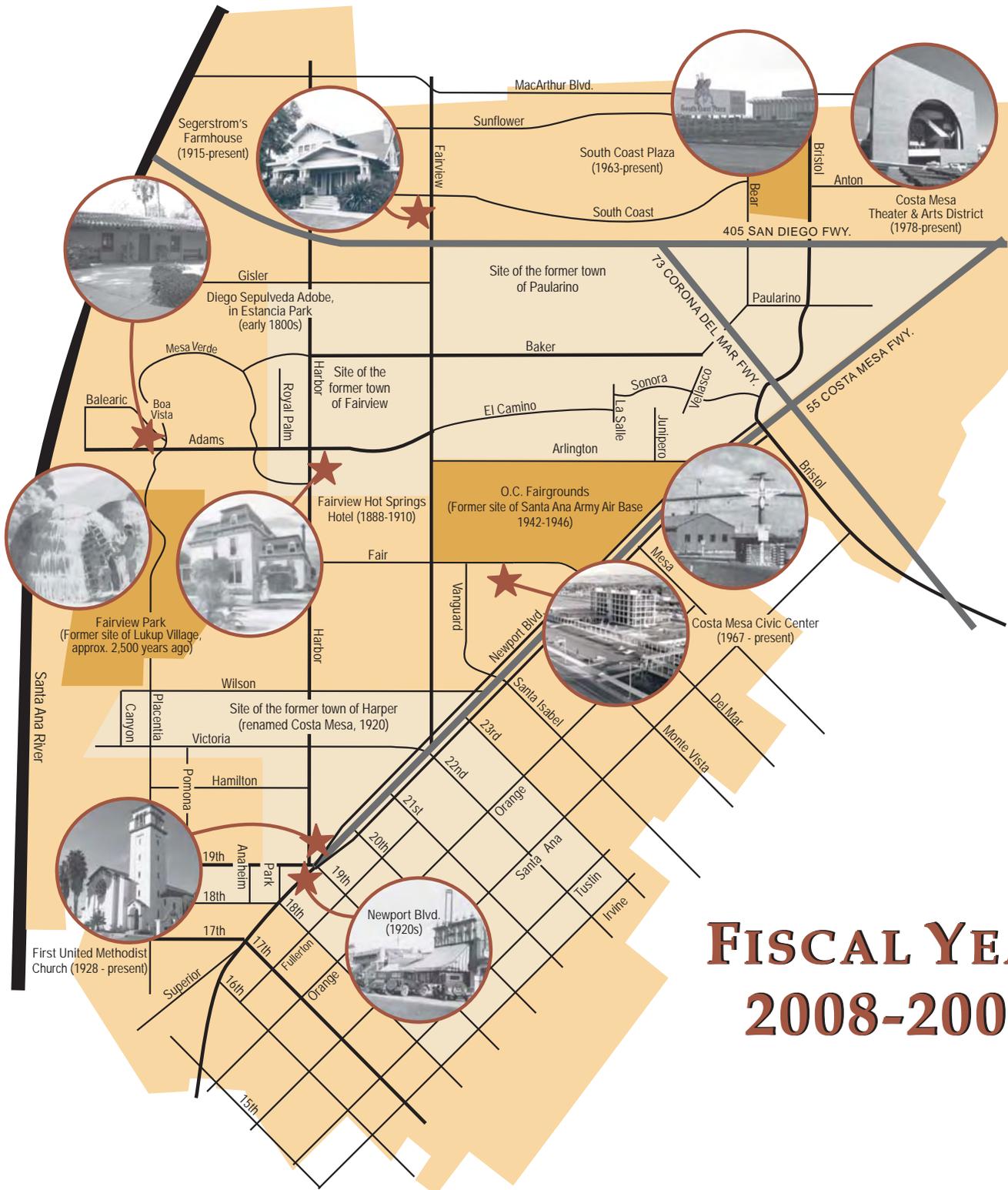




ADOPTED OPERATING & CAPITAL IMPROVEMENT BUDGET



**FISCAL YEAR
2008-2009**

The Story of **Costa Mesa**

*History
in
Your
Home
Town*



*A project of the City of
Costa Mesa Historical
Preservation Committee
and the Costa Mesa
Historical Society*

Front Cover: Map excerpt from **The Story of Costa Mesa** document published by the City of Costa Mesa's Historical Preservation Committee and the Costa Mesa Historical Society included as part of the Newport Mesa Unified School District elementary school curriculum.

CITY OF COSTA MESA, CALIFORNIA
ADOPTED OPERATING AND
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2008-2009

CITY COUNCIL

Eric R. Bever
Mayor

Allan R. Mansoor
Mayor Pro Tem

Linda W. Dixon
Council Member

Katrina A. Foley
Council Member

Wendy B. Leece
Council Member

Allan L. Roeder
City Manager

Prepared by the Finance Department

Marc R. Puckett
Director of Finance

Bobby R. Young
Budget & Research Officer



City Council



Allan R. Mansoor
Mayor Pro Tem



Katrina A. Foley
Council Member



Eric R. Bever
Mayor



Linda W. Dixon
Council Member



Wendy B. Leece
Council Member



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
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California**

For the Fiscal Year Beginning

July 1, 2007

Oliver S. Cox

President

Jeffrey R. Evans

Executive Director

California Society of
Municipal Finance Officers

Certificate of Award
For
Excellence in Operating Budgeting

Fiscal Year 2007-2008

The California Society of Municipal Finance Officers (CSMFO) proudly presents this certificate to

City of Costa Mesa

For meeting the criteria established to achieve the Excellence Award in the OPERATING BUDGET CATEGORY.

March 6, 2008



Bradley Robert

Brad Grant
CSMFO President

Cindy Guziak

Cindy Guziak, Chair
Budgeting & Financial Reporting

California Society of
Municipal Finance Officers

Certificate of Award
For
Excellence in Public Communications

Fiscal Year 2007-2008

The California Society of Municipal Finance Officers (CSMFO) proudly presents this certificate to

City of Costa Mesa

For meeting the criteria established to achieve the EXCELLENCE AWARD in the PUBLIC COMMUNICATIONS CATEGORY.

March 6, 2008



Bradley Robert

Brad Grant
CSMFO President

Cindy Guziak

Cindy Guziak, Chair
Budgeting & Financial Reporting



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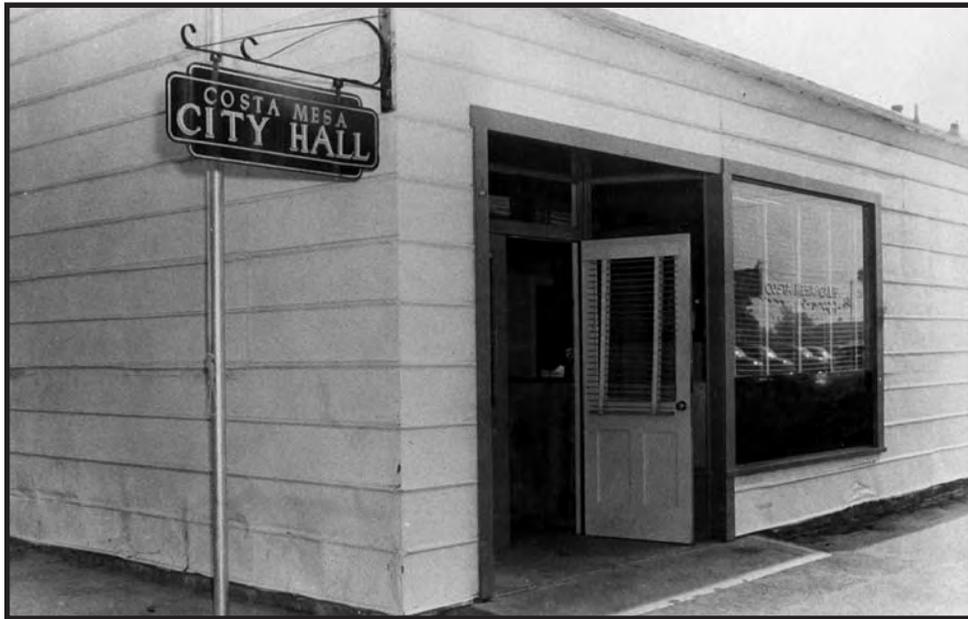
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Costa Mesa's first City Hall - 1953

CITY MANAGER'S BUDGET MESSAGE



July 1, 2008

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

I am pleased to submit for your consideration the FY 2008-09 Operating and Capital Budget. As adopted, this represents a balanced budget for the coming fiscal year that continues to provide a high level of service to the community without new or increased taxes. The City's management team and staff have put together an operating and capital expenditure plan that addresses the City Council's priorities within the financial constraints existent to fulfill the service requirements of the people who live, work, and play in our community. The adopted budget demonstrates a sound financial plan for the next twelve months.

Given the high expectations of Costa Mesa residents, businesses and the City Council, development of this coming year's budget has been particularly challenging. The gap between "expectations" and "fiscal reality" has gradually widened over the past several years. When coupled with what appears to be one of the more significant and far reaching economic downturns in recent times, the task at hand has been difficult. However, from my professional experience in preparing twenty-two consecutive Operating and Capital budgets for consideration by current and prior City Councils, I would offer that adverse financial conditions often produce superior plans for managing the public financial resources. I believe you will find the financial plan as proposed to be both realistic and responsive.

The objectives used in developing the adopted budget were to submit a balanced budget to the City Council; to maintain high levels of service to the community; to implement as many of the City Council's priorities as possible; to be prudent and realistic in estimating revenues and to support a Capital Improvement Program focused both on capital maintenance and repair as well as new construction.

As a quick overview, here is the adopted budget for FY 08-09 for all funds:

ADOPTED BUDGET - ALL FUNDS				
Appropriations/ All Funds	Adopted FY 08-09	Adopted FY 07-08	Increase (Decrease) Amount Percent	
Operating Budget	\$ 128,440,254	\$ 120,871,894	\$ 7,568,360	6.26%
Transfers Out	5,565,200	2,419,780	3,145,420	129.99%
Capital Budget	11,150,477	7,485,000	3,665,477	48.97%
Total	\$ 145,155,931	\$ 130,776,674	\$14,379,257	10.99%

COUNCIL PRIORITIES/EXPANDED SERVICES

The adopted budget includes many of the City Council's stated priorities and service level desires. A number of these have been consistent priority items for many years and remain so for the current City Council. Other priorities have evolved in recent years or were expressed by members of the City Council at the Mid-Year Budget Review of February 2008. The following highlights many, but not all, of those stated priorities:

Street Improvements – a \$2.9 million allocation (\$1.1 million of Gas Tax funds and \$1.8 million of Measure M funds) for Citywide Street Improvements. These improvements will be made in accordance with the City's Pavement Management System. Additional Street Improvement project allocations include: \$50,000 of AQMD funds for Fairview/Adams Right-turn Lane; \$592,000 of Capital Outlay Funds for Red Hill/Bristol Rehabilitation; \$723,512 of Community Development Block Grant (CDBG) funds for improvements on Shalimar Drive and \$277,150 for asphalt budgeted in the Public Services - Street Program that will be used to purchase approximately 5,390 tons of asphalt.

Unimproved Alleys – a \$300,000 allocation for Citywide Unimproved Alleys funded by Gas Tax. This level of funding, which is triple the annual amount allocated in previous years, will be used towards rehabilitation of the top priority alleys from the Council-adopted "Alley Improvement Priority List".

Bike and Walking Trail Improvements – a \$1.47 million allocation for the renovation of the Joann Bike Street Trail. The project has been expanded to include security fencing for the south portion of the project from Harbor Boulevard to the City Corporation Yard; landscape and irrigation improvements for the

entire project (from Fair Drive to 2299 Harbor Boulevard and from Harbor Boulevard to the City Corporation Yard); installation of a new safety lighting system; and rehabilitation of the bike path. This request, combined with previous year's allocations, will allow for the construction of the entire project in one phase and is intended to address the City Council's expressed interest in bicycle and walking trails as well as landscape improvements.

Arterial Block Wall project – a \$60,000 allocation for construction of a privacy/sound wall along the north side of Adams Avenue for those properties which front the approaching ramp to the Santa Ana River Bridge. This allocation is in addition to \$165,000 allocated during the 2006-2007 fiscal year, for a total project cost of \$225,000. Recently, local residents have also committed \$20,000 to help offset some of the City's cost of the sound wall. The remaining funding for this project is the Capital Outlay Fund.

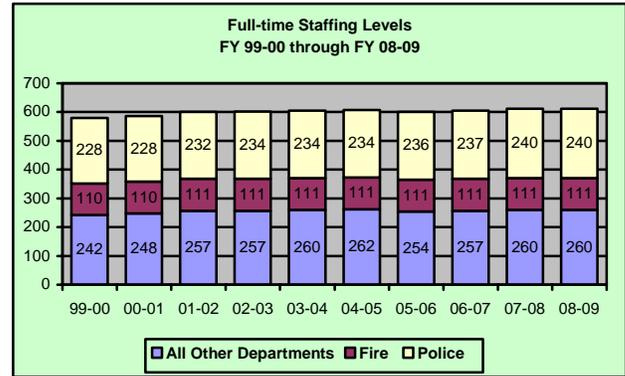
Parkway Improvement Program – a \$300,000 allocation for the parkway maintenance program funded by Gas Tax. The Parkway Maintenance Program is essential to remove and replace damaged curb, gutter, and sidewalks which reduces the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way and improve the appearance of residential neighborhoods.

City Entry Monument Signs – a \$70,000 allocation for replacement of a City Entry Monument Sign on Harbor Blvd. south of MacArthur Blvd. Replacement of entry monument and pole signs has been an ongoing project to improve the community's visual image and pride. City Council has approved the new graphic design and locations for median and pole signs which have been incorporated into the "Streetscape and Median Development Standards". So far, six entry monument signs have been installed and four additional entry monument signs are needed to complete the approved list. Also, a project proposed for funding by an OCTA grant, Measure M and the Redevelopment Agency, is the SR-55 Gateway Landscape Improvement Project. This project includes a decorative permanent barrier, well designed landscape and hardscape improvements, and a gateway entry monument sign.

National Night Out – As requested at the mid-year budget deliberations, this effort will re-establish the National Night Out program by registering Neighborhood Watch groups, home owners

associations and community groups through a local event attended by community members and police personnel.

Below is a graph that illustrates the staffing level for the last 10 years.



SERVICES PROVIDED BY THE CITY

The citizens of Costa Mesa continue to enjoy an outstanding level of service paid for by local tax dollars: police and fire protection; emergency medical care; recreation programs for the youth, adults and seniors; parks maintenance; street maintenance; transportation; engineering; building safety; street sweeping; housing; planning and development; code enforcement; animal control; and general government. The General Fund is the major funding source for all services; therefore, the discussion will focus primarily on the General Fund, as discussed in the Budget Overview section following the Budget Message.

PRIOR YEAR ACCOMPLISHMENTS

All City departments have achieved a great deal this past year. Some of the key accomplishments include the following:

- Continued construction of Police Facility Expansion Project, which includes security gates for both Police and Fire Departments and a new Emergency Operations Center (EOC).
- Acknowledged by the California Chapter of the American Planning Association for the "2007 Planning Implementation/Large Jurisdiction Award" for processing the North Costa Mesa High Rise Residential Projects.
- Completed right-of-way phase and began construction of the \$4.0 million Harbor Blvd/I-405 Improvement Project.

- Received \$1 million in Transportation Enhancement Grants for Fairview Road/I-405 Interchange and Downtown Costa Mesa/SR-55 Gateway Improvement Projects.
- Paved 15 residential streets with Street Maintenance division staff.
- Completed the multi-year project of design, manufacture and installation of new illuminated street name signs for 56 intersections throughout the City, including the Theater and Arts District.
- Completed the design and construction of new lights at Bark Park.
- Three residential developments in the City's Westside were approved under the newly created Urban Master Plans for a total of 187 residential units.
- For a third consecutive year, completed Fall "Residential Remodeling Incentive Program" (RRIP), which accounted for Costa Mesa property owners investing approximately \$9 million in home improvements including installing new roofs, remodeling kitchens, adding extra bedrooms, and installing new swimming pools and spas.
- Implementing a year round "Build Green" incentive program, encouraging residents and business owners to incorporate environmental friendly measures in construction to reduce our carbon footprint.
- Expanded the police website, designed to educate the community and provide general information sought by the public.
- Installed broadband in field units, allowing field officers to access applications capable of sending images, large amounts of data, and countywide information sharing.
- Developed the "Keep Kids Alive Drive 25" Program.
- Developed and implemented the "Keep Your Teen Safe" Program in conjunction with the Newport-Mesa Unified School District.
- Designed and printed in conjunction with the Historical Preservation Committee "The Story of Costa Mesa" a 40 page full-color publication highlighting the history of Costa Mesa, used by NMUSD as part of the elementary school curriculum.
- Permitted 357 picnic reservations, issued over 100 model airplane permits, issued 120 community garden parcel agreements, and permitted over 70,000 hours of field time through the Recreation division.
- Exceeded 585,000 participants in recreation program attendance in over 800 classes, 40 adult leagues, 22 day camps, and 55 swimming classes/programs.

- Videotaped and televised a total of 71 public meetings (City Council, Planning Commission, Parks & Recreation Commission, Redevelopment Agency, and City Council Study Sessions).
- Produced and televised a total of 15 new episodes of "City Talk", "The Community Report" and "Discovering Costa Mesa".
- Created new Disaster Preparedness pages for City's Website and installed rescue chairs in City Hall.
- Based on the City Manager's Office Complaint Tracking System, improved service and coordination by departments with regards to response and resolution time as it pertains to the number of citizen complaints, concerns, requests for service, and general inquiries.
- Successfully revised and updated the City's Tow Policy Guidelines and Requirements and the applicable Municipal Code section.
- Hosted two successful Neighbors for Neighbors events involving the coordination of more than 800 volunteers, raising \$43,000 in cash and in-kind donations, to assist with the beautification of 12 area homes and Canyon Park.
- Completed negotiations and rehabilitation of 36 senior units in Eastside Costa Mesa.
- Improved new-hire skills by completing two-week training academy for new Firefighter/Paramedics.
- Improved HazMat spill clean-up by implementing Water Quality Ordinance agreement with OCFCD.
- Participated in the Junior Firefighter Program for 4th grade students, presented at eight (8) schools in a collaborative effort between fire prevention and an engine company.
- Conducted three (3) Community Emergency Response Team (CERT) programs and the Bethel Towers Evacuation drill.
- Implemented new procedures for disposing of surplus property by using an on-line auction company resulting in a broader scope of potential buyers; consequently, generated additional proceeds from the sale of surplus property.
- Continued to receive budgeting, financial reporting, and procurement awards from both national and State financial organizations, signifying the City consistently applies the standards and principles of good practices set by these professional organizations.

