sidewalks, Program #30130						
11	New Sidewalk/Missing Link Program	50,000	-	-	100,000	100,000
12	Parkway Improvement Program Project	-	-	-	250,000	250,000
13	Priority Sidewalk Repair	-	-	-	50,000	50,000
	Subtotal Curbs and Sidewalks	50,000	-	-	400,000	400,000
Active Transportation Programs, Program #30225						
14	Adams Avenue at Pine Creek Drive Improvements	125,000	-	-	125,000	-
15	Adams Avenue Multi-Purpose Trail - Design	-	-	-	325,000	325,000
16	Bicycle Rack Improvements Citywide	50,000	-	-	50,000	50,000
17	Class II and III Bicycle Projects	100,000	-	-	100,000	100,000
18	West 19th Bicycle Lanes and Route	-	-	-	75,000	75,000
	Subtotal Active Transportation	275,000	-	-	675,000	550,000
Traffic Planning, Program #30210						
19	Citywide Wayfinding Sign Installation	50,000	-	-	50,000	-
	Subtotal Traffic Planning	50,000	-	-	50,000	-
Traffic Operations, Program #30241						
20	Neighborhood Traffic Improvements	100,000	-	-	100,000	100,000
	Subtotal Traffic Operations	100,000	-	-	100,000	100,000
Park Maintenance, Program #40111						
21	Pinkley Park - Remove and Replace Playground Equipment	130,000	-	-	130,000	130,000
22	Various Parks - Replace Playground Surfacing	50,000	-	-	50,000	50,000
23	Various Parks - Sidewalk Replacement	50,000	-	-	50,000	50,000
	Subtotal Park Maintenance	230,000	-	-	230,000	230,000
Park Development, Program #40112						
24	Brentwood Park Improvements	2,600,000	-	-	2,600,000	-
25	Café at Lions Park	900,000	-	-	900,000	-
26	Costa Mesa Senior Center Rear Patio Shade Structure	60,000	-	-	60,000	60,000
27	Lions Park Playground Improvements	2,000,000	-	-	2,000,000	-
28	Lions Park Projects	932,696	1,755,000	-	5,407,696	5,407,696
29	Park Accessibility Program	-	-	-	54,000	54,000
30	Park Security Lighting Replacement Program	125,000	-	-	125,000	-
31	Shalimar Park Improvements	-	-	-	50,000	50,000
32	Smallwood Park Improvements	400,000	-	-	400,000	-
	Subtotal Park Development	7,017,696	1,755,000	-	11,596,696	5,571,696

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2018-2019

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Fees Fund 208	Drainage Fund 209
Building Maintenance, Program #50910						
33	Building Maintenance Projects	-	-	-	-	-
34	Carpet Replacement - Records and Investigative Services Bureaus	-	-	-	-	-
35	City Clerk's Office Security Remodel	-	-	-	-	-
36	City Hall 1st Floor ADA Improvements	-	-	300,000	-	-
37	City Hall - HVAC Cooling Tower Replacement	-	-	-	-	-
38	City Hall - HVAC Retrofit	-	-	-	-	-
39	City Hall- Elevators Modernization	-	-	-	-	-
40	City Hall Fire Alarm Panel Upgrade	-	-	-	-	-
41	Costa Mesa Senior Center Fence	-	-	-	-	-
42	Downtown Recreation Center -Replace Four (4) HVAC Units	-	-	-	-	-
43	Downtown Recreation Center -Replace Pool Plaster	-	-	-	-	-
44	Fire Suppression System in Communications	-	-	-	-	-
45	Front Public Access Parking for Baker Street, Fire Station #2	-	-	-	-	-
46	Modification of Central Services Offices into I.T.'s	-	-	-	-	-
47	Police Department Back Wall Security Project	-	-	-	-	-
48	Police Department Mobile Command Vehicle Cover Structure	-	-	-	-	-
49	Police Facility- Construction of HVAC Mechanical System	-	-	-	-	-
50	Range Remodel/Update	-	-	-	-	-
51	Repaint Walls and Carpet Replacement on 2nd Floor	-	-	-	-	-
52	Repaint Walls and Carpet Replacement on 5th Floor	-	-	-	-	-
	Subtotal Building Maintenance	-	-	300,000	-	-
Building Facility Account, Program #50905						
53	Fire Station #1*	-	-	-	-	-
	Subtotal Building Facility	-	-	-	-	-
Total FY 18-19 Requested CIPs		\$ 4,009,471	\$ 75,000	\$ 650,000	\$ 2,554,000	\$ 550,000
* FY 2017-18 Mid-Year Appropriation						
Total Funding Recommended:		\$ 4,009,471	\$ 75,000	\$ 650,000	\$ 2,554,000	\$ 550,000

CITY OF COSTA MESA, CALIFORNIA

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2018-2019

Req Nbr	Program/Project Name	Capital Improvement Fund 401 (Use of General Fund)	Capital Facility Account 401 (Use of General Fund)	Measure M Funds 415/416	Total	City Manager Funding Recommended
Building Maintenance, Program #50910						
33	Building Maintenance Projects	576,245	-	-	576,245	475,792
34	Carpet Replacement - Records and Investigative Services Bureaus	75,000	-	-	75,000	-
35	City Clerk's Office Security Remodel	80,000	-	-	80,000	80,000
36	City Hall 1st Floor ADA Improvements	-	-	-	300,000	300,000
37	City Hall - HVAC Cooling Tower Replacement	66,200	-	-	66,200	66,200
38	City Hall - HVAC Retrofit	880,505	-	-	880,505	-
39	City Hall- Elevators Modernization	700,000	-	-	700,000	700,000
40	City Hall Fire Alarm Panel Upgrade	435,000	-	-	435,000	-
41	Costa Mesa Senior Center Fence	200,000	-	-	200,000	200,000
42	Downtown Recreation Center -Replace Four (4) HVAC Units	120,000	-	-	120,000	-
43	Downtown Recreation Center -Replace Pool Plaster	175,000	-	-	175,000	-
44	Fire Suppression System in Communications	53,777	-	-	53,777	-
45	Front Public Access Parking for Baker Street, Fire Station #2	300,000	-	-	300,000	-
46	Modification of Central Services Offices into I.T.'s	-	35,000	-	35,000	35,000
47	Police Department Back Wall Security Project	100,000	-	-	100,000	100,000
48	Police Department Mobile Command Vehicle Cover Structure	200,000	-	-	200,000	-
49	Police Facility- Construction of HVAC Mechanical System	150,000	-	-	150,000	-
50	Range Remodel/Update	50,000	-	-	50,000	50,000
51	Repaint Walls and Carpet Replacement on 2nd Floor	-	95,000	-	95,000	95,000
52	Repaint Walls and Carpet Replacement on 5th Floor	-	95,000	-	95,000	95,000
	Subtotal Building Maintenance	4,161,727	225,000	-	4,686,727	2,196,992
Building Facility Account, Program #50905						
53	Fire Station #1*	2,134,304	-	-	2,134,304	2,134,304
	Subtotal Building Facility	2,134,304	-	-	2,134,304	2,134,304
Total FY 18-19 Requested CIPs		\$ 16,151,627	\$ 1,980,000	\$ 2,464,000	\$ 27,444,098	\$ 18,879,363
* FY 2017-18 Mid-Year Appropriation						
Total Funding Recommended:		\$ 6,596,892	\$ 1,980,000	\$ 2,464,000	\$ 18,879,363	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM RMRA (SB 1), 71200		
PROJECT TITLE Bear Street Improvements - I-405 to Baker Street				PROJECT MANAGER Bart Mejia, x-5291		ITEM 1	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 71200	Project <div style="border: 1px solid black; padding: 2px;">New Project ▼</div>	
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	650,000	-	-	-	-	-	-
Engineering Fees	65,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 715,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax (RMRA)	715,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 715,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.</p> <p>These Road Maintenance and Rehabilitation Account (RMRA) funds will be used towards rehabilitation of Bear Street from the I-405 Freeway to Baker Street.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM RMRA (SB 1), 71200		
PROJECT TITLE Fairview Road Improvements - I-405 to Adams Ave				PROJECT MANAGER Bart Mejia, x-5291		ITEM 2	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 71200	Project	
						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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	1,078,820	-	-	-	-	-	-
Engineering Fees	100,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 1,178,820	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax (RMRA)	1,178,820	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 1,178,820	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.</p> <p>These Road Maintenance and Rehabilitation Account (RMRA) funds will be used towards rehabilitation of Fairview Road from the I-405 Freeway to Adams Avenue.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services	DIVISION Maintenance Services	PROGRAM Park Maintenance, 40111										
PROJECT TITLE Rehabilitate Landscape - Davis Fields Parkways		PROJECT MANAGER Bruce Lindemann, x-7470										
		ITEM 3										
PROJECT ACCOUNT STRING:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: center;">500000</td> <td style="text-align: center;">401</td> <td style="text-align: center;">19500</td> <td style="text-align: center;">40111</td> <td></td> </tr> </table>	Account	Fund	Org	Program	Project	500000	401	19500	40111		<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>
Account	Fund	Org	Program	Project								
500000	401	19500	40111									
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25					
Description of Expenditures												
Architect Fees	-	-	-	-	-	-	-					
Construction	125,000	-	-	-	-	-	-					
Engineering Fees	-	-	-	-	-	-	-					
Equipment	-	-	-	-	-	-	-					
Inspection	-	-	-	-	-	-	-					
Land Acquisition	-	-	-	-	-	-	-					
Other Costs (please identify)	-	-	-	-	-	-	-					
Total	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Description of Resources												
Capital Improvements Fund	125,000	-	-	-	-	-	-					
	-	-	-	-	-	-	-					
Total	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -					
Project Justification						Operating Impact:						
						\$ -						
<p>This project converts the turf parkway landscape on Anaheim Avenue from the Downtown Recreation Center (DRC) to 18th Street and on 18th Street, from Anaheim Avenue to Lion's Park, to drought tolerant planters.</p>												
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:									