More detailed accomplishments are listed under each departmental section of the budget document.

OBJECTIVES FOR THE COMING YEAR

Some of the departments' objectives for the coming year are:

- ❑ Answer incoming 9-1-1 calls within 10 seconds; process and dispatch 90% of emergency calls within one minute of receipt.
- ❑ Respond to citizen complaints within one working day from receipt of complaint.
- ❑ Re-establish National Night Out through the Neighborhood Watch Program, by registering Neighborhood Watch groups, home owner associations, and community groups that intend to host a social event attended by community members and police personnel.
- ❑ Maintain an average rating of "4" (on a scale of 1 to 5) for satisfaction of Recreation programs through surveys of the public and program participants.
- ❑ Improve management of local and regional traffic including expanding the City's closed circuit TV (CCTV) traffic monitoring system and improving inter-jurisdictional signal coordination.
- ❑ Complete construction of the Police Facility Expansion and Renovation Project.
- ❑ Renovate the pavement on a minimum of 15 residential streets annually with City crews.
- ❑ 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.
- ❑ Repair potholes on City streets within 24 hours of notification or discovery.
- ❑ Provide a recycling program in which a minimum of 50% of the commercial and multi-family trash collected is recycled/diverted from landfills.
- ❑ Issue over-the-counter plan reviews within five working days of submittal.
- ❑ Improve internal and external communications by design and implementation of new Costa Mesa Fire Department website.
- ❑ Safeguard the City's assets and invest available cash within the City's adopted investment policy.
- ❑ To further fair housing by providing opportunities for decent, safe and sanitary housing to all segments of the community.
- ❑ Continue to pursue Federal, State and County grant funds for public transportation, street and park improvements, and graffiti removal.

Additional objectives for the coming year are listed under each departmental section of the budget.

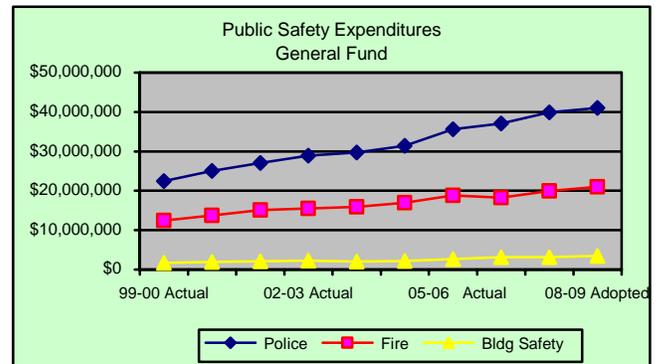
GENERAL FUND ADOPTED BUDGET

The General Fund provides 96.95% of the total operating budget for all governmental funds. The total adopted is \$118.8 million, an increase of \$8.2 million or 7.38% over the adopted budget in FY 07-08. Table 1 is a summary of the total resources and requirements for FY 08-09:

Table 1

General Fund Summary	
Estimated Revenues	\$ 107,334,823
Transfers In	5,042,200
Use of Fund Balance	<u>6,458,441</u>
Total Resources	\$ 118,835,464
Adopted Budget	<u>118,835,464</u>
Balance	<u>\$ -</u>

Public Safety overwhelmingly remains the largest component of the operating budget. The following graph illustrates public safety expenditures for ten (10) years compared to other governmental function expenditures.



A more thorough discussion on the details of the adopted budget can be found beginning on page 9 under the Budget Overview section.

General Fund reserves/use of fund balance: Fund balance is the excess of actual revenues and other financing sources over actual expenditures and other uses at year-end. In general terms, it represents the City's accumulated "savings" from year to year, as any fund balance realized at year-end is added to (or deducted from if expenditures exceeded revenues for that particular year), the previous year's fund balance. Fund balance is often referred to as "reserves".

The adopted budget calls for the use of some of these reserves to balance the budget in the amount of \$6.46 million – this is \$1.34 million more than was planned to be used in FY 07-08 when the budget for that year was adopted. However, staff would like to note that the planned use of fund balance will likely be offset in part by attrition savings. In past fiscal years, the City has recognized attrition savings of over \$2 million.

At the beginning of the coming fiscal year, staff estimates the available General Fund undesignated fund balance at \$13.62 million of which \$6.46 million will be applied towards the FY 08-09 budget. The City continues to maintain the \$14.125 million general operating reserve, along with reserves for workers' compensation and general liability claims, as well as reserves for compensated absences.

A schedule of estimated fund balances for all funds is found on pages 34-35.

CAPITAL IMPROVEMENT PROJECTS

The City is continuing its commitment to infrastructure improvements in the capital improvement program for FY 08-09. In a 10- year span, the City has dedicated over \$138 million for capital improvements or an average of \$13.8 million a year. The adopted capital budget allocates \$11.2 million including: \$5.9 million for street improvements and maintenance; \$2.4 million for parks maintenance and improvements; \$450,000 for curbs and sidewalks; \$912,765 for traffic operations and planning; and \$1.3 million for government buildings and facilities repairs.

In reviewing the Capital Improvement budget, it is important to keep in mind that most projects are funded by restricted revenue sources or grants. Consequently, there will potentially be significant differences from year to year in both the numbers of projects adopted and the total dollars budgeted.

Approximately \$2 million or 20% of the total funding for capital projects comes from Measure M Fund; another \$1.8 million or 18% comes from the Gas Tax Fund. Both funds are earmarked for streets and/or transportation-related expenditures. Other sources are the Air Quality Management District Fund, the Park Development Fees Fund, the Traffic Impact Fees Fund, the Drainage Fees Fund, the Fire System Development Fund and the Capital Outlay Fund (the original source of this fund is the General Fund).

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

<u>CAPITAL IMPROVEMENT PROJECTS</u>	
<u>Program Category:</u>	<u>Adopted FY 08-09</u>
Street Improvements & Maintenance	\$ 5,915,712
Storm Drain Improvements	200,000
Curbs & Sidewalks	450,000
Traffic Operations & Planning	912,765
Parks Improvements & Maintenance	2,408,000
Facilities Maintenance	1,264,000
Total	\$ 11,150,477

CURRENT/FUTURE DEVELOPMENT PROJECTS

Costa Mesa continues to be a vibrant community, evidenced by recently completed developments, current, and future developments throughout the City. Below is a sampling of upcoming developments:

Expansion of Emulex Corporate Offices – Emulex is a global provider of intelligent networking products. Their products connect storage, servers and networks, and Emulex is a world leader in storage and server networking. The three Emulex buildings at 3333 Susan Street were originally constructed in 2003. A fourth building is proposed on a graded vacant lot on the south end of the site, bordered by South Coast Drive to the south and Susan Street to east.

The new two-story, 65,435 square foot building will allow the company to continue to grow as a major supplier of networking solutions. The proposed concrete building will feature concrete and painted aluminum panels, glazed windows, The proposed expansion will be considered by the Planning Commission in Spring 2008.

Pacifica Residences – Construction continues on the 145 townhomes at Harbor Blvd and Bernard Street. The four-story residential project includes 12 affordable units. Seven affordable units for low to moderate-income persons are to be located on site; and, five affordable units for low-income persons are anticipated to be within the Redevelopment Project Area. Phase 1 of the development included the five-level parking structure and 32 townhomes and is nearing completion. Construction of Phase 2, the remaining townhomes, is underway with completion expected in Winter 2008.

Wyndham Boutique Hotel/High Rise Residential Project at 3350 Avenue of the Arts – The proposed project involves reuse of the project site as a mixed-use development with both hotel and residential uses. The existing Wyndham Hotel would be renovated. Although there would be no change to the building square footage associated with the hotel, there would be a reduction in hotel rooms to create a boutique hotel. To accommodate the proposed 23-story, 120-unit high-rise residential tower, the existing hotel parking structure would be demolished.

A seven-level parking structure (480 parking spaces) would be constructed east of the new residential tower to serve the residential tower and the hotel. The Applicant may modify the overall mix of hotel rooms and residential units not to exceed an overall total of 320 hotel rooms/dwelling units. This project is still in the planning phases so a construction timeline is still unknown.

Westside Lofts Mixed-use Development at 1640 Monrovia Avenue – The project includes: (a) 42,000 sq.ft. commercial space in two- to four-story buildings; (b) 151 residential condominiums in a four-story building complex; (c) 5 custom live/work units in three-story buildings; and (d) 4.5-level parking structure and surface parking areas (overall total of 475 parking spaces).

For the condominiums, the new residents would own the air spaces within the condominium units and balcony areas with access rights for common walkways or open space areas held in common by the homeowners association. Covenants, Conditions, and Restrictions (CC&Rs) are required to be recorded to ensure proper maintenance of the common areas. This project is still in the planning phases so a construction timeline is still unknown.

The Enclave Apartment Community – This property, located at Anton Boulevard and Sakioka Drive, had historically been used for agricultural, but was slated for residential development for many years in the City's General Plan. The 890 unit apartment community is intended to complement the South Coast Plaza Town Center area. The target market is young, single, or married, entry-level professionals. Amenities include clubrooms, theater, fitness center, business/ conference center, swimming pools, heated spa, outdoor fireplace, and barbeque areas. This project was completed in Spring 2008.

FINANCIAL OUTLOOK

As a result of the recent slow down in the economy, most revenue sources are projected to remain flat, with only property tax increasing marginally from the prior year projection. However, the cost of services provided to the community continues to rise. In particular, it should be noted that recent bargaining agreements with all labor units increased the cost of all City services. While the agreements were reached pursuant to State law and at a mid-point with the labor market consisting of neighboring communities, they nonetheless have increased both salary and benefit costs. The total increase in salary and benefit adjustments alone account for \$3.5 million of the increased costs from the prior year. Additionally, as with consumers and businesses alike, the City is facing higher fuel costs, utility costs, insurance premium costs and material costs. The combination of flat revenues and increasing costs of operation is cause for keeping a very close watch on budgetary performance over the course of the year.

While the passage of Proposition 1A has provided some fiscal stability to local agencies, the State's continuing budget dilemma has all Cities focused on the State's budget deliberations. Cities must be cautiously optimistic that the State will not be accessing local revenues in the coming year. Any takeaways from the State will have a direct effect on the City's budget and its ability to continue to provide the same level of service to the community.

The City's cash flow position remains healthy. However, further expansion of programs and services as well as increasing the City's commitment to capital improvements in the community will necessitate additional revenues to fund those initiatives. The City cannot accomplish this expansion of programs and services strictly by economizing, cutting support personnel, contracting for services, and utilizing other "right sizing" tools to cut costs in other areas. These tools have been in place for over 15 years and have become a "way of life" for City operations. However, they cannot support the continuous addition of more programs, more services and most especially the addition of more City personnel.

APPROPRIATIONS LIMIT

Since the addition of Article XIII-B to the Constitution of California in November 1979, the City has been required to annually establish an Appropriations Limit. The ideology behind establishing an annual appropriation limit is that if an agency's ability to spend tax proceeds each year is controlled, then the growth in tax revenues can be systematically and incrementally managed to lessen the impact or tax burden upon taxpayers throughout the State.

In June 1990, Article XIII-B and its implementing legislation Chapter 1205/80 were modified by Proposition 111 and SB 88. The modifications changed the annual adjustment factors for determining the Appropriations Limit. Beginning with the calculation of the Appropriations Limit for FY 90-91, the City may choose one of the following factors to use for inflationary adjustment:

- The growth in California per capita income; or
- The growth in the non-residential assessed valuation due to new construction within the City.

In addition, the City may choose to use either the population growth of the City or the population growth within the County. These two adjustment factors, one for inflation and one for population, are both annual elections for the City in determining its Appropriations Limit.

Below is the calculation of the City's Appropriations Limit for FY 08-09:

Step 1 - Appropriations Limit for FY 07-08	\$	155,213,984
Step 2 - Multiply the FY 07-08 Appropriations Limit by the cumulative growth factors for Orange County		<u>1.0535</u>
Appropriations Limit FY 08-09	\$	<u>163,517,932</u>

The estimated proceeds from general tax revenues in FY 08-09 equal \$90.1 million, which is \$72.5 million or 44.36% under the limit.

BUDGETARY REPORTING AWARDS

The adopted budget will be prepared in accordance with local ordinances, state statutes, and best practices in budgeting recommended by the National Advisory Council on State and Local Budgeting (NACSLB). Additionally, this document will also be prepared to meet the Budget Awards Program criteria established by the Government Finance Officers Association (GFOA) of the United States and Canada and the California Society of Municipal Finance Officers (CSMFO).

The Government Finance Officers Association of the United States and Canada presented a Distinguished Budget Presentation Award to the City of Costa Mesa for its annual budget document for the fiscal year beginning July 1, 2007. This is the ninth consecutive year that the City has received this prestigious award. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. This award is valid for one year only.

In addition, the California Society of Municipal Finance Officers presented the Excellence in Operational Budgeting, and the Excellence in Public Communications awards to the City of Costa Mesa for its FY 07-08 Adopted Budget and Budget at-a-Glance, respectively.

Staff believes the FY 08-09 Adopted Operating & Capital Improvement Budget document continues to conform to the award program requirements. The budget document will be submitted again to both GFOA and CSMFO to determine its' eligibility for another award.

SUMMARY

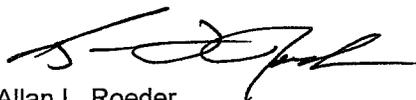
The adopted budget continues to support a high level of service that the citizens of Costa Mesa are accustomed to expect. It also represents a balanced financial plan, using a reduced level of available fund balance. Adequate reserves have been set aside for contingencies, including amounts to meet projected workers' compensation and general liability claims, and vehicle replacements.

The adopted budget represents a balanced plan designed to ensure that Costa Mesa remains an outstanding place to live, work and play. Furthermore, I believe this plan reflects a majority of your priorities, as well as the priorities of the community, within the City's existing financial resources. However, should the City Council and the community desire additional/expanded programs and services or additional Capital Projects, it will be necessary to identify exactly what existing programs and services or Capital Projects funded in a similar fashion can be eliminated from the budget. The City is not in the position – either upon budget adoption or at any point in time throughout the fiscal year absent a major upward shift in the economy – to add expenses without corresponding reductions. This must apply to everyone if we are to successfully work together to implement this budget.

ACKNOWLEDGEMENT

The development of the annual budget takes an enormous amount of staff time and efforts, and has to be completed within a compressed timeline. I sincerely appreciate all department directors, division managers, and departmental budget liaisons for their contribution. Special recognition is extended to the Finance budget team and Central Services staff. I thank the City Council for their continued support in making Costa Mesa a financially stable and well-balanced community.

Respectfully submitted,



Allan L. Roeder
City Manager

ADOPTED OPERATING & CAPITAL BUDGET OVERVIEW

The FY 08-09 Adopted Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Capital Project Funds, and Internal Service Funds. The total adopted budget for all funds is \$145.2 million, an increase of \$14.4 million or 10.99% compared to the adopted budget for FY 07-08. Table 1 illustrates these changes.

TABLE 1

ADOPTED BUDGET - ALL FUNDS					
Appropriations/ All Funds	Adopted FY 08-09	Adopted FY 07-08	Increase (Decrease)		Percent of Total
			Amount	Percent	
Operating Budget	\$128,440,254	\$120,871,894	\$7,568,360	6.26%	88.48%
Transfers Out	5,565,200	2,419,780	3,145,420	129.99%	3.83%
Capital Budget	11,150,477	7,485,000	3,665,477	48.97%	7.69%
Total	\$145,155,931	\$130,776,674	\$14,379,257	10.99%	100.00%

GENERAL FUND BUDGET OVERVIEW

For all governmental funds, the General Fund comprises 96.95% of the *operating* budget and 88.81% of the *operating* and *capital* budget. Therefore, the succeeding discussion will focus primarily on the General Fund.

The adopted operating budget is \$118.8 million, an increase of \$8.2 million or 7.38% over the adopted budget in FY 07-08. Table 2 below illustrates the components and the changes of the adopted budget as compared to the prior year's budget.

TABLE 2

GENERAL FUND OPERATING BUDGET					
Expenditure Category	Adopted FY 08-09	Adopted FY 07-08	Increase (Decrease)		% of Total
			Amount	Percent	
Salaries & Benefits	\$ 87,921,851	\$ 81,472,347	\$6,449,504	7.92%	73.99%
Maintenance & Operations	29,678,548	28,272,574	1,405,974	4.97%	24.97%
Fixed Assets	712,065	560,614	151,451	27.01%	0.60%
Transfers Out	523,000	359,000	164,000	45.68%	0.44%
Total	\$118,835,464	\$110,664,535	\$8,170,929	7.38%	100.00%

Salaries & Benefits: Personnel costs increased by \$6.4 million or 7.92%. In FY 07-08, the City Council approved new labor agreements with the employee bargaining units, which increased employee compensation by about \$3.3 million or 6.80%. Also included in the personnel cost is the City's contribution to CalPERS for employee retirement benefits. The total adopted budget for retirement benefits is \$15.8 million which is \$1.3 million increase compared to FY 07-08. The employer contribution rate for non-safety increased from 12.114% to 12.564%, fire-sworn personnel increased from 23.998% to 24.674%, and police-sworn personnel increased from 28.405% to 29.372%. These rates exclude the employer-paid member contributions of 7.49% for non-safety and 9.81% for both fire and police sworn.

CITY OF COSTA MESA, CALIFORNIA

Maintenance & Operations (M&O): The maintenance and operations category includes such things as: office supplies; office equipment; electricity, gas and water for all City owned property including parks, medians, street lights and traffic signals; principal and interest payments on outstanding City debt. The adopted budget for maintenance and operations accounts is \$29.7 million, a net increase of \$1.4 million or 4.97% over the FY 07-08 adopted budget. The major components of the increase are:

- ❑ \$1,350,256 in maintenance and replacement charges for the City's fleet
- ❑ \$95,000 for roadway striping and sidewalk grinding
- ❑ \$150,000 for the City's contract with the City of Irvine for animal shelter services

Included in the M&O adopted budget is \$387,432 for various City buildings and facilities repairs and park improvements including (a complete listing can be found on pages 81-82):

- ❑ \$120,300 for restroom and other improvements at various City parks
- ❑ \$46,000 to refinish wood dance floor, rehabilitate the movable walls and install wrought iron on alcove along north side exterior at the Senior Center
- ❑ \$104,500 for five Fire stations including repainting Fire Station #1, repair of a ceiling, replacement of an HVAC unit, and other miscellaneous improvements
- ❑ \$48,000 for City Hall improvements including replacement of leaking panel below windows with stucco, reconfiguration of the air conditioning unit as a backup for the computer room and replace voltage transformers on all floors

Also included in the M&O adopted budget is \$6,184,401 for debt service payments on the following (descriptions of the debt can be found on pages 207 and 305):

- ❑ \$84,097 for energy retrofit lease
- ❑ \$2,784,261 for revenue bonds
- ❑ \$3,192,110 for Certificates of Participation (COPs)
- ❑ \$636,115 for public safety technology upgrades - Phase 1
- ❑ \$524,124 for TeWinkle Park ball fields capital improvement project

A component of the Certificates of Participation is the payment on the 2007 Certificates of Participation – Policy Facility Expansion in the amount of \$1,929,804. The Certificates mature serially from October 1, 2007 through October 1, 2026 in annual principal payments ranging from \$750,000 to \$2,180,000 and bear interest rates ranging from 3.75% to 4.30%.

Fixed Assets: The fixed assets category only includes single item purchases in excess of \$5,000. The adopted budget provides \$712,065 for fixed asset purchases including (a complete list can be found on page 79):

- ❑ \$140,000 for seven (7) monitors/defibrillators for the Fire Department
- ❑ \$26,975 for video camera system for Telecommunication Field Production
- ❑ \$57,000 for replacement of three (3) traffic signal cabinets
- ❑ \$26,000 for two (2) V-Calm radar speed signs for Transportation Services
- ❑ \$36,300 for Law Records Management System (LRMS) upgrade

CITY OF COSTA MESA, CALIFORNIA

The total FY 08-09 General Fund adopted estimated revenue is \$107.3 million, an increase of \$3.9 million or 3.72% over the adopted revenues for FY 07-08. Table 3 illustrates the General Fund revenue sources that fund City services. Excluded from this presentation are other financing sources in the amount of \$5,042,200 from interfund transfers.

TABLE 3

GENERAL FUND ESTIMATED REVENUES					
Revenue Source	Adopted FY 08-09	Adopted FY 07-08	Increase (Decrease) Amount Percent		Percent of Total
Taxes	\$ 90,980,000	\$ 85,776,808	\$5,203,192	6.07%	84.77%
Licenses & Permits	1,300,200	2,186,400	(886,200)	(40.53)%	1.21%
Fines & Forfeitures	3,663,000	3,633,000	30,000	0.83%	3.41%
Use of Money & Property	5,681,973	5,928,066	(246,093)	4.15%	5.29%
Other Governmental Agencies	1,291,500	1,502,100	(210,600)	(14.02)%	1.20%
Fees & Charges for Services	4,099,050	4,141,200	(42,150)	(10.18)%	3.82%
Other Revenues	319,100	316,100	3,000	0.95%	0.30%
Total	\$107,334,823	\$103,483,674	\$3,851,149	3.72%	100.00%

Note: Excludes transfers in.

Revenues: With the recent slowdown of the economy, the City is projecting revenue increases to be minimal. Sales & Use Tax, Transient Occupancy Tax, Building Permits, Electrical Permits, Plumbing & Mechanical Permits and Plan Checking Fees are anticipated to be effected by the slowdown. The largest projected increase for FY 08-09 is Property Tax, an increase of \$5.0 million over FY 07-08 adopted revenue. Even though the housing market has declined substantially over the past year, because the assessed value continues to be lower than the market value on most properties in Costa Mesa, the City estimates a continued increase in Property Tax revenue in FY 08-09. Helping underscore this point, Costa Mesa’s total assessed valuation for secured property, as determined by the County of Orange - Auditor Controller’s Office, has increased by \$1.05 billion or 8.96% in FY 07-08.

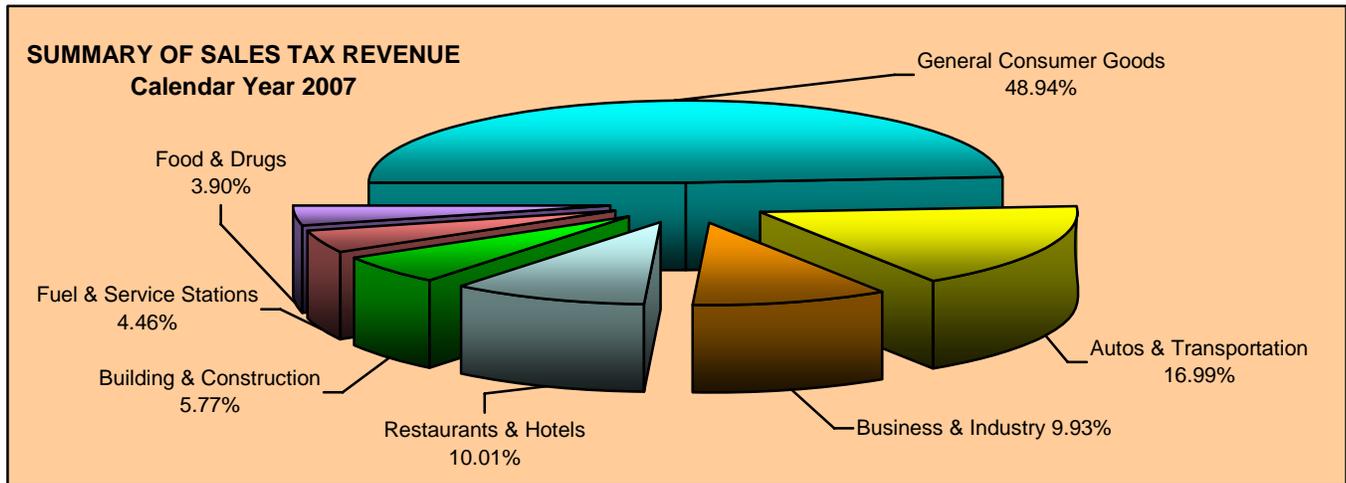
Sales & Use Tax represents Costa Mesa's single largest revenue source estimated at \$49.1 million or 45.72% of the total General Fund estimated revenues for FY 08-09. This amount includes the \$12.1 million backfill payment from the State in the form of property taxes (accounted for as Sales Tax In-Lieu), and represents an increase of \$106,600 million or 0.22% over the estimated revenue in FY 07-08. The backfill from the State is the result of the “triple flip” that was approved by the voters in November 2004 under Proposition 57 to finance the State’s Economic Recovery Bonds. Under this Proposition, the State took one fourth of the local agencies’ sales tax and backfilled it with a like amount in property taxes from the Educational Revenue Augmentation Fund (ERAF). The State estimates the “triple flip” will continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers and remits the sales tax to local governments: 30% for the first month of each quarter, another 30% the second month, and 40% at the end of the quarter with a “clean-up” payment. The backfill portion is remitted twice a year, in January and May, and a final “clean-up” in January of the following fiscal year. Costa Mesa’s sales tax base remains strong with South Coast Plaza; the Harbor Blvd. of Cars; a host of other retailers throughout the City; a variety of restaurants and hotels; and major businesses and industries located in the City.

CITY OF COSTA MESA, CALIFORNIA

Graph 1 illustrates the types of businesses and industries that generated sales tax revenue for the City in Calendar Year 2007.

GRAPH 1



Property Tax is the second largest source of revenue for the City. The FY 08-09 estimated revenue from property tax is \$31.0 million or 28.91% of the total General Fund revenues. It includes \$8.5 million of additional property taxes resulting from the Vehicle License Fee (VLF) Swap.

The VLF Swap is the result of the State's action in 2003 to permanently reduce the Vehicle License Fee from 2% to 0.65%. In the past, local government received its full share of the revenues from the 2% rate. When the State reduced the rate, the State also promised to make local governments whole by backfilling the lost revenue with a like amount in property tax revenues. This backfill payment is linked directly to the growth in property tax revenues. Costa Mesa has benefited from the swap as property values have continued to rise in the County.

Transient Occupancy Tax (TOT) represents the City's third largest source of revenue. The FY 08-09 estimated TOT revenue is \$6.0 million, which represents 5.59% of the total General Fund revenues. This amount reflects no increase over the estimate in FY 07-08 due to the slowdown of the economy and expected slowdown of travel.

Franchise fees represent another revenue source to the City. Currently, the City collects electric franchise fees from Southern California Edison, gas franchise fees from Southern California Gas Company, cable franchise fees from Time Warner Cable and Solid Waste Hauler's franchise fees from 13 waste haulers. For FY 08-09, estimated revenue for Franchise Fees is \$4.0 million, which represents 3.70% of the total General Fund revenue. The estimated revenue reflects a net increase of \$115,000 or 2.98% over the FY 07-08 estimate.

Descriptions, assumptions, and a ten-year historical trend on the General Fund revenue sources by major categories can be found on pages 50-58.

CITY OF COSTA MESA, CALIFORNIA

OTHER GOVERNMENTAL FUNDS

To gain a better understanding of the budget as a whole, the General Fund budget is compared to the entire budget covering all governmental funds. The Internal Service Fund appropriations are excluded from this comparison, as funding for these appropriations does not come from external sources but from in-house charges by the servicing department to the user-departments. Table 4 illustrates this relationship.

TABLE 4

<u>GOVERNMENTAL FUNDS ADOPTED BUDGET</u>					
<u>Fund Types</u>	<u>Adopted FY 08-09</u>	<u>Adopted FY 07-08</u>	<u>Increase/(Decrease)</u>		<u>Percent of Total</u>
			<u>Amount</u>	<u>Percent</u>	
General Fund *	\$118,835,464	\$110,664,535	\$ 8,170,929	7.38%	88.81%
Special Revenue Funds *	7,797,753	6,791,814	1,005,939	14.81%	5.83%
Capital Projects Funds *	7,173,565	5,220,000	1,953,565	37.42%	5.36%
Total Governmental Funds	<u>\$133,806,782</u>	<u>\$122,676,349</u>	<u>\$11,130,433</u>	<u>9.07%</u>	<u>100.00%</u>

**Includes transfers out*

The following Table 5 illustrates the other governmental funds' resources and uses. A brief description of each fund is listed on pages 29-31. For funds that show appropriations exceeding the estimated revenues available (shown in brackets), undesignated fund balances will be used to cover the projected shortfall.

TABLE 5

<u>GOVERNMENTAL FUNDS RESOURCES/APPROPRIATIONS</u>			
<u>Fund</u>	<u>Estimated Resources FY 08-09</u>	<u>Adopted Appropriations FY 08-09</u>	<u>Revenues Over (Under) Appropriations</u>
Gas Tax Fund	\$ 2,319,100	\$ 1,850,000	\$ 469,100
Prop 172 Fund *	1,410,000	1,411,249	(1,249)
Air Quality Management District (AQMD) Fund	168,900	428,200	(259,300)
HOME Fund	685,233	1,054,952	(369,719)
Community Development Block Grant Fund	1,349,027	1,653,121	(304,094)
Park Development Fees Fund	222,194	490,000	(267,806)
Drainage Fees Fund	171,600	200,000	(28,400)
Supplemental Law Enforcement Services Fund	169,800	220,680	(50,880)
Traffic Impact Fees Fund	716,500	140,200	576,300
Rental Rehabilitation Fund	3,370	-	3,370
Narcotics Forfeiture Fund *	106,150	99,351	6,799
Fire System Development Fund	17,050	250,000	(232,950)
Capital Improvement Fund	3,607,565	5,103,565	(1,496,000)
Measure M Fund *	2,287,750	2,070,000	217,750
Vehicle Parking Dist 1/2 Fund	1,590	-	1,590
Total Other Governmental Funds	<u>\$13,235,829</u>	<u>\$14,971,318</u>	<u>\$ (1,735,489)</u>

** Includes transfers in and out*

INTERNAL SERVICE FUNDS

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

a) Equipment Replacement Fund (ERF) – This fund accounts for fleet services provided by the Maintenance Services Division to the user-departments. For FY 08-09 the adopted budget is \$3.4 million and the estimated revenue is \$4.9 million. Included in the adopted budget is \$1.0 million for 29 new/replacement vehicles and equipment including: 11 patrol units, vehicle for central services, a new show mobile, 2 temporary field lights and three trucks for use in streets and facilities maintenance. A detailed list of vehicles is found on page 80. The funding necessary to replace vehicles has been accumulated in the ERF over a number of years based upon an established replacement schedule. Also included in the budget is the transfer of the ERF's estimated investment income of \$305,000 to the General Fund, consistent with the City's past practice.

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

b) Self-Insurance Fund – This fund accounts for the Risk Management Program dealing with workers' compensation, general liability, and unemployment insurance. The adopted budget totals \$7.9 million, a net increase of \$4.1 million or 109.31% over the FY 07-08 adopted budget, and includes a transfer out to the General Fund of \$4.6 million, a decrease of \$24,876 in workers' compensation costs, an increase of \$15,000 in the State's self insurance fees and assessments.

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

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

Revenues for the Self-Insurance Fund come from the internal charges to the user-departments based on historical costs of incurred losses, insurance premiums, and other services provided by the Risk Management Division. Investment earnings in the Self-Insurance Fund estimated at \$437,200 are included to be transferred to the General Fund, consistent with the City's past practice.

CITY OF COSTA MESA, CALIFORNIA

CAPITAL IMPROVEMENT PROJECTS

The City's Seven-Year Capital Improvement Program (CIP) is listed on pages 246-259. This section provides comprehensive, detailed information on the capital projects that the City plans to undertake in the coming fiscal year and beyond. Thirty capital improvement projects totaling \$11.2 million were adopted for funding in FY 08-09, an increase of \$3.7 million or 48.97% over the adopted CIP in FY 07-08. Initially, departments requested \$16.4 million worth of projects; due to a lack of funding, some of these projects were not recommended for funding in FY 08-09.

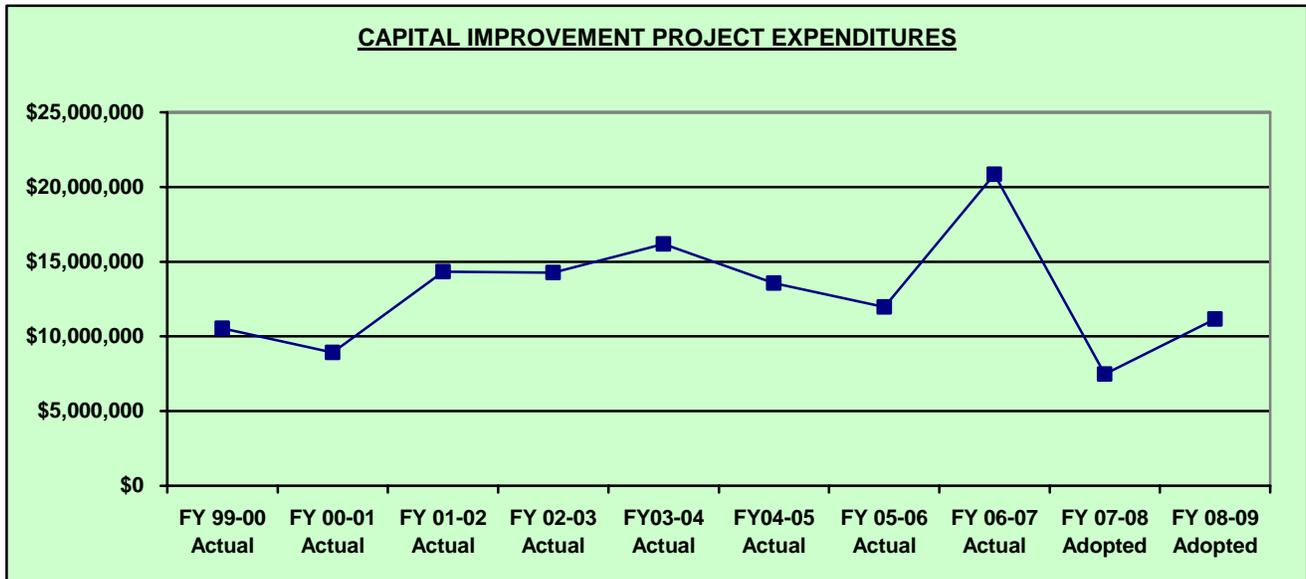
Table 6 is a summary of recommended projects by program category. Further detail of each CIP is included on pages 216-245.

TABLE 6

<u>CAPITAL IMPROVEMENT PROJECTS</u>	
<u>Program Category:</u>	<u>Adopted FY 08-09</u>
Street Improvements & Maintenance	\$ 5,915,712
Storm Drain Improvements	200,000
Curbs & Sidewalks	450,000
Traffic Operations & Planning	912,765
Parks Improvements	2,408,000
Facilities Maintenance	1,264,000
Total	\$11,150,477

The following graph illustrates how much the City has expended to improve and maintain its infrastructure including streets; curbs and sidewalks; storm drains; traffic operations; parks, parkways, and medians; and buildings and facilities. Over the last 10 years, the City has spent/appropriated approximately \$129 million or an average of \$12.9 million a year for capital improvements.