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Rehabilitate Landscape - Victoria Street Parkways and Planters				PROJECT MANAGER Bruce Lindemann, x-7470		ITEM 4	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project -	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	125,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	130,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project would rehabilitate the planters (4) along the north side of Victoria Street, between the existing lawnmower shop (east of Charle) and Miner Street. The plant palette would consist of drought tolerant plants similar to the planter next to the Leslie's Pools, which was renovated in 2015.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Rehabilitate Newport Boulevard Medians, South of 17th Street				PROJECT MANAGER Bruce Lindemann, x-7470		ITEM 5	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project <input type="text" value="New Project"/>	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	230,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	240,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 240,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project would rehabilitate the landscape in two (2) Newport Boulevard center medians, between 17th Street and Industrial. These medians are a focal point of the main entry point to the City from Pacific Coast Highway and from Newport Beach. The median plant material would be replanted with drought tolerant plants.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Water Quality, 20510		
PROJECT TITLE Catch Basin Insert and Water Quality Improvement Project				PROJECT MANAGER Bart Mejia, x-5291		ITEM 6	
PROJECT ACCOUNT STRING:		Account 500000	Fund 209	Org 19200	Program 20510	Project 550008	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
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							
Drainage Fee Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>This program allocates funding for the design, construction and installation of structural Best Management Practices required to meet water quality standards and comply with National Pollution Discharge Elimination System (NPDES) permit requirements.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements, 30112		
PROJECT TITLE Citywide Alley Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 7	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30112	Project 400012	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
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	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Description of Resources							
Capital Improvements Fund	100,000	-	-	-	-	-	-
Gas Tax	400,000	-	-	-	-	-	-
Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>A comprehensive study was conducted Citywide to provide information about the existing condition of the alleys and their rehabilitation cost. In 2007, the City Council adopted an Alley Improvement Priority List and directed staff to move forward with rehabilitating their alleyways. This project will complement alley improvements at 5-7 locations.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements, 30112		
PROJECT TITLE Citywide Street Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 8	
PROJECT ACCOUNT STRING:		Account	Fund	Org	Program	Project	Existing Project ▼
		500000	201	19200	30112	400015	
		500000	416	19200	30112	400015	
		500000	401	19200	30112	400015	
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction		4,327,551	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		\$ 4,327,551	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000
Description of Resources							
Gas Tax		820,651	-	-	-	-	-
Measure "M2" Fund 416		2,464,000	-	-	-	-	-
Capital Improvements Fund		1,042,900	-	-	-	-	-
Total		\$ 4,327,551	\$ -	\$ -	\$ -	\$ -	\$ -
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. This project will complement street improvements at 45-50 streets.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Street Improvements, 30112		
PROJECT TITLE Pomona Avenue Improvements - 19th Street to 16th Street				PROJECT MANAGER Bart Mejia, x-5291		ITEM 9	
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	300,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
CDBG Fund	300,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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.</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:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Storm Drain Impr., 30122		
PROJECT TITLE Citywide Storm Drain Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 10	
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
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	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Description of Resources							
Drainage Fee Fund	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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. Funding is requested to continue the implementation of the City Council approved priorities and recommendations in the report for the upgrade and/or construct storm drain systems as recommended.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Curbs and Sidewalks, 30130		
PROJECT TITLE New Sidewalk / Missing Link Program				PROJECT MANAGER Bart Mejia, x-5291		ITEM 11	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 201 401	Org 19200 19200	Program 30130 30130	Project 500009 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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Description of Resources							
Gas Tax	50,000	-	-	-	-	-	-
Capital Improvements Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Curbs and Sidewalks, 30130		
PROJECT TITLE Parkway Improvement Program				PROJECT MANAGER Bart Mejia, x-5291		ITEM 12	
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	250,000	350,000	350,000	350,000	350,000	350,000	350,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 250,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
Description of Resources							
Gas Tax	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Curbs and Sidewalks, 30130		
PROJECT TITLE Priority Sidewalk Repair				PROJECT MANAGER Bart Mejia, x-5291		ITEM 13	
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
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 requests.</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:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Active Transportation, 30225		
PROJECT TITLE Adams Avenue at Pine Creek Drive Improvements				PROJECT MANAGER Jennifer Rosales, x-5180		ITEM 14	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30225	Project	
						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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	850,000	-	-	-	-
Engineering Fees	125,000	100,000	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 125,000	\$ 100,000	\$ 850,000	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	125,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>This project will design intersection improvements at Adams Avenue and Pinecreek Drive/S Street to provide improved pedestrian and bicycle access to Orange Coast College. The project will improve the eastbound Adams Avenue 'Free-Right-Turn-Lane' to slow right-turning vehicular traffic, and improve the northbound S Street 'Free-Right-Turn-Lane' to a conventional right-turn-lane. The project includes design of a new, wider, sidewalks/multipurpose trails connecting Adams Avenue with existing facilities within Orange Coast College. All improvements will be within existing road right-of-way.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Active Transportation, 30225		
PROJECT TITLE Adams Avenue Multi-Purpose Trail - Design				PROJECT MANAGER Jennifer Rosales, x-5180		ITEM 15	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30225	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	1,300,000	1,300,000	-	-	-	-
Engineering Fees	325,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 325,000	\$ 1,300,000	\$ 1,300,000	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax	325,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 325,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project will design bicycle and pedestrian improvements that include an off-road multipurpose trail on Adams Avenue to provide improved pedestrian and bicycle access to existing trails and bike lanes. Detailed study and alignment options will be developed to layout the multipurpose trail including pedestrian improvements. The project is located on Adams Avenue between Placentia Avenue and Mesa Verde Drive W and Mesa Verde Drive E. The project includes 10' wide multipurpose trails separated from adjacent traffic by a landscaped buffer. All improvements will be within existing road right-of-way.</p>						\$ -	
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Active Transportation, 30225		
PROJECT TITLE Bicycle Rack Improvements Citywide				PROJECT MANAGER Jennifer Rosales, x-5180		ITEM 16	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30225	Project 300148	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
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							
Capital Improvement Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>This project includes installation of new custom designed bicycle racks at various facilities within Costa Mesa.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Active Transportation, 30225		
PROJECT TITLE Class II and III Bicycle Projects				PROJECT MANAGER Jennifer Rosales, x-5180		ITEM 17	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30225	Project 450010	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	100,000	100,000	100,000	100,000	100,000	100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Description of Resources							
Capital Improvements Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 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 bicyclists. 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:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE West 19th Bicycle Lanes and Route				PROJECT MANAGER Jennifer Rosales, x-5180		ITEM 18	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30210	Project 450009	Existing Project ▼
Priority Classification: <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	75,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
AQMD Fund	75,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
This project provides for design and construction of the bicycle lane and route portions of the West 19th Street Bicycle Trail Project which do not impact the Talbert Nature Preserve.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Transportation Planning, 30210		
PROJECT TITLE Citywide Wayfinding Sign Installation				PROJECT MANAGER Jennifer Rosales, x-5180		ITEM 19	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30210	Project 360002	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	50,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>In the Fiscal Year 2014-15 budget, funding was allocated for comprehensive Citywide study to identify points of interest and importance in order to establish the locations of directional signs throughout the City. The wayfinding sign program study and design are completed. This funding will be allocated for the implementation phase of the wayfinding sign program.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Transportation			PROGRAM Traffic Operations, 30241		
PROJECT TITLE Neighborhood Traffic Improvements				PROJECT MANAGER Jennifer Rosales, x-5180		ITEM 20	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30241	Project 300163	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	100,000	50,000	50,000	50,000	50,000	50,000	50,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 100,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Description of Resources							
Capital Improvements Fund	100,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>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.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services	DIVISION Maintenance Services	PROGRAM Park Maintenance, 40111									
PROJECT TITLE Pinkley Park - Remove and Replace Playground Equipment		PROJECT MANAGER George Cortez, x-7494									
		ITEM 21									
PROJECT ACCOUNT STRING:	<table style="width: 100%; border: none;"> <tr> <td style="text-align: right; width: 25%;">Account</td> <td style="text-align: center;">500000</td> <td style="text-align: right; width: 25%;">Fund</td> <td style="text-align: center;">401</td> <td style="text-align: right; width: 25%;">Org</td> <td style="text-align: center;">19500</td> <td style="text-align: right; width: 25%;">Program</td> <td style="text-align: center;">40111</td> </tr> </table>	Account	500000	Fund	401	Org	19500	Program	40111	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="padding: 2px;">New Project ▼</td> </tr> </table>	New Project ▼
Account	500000	Fund	401	Org	19500	Program	40111				
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25				
Description of Expenditures											
Architect Fees	-	-	-	-	-	-	-				
Construction	130,000	-	-	-	-	-	-				
Engineering Fees	-	-	-	-	-	-	-				
Equipment	-	-	-	-	-	-	-				
Inspection	-	-	-	-	-	-	-				
Land Acquisition	-	-	-	-	-	-	-				
Other Costs (please identify)	-	-	-	-	-	-	-				
Total	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Description of Resources											
Capital Improvements Fund	130,000	-	-	-	-	-	-				
	-	-	-	-	-	-	-				
Total	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
Project Justification						Operating Impact:					
<p>This project would replace worn out and deteriorating playground equipment at Pinkley Park and thereby eliminate potential hazards due to damaged playground equipment. The safety improvements may prevent future injuries and potential claims against the City while also providing an aesthetic enhancement to the park.</p>						\$ -					
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:								

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services	DIVISION Maintenance Services	PROGRAM Park Maintenance, 40111
PROJECT TITLE Various Parks - Replace Playground Surfacing		PROJECT MANAGER George Cortez, x-7494
PROJECT ACCOUNT STRING:		ITEM 22
Account	Fund	Org
500000	401	19500
Program	Project	
40111	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 18-19	FY 19-20
Description of Expenditures		
Architect Fees	-	-
Construction	50,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 50,000	\$ -
	FY 20-21	FY 21-22
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 six (6) playground areas and thereby eliminate potential trip hazards due to damaged playground surfacing in and around playgrounds. The safety improvements may prevent trip and fall-type injuries and potential claims against the City and provide an aesthetic improvement to the park.</p> <p>The six (6) playground areas include:</p> <ol style="list-style-type: none"> 1. Balearic Center ECP 2. Mesa Verde Park 3. Paularino Park 4. Shiffer Park, small playground 5. Shiffer Park, large playground 6. Vista Park 		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Various Parks - Sidewalk Replacement				PROJECT MANAGER George Cortez, x-7494		ITEM 23	
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	75,000	75,000	50,000	50,000	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 75,000	\$ 75,000	\$ 50,000	\$ 50,000	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project would replace cracked, damaged and raised concrete sidewalks at five (5) city parks and thereby eliminating potential trip hazards due to damaged concrete in the path of travel at and through parks. The safety improvements may prevent trip and fall type injuries and potential claims against the City.</p> <p>The five (5) locations include:</p> <ol style="list-style-type: none"> 1. Estancia Park 2. Jordan Park 3. Paularino Park 4. Shiffer Park 5. Wakeham Park 						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Park Development - 40112		
PROJECT TITLE Brentwood Park Improvements				PROJECT MANAGER Bart Mejia, x 5291		ITEM 24	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 700077	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	100,000	-	-	-	-	-	-
Construction	2,500,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 2,600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	2,600,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 2,600,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>Brentwood Park was expanded after the purchase of Park School. Subsequent to this acquisition and after extensive public input, the Brentwood Park Master Plan was prepared to not only add the new parcel, but to address the needs of the community by incorporating additional park features and modernizing existing amenities. Due to the magnitude of the proposed improvements, the Brentwood Park Master Plan is being implemented in phases determined by available funding. The existing Park School structures have been removed, and the parcel has been graded, landscaped and opened for public use. These interim improvements were completed in October 2010.</p> <p>Funds are requested this fiscal year for the implementation of the Master Plan which includes construction of the new playground and picnic shelter, safety lighting, irrigation and accessibility improvements.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Park Development, 40112		
PROJECT TITLE Café at Lions Park				PROJECT MANAGER Bart Mejia, x-5291		ITEM 25	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 800015	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	900,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	900,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The kiosk site and maintenance area (e.g. cafe) at Lions Park will be an 890-square-foot structure that will serve all facilities at the park. This park amenity will be located on the west edge of Lions Park adjacent to the Downtown Aquatics Center.</p> <p>Funding is requested this Fiscal Year to enable the construction of recommended improvement as part of current contract for library and Neighborhood Community Center at Lions Park.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Parks and Community Services		DIVISION Senior Center			PROGRAM Park Development, 40112		
PROJECT TITLE Costa Mesa Senior Center Rear Patio Shade Structure				PROJECT MANAGER Yvette Aguilar, x-7540		ITEM 26	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project	
						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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	60,000	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	60,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The Costa Mesa Senior Center rear patio area houses 6 pieces of outdoor fitness equipment and is home to several fitness classes for active older adults age 50+. The area is open to the elements and is often underutilized because of exposure to natural sunlight during the majority of the year.</p> <p>Many complaints are received from participants about there being no shade coverage for this outdoor area of use. The \$60,000 price estimate is inclusive of turn-key service that includes units, engineering for permit submittal, installation, tax, freight, foundations, construction debris removal, etc.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Park Development, 40112		
PROJECT TITLE Lions Park Playground Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 27	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project	<input type="text" value="New Project"/>
Priority Classification: <input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input 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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	2,000,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	2,000,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 2,000,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The project will consist of replacing existing grass and irrigation with new drought tolerant and water efficient landscaping, and renovating the existing park, including landscaped areas, existing airplane and new play structure. The existing airplane will be relocated onsite to be used either as a source of play equipment or piece of art. New play equipment will be furnished and installed providing universal design features where children can use their typical means of mobility to access a minimum of 70% of the play activities. New rubberized surfacing will be installed within the play areas and benches, bike racks, and water fountains, within the park limits. The existing restrooms will either be renovated or demolished and reconstructed.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Park Development, 40112		
PROJECT TITLE Lions Park Projects				PROJECT MANAGER Bart Mejia, x-5291		ITEM 28	
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	418	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	5,407,696	3,451,500	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 5,407,696	\$ 3,451,500	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	932,696	1,696,500	-	-	-	-	-
Capital Facility Account	1,755,000	1,755,000	-	-	-	-	-
Park Fees Fund	2,500,000	-	-	-	-	-	-
Gas Tax	220,000	-	-	-	-	-	-
Total	\$ 5,407,696	\$ 3,451,500	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact:		
<p>The project consists of demolishing the existing Neighborhood Communit Center (NCC) building, constructing a new, two story LEED Gold Library, renovating the existing library building to become the new LEED Silver NCC building, site improvements, and creation of additional park space. The requested amounts will add to funds previously allocated and follows the City Council approved funding plan for these facilities.</p>					\$ -		
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Park Development, 40112		
PROJECT TITLE Park Accessibility Program				PROJECT MANAGER Bart Mejia, x-5291		ITEM 29	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 208	Org 19200 19200	Program 40112 40112	Project	New Project ▼
Priority Classification:							
<input checked="" type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input 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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	10,000	-	-	10,000	-	-
Construction	54,000	90,000	100,000	100,000	90,000	100,000	100,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 54,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Description of Resources							
Park Fees Fund	54,000	-	-	-	-	-	-
Capital Improvements Fund	-	-	-	-	-	-	-
Total	\$ 54,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>The Americans with Disabilities Act (ADA) is a civil rights law that was enacted in 1990 to provide persons with disabilities with accommodations and access equal to, or similar to, that available to the general public. Title III of the ADA requires that owners of buildings that are considered to be places of public accommodations remove those architectural barriers and communications barriers that are considered readily achievable in accordance with the resources available to building ownership to allow use of the facility by the disabled. As the City implements upgrades and maintenance to existing facilities, accessibility barriers to the facility need to be mitigated, the total cost of which can exceed the construction cost. It is proposed to implement a program that addresses these deficiencies as funds become available. An ADA survey is the first step in determining any deficiencies and five of these surveys for four City parks have been completed. Additional surveys will be conducted in future years.</p> <p>Funding is requested this Fiscal Year to start ADA upgrades identified in the ADA survey reports for Shiffer Park.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Park Development, 40112		
PROJECT TITLE Park Security Lighting Replacement Program				PROJECT MANAGER Bart Mejia, x-5291		ITEM 30	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 700080	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	125,000	150,000	150,000	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 125,000	\$ 150,000	\$ 400,000	\$ 400,000	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	125,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The proposed project would, over the next three years, replace deteriorated or missing security lighting at three City parks (Shiffer Park, Wakeham Park, and Heller Park). Throughout the City, a number of City parks have security lights that are missing, do not function, or have deteriorated. Although City parks close at dusk, the walkways, trails, and paths remain accessible to the public. Security lighting provides a measure of safety for pedestrians passing through the park and allows for greater visibility of the park grounds for Park Rangers and Police Officers. Higher visibility typically reduces vandalism, vagrancy, and crime.</p> <p>Funding is requested this Fiscal Year to replace and upgrade the existing security lighting at Shiffer Park.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Shalimar Park Improvements				PROJECT MANAGER Bruce Lindemann, x-7470		ITEM 31	
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 40111	Project	
						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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	50,000	125,000	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
CDBG	50,000	-	-	-	-	-	-
Capital Improvements Fund	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>This project will significantly improve the Shalimar Park location by removing an underutilized existing, dilapidated arbor and a 35 foot by 35 foot dirt area, replacing it with a colored, rubberized playground surface and new playground equipment components rated for children 2 to 5 years of age. The project will provide a much needed play area for small children that is separate from the older child play equipment. It will improve the overall aesthetics of the park</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Park Development, 40112		
PROJECT TITLE Smallwood Park Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 32	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 700092	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	400,000	250,000	350,000	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 400,000	\$ 250,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	400,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 400,000	\$ 250,000	\$ 350,000	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The design for this project has been completed. The scope of the work includes building renovations, replacement of damaged concrete walkways, upgrade of electrical system, new picnic shelter, decomposed granite walkway, bioswale, playground, safety lighting, and exercise stations. The work is being done in phases as funds become available.</p> <p>The first phase of the project has been completed and included the rehabilitation of the existing walkways, restroom building, upgrade of the electrical system and reconstruction of the 2-5 year old play area.</p> <p>The amount requested this fiscal year will fund the reconstruction of the remaining play area, landscaping, and construction of privacy elements along the west side of the play area.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Building Maintenance Projects				PROJECT MANAGER Various		ITEM 33	
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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	475,792	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 475,792	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	475,792	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 475,792	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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 2018-2019 BUDGET**

	COST	DESCRIPTION
Balearic Center	\$ 5,000	Replace stalls, mirrors and paper towel dispensers in men's and women's outdoor restrooms.
City Hall	\$ 20,200	Replacement of three (3) remaining HVAC unitary controllers.
City Hall	\$ 6,000	Remove failed coatings, polish concrete and seal rear entrance planter benches.
City Hall & Police Dept.	\$ 21,495	Upgrade HVAC controls software. Existing software will not be supported by Siemens.
City Hall - 1st Floor Finance	\$ 29,999	Replace original lobby cabinetry and counter tops with new to meet ADA compliance.
City Hall - 4th Floor	\$ 28,000	Replace original lobby cabinetry and counter tops with new to meet ADA compliance.
Communications	\$ 22,500	Replace roof top HVAC package unit for Admin Offices.
Communications	\$ 29,950	Replace roof top HVAC package unit for shop area.
Downtown Rec Center	\$ 6,000	Replace Aquatic Center office fire door at front counter.
Fire Station #2	\$ 14,500	Replace south apparatus bay overhead door.
Fire Station #2	\$ 15,000	Replace existing fuel pump.
Fire Station #2	\$ 3,500	Replace water heater.
Fire Station #2 & 4	\$ 26,292	Accessibility Design of current floor plans and long term maintenance and usability of the Stations.
Fire Station #2, 5, 6 & PD	\$ 20,000	Electrical, communication wire and conduit installation services for the upgrade, replacement or installation of new runs needed for the new fuel management system.
Fire Station #3	\$ 7,900	Fumigate station for termites.
Fire Station #3	\$ 3,500	Replace water heater.
Fire Station #3, 5 & 6	\$ 16,000	Replace twelve (12) skylights in the apparatus bay with required OSHA approved fall protection.
Fire Station #4	\$ 22,000	Replace roof top HVAC package unit.
Fire Station #5	\$ 15,000	Replacement of HVAC motorized dampers and control system.

**SCHEDULE OF PROPOSED
BUILDING MODIFICATIONS / MAINTENANCE PROJECTS
FOR FY 2018-2019 BUDGET**

	COST	DESCRIPTION
Fire Station #5	\$ 15,000	Replace non-functioning fire alarm panel.
Fire Station #5	\$ 12,500	Replace two (2) problematic vehicle gate operators.
Fire Station #6	\$ 15,500	Replace southwest apparatus bay overhead door.
Heller Park	\$ 8,000	Epoxy paint floors, patch and paint interior, gates, storage door, wood trellis and overhang around building.
Mesa Verde Library	\$ 16,500	Replace cabinets and counter tops in work room and staff lounge.
Mesa Verde Library	\$ 15,000	Replace HVAC package unit.
Police Department	\$ 25,000	Gym expansion.
Senior Center	\$ 8,500	Replace flooring in Crafts Room and Staff Lounge.
Senior Center	\$ 3,500	Replace flooring in Work Room/Break Room.
Senior Center	\$ 8,200	Install wall and door in Crafts Room to reduce noise.
Smalley Road Median	\$ 8,000	Convert landscape to drought tolerant landscape at Sunflower Avenue.
Smallwood Park	\$ 8,500	Epoxy paint restroom floors, paint restroom interior, 3 doors and arbor.
TeWinkle Athletic Complex	\$ 5,500	Paint backstops and job boxes, replace back stop padding to all 4 fields.
Westside Sub Station	\$ 5,256	Convert bathroom to kitchenette.
Westside Sub Station	\$ 8,000	Security cameras and monitor. (This request may need to be submitted to IT Department).
Total	\$ 475,792	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Police	DIVISION Support Services	PROGRAM Building Maintenance, 50910						
PROJECT TITLE Carpet Replacement - Records and Investigative Svs. Bureaus		PROJECT MANAGER Cpt. Bryan Glass, x-5603						
		ITEM 34						
PROJECT ACCOUNT STRING:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: center;">Account 500000</td> <td style="text-align: center;">Fund 101</td> <td style="text-align: center;">Org 15400</td> <td style="text-align: center;">Program 50910</td> <td style="text-align: center;">Project</td> </tr> </table>	Account 500000	Fund 101	Org 15400	Program 50910	Project	<div style="border: 1px solid black; padding: 2px; display: inline-block;">New Project ▼</div>	
Account 500000	Fund 101	Org 15400	Program 50910	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	
Description of Expenditures								
Architect Fees	-	-	-	-	-	-	-	
Construction	40,000	-	-	-	-	-	-	
Engineering Fees	-	-	-	-	-	-	-	
Equipment	35,000	-	-	-	-	-	-	
Inspection	-	-	-	-	-	-	-	
Land Acquisition	-	-	-	-	-	-	-	
Other Costs (please identify)	-	-	-	-	-	-	-	
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Description of Resources								
Capital Improvements Fund	75,000	-	-	-	-	-	-	
	-	-	-	-	-	-	-	
Total	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Project Justification							Operating Impact:	\$ -
<p>The Police Department requests to have the carpet replaced in the following offices/areas: Property & Evidence, CSI, SIU, Crime Prevention and interview rooms. The carpet in these areas are currently in poor condition with obvious wear and tear. This project will require removal of the current carpet and installation of new commercial grade carpet. The current carpet has reached the end of its expected life and needs to be replaced. Worn carpet may lead to hazards, such as trip-and -fall. It is crucial to properly maintain the floor coverings in the Police Department to preserve the department's functionality and improve the appearance of the department overall as it will be consistent with the carpet in the front lobby. The new carpet will also be more resistant and easier to clean and maintain. The department is currently pending quote from the vendor. The total cost is estimated to be \$75,000.00.</p>								
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:					

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE City Clerk's Office Security Remodel				PROJECT MANAGER Ashley Garcia, x-5249		ITEM 35	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 11100	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	60,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	10,000	-	-	-	-	-	-
Total	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	80,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>To better serve the public, the City Clerk's Office is in need of a redesign of the front desk area. The goals for the project are to:</p> <ol style="list-style-type: none"> 1. Make the City Clerk's Office more inviting to the public by removing the current hole in the window to talk; 2. Increase space efficiency by creating another work area for staff; 3. Close off pedestrian traffic to make the work area more secure for staff; and 4. Ensure that the area can be secured at night with pull down security door or lockable pocket window. <p>The proposed redesign is to close off the existing doorway and install a lower, ADA-compliant public counter with 2 work stations and new carpet and paint for a consistent look and feel as the rest of the 1st floor lobby and Conference Room 1A remodel.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Building Maintenance, 50910		
PROJECT TITLE City Hall 1st Floor ADA Improvements				PROJECT MANAGER Bart Mejia, x-5291		ITEM 36	
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 50910	Project 200063	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	300,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
CDBG Fund	300,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
Funding is requested for the following ADA improvements to the City Hall facility: remodel restrooms in the First Floor, construct new ramps and guard railing leading up to meeting spaces (City Council Chambers and conference rooms), and reconstruct existing ramps and other path of travel improvements along the north and south sides of City Hall.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE City Hall - HVAC Cooling Tower Replacement				PROJECT MANAGER Doug Lovell, x-5299		ITEM 37	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	66,200	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 66,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	66,200	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 66,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>This project is to replace the City Hall HVAC cooling tower. The existing cooling tower shows signs of accelerated deterioration. The cooling tower is an important piece of equipment that is used in the HVAC system to reject the heat from the inside of the building to the exterior of the building. If it were to fail we would lose the ability to cool the interior of the building.</p> <p>This project includes the purchase of a cooling tower and installation. Also, it would include the addition of a centrifugal separator to reduce sediment in the water, thus preventing the chillers condensers from plugging up.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Servies	DIVISION Maintenance Services	PROGRAM Building Maintenance, 50910					
PROJECT TITLE City Hall- HVAC Retrofit		PROJECT MANAGER Doug Lovell, x-5299					
PROJECT ACCOUNT STRING:		ITEM 38					
Account	Fund	Org					
500000	401	19500					
Program	Project						
50910							
		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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	880,505	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 880,505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	880,505	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 880,505	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>This project is retrofit various HVAC systems within City Hall to increase energy efficiency and reduce operating costs.</p> <p>List of upgrades to include:</p> <ol style="list-style-type: none"> 1) Installation of a new hot water boiler, conversion of constant air volume (CAV) to variable air volume (VAV) air handlers, zone boxes and hot water heating (HHW) loop at a cost of \$567,694. 2) Variable frequency drive (VFD) for the chilled water pumps and chilled water loop at a cost of \$70,418. 3) Controls for chiller sequence, economizers, supply air temperature (SAT) reset at a cost of \$210,073. 4) Installation of high efficiency window films at a cost of \$32,320. <p>Total cost of HVAC retrofit projects identified through Energy Coalition is \$880,505.</p> <p>There is a possibility of Southern California Edison incentives to return on all listed projects in early 2018. The incentives would reduce costs and aid in shorter payback periods.</p>							
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:				