GRAPH 2



CITY OF COSTA MESA, CALIFORNIA

Use of Fund Balances: During times of emergency or due to other needs, the City may utilize its general operating reserve (which is part of the “designated” fund balance) if circumstances warrant, as defined in the Costa Mesa Municipal Code Section 2-205 et seq. The General Fund fund balance should be distinguished from other fund balances. Special Revenue Funds and Capital Projects Funds fund balances are earmarked for specific uses based upon the criteria for which these funds were established. These types of funds may accumulate monies for future appropriations. For example, when the City is ready and able to embark upon a capital improvement project or special program that meets the specific requirements for the use of the funds, appropriations from fund balances may be used.

A summary schedule of estimated available fund balances for all funds is found on pages 34-35. Table 7 lists the estimated fund balances to be used to support the FY 08-09 adopted budget.

TABLE 7

<u>ESTIMATED FUND BALANCES TO BE USED</u>	
<u>Fund</u>	<u>Amount</u>
General Fund	\$ 6,458,441
Prop 172 Fund	1,249
AQMD Fund	259,300
HOME Fund	369,719
CDBG Fund	304,094
Park Development Fees Fund	267,806
Drainage Fees Fund	28,400
Supplemental Law Enforcement Fund	50,880
Fire System Development Fund	232,950
Capital Improvement Fund	1,496,000
Self Insurance Fund	4,203,290
Total Use of Fund Balances	<u>\$13,672,129</u>

Redevelopment Agency (RDA): Information on the City’s Redevelopment Agency FY 08-09 budget is listed on pages 261-276. The RDA, although a separate legal entity, is a component unit of the City. Staff will present the RDA budget to the Agency Board in May 2008.

AirBorne Law Enforcement (ABLE): The FY 08-09 budget document includes a section on the ABLE Fund. Although ABLE is a joint powers authority established as a separate legal entity and is not a component unit of the City, information is provided as a frame of reference on the cost of this program. Information on ABLE is listed on pages 277-280.



Downtown street parade, 1946. The parade with Boy Scouts carrying the flag at center left, is marching past the intersection of Harbor Boulevard and Newport Boulevard near where Mimi's Restaurant is today. Notice the tower of the Community Methodist Church on 19th Street at center top of the photo.

**SUMMARY OF COUNCIL ACTION
DURING ADOPTION OF THE FY 2008-2009 BUDGET**

PROPOSED BUDGET AS SUBMITTED ON JUNE 19, 2007 (ALL FUNDS)	<u>\$ 145,170,180</u>
<u>Council Amendments:</u>	
Reduce Stationary and Office Supplies to FY 07-08 levels	<u>\$ (14,249)</u>
Total Council Amendments	\$ (14,249)
ADOPTED BUDGET (ALL FUNDS)	<u><u>\$ 145,155,931</u></u>

RESOLUTION NO. 08- 45

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF COSTA MESA, CALIFORNIA, ADOPTING A
BUDGET FOR THE FISCAL YEAR 2008-2009.**

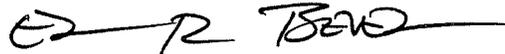
THE CITY COUNCIL OF THE CITY OF COSTA MESA DOES HEREBY
RESOLVE AS FOLLOWS:

WHEREAS, the Proposed Budget for Fiscal Year 2008-2009 year has been
prepared in compliance with Section 2-153 of the Costa Mesa Municipal Code.

NOW, THEREFORE, BE IT RESOLVED as follows:

SECTION 1: The annual budget for the City of Costa Mesa for the Fiscal Year
beginning July 1, 2008 and ending June 30, 2009 is hereby adopted as set forth in the
Proposed 2008-2009 Budget.

PASSED AND ADOPTED this 17th day of June, 2008.



Eric R. Bever, Mayor

ATTEST:

APPROVED AS TO FORM:


Julie Folcik, City Clerk
Kimberly Hall Barlow, City Attorney

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

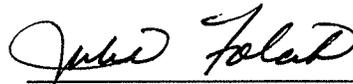
I, JULIE FOLCIK, City Clerk of the City of Costa Mesa, DO HEREBY CERTIFY that the above and foregoing is the original of Resolution No. 08-45 and was duly passed and adopted by the City Council of the City of Costa Mesa at a regular meeting held on the 17th day of June, 2008, by the following roll call vote, to wit:

AYES: COUNCIL MEMBERS: MANSOOR, DIXON, FOLEY, LEECE

NOES: COUNCIL MEMBERS: NONE

ABSENT: COUNCIL MEMBERS: BEVER

IN WITNESS WHEREOF, I have hereby set my hand and affixed the seal of the City of Costa Mesa this 18th day of June, 2008.



JULIE FOLCIK, CITY CLERK

(SEAL)



LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2008-2009

Allan L. Roeder
City Manager

Thomas R. Hatch
Assistant City Manager

Kimberly Hall Barlow
City Attorney (Contract)

Michael F. Morgan
Fire Chief

Christopher Shawkey
Police Chief

Donald D. Lamm
Deputy City Manager/
Development Services Director

Stephen N. Mandoki
Administrative Services Director

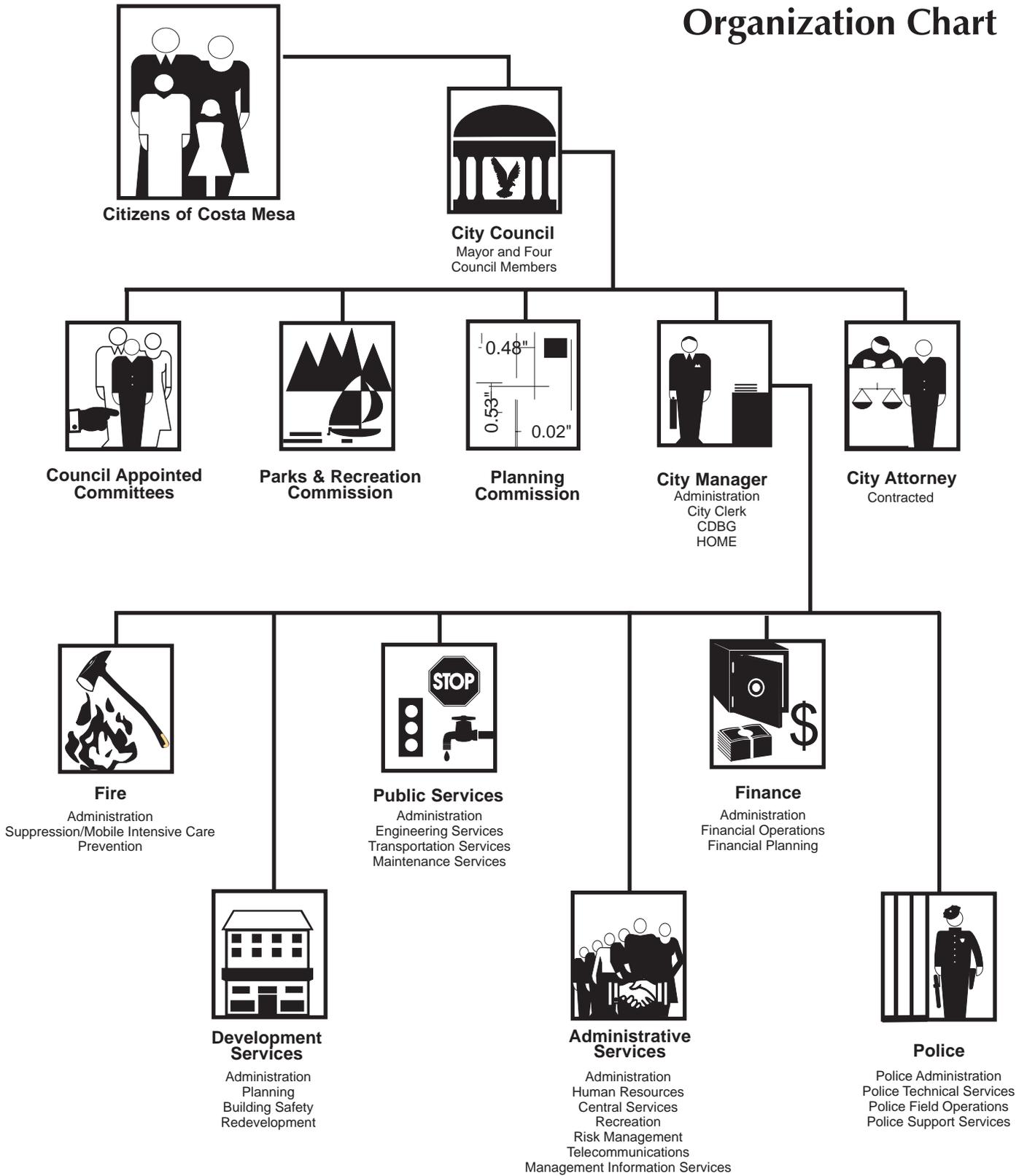
Peter Naghavi
Public Services Director

Marc R. Puckett
Director of Finance



City of Costa Mesa, California

Organization Chart



Visit our Web site at www.ci.costa-mesa.ca.us

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 proposed 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 community hearings and employee orientation. The intent is to adopt the budget by the second Council meeting in June.

Budget Message: This section includes the 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; multi-year personnel summary; a narrative of the department describing each division and each program within that department; the accomplishments for the prior year; the objectives for the coming year; and measurements of how the department achieves its objectives from year to year. This section also provides the financial data of each department including multi-year comparisons of expenditures sorted in many ways – by division, by expenditure category, by funding source, by account, and by program. The last department is the "Non-Departmental" which is not an actual department with staff. It is merely a cost center to house expenditures such as debt service payments and transfers outs, which are not attributed to a specific department.

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

Redevelopment Agency: This section provides information regarding Costa Mesa's Redevelopment Agency (RDA), a separate legal entity but a component unit of the City. The RDA's budget is prepared in similar format as the City's budget. It is presented to the Agency Board usually in May before the City adopts its own budget. It is included in the City's budget document for informational purposes.

BUDGET GUIDE

AirBorne Law Enforcement (ABLE): The ABLE budget is presented for informational purposes only. ABLE is a separate legal entity and is not a component unit of the City. It is a joint powers authority between the City of Newport Beach and the City of Costa Mesa. Costa Mesa's share of the ABLE operations is reflected in the Police Department's budget, under the Helicopter Program.

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

BUDGET PROCESS

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

Budget amendments: Supplemental appropriations, when required during the fiscal year, require approval by the City Council. Budget changes within each department or between accounts are approved by the City Manager.

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. 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 budget is proposed for FY 08-09.

Special Revenue Funds:

Rental Rehabilitation Program Fund

Local Law Enforcement Block Grant Fund

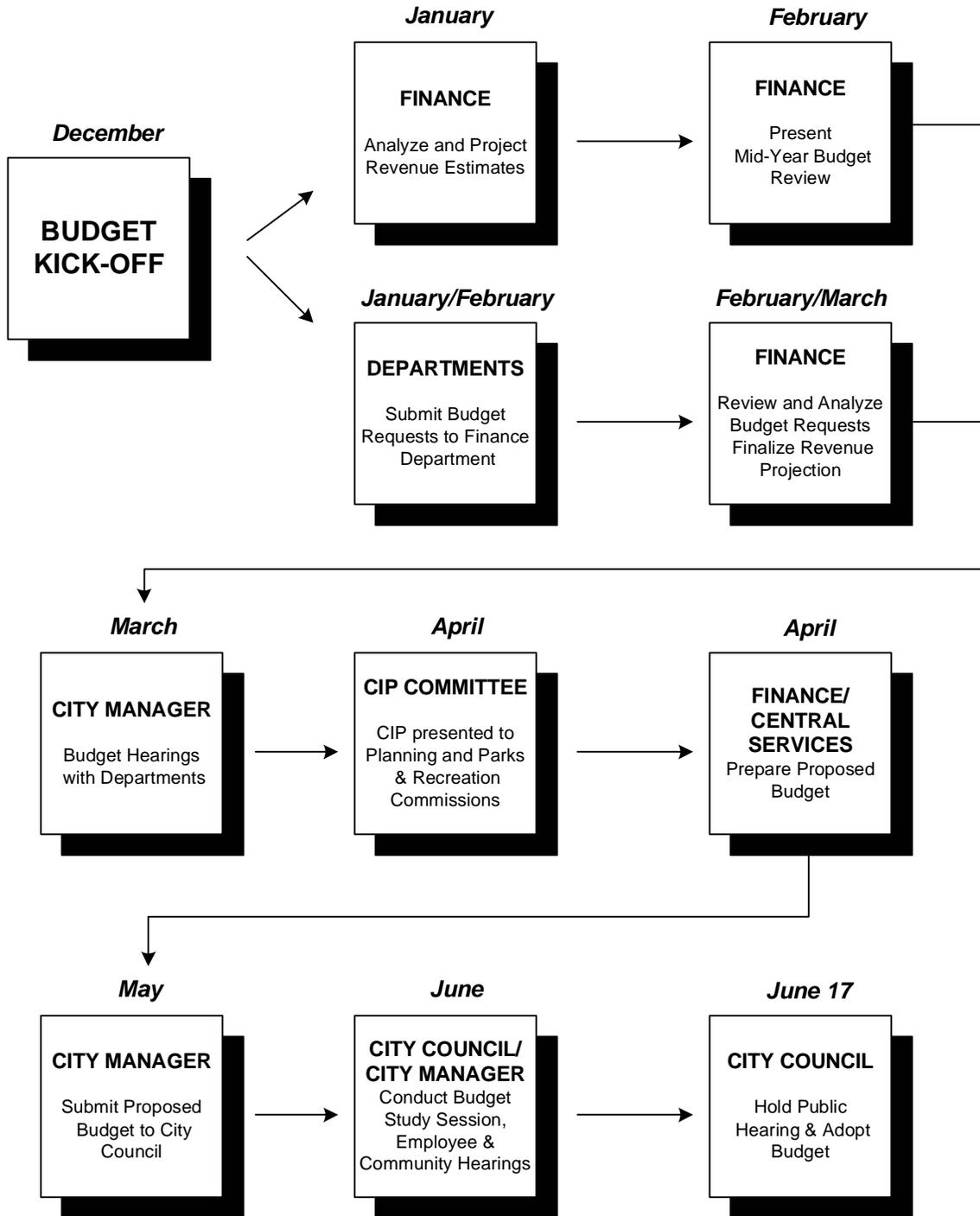
Capital Projects Funds:

Vehicle Parking District #1 Fund

Vehicle Parking District #2 Fund

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

**CITY OF COSTA MESA
BUDGET PROCESS
FLOW CHART
FISCAL YEAR 2008-2009**



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.

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.

LOW AND MODERATE INCOME HOUSING FUND - 471: Established per Section 33334.3 of the Health and Safety Code to account for 20% of tax increment received by the Costa Mesa Redevelopment Agency which is to be expended for the purpose of increasing, improving, and preserving the low and moderate-income housing available at affordable housing costs to persons and families of low or moderate-income and to very low-income households.

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

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 Bonds. 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.

REDEVELOPMENT DEBT SERVICE FUND - 370: To accumulate monies for payment of the 1993 Tax Allocation Refunding Bonds, the promissory note due upon demand to the City of Costa Mesa and other developer loans. All tax increments received are placed in this fund and are used to retire debt (bonded or loans) in accordance with the Health and Safety Code.

CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds).

CAPITAL OUTLAY FUND - 401: Established to account for the construction of capital facilities financed by the City's General Fund and any grant not accounted for in a special revenue fund.

MEASURE "M" CONSTRUCTION FUND - 403: Established to account for the expenditure of the April 1991 voter-approved one-half percent sales tax for local transportation improvements.

REDEVELOPMENT PROJECTS FUND - 470: Established to account for financial resources to be used for acquisition or construction of major capital facilities within the Redevelopment Project Areas of Costa Mesa. Financing is to be provided by the Costa Mesa Redevelopment Agency.

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.