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE City Hall - Elevators Modernization				PROJECT MANAGER Doug Lovell, x-5299		ITEM 39	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	600,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	100,000	-	-	-	-	-	-
Total	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	700,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 700,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>Modernization of the two elevators at City Hall. The current two basement geared traction passenger elevators were manufactured and installed by Montgomery Elevators in 1967. The current control microprocessor systems were modernized in 1995. Life expectancy for traction machines, motor drives, control systems, governor safeties, door operators and hoistway equipment is 20 years. Life expectancy for car signals and hall signals are 10 years. The Montgomery gear boxes are no longer manufactured or supported making securing parts virtually impossible. Given these facts the current elevators have exceeded their recommended service life.</p> <p>Modernizing the elevators would improve safety, performance, efficiency and reliability. It would also bring up the elevators up to current Building, Fire and ADA requirements.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE City Hall Fire Alarm Panel Upgrade				PROJECT MANAGER Doug Lovell, x-5299		ITEM 40	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees		-	-	-	-	-	-
Construction	395,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	40,000	-	-	-	-	-	-
Total	\$ 435,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	435,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 435,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>This project is to perform a complete upgrade to the City Hall Fire Alarm Panel. The existing Fire Alarm Panel is the original 110 volt Fire Alarm Panel which is obsolete. The existing FAP system is no longer supported, no parts are available and does not meet today's Fire Codes and Standards.</p> <p>The new City Hall Fire Alarm Panel would meet current fire, life and safety requirements, as well as Fire Codes and Standards.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Costa Mesa Senior Center Perimeter Fence				PROJECT MANAGER Bart Mejia, x-5291		ITEM 41	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	190,000	-	-	-	-	-	-
Engineering Fees	10,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	200,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
This project proposes the installation of decorative fencing along the perimeter of the facility to provide a higher level of security to its patrons and staff.						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services	DIVISION Maintenance Services	PROGRAM Building Maintenance, 50910					
PROJECT TITLE Downtown Recreation Center - Replace Four (4) HVAC Units		PROJECT MANAGER Doug Lovell, ext. 5299					
PROJECT ACCOUNT STRING:		ITEM 42					
Account	Fund	Org					
500000	401	19500					
Program	Project						
50910							
		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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	110,000	-	-	-	-	-	-
Engineering Fees	10,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	120,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
						\$ -	
<p>The four (4) roof top heating-ventilation-air conditioning units that provide heat and cooling to the Downtown Recreation Center are at the end of their service life. The corrosive environment created by the close proximity to the ocean and the daily on-shore winds have deteriorated the cooling coils within each of the units. The coils, which circulate the refrigerant, become thin and brittle over time. Failure of the coils releases the refrigerant to the environment and make the units incapable of cooling the building. The units are over 18 years old. The new units will meet Title 24 requirements and have factory applied condenser coil coating for extended life.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services	DIVISION Maintenance Services	PROGRAM Building Maintenance, 50910
PROJECT TITLE Downtown Recreation Center - Replace Pool Plaster		PROJECT MANAGER Doug Lovell, x-5299
PROJECT ACCOUNT STRING:		ITEM 43
Account	Fund	Org
500000	401	19500
Program	Project	
50910	800016	
		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 18-19	FY 19-20
Description of Expenditures		
Architect Fees	-	-
Construction	175,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 175,000	\$ -
Description of Resources		
Capital Improvements Fund	175,000	-
	-	-
	-	-
Total	\$ 175,000	\$ -
Project Justification		Operating Impact:
		\$ -
<p>Replace swimming pool plaster. Large pieces of pool plaster have been falling away from the walls and floor of the pool for several years. The rough areas that occur when the surface peels away are abrasive to the feet of elderly patrons participating in water aerobics classes and to recreational users in the summer time. The plaster was installed approximately 17 years ago during original construction of the facility.</p> <p>\$150,000 were allocated in FY-2014-2015 for the Repair of the Pool Deck and Pool Plaster. The Pool Deck has been replaced and temporary repairs to the Pool Plaster were also completed. However, the condition of the Pool Plaster requires its total removal and replacement. the construction cost for the removal and replacement of the Pool Plaster is estimated at \$232,000. \$57,000 remain unencumbered from the previous allocations; therefore, a total of \$175,000 are requested this fiscal year to complete this project.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Fire Suppression System in Communications				PROJECT MANAGER Doug Lovell, x-5299		ITEM 44	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	48,777	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	5,000	-	-	-	-	-	-
Total	\$ 53,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	53,777	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 53,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>This project is to install a Fire Suppression System in the Server, Electrical, Telephone and Electrical Room.</p> <p>The existing fire suppression utilizes water as a fire suppressant in areas where electronics operate and irreplaceable, high-value assets are stored, could be as devastating as fire itself. The new Fire Suppression System would quickly suppress fire and protect sensitive equipment without causing harm to people or the environment. The system is especially suited to suppress fires in areas where an electrically non-conductive medium is required, where electronic systems cannot be shut down in an emergency, where cleanup of other agents poses a problem, and in normally occupied areas that demand a non-toxic agent. The new system uses 3M Novec 1230 fire protection fluid for total flooding applications. The clear, colorless agent has zero ozone depletion potential, an atmospheric lifetime of just five days. The new system would suppress a fire before it can be fully engaged and once the fire is suppressed, Novec 1230 quickly evaporates without harming any valuable assets.</p> <p>Some of the equipment the Fire Suppression would protect are:</p> <p>1) City Radio Dispatch Backbone (Police, Fire, Public Works) – \$1.1 Million. 2) Radio Logging Recorder - \$25,000 3) 9-1-1 System - \$175,000 4) Fire Dispatch Alert System - \$150,000 5) System time synchronization Netclock - \$22,000 For a total of \$1,472,000 (cost at time of installation). Present day replacement costs would be up to 15% additional. This project will provide engineering, design, equipment, installation and programming services to install a new Fire Suppression system.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Fire	DIVISION Administration	PROGRAM Building Maintenance, 50910
PROJECT TITLE Front Public Access Parking for Baker Street, Fire Station #2		PROJECT MANAGER Div. Chief Jason Pyle, x - 5155
PROJECT ACCOUNT STRING:		ITEM 45
Account	Fund	Org
500000	401	16100
Program	Project	
50910		
		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 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 18-19	FY 19-20
Description of Expenditures		
Architect Fees	-	-
Construction	300,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 300,000	\$ -
Description of Resources		
Capital Improvements Fund	300,000	-
	-	-
	-	-
Total	\$ 300,000	\$ -
Project Justification		Operating Impact:
		\$ -
<p>After multiple request through the budget process, the Fire Department is proposing for FY 17-18 the consideration of front public access parking on Baker Street for Fire Station #2.</p> <p>Fire station #2 (Baker) was remodeled 25 years ago, and with the remodel the access driveway to the back of the fire station was removed. This now requires all visitors to park across the street from the fire station and jaywalk across busy Baker Street. Additionally, there is "No Parking" signage as well as a red curb in front of the fire station, forcing vehicles to either park on the front driveway (blocking access for fire apparatus) of the fire station or along the red curb area. The Fire Department proposes to add what is comparable to a bus turnout along the front of the fire station which then could accommodate up to two (2) vehicles. The current bike lane would remain and a portion of the sidewalk would have to be moved toward the north approximately 10 feet. The Fire Department strongly recommends these improvement as it will improve public access to Fire Station #2 (Baker), eliminate any potential safety hazard and increase pedestrian safety.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Information Technology		DIVISION Administration			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Modification of Central Services Offices in I.T.'s				PROJECT MANAGER Steve Ely, x-4891		ITEM 46	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 200085	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	35,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Facility Account	35,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>I.T. has initially submitted a CIP request for \$200,000 in the budget for FY 2016-17 for the relocation of its Programming and Director's offices to the third floor where Central Services is currently located. Central Services will, in turn, occupy I.T.'s current location. Since 2015, we have been waiting for the modifications of the first floor for Central Services and the third floor for I.T. And the reason we have been waiting is because these modifications are in conjunction with the project of Public Services for the remodel of the first floor, which includes the previous Printshop and the Council Chambers. This project overlaps with the Central Services' and I.T.'s relocations, so we were asked to wait. The vendor had given us its original quote in 2015, and since then, costs of labor and materials have gone up, making our original request now insufficient.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Police		DIVISION Support Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Police Department Back Wall Security Project				PROJECT MANAGER Cpt. Bryan Glass, x-5603		ITEM 47	
PROJECT ACCOUNT STRING:		Account 500000	Fund 101	Org 15400	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	90,000	-	-	-	-	-	-
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:	
<p>The Police Department's perimeter walls does not provide adequate security to the main facility and rear lot. The areas outside those walls are high traffic areas and it is crucial to enhance security to prevent further incidents. There has been two incidents within the last year where individuals compromised the walls and had access to the police facility and police vehicle which exposes trespassers to police firearms, equipment, evidence, arrestees and other threats. Additionally, the recent Vulnerability Assessment Mitigation Report provided by the Orange County Intelligence Assessment Center (OCIAC) identified the walls as one of the top three risk areas of the Police Department. The Police Department request to have the wall and surrounding perimeters raised for safety and liability purposes.</p>						\$ -	
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Police	DIVISION Support Services	PROGRAM Building Maintenance, 50910
PROJECT TITLE Police Department Mobile Command Vehicle Cover Structure		PROJECT MANAGER Cpt. Bryan Glass, x-5603
PROJECT ACCOUNT STRING:		ITEM 48
Account	Fund	Org
500000	401	15400
Program	Project	
50910		
		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 18-19	FY 19-20
Description of Expenditures		
Architect Fees	10,000	-
Construction	190,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 200,000	\$ -
Description of Resources		
Capital Improvements Fund	200,000	-
	-	-
	-	-
Total	\$ 200,000	\$ -
Project Justification		Operating Impact:
		\$ -
<p>With the purchase of a new Mobile Command Vehicle for the City, funding is requested to design and construct a cover structure to house and maintain it. Potential locations will be evaluated by the design consultant through feasibility studies, including expanding the Technical Services Shop facility.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services	DIVISION Maintenance Services	PROGRAM Building Maintenance, 50910
PROJECT TITLE Police Facility - Construction of HVAC Mechanical System		PROJECT MANAGER Doug Lovell, x-5299
PROJECT ACCOUNT STRING:		ITEM 49
Account	Fund	Org
500000	401	19500
Program	Project	
50910		
		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 18-19	FY 19-20
Description of Expenditures		
Architect Fees	-	-
Construction	120,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	30,000	-
Total	\$ 150,000	\$ -
Description of Resources		
Capital Improvements Fund	150,000	-
	-	-
	-	-
Total	\$ 150,000	\$ -
Project Justification		Operating Impact:
		\$ -
<p>This project is to construct a HVAC-mechanical system to reduce humidity levels in the Police Facility's basement mens and womens locker rooms.</p> <p>Police staff have reported incidents of suspect staining on clothing and personal items located within the individual lockers. Humidity levels have been recorded up to 62% at various times. This HVAC-mechanical system would bring the existing humidity levels to within the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) recommended and acceptable comfort/humidity levels.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Police		DIVISION Administrative			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Range Remodel / Update				PROJECT MANAGER Lt. Ed Everett, x-5395		ITEM 50	
PROJECT ACCOUNT STRING:		Account 500000	Fund 101	Org 15100	Program 50910	Project	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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	10,000	-	-	-	-	-	-
Construction	40,000	-	-	-	-	-	-
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>The department's indoor firearms range is currently in poor condition with obsolete and/or inoperable equipment. The range is required to ensure POST firearms training mandates and department quarterly training requirements for the 136 sworn officers, 4 reserve officers, and 6 Fire Department arson investigators are met. It allows the department to meet these mandates and needs in the most effective and efficient manner, without jeopardizing training standards or requiring staff to travel out of area.</p> <p>During the PD remodel, the range was not included in the project and no modification and/or upgrades were performed. The range's electrical controls are circa 1950. The range lighting is inadequate and unprotected, which is a safety concern. The target controller and rail equipment is no longer supported for parts or service. The range lacks protective baffling and sound proofing with exposed sewer lines from the above floor restroom. The ceiling tiles are not secure and the aesthetics of the range require an update. Ammo storage is inadequate to securely house the volume of ammo maintained at any time by the department. The main weapon and ammo storage room leaks water from the AC condensation causing weapons to rust and potential water damage to expensive ammunition. The public address to communicate with shooters is malfunctioning and the sound proofing needs to be improved due to the extreme noise which can be heard in the work areas surrounding the range.</p> <p>A remodel would allow the city to address these significant issues and it would ensure the department can meet its firearms training mandates and proficiency.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Development Services	DIVISION Administration	PROGRAM Building Maintenance, 50910
PROJECT TITLE Repaint Walls and Carpet Replacement on 2nd Floor		PROJECT MANAGER Silvia Kennerson, x-5023
PROJECT ACCOUNT STRING:		ITEM 51
Account	Fund	Org
500000	101	18100
Program	Project	
50910		
		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 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 18-19	FY 19-20
Description of Expenditures		
Architect Fees	-	-
Construction	95,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 95,000	\$ -
Description of Resources		
Capital Facility Account	95,000	-
	-	-
	-	-
Total	\$ 95,000	\$ -
Project Justification		Operating Impact:
		\$ -
<p>The walls of the 2nd floor are in need of repainting. Residents, developers, contractors and members of the business community visit the 2nd Floor counter, conference room, and individual staff offices to discuss projects, investments and community matters. The proposed project would help maintain the positive image of the City held by visitors and increase the aesthetic value of the floor.</p> <p>In addition, the carpet on the 2nd Floor has not been replaced in 17 years. The carpet is worn, stained and damaged throughout the floor. The carpet curls up in high traffic areas, presenting a possible tripping hazard. The department has made four consecutive request for these improvements.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT City Manager's Office		DIVISION Administration			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Repaint Walls and Carpet Replacement on 5th Floor				PROJECT MANAGER Ashley Garcia, x-5249		ITEM 52	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 11100	Program 50910	Project	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 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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	95,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Facility Account	95,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 95,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The 5th floor is frequently used for meetings with the public, staff and elected officials and needs to maintain a clean and professional appearance. The carpet has not been replaced for over 17 years and is in need of replacement. The Other costs include contingency for moving furniture, disassembling/assembling work stations, unforeseen electrical, etc. If done in conjunction with the repainting project, the moving costs would be one-time.</p>						\$ -	
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CAPITAL IMPROVEMENT PROJECT

FISCAL YEAR 2018-2019

DEPARTMENT Public Services		DIVISION Engineering			PROGRAM Capital Facility, 50905		
PROJECT TITLE Fire Station No. 1 Reconstruction				PROJECT MANAGER Bart Mejia, x-5291		ITEM 53	
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 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 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	2,134,304	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 2,134,304	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Improvements Fund	2,134,304	-	-	-	-	-	-
	2,181,299	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 4,315,603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>The project consists of demolition of the existing facility and construction of a new LEED Gold facility. Project also includes the temporary relocation of fire crews to a site established to allow essential services to the same geographic area. 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
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 18-19	FY 19-20	FY 20-21	FY 21-22
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Bristol St. / Baker St. Intersection Improvement (Add EBT, WBT)	\$ -	\$ -	\$ 412,500	\$ 550,000
Bristol St. / I-405 NB Ramps (Add WBR)	-	-	-	-
Bristol St. / Paularino Ave. (Add 2nd WBL)	-	-	85,000	60,000
Bristol St. / Sunflower Ave. Intersection Improvement (Add 3rd NBL)	-	-	-	-
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.)	-	-	-	744,000
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)	-	-	-	1,525,000
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)	-	-	-	-
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)	-	-	-	167,200
Harbor Blvd. / Sunflower Ave. Intersection Improvement (Add EBR, WBR)	-	-	-	-
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	713,000
Hyland Ave. / MacArthur Bl. Intersection Improvement (SARX) (Add NBR)	-	262,000	-	-
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.	-	400,000	600,000	4,150,000
Newport Blvd./17th St. (Add NBR)	-	-	-	50,000
Placentia Av./19th St. (Add SBR)	-	-	-	-
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	1,200,000	-
Wilson Street Widening Design from College Ave. to Fairview Rd.	-	375,000	-	5,000,000
Subtotal Street Improvements	\$ -	\$ 2,253,000	\$ 3,027,500	\$ 13,277,950
Active Transportation Improvements				
Adams Avenue at Pinecreek Drive Improvements	\$ -	\$ 100,000	\$ 125,000	\$ 850,000
Adams Avenue Multipurpose Trail	325,000	1,300,000	1,300,000	-
Adams Avenue (Fairview Road to Harbor Blvd.)	-	-	-	-
Bicycle & Pedestrian Infrastructure Improvement Plan	-	333,100	-	-
Bicycle Rack Improvements Citywide	50,000	50,000	50,000	50,000
Bicycle Safety Education at Sixteen Schools	-	60,000	-	60,000
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility	-	75,000	450,000	-
Class II and III Bicycle Projects	100,000	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	480,000
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	-	950,000	-	-
Mesa Verde Drive E (Adams Av. to Harbor Bl.)	-	100,000	-	-
Newport Boulevard Southbound (Bristol Street to Arlington Drive)	-	-	-	-
Orange Coast College Alley	-	-	-	-
Paularino Channel Multipurpose Trail	-	200,000	1,500,000	1,500,000
Santa Ana Avenue (Bristol St. to Mesa Drive) Bicycle Facility	-	30,000	150,000	-
Vanguard Way/Santa Isabel Avenue (Fair Dr. to Irvine Av.) Bicycle Facility	-	-	60,000	-
West 19th Street Bicycle Lanes and Route	75,000	-	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 22-23	FY 23-24	FY 24-25	Total
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Bristol St. / Baker St. Intersection Improvement (Add EBT, WBT)	\$ -	\$ -	\$ -	\$ 962,500
Bristol St. / I-405 NB Ramps (Add WBR)	-	-	90,000	90,000
Bristol St. / Paularino Ave. (Add 2nd WBL)	155,210	-	-	300,210
Bristol St. / Sunflower Ave. Intersection Improvement (Add 3rd NBL)	-	115,000	1,015,000	1,130,000
Citywide Wayfinding Signage Program	-	-	-	100,000
E. 17th St. / Irvine Avenue Intersection Improvement (Add SBR, EBR)	100,000	200,000	500,000	800,000
Eastside Traffic Calming (Cabrillo St., 18th St., 22nd St.)	744,000	744,000	-	2,232,000
Fairview Rd./ Wilson St. Improvements (Add EBT, WBT)	-	-	-	1,525,000
Harbor Blvd. / Gisler Ave. Intersection Improvements (Add SBR)	500,000	2,000,000	2,395,000	4,895,000
Harbor Blvd. / South Coast Dr. Intersection Improvement (Add EBR)	104,500	1,398,300	-	1,670,000
Harbor Blvd. / Sunflower Ave. Intersection Improvement (Add EBR, WBR)	150,000	250,000	514,000	914,000
Harbor Blvd./ Adams Ave. Intersection Improvements (Add NBL, NBR)	1,000,000	5,000,000	-	6,000,000
Harbor Blvd./ MacArthur - Bus Turnout	-	-	-	396,000
Hyland Ave. / I-405 NB Ramp & South Coast Drive (Add 2nd WBT)	-	-	-	863,000
Hyland Ave. / MacArthur Bl. Intersection Improvement (SARX) (Add NBR)	-	-	-	262,000
Newport Blvd. Northbound at Del Mar (Add WBTR)	-	132,000	-	132,000
Newport Blvd. Northbound/22nd St. (Add WBTR, convert NBT to NBTR)	-	15,000	-	15,000
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.	4,150,000	-	-	9,300,000
Newport Blvd./17th St. (Add NBR)	400,000	-	-	450,000
Placentia Av./19th St. (Add SBR)	60,000	326,000	-	386,000
SR-55 Frwy. Access Study	-	-	-	750,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement (Add NBL, EBL)	-	370,000	1,000,000	1,370,000
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement (Add WBR)	-	-	642,750	642,750
SR-55 Frwy. S/B / Baker St. Intersection Improvement (Add SBR)	-	-	625,350	625,350
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement (Add SBR)	-	-	413,730	413,730
Superior Av./17th St. (Convert WBT to WBTL, NBR)	100,000	563,000	-	663,000
West 17th St. Widening (Newport Boulevard to West City Limits)	-	-	5,435,000	7,435,000
Wilson Street Widening Design from College Ave. to Fairview Rd.	5,000,000	5,000,000	-	15,375,000
Subtotal Street Improvements	\$ 12,491,760	\$ 16,781,000	\$ 12,630,830	\$ 60,462,040
Active Transportation Improvements				
Adams Avenue at Pinecreek Drive Improvements	\$ -	\$ -	\$ -	\$ 1,075,000
Adams Avenue Multipurpose Trail	-	-	-	2,925,000
Adams Avenue (Fairview Road to Harbor Blvd.)	150,000	1,140,000	-	1,290,000
Bicycle & Pedestrian Infrastructure Improvement Plan	-	-	-	333,100
Bicycle Rack Improvements Citywide	50,000	50,000	50,000	350,000
Bicycle Safety Education at Sixteen Schools	-	60,000	-	180,000
Bristol Street (Bear St. to Santa Ana Av.) Bicycle Facility	-	-	-	525,000
Class II and III Bicycle Projects	100,000	100,000	100,000	700,000
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))	440,000	-	-	1,080,000
Fairview Road (Fair Dr. to Newport Blvd.) Bicycle Facility	-	-	-	540,000
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	-	-	-	950,000
Mesa Verde Drive E (Adams Av. to Harbor Bl.)	-	-	-	100,000
Newport Boulevard Southbound (Bristol Street to Arlington Drive)	75,000	370,000	-	445,000
Orange Coast College Alley	380,000	-	-	380,000
Paularino Channel Multipurpose Trail	-	-	-	3,200,000
Santa Ana Avenue (Bristol St. to Mesa Drive) Bicycle Facility	-	-	-	180,000
Vanguard Way/Santa Isabel Avenue (Fair Dr. to Irvine Av.) Bicycle Facility	-	-	-	60,000
West 19th Street Bicycle Lanes and Route	-	-	-	75,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Wilson Street (Fairview Rd. to Santa Ana Av.) Bicycle Facility	-	-	200,000	-
Subtotal Active Transportation Improvements	\$ 550,000	\$ 3,581,100	\$ 4,095,000	\$ 4,130,000
Traffic Operations				
Bear St. Traffic Signal Synchronization	\$ -	\$ 33,600	\$ -	\$ -
Citywide Traffic Signal Improvements (Hardware)	-	250,000	250,000	250,000
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	-	250,000	250,000	250,000
Fairview Road - Arlington Drive Traffic Signal Modification	-	100,000	-	-
Fairview Road - Merrimac Way Traffic Signal Modification	-	150,000	-	-
Fairview Road Traffic Signal Synchronization	-	81,600	-	-
Neighborhood Traffic Improvements	100,000	50,000	50,000	50,000
Signal System Upgrade - Paularino, Fair, Wilson, Anton	-	300,000	300,000	300,000
Traffic Signal Installation	-	300,000	-	300,000
Subtotal Traffic Operations	\$ 100,000	\$ 1,481,600	\$ 850,000	\$ 1,150,000
Street Maintenance				
Adams Ave.- Harbor Blvd. To Santa Ana River	\$ -	\$ 1,750,000	-	-
Anaheim Ave. - Superior Ave. to 19th St.	-	-	-	180,000
Anton Blvd.- Sakioka Dr. to Sunflower Ave.	-	-	-	-
Anton Blvd.- Avenue of the Arts to Bristol St.	-	-	-	-
Arlington Dr. - Fairview Rd. to Newport Blvd.	-	-	-	-
Baker St. - Bear St. to Bristol St.	-	-	-	-
Baker St.- Bristol St. to Newport Blvd.	-	-	-	483,000
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.	715,000	-	-	-
Bear St. - Baker St. to Bristol St.	-	-	-	-
Bear St. - Wakeham to I-405	-	-	-	-
Bristol St. from 300' N/O Randolph to Easterly City Limits	920,000*	-	-	-
Bristol St. from I-405 to Sunflower Ave.	-	-	-	-
California St. - Gisler Ave. to Nevada Ave.	310,000*	-	-	-
Citywide Street Improvements	4,327,551	6,000,000	6,000,000	6,000,000
Citywide Alley Improvements	500,000	500,000	500,000	500,000
Del Mar Ave. - N/B Newport Blvd. to Santa Ana Ave.	-	-	-	-
El Camino Dr. - Fairview Rd. to La Salle Ave.	-	-	-	406,000
Fair Dr. - Harbor Blvd. to Newport Blvd.	-	-	-	1,095,000
Fairview Rd. - I-405 to Sunflower Ave.	-	-	-	-
Fairview Rd. - I-405 to Adams Ave.	1,178,820	-	-	-
Fairview Rd. - Adams Ave. to Fair Dr.	-	200,000	-	1,125,000
Fairview Rd. - Fair Dr. to Newport Blvd.	-	-	-	921,000
Gisler Ave. - W'ly end to Nebraska Pl. and Harbor Blvd. to College Ave.	-	-	-	-
Gisler Ave. - Harbor Blvd. to Nebraska Pl.	-	200,000	-	-
Hamilton St. - Charle St. to Harbor Blvd.	-	-	-	-
Harbor Blvd.- South Coast Dr. to Mac Arthur Blvd.	-	-	488,000	-
Harbor Blvd. - Wilson St. to Baker St.	-	-	2,250,000	-
Harbor Blvd. - Newport Blvd. to Wilson St.	-	-	-	-
Irvine Ave. - 20th St. to S'ly City Limits	-	-	-	-
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.	-	-	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 22-23	FY 23-24	FY 24-25	Total
Wilson Street (Fairview Rd. to Santa Ana Av.) Bicycle Facility	-	-	-	200,000
Subtotal Active Transportation Improvements	\$ 4,795,000	\$ 1,720,000	\$ 150,000	\$ 19,021,100
Traffic Operations				
Bear St. Traffic Signal Synchronization	\$ -	\$ -	\$ -	\$ 33,600
Citywide Traffic Signal Improvements (Hardware)	250,000	-	-	1,000,000
Costa Mesa ITS Improvements (Communications, Central Sys. CCTV)	250,000	250,000	250,000	1,500,000
Fairview Road - Arlington Drive Traffic Signal Modification	-	-	-	100,000
Fairview Road - Merrimac Way Traffic Signal Modification	-	-	-	150,000
Fairview Road Traffic Signal Synchronization	-	-	-	81,600
Neighborhood Traffic Improvements	50,000	50,000	50,000	400,000
Signal System Upgrade - Paularino, Fair, Wilson, Anton	-	-	-	900,000
Traffic Signal Installation	-	300,000	-	900,000
Subtotal Traffic Operations	\$ 550,000	\$ 600,000	\$ 300,000	\$ 5,031,600
Street Maintenance				
Adams Ave.- Harbor Blvd. To Santa Ana River	\$ -	\$ -	\$ -	\$ 1,750,000
Anaheim Ave. - Superior Ave. to 19th St.	-	-	-	180,000
Anton Blvd.- Sakioka Dr. to Sunflower Ave.	-	506,000	-	506,000
Anton Blvd.- Avenue of the Arts to Bristol St.	-	252,000	-	252,000
Arlington Dr. - Fairview Rd. to Newport Blvd.	-	-	600,000	600,000
Baker St. - Bear St. to Bristol St.	-	-	877,000	877,000
Baker St.- Bristol St. to Newport Blvd.	-	-	-	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.	-	-	-	715,000
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	-	-	-	920,000*
Bristol St. from I-405 to Sunflower Ave.	320,000	-	-	320,000
California St. - Gisler Ave. to Nevada Ave.	-	-	-	310,000*
Citywide Street Improvements	6,000,000	6,000,000	6,000,000	40,327,551
Citywide Alley Improvements	500,000	500,000	500,000	3,500,000
Del Mar Ave. - N/B Newport Blvd. to Santa Ana Ave.	-	100,000	-	100,000
El Camino Dr. - Fairview Rd. to La Salle Ave.	-	-	-	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.	-	-	-	1,178,820
Fairview Rd. - Adams Ave. to Fair Dr.	-	-	-	1,325,000
Fairview Rd. - Fair Dr. to Newport Blvd.	-	-	-	921,000
Gisler Ave. - W/ly end to Nebraska Pl. and Harbor Blvd. to College Ave.	453,000	-	-	453,000
Gisler Ave. - Harbor Blvd. to Nebraska Pl.	-	-	-	200,000
Hamilton St. - Charle St. to Harbor Blvd.	-	-	75,000	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
Irvine Ave. - 20th St. to S'ly City Limits	-	-	700,000	700,000
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	350,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 18-19	FY 19-20	FY 20-21	FY 21-22
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	2,140,000	-
Pomona Ave. - Victoria St. to 19th St.	-	845,000	-	-
Pomona Ave. - 19th St. to 16th St.	300,000	-	-	-
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	-	-	-
Santa Ana Ave.- 22nd St. to 23rd St.	-	202,000	-	-
South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd	-	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	-	-	-	860,000
19th St. - From Irvine Ave. to W'ly City Limits	-	-	-	-
22nd St. Newport Blvd. to Santa Ana Ave.	-	-	-	-
Subtotal Street Maintenance	\$ 7,021,371	\$ 11,770,000	\$ 11,628,000	\$ 11,820,000
Storm Drain Improvements				
Brentwood Ave. Storm Drain System	\$ -	\$ -	\$ -	\$ 793,040
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	-
Cherry Lake Storm Drain System Phase IV & V	-	-	-	-
Citywide Storm Drain Improvements	500,000	500,000	500,000	500,000
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	-	-
Subtotal Storm Drain Improvements	\$ 500,000	\$ 1,976,880	\$ 1,676,785	\$ 1,293,040
Curbs and Sidewalks				
New Sidewalk / Missing Link Program	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Parkway Improvement Program	250,000	350,000	350,000	350,000
Priority Sidewalk Repair	50,000	50,000	50,000	50,000
Subtotal Curbs and Sidewalks	\$ 400,000	\$ 500,000	\$ 500,000	\$ 500,000
TOTAL TRANSPORTATION	\$ 8,571,371	\$ 21,562,580	\$ 21,777,285	\$ 32,170,990