DESCRIPTION OF FUNDS & FUND TYPES

PROPRIETARY FUNDS

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

INTERNAL SERVICE FUNDS

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

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

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

THE CITY'S FLOW OF FUNDS STRUCTURE

REVENUE SOURCES:

Property Tax
Sales Tax
Transient Occupancy Tax
Other Taxes
Licenses & Permits
Fines & Forfeitures
Use of Money & Property
Fees & Charges
Revenues from Other Agencies

Gasoline Tax
Measure "M"
Park Development Fees
Drainage Assessment Fees
Traffic Impact Fees
Fire Protection System Dev. Fees
Grants

Internal Rent Charges
Workers' Compensation Charges
General Liability Charges
Unemployment Charges

**CITY'S GENERAL
FUND**

CAPITAL FUNDS

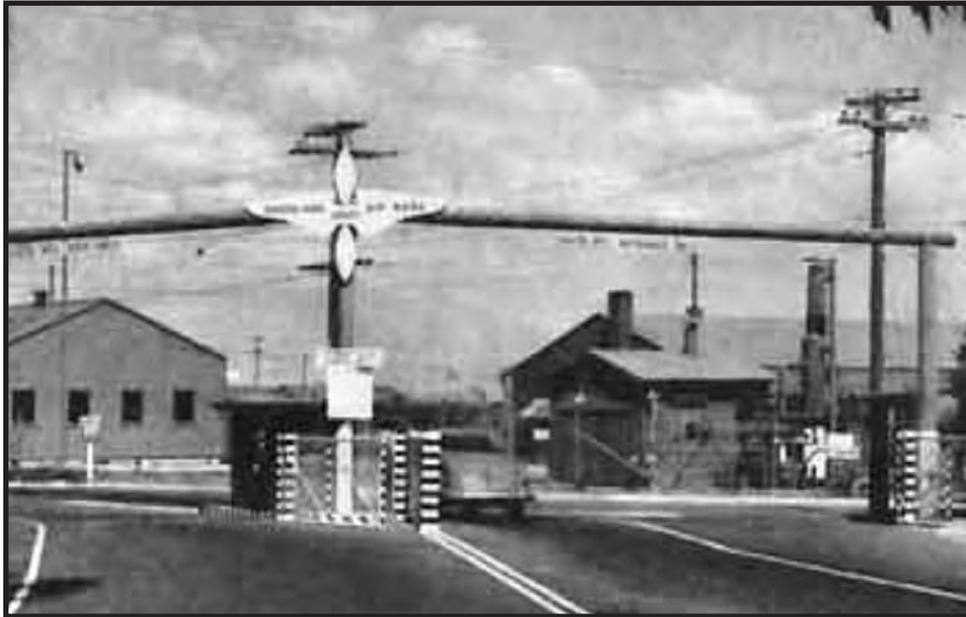
OTHER FUNDS

USES OF FUNDS:

General Operating Expenditures
(including debt service obligations)

Infrastructure
Repairs/Maintenance/Improvements
Permanent facilities
Environmental facilities

Maintenance & replacement of City's fleet
Payments for workers' compensation,
general liability and unemployment claims
against the City



Entrance to the Santa Ana Army Air Base

SUMMARIES OF FINANCIAL DATA

FISCAL YEAR 2008-2009

CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2009

Fund Description	Projected Balances 07/01/08	Estimated Revenues FY 08-09	Adopted Operating Budget FY 08-09
General Fund*	\$ 13,615,779	\$ 107,334,823	\$ 118,312,464
Gas Tax Fund	1,095,602	2,319,100	-
Proposition 172 Fund	2,350	950,000	1,411,249
Air Quality Management District Fund (AQMD)	334,278	168,900	20,000
HOME Program Fund	369,719	685,233	1,054,952
Community Development Block Grant Fund (CDBG)	304,094	1,349,027	894,609
Park Development Fees Fund	1,277,139	222,194	-
Drainage Fees Fund	459,275	171,600	-
Supplemental Law Enforcement Services Fund	50,880	169,800	220,680
Traffic Impact Fees Fund	2,706,660	716,500	-
Rental Rehabilitation Program Fund	85,305	3,370	-
Narcotics Forfeiture Fund	21,397	106,150	99,351
Fire System Development Fees Fund	436,303	17,050	-
Subtotal Special Revenue Funds	\$ 7,143,002	\$ 6,878,924	\$ 3,700,841
Capital Improvement Fund	\$ 1,778,299	\$ 3,607,565	\$ -
Measure "M" Fund	955,684	2,287,750	20,000
Vehicle Parking District 1&2 Funds	45,918	1,590	-
Subtotal Capital Projects Funds	\$ 2,779,901	\$ 5,896,905	\$ 20,000
Total Governmental Funds	\$ 23,538,682	\$ 120,110,652	\$ 122,033,305
Equipment Replacement Fund	\$ 6,043,878	\$ 4,816,452	\$ 3,133,285
Self Insurance Fund	4,551,206	3,707,573	3,273,664
Total Internal Service Funds	\$ 10,595,084	\$ 8,524,025	\$ 6,406,949
GRAND TOTAL	\$ 34,133,766	\$ 128,634,677	\$ 128,440,254

* Calculated projected balance 7/1/08 using: unreserved undesignated fund balance plus designated for FY 07-08 operating budget from FY 06-07 CAFR, then subtracted use of fund balance amount as presented at mid-year budget review.

CITY OF COSTA MESA, CALIFORNIA

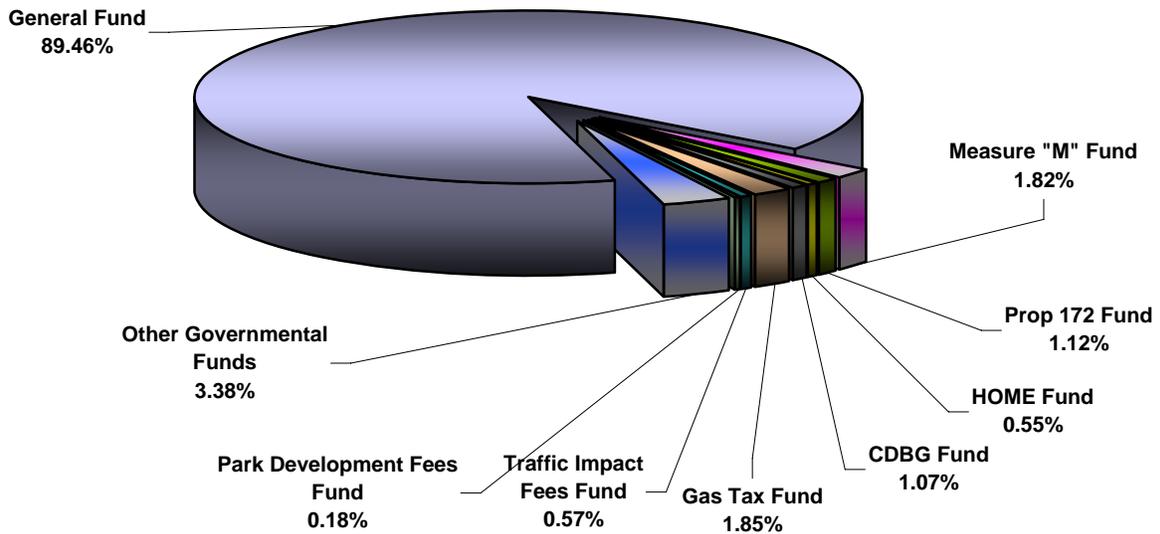
Adopted Capital Budget FY 08-09	Total Adopted Budget FY 08-09	Estimated Revenues Over (Under) Adopted Budget	Transfers In	Transfers Out	Projected Balances 06/30/09
\$ -	\$ 118,312,464	\$ (10,977,641)	\$ 5,042,200	\$ 523,000	\$ 7,157,338
1,850,000	1,850,000	469,100	-	-	1,564,702
-	1,411,249	(461,249)	460,000	-	1,101
408,200	428,200	(259,300)	-	-	74,978
-	1,054,952	(369,719)	-	-	-
758,512	1,653,121	(304,094)	-	-	-
490,000	490,000	(267,806)	-	-	1,009,333
200,000	200,000	(28,400)	-	-	430,875
-	220,680	(50,880)	-	-	-
140,200	140,200	576,300	-	-	3,282,960
-	-	3,370	-	-	88,675
-	99,351	6,799	-	-	28,196
250,000	250,000	(232,950)	-	-	203,353
\$ 4,096,912	\$ 7,797,753	\$ (918,829)	\$ 460,000	\$ -	\$ 6,684,173
\$ 5,103,565	\$ 5,103,565	\$ (1,496,000)	\$ -	\$ -	\$ 282,299
1,950,000	1,970,000	317,750	-	100,000	1,173,434
-	-	1,590	-	-	47,508
\$ 7,053,565	\$ 7,073,565	\$ (1,176,660)	\$ -	\$ 100,000	\$ 1,503,241
\$ 11,150,477	\$ 133,183,782	\$ (13,073,130)	\$ 5,502,200	\$ 623,000	\$ 15,344,752
\$ -	\$ 3,133,285	\$ 1,683,167	\$ 63,000	\$ 305,000	\$ 7,485,045
-	3,273,664	433,909	-	4,637,200	347,915
\$ -	\$ 6,406,949	\$ 2,117,076	\$ 63,000	\$ 4,942,200	\$ 7,832,960
\$ 11,150,477	\$ 139,590,731	\$ (10,956,054)	\$ 5,565,200	\$ 5,565,200	\$ 23,177,712

TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS

FISCAL YEAR 2008-2009

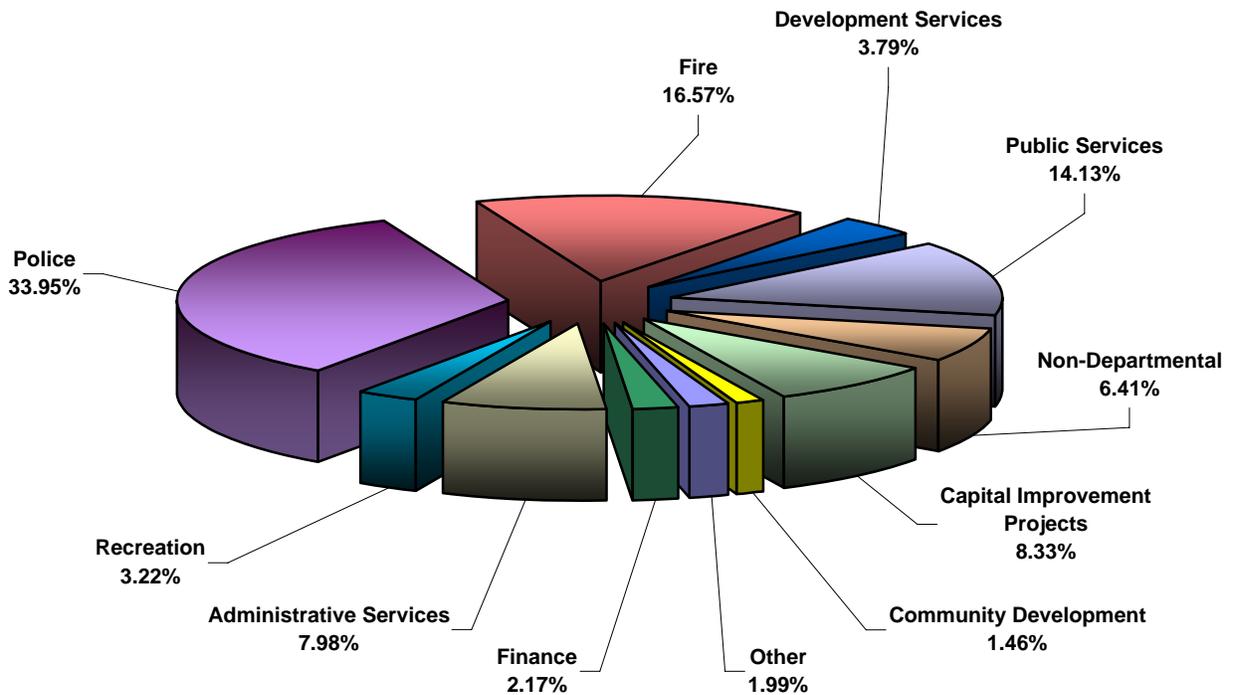
TOTAL RESOURCES - \$125,612,852

(Where Monies Come From)
(Including Transfers In)



TOTAL APPROPRIATIONS - \$133,806,782

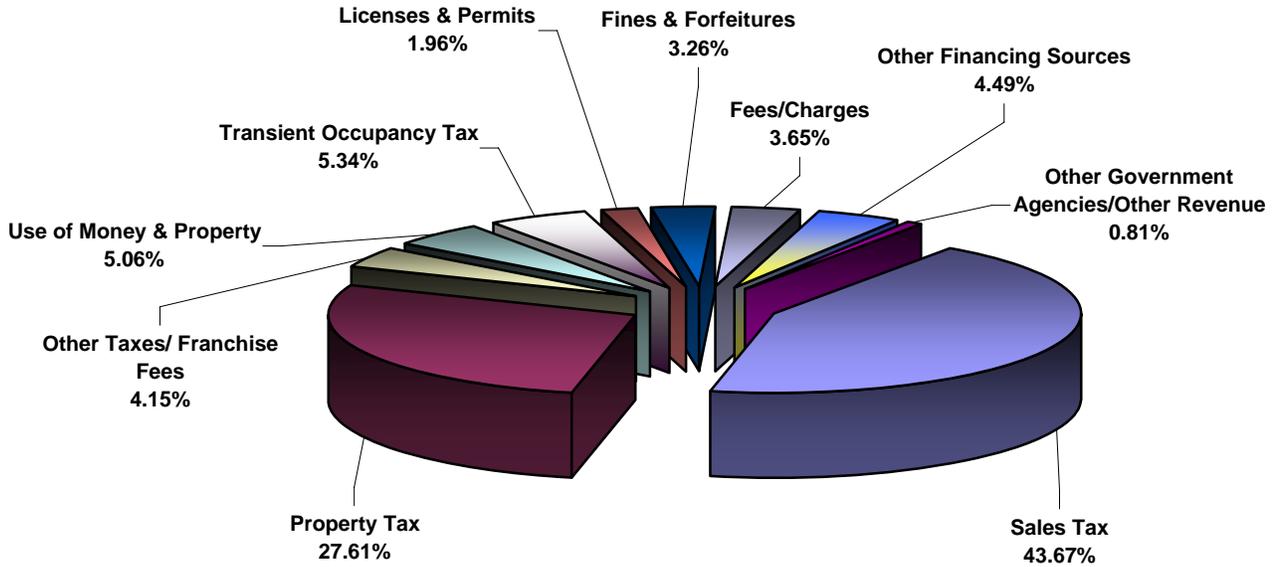
(Where Monies Go)
(Including Transfers Out)



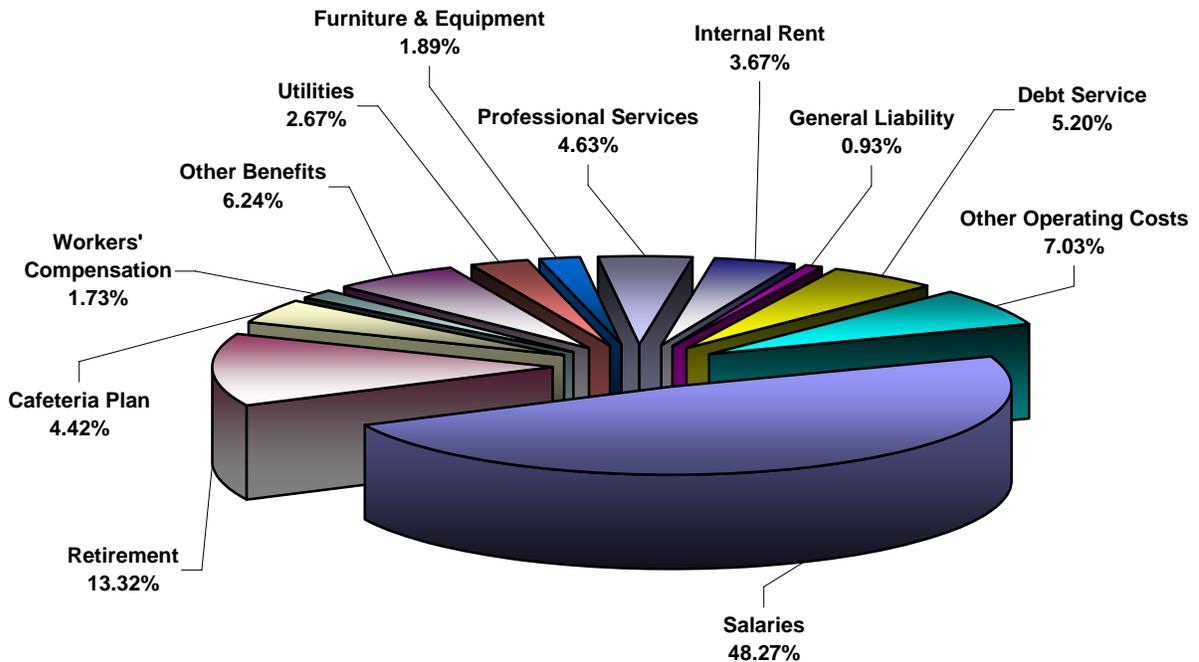
CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND RESOURCES & APPROPRIATIONS
 FISCAL YEAR 2008-2009

GENERAL FUND RESOURCES - TOTAL \$112,377,023

(Including Transfers In)



GENERAL FUND APPROPRIATIONS - TOTAL \$118,835,464



SCHEDULE OF INTERFUND TRANSFERS

FISCAL YEAR 2008-2009

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ 5,042,200	\$ 523,000 ¹
Prop 172 Fund - 202	460,000	-
Measure M Fund - 403	-	100,000 ²
Equipment Replacement Fund - 601	63,000	305,000 ³
Self-Insurance Fund - 602	<u>-</u>	<u>4,637,200</u> ⁴
Total	<u>\$ 5,565,200</u>	<u>\$ 5,565,200</u>

¹ Funding of \$460,000 for support of Prop 172 Fund

¹ Funding of \$63,000 for new vehicles in Equipment Replacement Fund

² Reimbursement to the General Fund to offset part of the City Engineer's salary and benefits.

³ Investment earnings transferred back to the General Fund.

⁴ Investment earnings in the amount of \$437,200 transferred back to the General Fund.

⁴ Return of funds in the amount of \$4,200,000 back to the General Fund.

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

FISCAL YEARS 2005-2006 THROUGH 2008-2009

The following is a four-year budget summary that includes all governmental and proprietary funds. The summary presentation excludes the City's Redevelopment Agency. The \$5.2 million increase in taxes reflects a rise in Property Tax revenues compared to FY 07-08 Adopted. The \$800,000 decrease in Licenses & Permits reflects a reduction of Building, Electrical and Plumbing/Mechanical Permits due to current economic conditions. Increases in program costs reflect approved salary adjustments made during FY 07-08. Also noted, is an increase of \$3.6 million for thirty (30) Capital Improvement projects. Excess appropriations over total estimated resources will be funded from available fund balances.