COMMUNITY HEALTH & ENVIRONMENT

Beautification

Parkway and Median Improvements

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	-
Citywide Median Landscape Improvements	-	-	100,000	100,000
Davis Fields Parkways Landscape Improvements	125,000	-	-	-
Gisler Avenue Bike Trail Landscape	-	-	165,000	-
Gisler/California Improvements	-	150,000	-	-
Mission Mendoza Landscaping	-	-	60,000	-
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	1,100,000	-
Newport Blvd. Medians, South of 17th Street, Landscape Improvements	-	240,000	-	-
Smalley Road Median & Parkway Landscape Renovation	-	-	125,000	-
Tree Planting Program	-	50,000	50,000	50,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 22-23	FY 23-24	FY 24-25	Total
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	-	-	-	2,640,000
Pomona Ave. - Victoria St. to 19th St.	-	-	-	845,000
Pomona Ave. - 19th St. to 16th St.	-	-	585,000	885,000
Sakioka Dr. - Sunflower Ave. to Anton Blvd.	-	730,000	-	730,000
Santa Ana Ave.- 22nd St. to 23rd St.	-	-	-	202,000
South Coast Dr. - 605' W/O Harbor Blvd to Harbor Blvd	-	-	-	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
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	\$ 9,222,000	\$ 14,134,000	\$ 16,100,000	\$ 81,695,371
Storm Drain Improvements				
Brentwood Ave. Storm Drain System	\$ -	\$ -	\$ -	\$ 793,040
Cherry Lake Storm Drain System Phase I, II & III	2,721,600	-	-	2,721,600
Cherry Lake Storm Drain System Phase IV & V	-	2,009,360	-	2,009,360
Citywide Storm Drain Improvements	500,000	500,000	500,000	3,500,000
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
Subtotal Storm Drain Improvements	\$ 3,221,600	\$ 2,509,360	\$ 500,000	\$ 2,653,665
Curbs and Sidewalks				
New Sidewalk / Missing Link Program	\$ 100,000	\$ 100,000	\$ 100,000	\$ 700,000
Parkway Improvement Program	350,000	350,000	350,000	2,350,000
Priority Sidewalk Repair	50,000	50,000	50,000	350,000
Subtotal Curbs and Sidewalks	\$ 500,000	\$ 500,000	\$ 500,000	\$ 3,400,000
TOTAL TRANSPORTATION	\$ 30,780,360	\$ 36,244,360	\$ 30,180,830	\$ 172,263,776