Revenues & Other Sources	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Taxes	80,407,446	84,716,303	86,753,918	91,930,410
Licenses & Permits	3,264,471	6,359,916	2,758,150	1,953,469
Fines & Forfeits	3,174,635	2,953,963	3,733,000	3,763,000
Intergovernmental	14,288,386	13,074,160	8,963,992	10,195,975
Charges for Services	9,795,524	10,234,646	10,578,198	11,870,875
Rental	2,742,818	2,880,987	2,735,500	2,761,800
Investment Income	2,736,967	6,805,051	5,500,816	4,930,048
Miscellaneous	4,538,632	2,911,590	665,100	329,100
Lease Proceeds	1,602,436	482,250	-	900,000
Transfers In	2,455,764	1,581,335	2,419,780	5,565,200
Total Revenues & Other Sources	<u>\$ 125,007,079</u>	<u>\$ 132,000,201</u>	<u>\$ 124,108,454</u>	<u>\$ 134,199,877</u>
 <u>Expenditures & Other Uses</u>				
Protection of Persons & Property	57,593,333	60,520,730	63,671,073	69,914,263
Community Health & Environment	9,845,974	10,999,525	11,090,642	12,029,100
Transportation	6,714,371	7,599,711	7,819,361	8,645,280
Leisure & Community Services	3,502,297	3,737,717	3,967,467	4,264,567
General Government Support	23,150,556	32,874,595	36,743,131	27,402,641
Capital Improvement Projects	12,179,971	15,724,900	7,485,000	11,150,477
Debt Service:				
Principal Payments*	2,783,000	3,073,795	4,034,139	4,095,189
Interest Payments*	1,193,921	1,025,996	2,238,666	2,089,214
Transfers Out*	2,455,765	1,482,240	2,419,780	5,565,200
Total Expenditures & Other Uses	<u>\$ 119,419,188</u>	<u>\$ 137,039,209</u>	<u>\$ 139,469,259</u>	<u>\$ 145,155,931</u>
Estimated Ending Balances	<u>\$ 5,587,891</u>	<u>\$ (5,039,008)</u>	<u>\$ (15,360,805)</u>	<u>\$ (10,956,054)</u>

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



REVENUE SUMMARIES

FISCAL YEAR 2008-2009

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
<u>Fund 101 - General Fund</u>					
Property Tax - Secured	\$ 13,706,228	\$ 16,884,612	\$ 15,098,408	\$ 17,500,000	\$ 20,000,000
Property Tax - Unsecured	705,327	798,013	800,000	800,000	800,000
Property Tax - Supplemental	1,598,008	840,156	1,200,000	1,200,000	750,000
Property Tax - VLF Swap	7,368,457	8,031,067	8,000,000	8,000,000	8,500,000
Property Tax - Homeowners	183,019	177,657	195,000	195,000	185,000
Delinquent Tax - Penalties/Int	66,921	93,101	60,000	90,000	100,000
Property Transfer Tax	677,283	618,096	700,000	700,000	700,000
Sales & Use Tax	35,211,259	34,049,894	36,920,000	36,920,000	37,000,000
Sales Tax In-Lieu	9,904,972	11,591,325	12,048,400	12,048,400	12,075,000
Transient Occupancy Tax	5,465,320	5,959,556	6,000,000	6,000,000	6,000,000
Electric Franchise Fee	1,187,975	1,402,578	1,300,000	1,300,000	1,400,000
Cable TV Franchise Fee	786,130	793,548	800,000	800,000	800,000
PEG Cable Franchise Fee	156,689	151,969	150,000	150,000	150,000
Gas Franchise Fee	344,867	332,400	355,000	355,000	345,000
Solid Waste Hauler Franchise Fee	1,198,991	1,231,305	1,250,000	1,250,000	1,275,000
Business License	912,324	897,608	900,000	900,000	900,000
Total Taxes	\$ 79,473,770	\$ 83,852,885	\$ 85,776,808	\$ 88,208,400	\$ 90,980,000
Dog License	\$ 27,072	\$ 30,500	\$ 31,200	\$ 30,000	\$ 30,000
Fire Permits	56,137	71,692	55,000	80,000	70,000
Building Permits	936,479	1,390,562	1,360,000	850,000	650,000
Electrical Permits	116,454	200,790	235,000	150,000	125,000
Plumbing/Mechanical Permits	132,538	291,551	235,000	150,000	125,000
Street Permits	203,931	214,655	160,000	180,000	180,000
Special Business Permits	-	428	200	400	200
Home Occupation Permits	18,370	16,960	19,000	19,000	19,000
Operator's Permits	1,180	950	1,000	1,000	1,000
Other Permits	116,630	136,951	90,000	125,000	100,000
Total Licenses & Permits	\$ 1,608,791	\$ 2,355,039	\$ 2,186,400	\$ 1,585,400	\$ 1,300,200
Municipal Code Violations	\$ 110,475	\$ 117,280	\$ 166,000	\$ 125,000	\$ 150,000
Vehicle Code Violations	1,170,074	1,083,512	1,150,000	1,150,000	1,150,000
Parking Citations	1,018,566	1,061,513	1,004,000	1,050,000	1,050,000
Illegal Sign Removal	50	20	-	-	-
Shopping Cart Retrieval	11,589	15,303	13,000	13,000	13,000
Red Light Camera Violations	727,349	581,714	1,300,000	1,300,000	1,300,000
Total Fines & Forfeitures	\$ 3,038,103	\$ 2,859,342	\$ 3,633,000	\$ 3,638,000	\$ 3,663,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
Fund 101 - General Fund (continued)					
Investment Earnings	\$ 1,644,323	\$ 2,079,752	\$ 2,212,566	\$ 2,212,566	\$ 1,910,173
GASB 31 Adjustment	(1,664,866)	1,287,989	-	-	-
Interest Earned - CMRA Note	998,548	974,455	950,000	950,000	920,000
Other Interest	69,569	115,870	30,000	90,000	90,000
Buildings/Grounds, Rental	124,632	157,166	124,300	124,300	125,000
Rental - Downtown Comm. Center	5,650	7,816	6,200	6,200	6,800
Rental - Balearic Center	28,139	22,226	26,500	26,500	26,500
Rental - Neighborhood Comm. Ctr.	162,655	176,303	150,000	170,000	175,000
Rental - Fields	82,976	104,806	100,000	100,000	100,000
Rental - Tennis	30,346	30,321	28,500	28,500	28,500
Rental - Golf Course Operations	2,122,523	2,180,012	2,200,000	2,200,000	2,200,000
Rental - Bus Shelter Ads	100,450	113,116	100,000	100,000	100,000
Total Use of Money & Property	\$ 3,704,945	\$ 7,249,832	\$ 5,928,066	\$ 6,008,066	\$ 5,681,973
Motor Vehicle In-Lieu Tax	\$ 738,666	\$ 655,988	825,000	\$ 725,000	700,000
Off-Highway Motor Vehicle Tax	1,729	-	3,100	3,100	3,000
FEMA - Disaster Reimbursement	-	8,370	-	-	-
Other Federal Grants	141,724	56,802	-	111,984	-
POST Reimbursements	45,255	98,756	50,000	100,000	75,000
Custody Officers Training	-	5,525	5,500	5,500	5,500
OTS Grant	180,359	292,127	-	-	-
Used Oil Recycling Grant	60,336	2,594	-	-	-
Beverage Container Program	30,886	30,439	-	30,067	-
SB 90 - State Mandated Costs	115,195	314,446	110,000	200,000	50,000
Other State Grants	60,160	5,351	7,000	7,000	30,500
OCTA - SAAV	145,810	57,178	100,000	25,000	25,000
Other County Grants	61,728	64,587	69,000	169,000	70,000
Reimbursement - ABLE	301,783	337,862	332,500	332,500	332,500
Reimb. from Sanitary District	286,584	(62,798)	-	-	-
Homeland Security Grant	35,002	40,485	-	-	-
Reimb. - Oth Governmental Agencies	17,732	-	-	-	-
Total Other Govt. Agencies	\$ 2,222,949	\$ 1,907,712	\$ 1,502,100	\$ 1,709,151	\$ 1,291,500
Zoning/Variance/CUP Fees	\$ 237,213	\$ 180,520	\$ 218,000	\$ 218,000	\$ 183,000
Subdivision Map Fees	31,340	61,562	49,400	49,400	26,000
Environmental Impact Fees	85,908	27,465	2,730	5,500	2,750
Plan Checking Fee	493,079	519,086	660,000	660,000	340,000
Vacation/Abandonment of ROW	750	-	600	600	600

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
Fund 101 - General Fund (continued)					
Source Reduction/Recycling	8,790	8,985	8,700	8,700	8,700
Special Policing Fees	\$ 276,403	\$ 405,458	\$ 300,000	\$ 400,000	\$ 400,000
Vehicle Storage/Impound Fees	308,585	330,000	500,000	500,000	600,000
Repo Vehicle Release Fee	2,460	2,400	2,900	2,900	2,900
DUI/Emergency Response	62,715	49,669	70,000	70,000	70,000
Jail Booking Fees - City	(33,188)	314,207	112,050	200,000	200,000
Jail Booking Fees - County	108	-	-	-	-
Police False Alarms	351,054	349,759	342,000	342,000	342,000
Fingerprinting	46,623	52,780	45,000	45,000	45,000
Animal Pound Fees	1	669	100	300	100
Fire Inspections	5,653	5,747	6,000	6,000	6,500
Hazmat Disclosure Fee	78,019	74,055	78,000	78,000	78,000
Paramedic Fee	145,279	195,171	140,000	160,000	145,000
Medical Supply Reimbursement	199,550	201,346	180,000	180,000	180,000
Fire False Alarms	25,465	10,602	19,000	10,000	19,000
Dispatch/Phone Svc. in 911 Center	7,350	10,350	7,400	7,400	7,400
Park Permits	22,945	33,628	21,000	21,000	25,000
Park Improvements	4,105	19,208	4,200	6,000	6,000
Recreation - Aquatics	82,002	63,853	95,000	70,000	86,000
Recreation - Day Camp	182,634	189,934	180,000	180,000	203,000
Playgrounds	785	1,469	1,600	1,600	2,400
Special Events	20,421	18,795	6,400	8,200	8,200
Recreation - Early Childhood	103,524	108,872	103,000	103,000	113,000
Instructional Classes	571,192	500,411	540,000	520,000	558,000
Recreation - Job Center	455	-	-	-	-
Recreation - Basketball	34,139	32,440	35,000	35,000	42,000
Recreation - Softball	47,294	93,244	140,000	120,000	112,000
Teen Camp	29,046	27,014	28,000	25,000	28,000
Junior Golf	27	-	-	-	-
Family Night/Kids Night	4,903	3,999	5,400	4,000	5,100
Other Adult Sports	-	-	-	-	13,650
Adult Open Gym	11,555	10,295	13,650	10,000	10,000
Photocopies	2,911	3,327	2,820	2,820	3,000
Police Reports	31,936	33,223	29,000	29,000	30,000
Police Clearance Letters	2,685	2,881	2,500	2,500	2,500
Sale - Maps & Publications	7,768	19,832	12,500	20,000	15,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
<u>Fund 101 - General Fund (continued)</u>					
Sale - Miscellaneous Supplies	717	497	1,000	1,000	1,000
Central Services Reimb	134,283	113,487	171,250	171,250	171,250
Charges for Other Services	\$ 11,225	\$ 36,795	\$ 7,000	\$ 7,000	\$ 7,000
Total Fees & Charges	\$ 3,639,709	\$ 4,113,035	\$ 4,141,200	\$ 4,281,170	\$ 4,099,050
Contributions	\$ 2,000	\$ 2,707	\$ 2,500	\$ 2,500	\$ 2,500
Sponsorship Naming Rights	30,000	30,000	30,000	30,000	30,000
Reimb. - Const. Permit Insp. Fees	188	47	500	500	500
Reimb. - Overtime Construction	-	-	100	100	100
Damage to City Property	31,661	37,040	30,000	30,000	30,000
Civil Subpoena Costs	3,644	6,924	1,000	3,000	3,500
Settlements	-	1,000	-	-	-
Other Reimbursements	207,366	233,128	200,000	200,000	200,000
Sale - Other Equipment	2,976	(11,009)	2,000	2,000	2,500
Other	130,864	153,932	50,000	700,000	50,000
Total Other Revenues	\$ 408,699	\$ 453,769	\$ 316,100	\$ 968,100	\$ 319,100
Total Revenues	\$ 94,096,966	\$ 102,791,614	\$ 103,483,674	\$ 106,398,287	\$ 107,334,823
Lease Proceeds	\$ 1,602,436	\$ -	\$ -	\$ -	\$ -
Operating Transfers In	1,891,695	1,096,864	2,060,780	2,060,780	5,042,200
Total Other Financing Sources	\$ 3,494,131	\$ 1,096,864	\$ 2,060,780	\$ 2,060,780	\$ 5,042,200
Total Fund 101	\$ 97,591,097	\$ 103,888,478	\$ 105,544,454	\$ 108,459,067	\$ 112,377,023
<u>Fund 201 - Gas Tax</u>					
Investment Earnings	\$ 297,851	\$ 479,654	\$ 445,000	\$ 445,000	\$ 234,100
Gas Tax - 2105	691,508	688,509	720,000	720,000	700,000
Gas Tax - 2106	424,317	428,475	455,000	455,000	440,000
Gas Tax - 2107.1	921,273	920,221	940,000	940,000	935,000
Gas Tax - 2107.5	10,000	10,000	10,000	10,000	10,000
Traffic Congestion Relief Fund	505,757	831,372	-	-	-
AHRP Grant	903,601	425,561	-	4,112,846	-
Other Governmental Agencies	-	3,630	-	-	-
Total Fund 201	\$ 3,754,307	\$ 3,787,422	\$ 2,570,000	\$ 6,682,846	\$ 2,319,100

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
<u>Fund 202 - Prop 172</u>					
Sales Tax - Public Safety	\$ 932,850	\$ 848,380	\$ 950,000	\$ 950,000	\$ 950,000
Investment Earnings	20,784	11,632	26,700	26,700	-
Total Revenues	\$ 953,634	\$ 860,012	\$ 976,700	\$ 976,700	\$ 950,000
Operating Transfers In	\$ -	\$ 2,640	\$ -	\$ -	\$ 460,000
Total Other Financing Sources	\$ -	\$ 2,640	\$ -	\$ -	\$ 460,000
Total Fund 202	\$ 953,634	\$ 862,652	\$ 976,700	\$ 976,700	\$ 1,410,000
<u>Fund 203 - Air Quality</u>					
Investment Earnings	\$ 20,146	\$ 29,589	\$ 29,000	\$ 29,000	\$ 28,900
AB 2766 - AQMD	173,438	136,327	140,000	140,000	140,000
Total Fund 203	\$ 193,584	\$ 165,916	\$ 169,000	\$ 169,000	\$ 168,900
<u>Fund 205 - HOME</u>					
Investment Earnings	\$ -	\$ 3,318	\$ -	\$ -	\$ -
Lien/Loan Repayment	88,500	155,000	-	-	-
HOME Invest/Partnership Grant	580,774	1,246,282	708,427	708,427	685,233
Total Fund 205	\$ 669,274	\$ 1,404,600	\$ 708,427	\$ 708,427	\$ 685,233
<u>Fund 207 - CDBG</u>					
Investment Earnings	\$ 5,744	\$ -	\$ -	\$ -	\$ -
Lien/Loan Repayment	49,200	30,268	-	-	-
Community Dev. Block Grant	1,188,862	1,528,006	1,947,815	1,947,815	1,349,027
Buildings/Grounds, Rental	-	89,221	-	-	-
Other Reimbursements	-	27,375	-	-	-
Total Revenues	\$ 1,243,806	\$ 1,674,870	\$ 1,947,815	\$ 1,947,815	\$ 1,349,027
Operating Transfers In	\$ 85,447	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ 85,447	\$ -	\$ -	\$ -	\$ -
Total Fund 207	\$ 1,329,253	\$ 1,674,870	\$ 1,947,815	\$ 1,947,815	\$ 1,349,027
<u>Fund 208 - Park Development</u>					
Investment Earnings	\$ 68,666	\$ 112,582	\$ 89,000	\$ 89,000	\$ 118,925
Other State Grants	205,273	-	339,000	339,000	-
Park Development Fees	1,302,341	1,917,130	21,750	21,750	103,269
Total Revenues	\$ 1,576,280	\$ 2,029,712	\$ 449,750	\$ 449,750	\$ 222,194
Operating Transfers In	\$ 119,800	\$ -	\$ -	\$ -	\$ -
Total Other Financing Sources	\$ 119,800	\$ -	\$ -	\$ -	\$ -
Total Fund 208	\$ 1,696,080	\$ 2,029,712	\$ 449,750	\$ 449,750	\$ 222,194

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
<u>Fund 209 - Drainage Fees</u>					
Investment Earnings	\$ 13,504	\$ 20,073	\$ 18,900	\$ 18,900	\$ 21,600
Drainage Assessment Fees	21,052	107,759	150,000	150,000	150,000
Total Fund 209	\$ 34,556	\$ 127,832	\$ 168,900	\$ 168,900	\$ 171,600
<u>Fund 213 - SLESF</u>					
Investment Earnings	\$ 7,204	\$ 6,867	\$ 9,000	\$ 9,000	\$ 4,800
Citizens' Option for Public Safety (COPS)	164,086	220,872	165,000	165,000	165,000
Total Fund 213	\$ 171,290	\$ 227,739	\$ 174,000	\$ 174,000	\$ 169,800
<u>Fund 214 - Traffic Impact Fees</u>					
Investment Earnings	\$ 189,235	\$ 287,406	\$ 262,000	\$ 262,000	\$ 316,500
OCTA Regional Grant	239,270	8,427	-	-	-
Traffic Impact Fees	332,287	1,907,028	400,000	400,000	400,000
Other Reimbursements	52,655	1,984,226	-	-	-
Total Fund 214	\$ 813,447	\$ 4,187,087	\$ 662,000	\$ 662,000	\$ 716,500
<u>Fund 216 - Rental Rehab</u>					
Investment Earnings	\$ 5,026	\$ 3,390	\$ 6,000	\$ 6,000	\$ 3,370
Total Fund 216	\$ 5,026	\$ 3,390	\$ 6,000	\$ 6,000	\$ 3,370
<u>Fund 217 - Narcotic Seizure</u>					
Asset Forfeiture - DOJ	\$ 73,563	\$ 39,887	\$ -	\$ -	\$ -
Asset Forfeiture - County/Other	46,194	16,068	70,000	70,000	70,000
Investment Earnings	12,088	9,144	15,800	15,800	6,150
Regional Narc Suppression Program	5,402	-	25,000	25,000	25,000
High Intensity Drug Trafficking	11,373	38,666	5,000	5,000	5,000
Total Fund 217	\$ 148,620	\$ 103,765	\$ 115,800	\$ 115,800	\$ 106,150
<u>Fund 218 - Fire System Dev.</u>					
Investment Earnings	\$ 12,543	\$ 16,302	\$ 17,000	\$ 17,000	\$ 17,050
Fire Protection System Dev. Fees	-	72,960	-	-	-
Total Fund 218	\$ 12,543	\$ 89,262	\$ 17,000	\$ 17,000	\$ 17,050
<u>Fund 219 - LLEBG</u>					
Investment Earnings	\$ (351)	\$ -	\$ -	\$ -	\$ -
Local Law Enforcement Block Grant	-	20,041	-	-	-
Total Fund 219	\$ (351)	\$ 20,041	\$ -	\$ -	\$ -

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
<u>Fund 401 - Capital Outlay</u>					
Investment Earnings	\$ 139,332	\$ 194,011	\$ 121,000	\$ 121,000	\$ 122,000
Other Federal Grants	-	-	-	-	342,265
State Park Bond Act Grant	1,773,341	-	-	-	-
Other State Grants	1,040,806	-	481,000	953,456	2,243,300
Contributions	22,400	-	-	-	-
Other Governmental Agencies	4,234	-	-	-	-
Other Reimbursements	-	44,568	-	-	-
Other	6,000	188,123	-	265,374	-
Total Revenues	\$ 2,986,113	\$ 426,702	\$ 602,000	\$ 1,339,830	\$ 2,707,565
Operating Transfers In	444,270	479,108	359,000	609,000	-
Proceeds from Capital Lease	3,183,781	-	-	-	900,000
Total Other Financing Sources	\$ 3,628,051	\$ 479,108	\$ 359,000	\$ 609,000	\$ 900,000
Total Fund 401	\$ 6,614,164	\$ 905,810	\$ 961,000	\$ 1,948,830	\$ 3,607,565

Fund 403 - Measure M

Investment Earnings	\$ 262,117	\$ 416,235	\$ 405,000	\$ 405,000	\$ 393,100
Measure "M" Turnback	1,729,105	1,870,223	1,894,650	1,894,650	1,894,650
Measure "M" Regional Grant	936,639	2,171,759	-	1,536,402	-
OCTA Growth Mgmt. Area Grant	-	88,353	-	-	-
Other County Grants	80,000	335,890	-	-	-
Other Reimbursements	9,296	-	-	-	-
Other	900,000	28,277	-	-	-
Total Fund 403	\$ 3,917,157	\$ 4,910,737	\$ 2,299,650	\$ 3,836,052	\$ 2,287,750

Fund 409 - Veh Prkg Dist. 1

Property Tax - Secured	\$ 400	\$ 387	\$ 170	\$ 170	\$ 170
Property Tax - Unsecured	18	18	20	20	20
Property Tax - Supplemental	28	19	10	10	10
Property Tax - Homeowners	4	4	-	-	-
Delinquent Tax - Penalties/Int	1	2	-	-	-
Investment Earnings	819	1,027	1,100	1,100	1,000
Total Fund 409	\$ 1,270	\$ 1,457	\$ 1,300	\$ 1,300	\$ 1,200

Fund 410 - Veh Prkg Dist. 2

Property Tax - Secured	\$ 332	\$ 302	\$ 180	\$ 180	\$ 180
Property Tax - Unsecured	15	14	20	20	20
Property Tax - Supplemental	23	15	10	10	10
Property Tax - Homeowners	4	3	-	-	-

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

FUND/ACCT DESCRIPTION	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 07-08 Revised	FY 08-09 Estimated
<u>Fund 410 - Veh Prkg Dist. 2 (continued)</u>					
Delinquent Tax - Penalties/Int	1	2	-	-	-
Investment Earnings	721	370	970	970	180
Total Fund 410	\$ 1,096	\$ 706	\$ 1,180	\$ 1,180	\$ 390
<u>Fund 601 - Equipment Replacement</u>					
Investment Earnings	\$ 283,533	\$ 316,072	\$ 380,780	\$ 380,780	\$ 305,000
Rental of Automotive Equip	3,053,473	3,069,053	3,120,657	3,120,657	4,501,452
Damage to City Property	-	37,492	-	-	-
Sale of Automotive Equipment	56,845	74,981	10,000	10,000	10,000
Total Revenues	\$ 3,393,851	\$ 3,497,598	\$ 3,511,437	\$ 3,511,437	\$ 4,816,452
Operating Transfers In	\$ -	\$ 2,723	\$ -	\$ -	\$ 63,000
Total Other Sources	\$ -	\$ 2,723	\$ -	\$ -	\$ 63,000
Total Fund 601	\$ 3,393,851	\$ 3,500,321	\$ 3,511,437	\$ 3,511,437	\$ 4,879,452
<u>Fund 602 - Self Insurance</u>					
Investment Earnings	\$ 350,431	\$ 439,313	\$ 481,000	\$ 481,000	\$ 437,200
General Liability Premiums	1,102,192	1,124,135	1,185,275	1,185,275	1,122,155
Workers' Comp. Premiums	1,958,368	1,886,643	2,085,912	2,085,912	2,102,445
Unemployment Premiums	41,781	41,780	45,154	45,154	45,773
Other Reimbursements	254,409	177,544	-	-	-
Total Fund 602	\$ 3,707,181	\$ 3,669,415	\$ 3,797,341	\$ 3,797,341	\$ 3,707,573
TOTAL REVENUES	\$ 117,679,650	\$ 129,979,877	\$ 121,661,974	\$ 130,963,665	\$ 127,734,677
TOTAL OTHER SOURCES	\$ 7,327,429	\$ 1,578,695	\$ 2,419,780	\$ 2,669,780	\$ 6,465,200
GRAND TOTAL ALL FUNDS	\$ 125,007,079	\$ 131,558,572	\$ 124,081,754	\$ 133,633,445	\$ 134,199,877

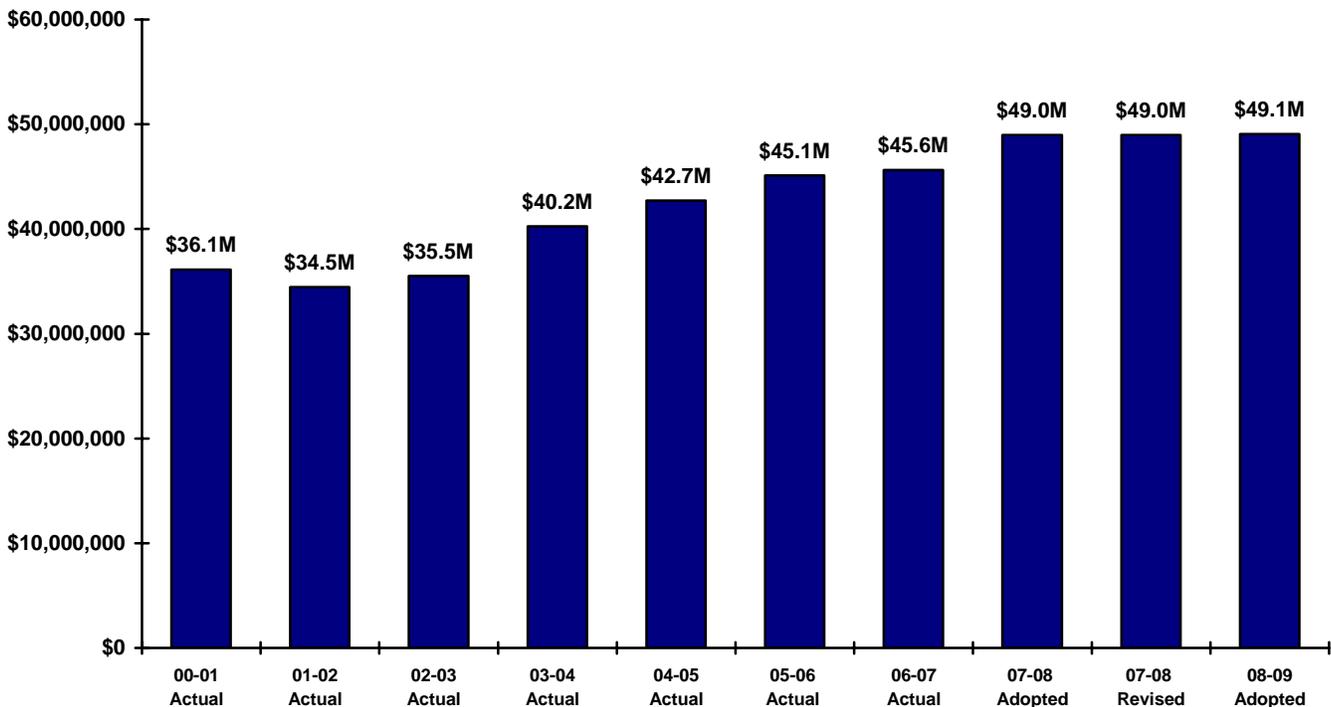
SALES & USE TAX

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% 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 estimated at \$49.1 million or 45.72% of the total General Fund revenues projected for FY 08-09. This amount represents only an increase of \$106,600 or 0.22% over the adopted revenue in FY 07-08, which can be attributed to the recent slow down in the economy. Also, included as part of the \$49.0 million estimate is \$12.1 million backfill from the State in the form of property taxes (accounted for as Sales Tax In-Lieu). This backfill from the State is the result of the "triple flip", which was approved by the voters in 2004 under Proposition 57 to finance the State's Fiscal Recovery Bonds. Under this Proposition, the State took one fourth of the local agencies' sales tax and backfilled it with a like amount in property taxes from the Educational Revenue Augmentation Fund (ERAF). The State estimates the "triple flip" to continue for 13 years or until the bonds are paid off.

The State Board of Equalization administers the sales tax and remits to local governments: 30% for the first month of each quarter, another 30% the following month, and 40% at the end of the quarter with a "clean-up" payment. The backfill portion is remitted only twice a year, in January and May, and a final "clean-up" in January of the following fiscal year. Costa Mesa's sales tax base remains strong with South Coast Plaza; the Harbor Blvd. of Cars; a host of other retailers throughout the City; a variety of restaurants and hotels; and major businesses and industries located within the City.



PROPERTY TAX

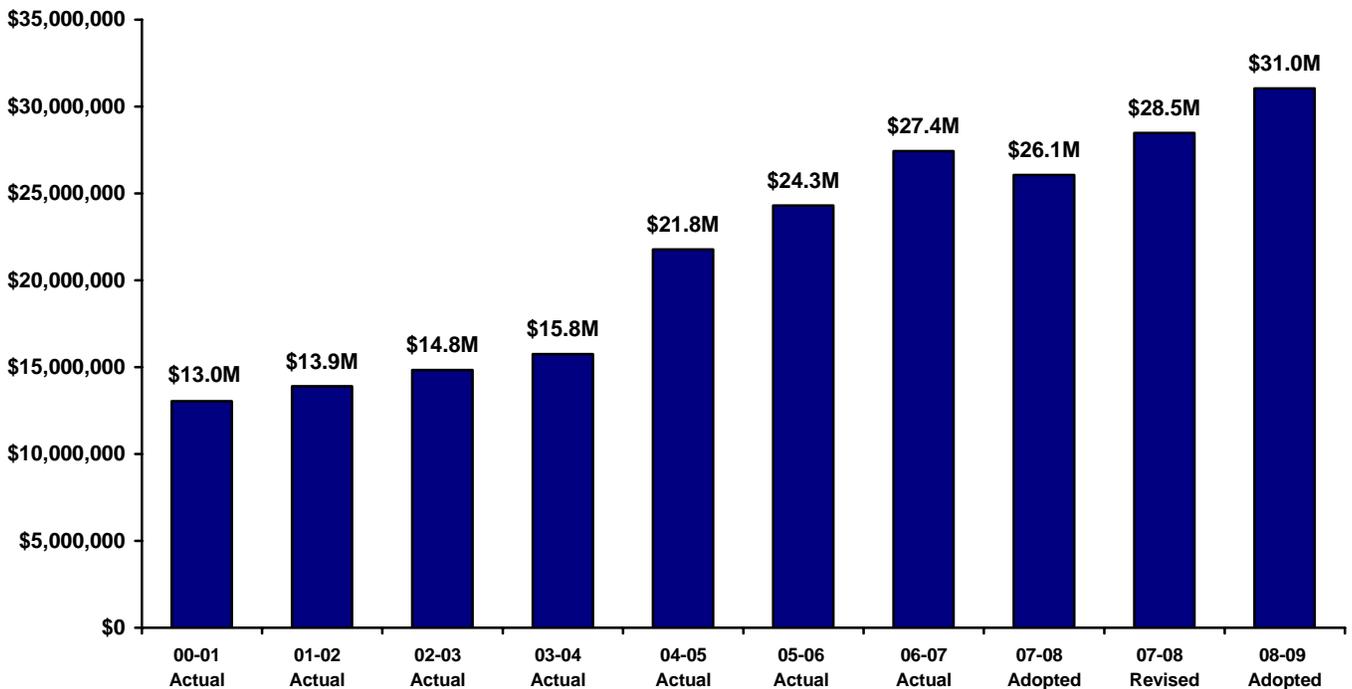
Property Tax is imposed on real property (land and permanently attached improvements such as buildings) and tangible personal property (movable property) located within the State, based on the property value rather than on a fixed amount or benefit. Properties are distinguished as secured and unsecured (property for which the value of the lien is not sufficient to assure payment of the tax). Article XIII A of the State Constitution limits the real property tax rate to 1% of the property's assessed value plus rates imposed to fund indebtedness approved by the voters. The City of Costa Mesa's share of the 1% is equivalent to 15 cents for every \$1.00 collected by the County for property taxes. With the passage of Prop 13 in 1978, assessed valuations are limited to a 2% increase each year.

For FY 08-09, estimated revenue from Property Taxes is \$31.0 million, which represents 28.91% of the total General Fund revenue, an increase of \$5.0 million or 19.12% over the adopted revenue in FY 07-08, but only an increase of \$2.5 million or 8.95% over the mid year revised estimate. The total estimated revenue from Property Taxes includes \$8.5 million of additional property taxes resulting from the Vehicle License Fee (VLF) Swap.

The VLF Swap is the result of the State's action in 2003 to permanently reduce the VLF from 2% to 0.65%. In the past, local government received its full share of the 2% rate. When the State reduced the rate, the State also promised to make local government whole by backfilling the lost revenue with a like amount in property tax. This backfill will be tied to the growth in property taxes in the future.

Even though the housing market has declined substantially over the past year, because the assessed value continues to be lower than the market value on most properties in Costa Mesa, the City estimates a continued increase in Property Tax revenue in FY 08-09. Helping underscore this point, Costa Mesa's total assessed valuation for secured property, as determined by the County of Orange - Auditor Controller's Office, has increased by \$1.05 billion or 8.96% in FY 07-08.

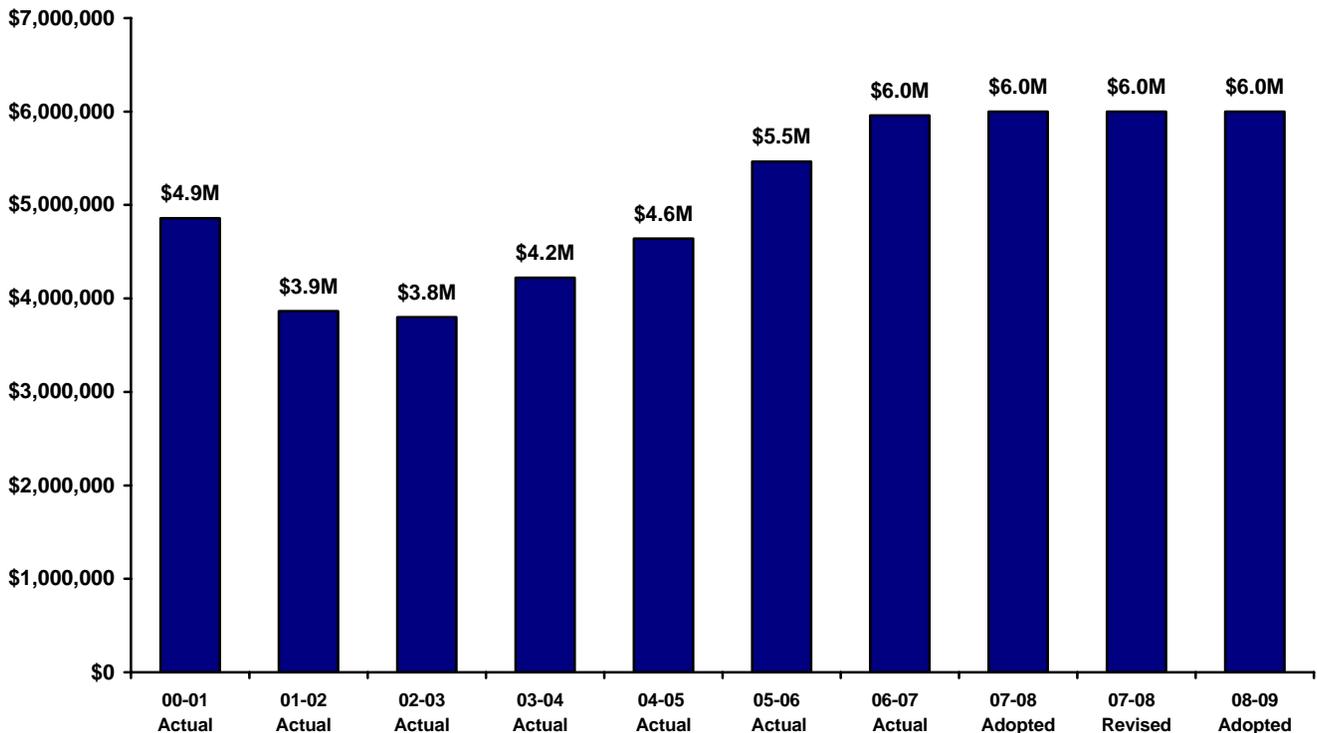
Included in the estimates are supplemental taxes at \$750,000; homeowner's exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) for \$185,000; and \$700,000 derived from property transfers (assessed at 55 cents for every \$500 of market value at the 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. The City's current rate is 6%. The Business Improvement Area (BIA), comprised of seven hotels within the City, imposes an additional 2%. The amount collected from the additional 2% is remitted to the Costa Mesa Conference and Visitor's Bureau to promote travel and tourism throughout the City. Thirty-two hotels/lodging facilities are located within the City.