COMMUNITY HEALTH & ENVIRONMENT

Beautification

Parkway and Median Improvements

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
Citywide Median Landscape Improvements	-	-	-	200,000
Davis Fields Parkways Landscape Improvements	-	-	-	125,000
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Gisler/California Improvements	-	-	-	150,000
Mission Mendoza Landscaping	-	-	-	60,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,100,000
Newport Blvd. Medians, South of 17th Street, Landscape Improvements	-	-	-	240,000
Smalley Road Median & Parkway Landscape Renovation	-	-	-	125,000
Tree Planting Program	50,000	50,000	50,000	300,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
 FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Victoria Street - Phased Parkways & Planters Landscape Improvements	-	140,000	130,000	130,000
Subtotal Parkway & Median Improvements	\$ 125,000	\$ 1,630,000	\$ 1,910,000	\$ 280,000
Park Development				
ADA Park Accessibility Program Improvements	\$ 54,000	\$ 100,000	\$ 100,000	\$ 100,000
Brentwood Park Improvements	-	2,600,000	-	-
Café at Lions Park	-	900,000	-	-
Canyon Park - New Restroom	-	-	-	-
Costa Mesa Bark Park Renovation - Construction Phase	-	200,000	200,000	200,000
Costa Mesa Senior Center Rear Patio Shade Structure	60,000	-	-	-
Davis School Field & Lighting Design & Construction	-	-	4,500,000	-
Fairview Developmental Center Sports Complex	-	500,000	2,000,000	2,000,000
Heller Park - 2 New Lighted Basketball Courts	-	-	275,000	-
Kaiser Lighting and Turf	-	-	8,600,000	-
Lindbergh Park - 1 New Half Court Basketball Court	-	-	75,000	-
Lindbergh Park - Expand Park	-	-	1,300,000	-
Mesa del Mar Neighborhood Entryway	-	200,000	-	-
Lions Park Playground Improvements	-	2,000,000	-	-
Lions Park Projects	5,407,696	3,451,500	-	-
Park Monument Signage	-	50,000	50,000	50,000
Park Security Lighting Replacement Program	-	125,000	400,000	400,000
Parsons Lighting and Turf	-	-	5,500,000	-
Pinkley Park - 2 New Tennis Courts	-	-	150,000	-
Shalimar Park Improvements	50,000	125,000	-	-
Smallwood Park Improvements	-	400,000	250,000	350,000
Talbert Nature Preserve	-	135,000	-	-
TeWinkle Park - 2 New Tennis Courts	-	-	-	-
TeWinkle Park - 2 Sand Volleyball Courts	-	-	-	-
TeWinkle Park - Drainage Swale - North Boundary	-	-	400,000	-
TeWinkle Park - Landscape Buffer North Boundary	-	-	300,000	-
TeWinkle Park - Landscape Median Improvements	-	-	-	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	-
Wakeham Park - 2 New Tennis Courts	-	-	-	150,000
Subtotal Park Development	\$ 5,571,696	\$ 11,536,500	\$ 24,265,000	\$ 3,525,000
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	-	-	2,000,000	2,000,000
Fairview Park - Fence along Placentia Ave	-	-	380,000	-
Fairview Park Improvements - Master Plan Implementation	-	250,000	250,000	250,000
Fairview Park - Plant Establishment and Pond Maintenance	-	150,000	150,000	150,000
Fairview Park Projects-On Call Environmental Services	-	50,000	50,000	50,000
Fairview Park - West Bluff Repair	-	250,000	650,000	-
Subtotal Fairview Park	\$ -	\$ 700,000	\$ 3,830,000	\$ 2,450,000
Park Maintenance				
Del Mesa Park - Replace Walkway Lights	\$ -	\$ -	\$ -	\$ 45,000
Del Mesa Park - Replace Existing Playground Equipment	-	-	-	-
Gisler Park - Replace Picnic Shelter	-	50,000	-	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 22-23	FY 23-24	FY 24-25	Total
Victoria Street - Phased Parkways & Planters Landscape Improvements	130,000	-	-	530,000
Subtotal Parkway & Median Improvements	\$ 180,000	\$ 50,000	\$ 50,000	\$ 4,225,000
Park Development				
ADA Park Accessibility Program Improvements	\$ 100,000	\$ 100,000	\$ 100,000	\$ 654,000
Brentwood Park Improvements	-	-	-	2,600,000
Café at Lions Park	-	-	-	900,000
Canyon Park - New Restroom	-	-	650,000	650,000
Costa Mesa Bark Park Renovation - Construction Phase	200,000	-	-	800,000
Costa Mesa Senior Center Rear Patio Shade Structure	-	-	-	60,000
Davis School Field & Lighting Design & Construction	-	-	-	4,500,000
Fairview Developmental Center Sports Complex	1,000,000	-	-	5,500,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Kaiser Lighting and Turf	-	-	-	8,600,000
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	75,000
Lindbergh Park - Expand Park	-	-	-	1,300,000
Mesa del Mar Neighborhood Entryway	-	-	-	200,000
Lions Park Playground Improvements	-	-	-	2,000,000
Lions Park Projects	-	-	-	8,859,196
Park Monument Signage	50,000	50,000	50,000	300,000
Park Security Lighting Replacement Program	-	-	-	925,000
Parsons Lighting and Turf	-	-	-	5,500,000
Pinkley Park - 2 New Tennis Courts	-	-	-	150,000
Shalimar Park Improvements	-	-	-	175,000
Smallwood Park Improvements	-	-	-	1,000,000
Talbert Nature Preserve	-	-	-	135,000
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 Improvements	-	-	-	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
Wakeham Park - 2 New Tennis Courts	-	-	-	150,000
Subtotal Park Development	\$ 2,250,000	\$ 950,000	\$ 800,000	\$ 48,898,196
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	-	-	6,000,000
Fairview Park - Fence along Placentia Ave	-	-	-	380,000
Fairview Park Improvements - Master Plan Implementation	250,000	250,000	250,000	1,500,000
Fairview Park - Plant Establishment and Pond Maintenance	150,000	150,000	150,000	900,000
Fairview Park Projects-On Call Environmental Services	50,000	50,000	50,000	300,000
Fairview Park - West Bluff Repair	-	-	-	900,000
Subtotal Fairview Park	\$ 2,450,000	\$ 450,000	\$ 450,000	\$ 10,330,000
Park Maintenance				
Del Mesa Park - Replace Walkway Lights	\$ -	\$ -	\$ -	\$ 45,000
Del Mesa Park - Replace Existing Playground Equipment	-	100,000	-	100,000
Gisler Park - Replace Picnic Shelter	-	-	-	50,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 18-19	FY 19-20	FY 20-21	FY 21-22
Heller Park- Replace Existing Restroom	-	-	-	600,000
Jordan Park - Replace Existing Playground Equipment	-	110,000	-	-
Marina View Park - Replace Existing Playground Equipment	-	-	-	110,000
Moon Park - Replace Existing Playground Equipment (2 areas)	-	-	-	-
Pinkley Park - Replace Existing Playground Equipment	130,000	-	-	-
Pinkley Park - Replace Existing Swing Set Equipment	-	50,000	-	-
Rehabilitate Parking Lot - Various Locations	-	50,000	50,000	50,000
Shiffer Park - Replace Existing Playground Equipment (2 Areas)	-	-	-	175,000
Shiffer Park Shelter Improvements	-	100,000	-	-
Tanager Park - Replace Existing Playground Equipment	-	-	125,000	-
TeWinkle Park Upper Pedestrian Bridge Replacement	-	101,100	-	-
TeWinkle Park Lake - Repair Lake Liner and Waterfalls	-	250,000	150,000	-
Vista Park- Installation of Perimeter Trail Fence	-	40,000	-	-
Various Parks - Replace Playground Surfacing	50,000	-	50,000	-
Various Parks - Sidewalk Replacement	50,000	75,000	75,000	50,000
Wakeham Park - Playground and Planter Improvements	-	-	190,000	-
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	200,000	-	-
Subtotal Park Maintenance	\$ 230,000	\$ 1,026,100	\$ 640,000	\$ 1,030,000

Sanitation

Water Quality

NPDES Best Management Practices Implementation	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Subtotal Water Quality	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000

TOTAL COMMUNITY HEALTH & ENVIRONMENT

\$ 5,976,696 \$ 14,942,600 \$ 30,695,000 \$ 7,335,000

GENERAL GOVERNMENT SUPPORT

Building Maintenance

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ 150,000	\$ -	\$ -
Balearic Center - Fire Protection Sprinklers	-	-	120,000	-
Balearic Center - Install New HVAC Unit	-	350,000	-	-
Building Maintenance Projects	475,792	700,000	700,000	750,000
City Clerk's Office Security Remodel	80,000	-	-	-
City Hall 1st Floor ADA Improvements	300,000	-	-	-
City Hall - Electric Vehicle Charging Stations	-	300,000	-	-
City Hall - Elevators Modernization	700,000	-	-	-
City Hall - Fire Alarm Upgrade	-	435,000	-	-
City Hall - HVAC Cooling Tower Replacement	66,200	-	-	-
City Hall - HVAC Retrofit	-	880,505	-	-
City Hall - Modification of Central Services Offices into I.T.'s	35,000	-	-	-
City Hall - Replace Mechanical Door Lock Cylinders	-	50,000	-	-
City Hall 2nd Floor - Repaint Walls and Carpet Replacement	95,000	-	-	-
City Hall 3rd Floor - Repaint Walls and Carpet Replacement	-	95,000	-	-
City Hall 5th Floor - Repaint Walls and Carpet Replacement	95,000	-	-	-
City Hall - Paint Exterior	-	100,000	-	-
City Hall - Replace Roof on Exterior Walkway Canopy	-	130,000	-	-
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	-	130,000	135,000	140,000
Communications - City EOC & Property Evidence Building	-	-	450,000	1,000,000
Communications - Fire Suppression System	-	53,777	-	-
Communications - Floor Finishes & Carpet	-	-	50,000	50,000
Communications - Exterior Paint	-	-	30,000	-
Fleet Shop - Extent Bay #2 on North Side of Building for Fire Apparatus	-	30,000	100,000	-
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	-	75,000	-

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 22-23	FY 23-24	FY 24-25	Total
Heller Park- Replace Existing Restroom	-	-	-	600,000
Jordan Park - Replace Existing Playground Equipment	-	-	-	110,000
Marina View Park - Replace Existing Playground Equipment	-	-	-	110,000
Moon Park - Replace Existing Playground Equipment (2 areas)	125,000	-	-	125,000
Pinkley Park - Replace Existing Playground Equipment	-	-	-	130,000
Pinkley Park - Replace Existing Swing Set Equipment	-	-	-	50,000
Rehabilitate Parking Lot - Various Locations	50,000	50,000	50,000	300,000
Shiffer Park - Replace Existing Playground Equipment (2 Areas)	-	-	-	175,000
Shiffer Park Shelter Improvements	-	-	-	100,000
Tanager Park - Replace Existing Playground Equipment	-	-	-	125,000
TeWinkle Park Upper Pedestrian Bridge Replacement	-	-	-	101,100
TeWinkle Park Lake - Repair Lake Liner and Waterfalls	-	-	-	400,000
Vista Park- Installation of Perimeter Trail Fence	-	-	-	40,000
Various Parks - Replace Playground Surfacing	50,000	-	50,000	200,000
Various Parks - Sidewalk Replacement	50,000	-	-	300,000
Wakeham Park - Playground and Planter Improvements	-	-	-	190,000
Wilson Park - Replace Existing Restroom w/Pre-Fabricated	-	-	-	200,000
Subtotal Park Maintenance	\$ 275,000	\$ 150,000	\$ 100,000	\$ 3,451,100

Sanitation

Water Quality

NPDES Best Management Practices Implementation	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000
Subtotal Water Quality	\$ 50,000	\$ 50,000	\$ 50,000	\$ 350,000

TOTAL COMMUNITY HEALTH & ENVIRONMENT

\$ 5,205,000 \$ 1,650,000 \$ 1,450,000 \$ 67,254,296

GENERAL GOVERNMENT SUPPORT

Building Maintenance

Balearic Center - ADA Upgrades (Exterior Restrooms)	\$ -	\$ -	\$ -	\$ 150,000
Balearic Center - Fire Protection Sprinklers	-	-	-	120,000
Balearic Center - Install New HVAC Unit	-	-	-	350,000
Building Maintenance Projects	750,000	750,000	750,000	4,875,792
City Clerk's Office Security Remodel	-	-	-	80,000
City Hall 1st Floor ADA Improvements	-	-	-	300,000
City Hall - Electric Vehicle Charging Stations	-	-	-	300,000
City Hall - Elevators Modernization	-	-	-	700,000
City Hall - Fire Alarm Upgrade	-	-	-	435,000
City Hall - HVAC Cooling Tower Replacement	-	-	-	66,200
City Hall - HVAC Retrofit	-	-	-	880,505
City Hall - Modification of Central Services Offices into I.T.'s	-	-	-	35,000
City Hall - Replace Mechanical Door Lock Cylinders	-	-	-	50,000
City Hall 2nd Floor - Repaint Walls and Carpet Replacement	-	-	-	95,000
City Hall 3rd Floor - Repaint Walls and Carpet Replacement	-	-	-	95,000
City Hall 5th Floor - Repaint Walls and Carpet Replacement	-	-	-	95,000
City Hall - Paint Exterior	-	-	-	100,000
City Hall - Replace Roof on Exterior Walkway Canopy	-	-	-	130,000
City Hall - Curtain Walls Double Pane Glass (1 floor per year)	145,000	-	-	550,000
Communications - City EOC & Property Evidence Building	1,000,000	1,000,000	-	3,450,000
Communications - Fire Suppression System	-	-	-	53,777
Communications - Floor Finishes & Carpet	-	-	-	100,000
Communications - Exterior Paint	-	-	-	30,000
Fleet Shop - Extent Bay #2 on North Side of Building for Fire Apparatus	-	-	-	130,000
Corp Yard Old - Replace Broken Concrete Around Perimeter of Building	-	-	-	75,000

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 18-19	FY 19-20	FY 20-21	FY 21-22
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 - Replace Tennis Lighting	-	300,000	-	-
DRC - Replace four (4) HVAC Units	-	120,000	-	-
DRC - Replace Pool Plaster	-	175,000	-	-
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	65,000	-
Fire Station #1 Reconstruction	2,134,304	-	-	-
Fire Station #2 - Front Public Access Parking for Baker Street	-	300,000	-	-
Fire Station #2 - Remove UST/Install Above-Ground Tank	-	-	-	-
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	-	100,000	-	-
Fire Station #6 - Repair Failing Perimeter Walls	-	-	95,000	-
Fire Station #6 - Replace (3) HVAC Units	-	75,000	-	-
Fire Station #6 - Remove UST/Install Above-Ground Tank	-	-	-	-
Lions Park Library and Neighborhood Community Center Maintenance	-	-	150,000	150,000
Mesa Verde Library - ADA Compliance Design	-	50,000	-	-
P.D. Back Wall Security Project	100,000	-	-	-
P.D. Construction of HVAC Mechanical System,	-	150,000	-	-
P.D. Mobile Command Vehicle Cover Structure	-	200,000	-	-
P. D. - Range Remodel/ Update	50,000	277,000	-	-
P. D. - Carpet Replacement, Records and Investigative Svs Bureaus	-	75,000	-	-
Police Substation - ADA Restrooms	-	-	175,000	-
Police Substation - Interior Floor Finishes	-	-	80,000	-
Senior Center Fence	200,000	-	-	-
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	-	200,000	-
Westside Resource Center (Police Substation)	-	200,000	-	-
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 4,331,296	\$ 5,606,282	\$ 2,600,000	\$ 2,275,000
GRAND TOTAL	\$ 18,879,363	\$ 42,111,462	\$ 55,072,285	\$ 41,780,990

* Funding included in Citywide Street Improvements Project

CITY OF COSTA MESA, CALIFORNIA
SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM
FISCAL YEAR 2018-2019 through FISCAL YEAR 2024-2025

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 22-23	FY 23-24	FY 24-25	Total
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 - Replace Tennis Lighting	-	-	-	300,000
DRC - Replace four (4) HVAC Units	-	-	-	120,000
DRC - Replace Pool Plaster	-	-	-	175,000
Downtown Recreation Center - Wall Finishes (Phase 1)	-	-	-	65,000
Fire Station #1 Reconstruction	-	-	-	2,134,304
Fire Station #2 - Front Public Access Parking for Baker Street	-	-	-	300,000
Fire Station #2 - Remove UST/Install Above-Ground Tank	100,000	-	-	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	-	-	-	100,000
Fire Station #6 - Repair Failing Perimeter Walls	-	-	-	95,000
Fire Station #6 - Replace (3) HVAC Units	-	-	-	75,000
Fire Station #6 - Remove UST/Install Above-Ground Tank	180,000	-	-	180,000
Lions Park Library and Neighborhood Community Center Maintenance	150,000	150,000	150,000	750,000
Mesa Verde Library - ADA Compliance Design	-	-	-	50,000
P.D. Back Wall Security Project	-	-	-	100,000
P.D. Construction of HVAC Mechanical System,	-	-	-	150,000
P.D. Mobile Command Vehicle Cover Structure	-	-	-	200,000
P. D. - Range Remodel/ Update	-	-	-	327,000
P. D. - Carpet Replacement, Records and Investigative Svs Bureaus	-	-	-	75,000
Police Substation - ADA Restrooms	-	-	-	175,000
Police Substation - Interior Floor Finishes	-	-	-	80,000
Senior Center Fence	-	-	-	200,000
Senior Center - Replacement of Cabinets, Counters, Flooring and Doors	-	-	-	200,000
Westside Resource Center (Police Substation)	-	-	-	200,000
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 2,325,000	\$ 1,900,000	\$ 900,000	\$ 19,937,578
GRAND TOTAL	\$ 38,310,360	\$ 39,794,360	\$ 32,530,830	\$ 259,455,650

* Funding included in Citywide Street Improvements Project



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 2018-2019

General

Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	113,000
Acres Zoned for Industry	1,026
Acres of Open Space	1,039.2
Post Offices	477
Number of Full-Time Employees	

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



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, 2017 they total \$32,197,931 and consisted of the following:

\$ 14,125,000	Committed for declared disasters
2,000,000	Committed for self-insurance
4,010,752	Assigned for compensated absences
2,527,726	Assigned for Police Retirement 1% Supplemental
4,280,610	Assigned for Optional Post-Employment Benefits (OPEB)
2,253,843	Non-spendable
3,000,000	Economics Reserve
<u>\$ 32,197,931</u>	Subtotal
30,867,198	Unassigned Fund Balance
<u>\$ 63,065,129</u>	Total Unassigned Fund Balance & Reserves

When reserves are combined with the unassigned fund balance, the total is \$63,065,129. 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 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

CITY OF COSTA MESA - FIVE YEAR FINANCIAL PLAN
General Fund
Summary

	FY 12-13 Actual	FY 13-14 Actual	FY 14-15 Actual	FY 15-16 Actual	FY 16-17 Actual	FY 17-18 Adopted
Sales & Use Tax	\$ 45,830,110	\$ 49,264,633	\$ 51,115,064	\$ 57,593,561	\$ 56,556,867	\$ 56,906,000
Property Tax	23,172,595	22,821,008	24,058,820	25,998,070	27,286,121	28,111,737
Transient Occupancy Tax	7,257,695	7,676,090	7,995,155	8,622,505	8,924,854	9,250,000
Franchise Fees	4,818,970	4,891,465	4,885,926	5,060,402	4,593,631	4,798,473
Licenses & Permits	1,723,297	1,778,622	1,970,946	2,584,241	2,508,556	2,636,508
Fines & Forfeitures	1,506,940	1,216,018	1,204,868	1,530,045	1,352,205	1,535,000
Use of Money & Property	2,888,003	4,228,621	4,392,138	4,085,050	2,628,292	3,109,749
Vehicle License Fee Swap - Property Tax	8,814,644	9,229,059	9,481,340	9,982,948	10,541,298	10,626,189
Fees & Charges for Services	3,531,070	3,434,706	3,553,059	3,650,893	3,743,620	5,635,426
Paramedic Fee - Advanced	252,306	276,086	279,902	313,452	336,046	-
Paramedic Transportation	-	-	-	-	-	-
Marijuana Business Tax	-	-	-	-	-	-
Measure X MM Business Permits	-	-	-	-	-	-
Measure X MM CUP	-	-	-	-	-	-
All Other Revenues	6,225,203	2,584,805	4,046,241	2,976,026	2,996,395	3,065,491
Total Revenues	\$ 106,020,833	\$ 107,401,115	\$ 112,983,458	\$ 122,397,193	\$ 121,467,885	\$ 125,674,573
Regular Salaries	\$ 36,964,019	\$ 37,450,971	\$ 37,727,587	\$ 38,257,223	\$ 39,044,230	\$ 44,951,945
Retirement	14,084,805	15,599,620	16,928,366	18,003,320	19,037,806	22,263,260
Other Pay & Benefits	18,441,092	18,626,243	19,482,793	20,120,572	21,596,765	19,718,150
Maintenance & Operations	20,170,385	19,808,025	19,907,748	20,690,753	22,971,262	22,997,208
Debt Service	3,832,025	3,521,623	3,514,579	3,518,316	3,518,054	3,720,865
115 Trust - PERS Payment	-	-	-	-	-	-
Contingency	193,717	20,113	-	-	-	1,000,000
Total Operating Expenses	\$ 93,686,044	\$ 95,026,595	\$ 97,561,073	\$ 100,590,184	\$ 106,168,117	\$ 114,651,428
Transfers - Non-Capital	\$ 2,684,946	\$ 5,572,511	\$ 10,814,636	\$ 8,934,119	\$ 7,796,786	\$ 873,786
Operating Surplus/Deficit	\$ 9,649,844	\$ 6,802,008	\$ 4,607,750	\$ 12,872,890	\$ 7,502,982	\$ 10,149,359
Capital:						
Fixed Assets	\$ 520,297	\$ 800,292	\$ 428,858	\$ 1,163,383	\$ 743,217	\$ 947,060
Equipment Replacement Cost	983,600	1,231,044	253,231	689,465	744,682	668,653
IT Replacement Cost	-	-	100,000	150,002	200,000	250,002
Capital Improvement Project	-	-	-	-	-	6,481,649
City Facilities Improvement	-	-	-	-	-	1,801,995
Total Needs	\$ 1,503,897	\$ 2,031,336	\$ 782,089	\$ 2,002,850	\$ 1,687,899	\$ 10,149,359
Total Operating & Capital Surplus/(Use of Fund Balance)	\$ 8,145,947	\$ 4,770,672	\$ 3,825,661	\$ 10,870,040	\$ 5,815,084	\$ -

Notes:

FY 17/18: \$3,170,491 General Fund reserves to Self-Insurance Fund

CITY OF COSTA MESA, CALIFORNIA

	FY 18-19 Forecast	FY 19-20 Forecast	FY 20-21 Forecast	FY 21-22 Forecast	FY 22-23 Forecast
Sales & Use Tax	\$ 57,058,647	\$ 57,543,407	\$ 57,940,565	\$ 58,373,408	\$ 58,844,317
Property Tax	31,564,950	33,075,652	34,665,697	36,339,249	38,100,692
Transient Occupancy Tax	9,571,342	9,954,195	10,352,363	10,766,458	11,197,116
Franchise Fees	5,054,219	5,211,546	5,379,885	5,560,009	5,752,740
Licenses & Permits	2,888,431	3,339,272	3,385,415	3,432,478	3,480,479
Fines & Forfeitures	1,554,770	1,557,830	1,560,951	1,564,135	1,567,382
Use of Money & Property	3,415,698	3,438,578	3,462,021	3,486,048	3,509,864
Vehicle License Fee Swap - Property Tax	11,447,958	12,017,254	12,615,016	13,242,665	13,901,696
Fees & Charges for Services	4,020,187	4,104,149	4,191,272	4,285,461	4,384,630
Paramedic Fee - Advanced	-	-	-	-	-
Paramedic Transportation	1,200,000	1,224,000	1,248,480	1,273,450	1,298,919
Marijuana Business Tax	1,560,000	2,490,000	4,650,000	5,580,000	6,000,000
Measure X MM Business Permits	-	100,000	100,000	100,000	100,000
Measure X MM CUP	-	-	-	-	-
All Other Revenues	2,615,973	2,622,604	2,629,335	2,636,168	2,643,102
Total Revenues	\$ 131,952,175	\$ 136,678,487	\$ 142,181,000	\$ 146,639,527	\$ 150,780,937
Regular Salaries	\$ 47,153,413	\$ 49,361,981	\$ 50,199,450	\$ 51,236,455	\$ 52,289,757
Retirement	24,626,597	27,454,723	30,363,307	33,194,748	35,737,558
Other Pay & Benefits	22,079,039	22,383,196	22,694,401	23,012,824	23,338,639
Maintenance & Operations	24,445,528	24,684,186	25,041,807	25,432,786	26,024,737
Debt Service	3,038,450	3,030,958	3,030,360	3,017,905	2,803,300
115 Trust - PERS Payment	750,000	1,250,000	2,250,000	2,750,000	3,000,000
Contingency	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total Operating Expenses	\$ 123,093,027	\$ 129,165,044	\$ 134,579,325	\$ 139,644,718	\$ 144,193,990
Transfers - Non-Capital	\$ 244,544	\$ 44,544	\$ 44,544	\$ 44,544	\$ 44,544
Operating Surplus/Deficit	\$ 8,614,604	\$ 7,468,899	\$ 7,557,131	\$ 6,950,265	\$ 6,542,403
Capital:					
Fixed Assets	\$ 968,646	\$ 968,646	\$ 968,646	\$ 968,646	\$ 968,646
Equipment Replacement Cost	655,696	688,480	722,904	759,050	797,002
IT Replacement Cost	250,000	250,000	250,000	250,000	250,000
Capital Improvement Project	6,597,609	6,833,924	7,109,050	7,331,976	7,539,047
City Facilities Improvement	1,979,283	2,050,177	2,132,715	2,199,593	2,261,714
Total Needs	\$ 10,451,233	\$ 10,791,228	\$ 11,183,315	\$ 11,509,265	\$ 11,816,409
Total Operating & Capital Surplus/(Use of Fund Balance)	\$ (1,836,629)	\$ (3,322,329)	\$ (3,626,184)	\$ (4,559,000)	\$ (5,274,006)

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



CITY OF COSTA MESA, CALIFORNIA

ASSESSED VALUE

Last 10 Fiscal Years

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
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%
2016-17	\$ 17,470,054,913	\$ 937,320,380	5.67%

Sources: HDL Coren & Cone

Orange County Assessor 2007/2008-2016/2017 Combined Tax Rolls

COMPUTATION OF LEGAL DEBT MARGIN
Fiscal Year Ended June 30, 2017

ASSESSED VALUE		<u>\$ 17,470,054,913</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 655,127,059
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>\$ 655,127,059</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>	
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	-	
2016-17	113,000	17,470,054,913	-	
<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>
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
2016-17	-	-	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>
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%
2016-17	-	-	-	127,498,015	0.00%

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

DESCRIPTION OF THE CITY'S CURRENT DEBT OBLIGATIONS

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.

2017 Lease Revenue Bonds – On October 4, 2017, the Costa Mesa Financing Authority issued a \$29,735,000 Lease Revenue Bond to fund (i) certain capital improvements in the City, (ii) refund all of the outstanding City of Costa Mesa 2007 Certificates of Participation (Police Facility Expansion Project), and (iii) pay the costs of issuing the Series 2017 Bonds.

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, 2018, are as follows (excluding loans payable and advances from other funds for which minimum annual

Year Ending June 30	Financing Authority 2006 Refunding Revenue	Financing Authority 2017 Lease Revenue Bonds	Totals
2019	220,130	2,853,450	3,073,580
2020	215,708	2,815,250	3,030,958
2021	215,810	2,814,550	3,030,360
2022	215,355	2,802,550	3,017,905
2023	-	2,803,300	2,803,300
2024	-	2,799,550	2,799,550
2025	-	2,796,175	2,796,175
2026	-	2,792,925	2,792,925
2027	-	2,789,550	2,789,550
2028	-	1,069,800	1,069,800
Total principal and interest	\$ 1,086,089	\$ 26,337,100	\$ 27,423,189
Less interest payments	(126,089)	(9,042,100)	(9,168,189)
Outstanding principal	<u>\$ 960,000</u>	<u>\$ 17,295,000</u>	<u>\$ 18,255,000</u>