For FY 08-09, estimated revenue from TOT is \$6 million, which represents 5.59% of the total General Fund revenue. TOT is the City's third largest revenue source. The projected amount reflects no increase from the adopted in FY 07-08 due to the slowdown of the economy and expected slowdown of travel.



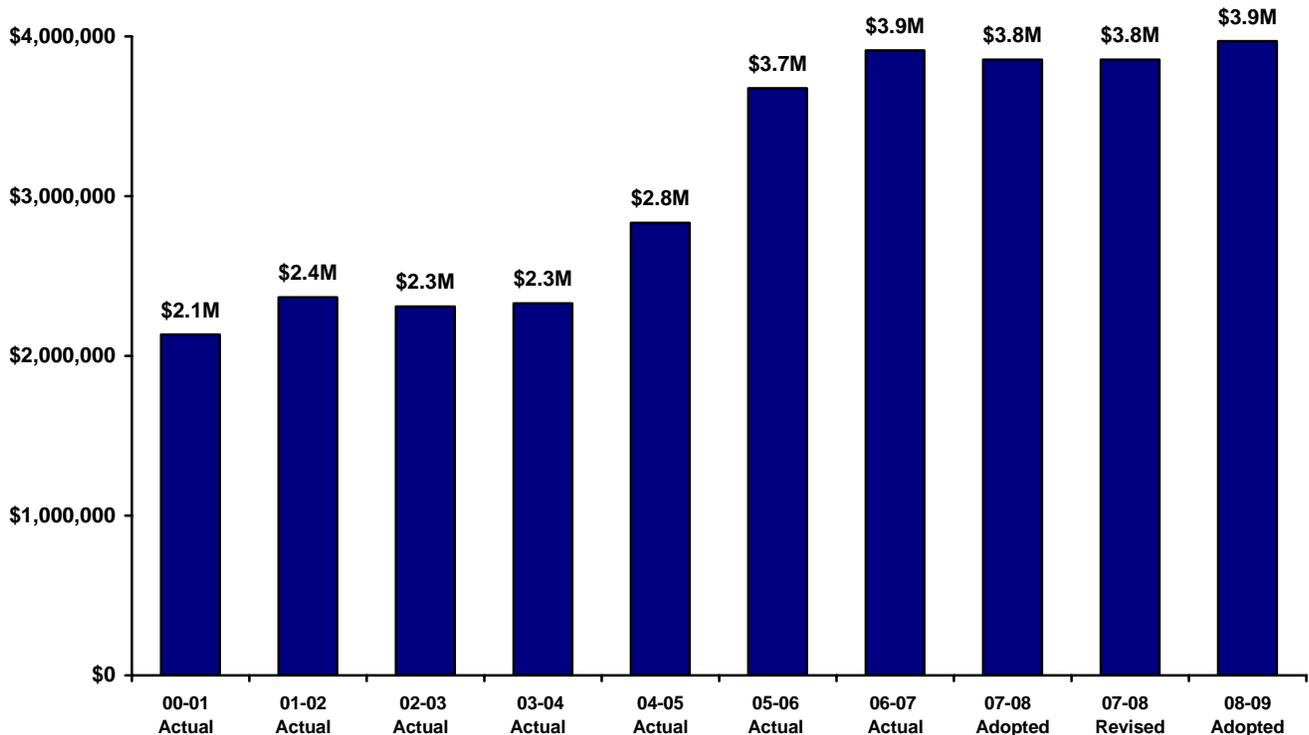
FRANCHISE FEES

The City grants a franchise to utility companies for the use of City streets and rights-of-way. Currently, the City collects electric franchise fees from Southern California Edison and gas franchise fees from Southern California Gas Company at the rate of 2% of gross receipts arising from use, operation or possession of the franchise; and, cable franchise fees from Time Warner at the rate of 5% of receipts, net of bad debt. The electric and gas franchise fees are paid annually while the cable franchise fees are paid on a quarterly basis. By authority of the Public Utility Commission (PUC), electric and gas franchise fees are limited to 2% and cable franchise fees are limited to 5% of gross receipts. Any growth in franchise revenues would be as a result of utility rate increases imposed by the electric, gas, and cable companies.

On November 15, 2004, the City Council adopted an ordinance to implement a Solid Waste Hauler's Franchise Fee to be effective January 1, 2005. So far, the City has granted non-exclusive franchises to 13 waste haulers. Currently, five franchise holders fall into Class "A" – those pay a \$10,000 minimum franchise fee; while the remaining eight franchisees fall into Class "B" – those pay a \$1,500 minimum franchise fee. The current franchise rate is 12% of gross receipts payable quarterly to the City.

For FY 08-09, estimated revenue from Franchise Fees is \$4.0 million, which represents 3.70% of the total General Fund revenue. The estimated revenue reflects a net increase of \$115,000 or 2.98% over the FY 07-08 adopted estimate. Staff increased the projection for the Electric Franchise Fees based on an estimate from Southern California Edison. Franchise fees for gas and waste haulers are essentially flat. Cable franchise fee projections are also flat based the increased number of satellite providers in the market.

The City also receives approximately \$150,000 PEG (Public, Education and Government) fee paid by the cable franchisee. This amount is reserved in the General Fund to support the operating costs for cable television services provided by the City.

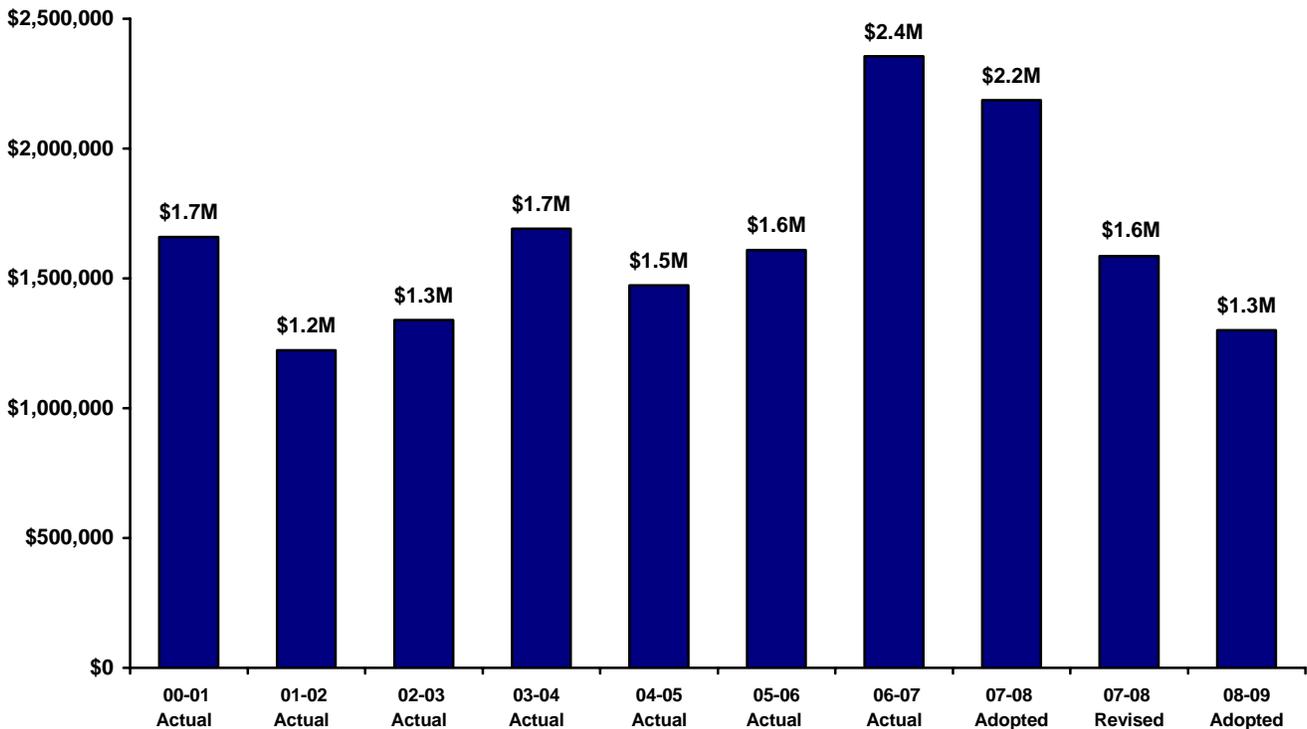


LICENSES & PERMITS

Licenses or permits are issued for either regulatory or cost recovery purposes, to applicants who conduct business activities within the City. This regulatory authority provides cities the means to protect the overall community interests.

Examples of licenses issued are animal and bicycle licenses. The types of permits issued include: temporary vendor permits; permits for signs and home occupation; and various building permits including electrical, plumbing, and mechanical. Building permits are set by the Uniform Building Code (UBC); electrical permits are set by the National Electrical Code (NEC); plumbing permits are set by the Uniform Plumbing Code (UPC); and the mechanical permits are set by the Uniform Mechanical Code (UMC).

For FY 08-09 estimated revenue from Licenses & Permits is \$1.3 million, which represents 1.21% of the total General Fund revenue. This estimate reflects a decrease of \$886,200 or 40.53% over the adopted revenue in FY 07-08, but only a decrease of \$285,200 or 17.99% over the mid year revised estimate. The largest component for this revenue source comes from building permits projected at \$650,000, which has decreased due to the slow down of the economy and lack of development expected over the next year.

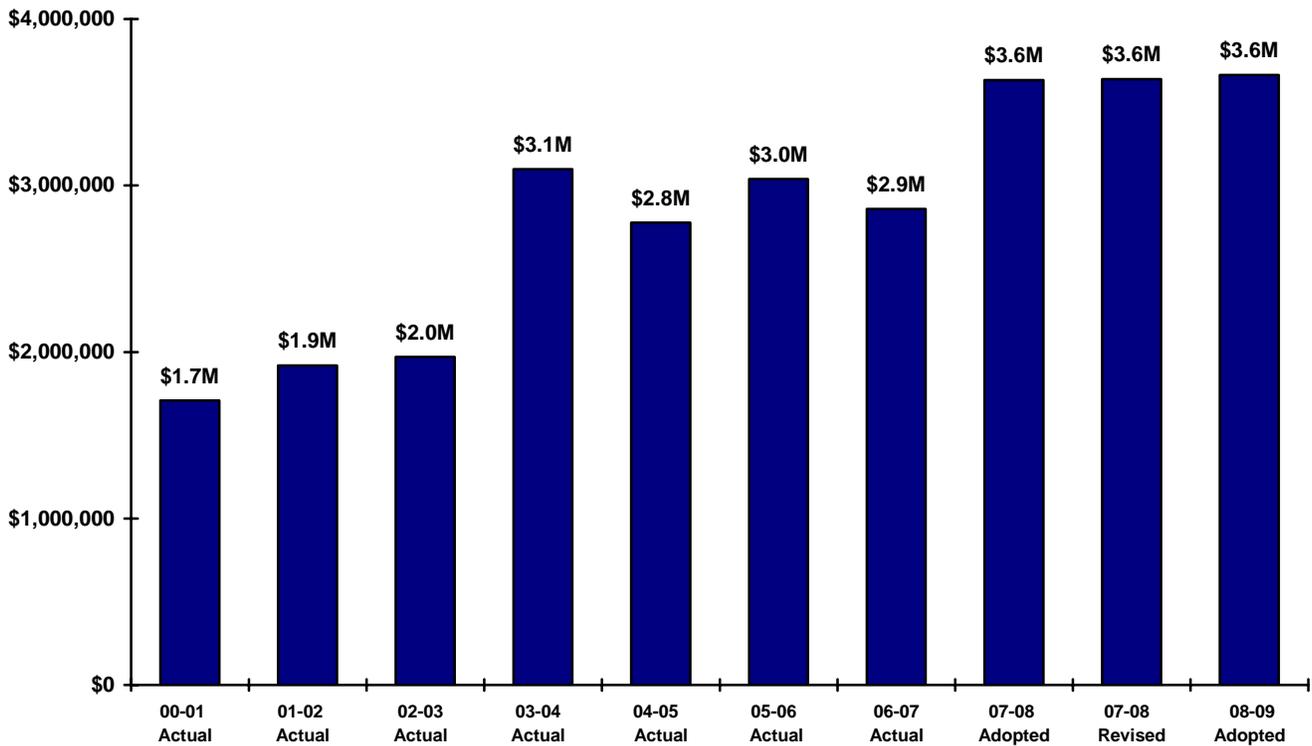


FINES & FORFEITURES

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 08-09, estimated revenue from Fines & Forfeitures is \$3.7 million, which represents 3.41% of the total General Fund revenue. The estimated amount reflects an increase of \$30,000 or 0.82% over the adopted revenue in FY 07-08. The increase is primarily attributed to municipal code violations revenue which increased \$25,000. The Red Light Camera Program is also budgeted in this category. However, the estimated revenue of \$1.3 million is completely offset by an appropriation in the Police Department for the consultant that administers the program.



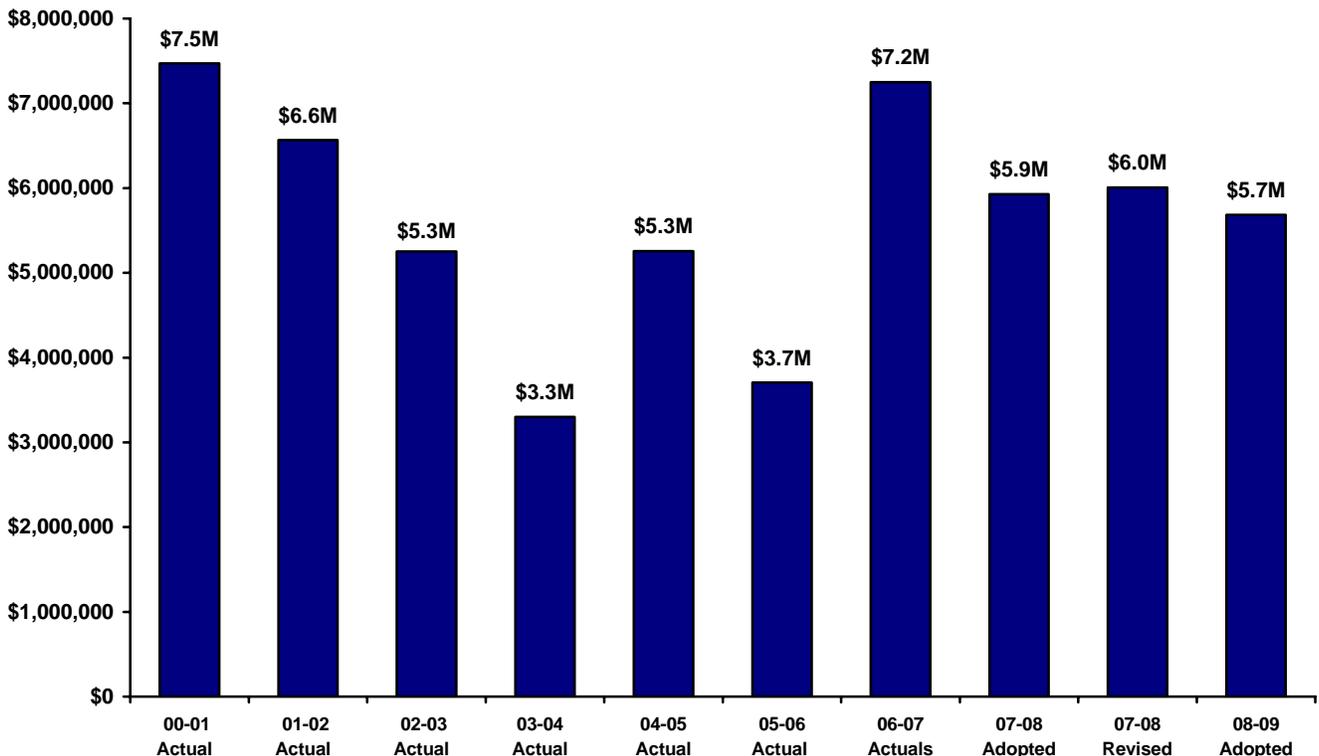
USE OF MONEY & PROPERTY

Revenues derived from the Use of Money & Property come from interest earned from investing the City's cash; interest on loans by the City to the Costa Mesa Redevelopment Agency; and rental from the golf course operations and other City facilities such as the Balearic Center, the Downtown Recreation Center, the Neighborhood Community Center, and the Placentia Street Fire Training Facility.

For FY 08-09, estimated revenue from Use of Money & Property is \$5.7 million or 5.29% of the total General Fund revenue. The FY 08-09 estimated revenues reflect a decrease of \$246,093 or 4.15% over the adopted revenue in FY 07-08. The decrease is primarily attributed to lower projected investment earnings based on a weighted average rate of return (ROR) of 4.30% (compared to the prior year's ROR of 4.90%). The lower ROR reflects a reduction in the Federal Funds rate throughout the past year in an effort to stabilize the economy. This rate reduction reduces the rate of return on investment vehicles the City can purchase based on the City Investment Policy.

Also included in the Use of Money & Property prior year actuals, is the Governmental Accounting Standards Board (GASB) 31 Adjustment. This requirement set forth by GASB is to adjust the City's investments from book value to market value at the end of the year. The City does not budget for this adjustment as it is difficult to estimate what the market value will be at the end of the year.

Rental revenue from golf course operations remains consistent with FY 07-08 at \$2.2 million. A private company manages the golf course operations on behalf of the City; in return, the City receives between 6% - 35% of gross receipts on green fees, food and beverages, banquet facilities and the pro shop.



MOTOR VEHICLE LICENSE FEES

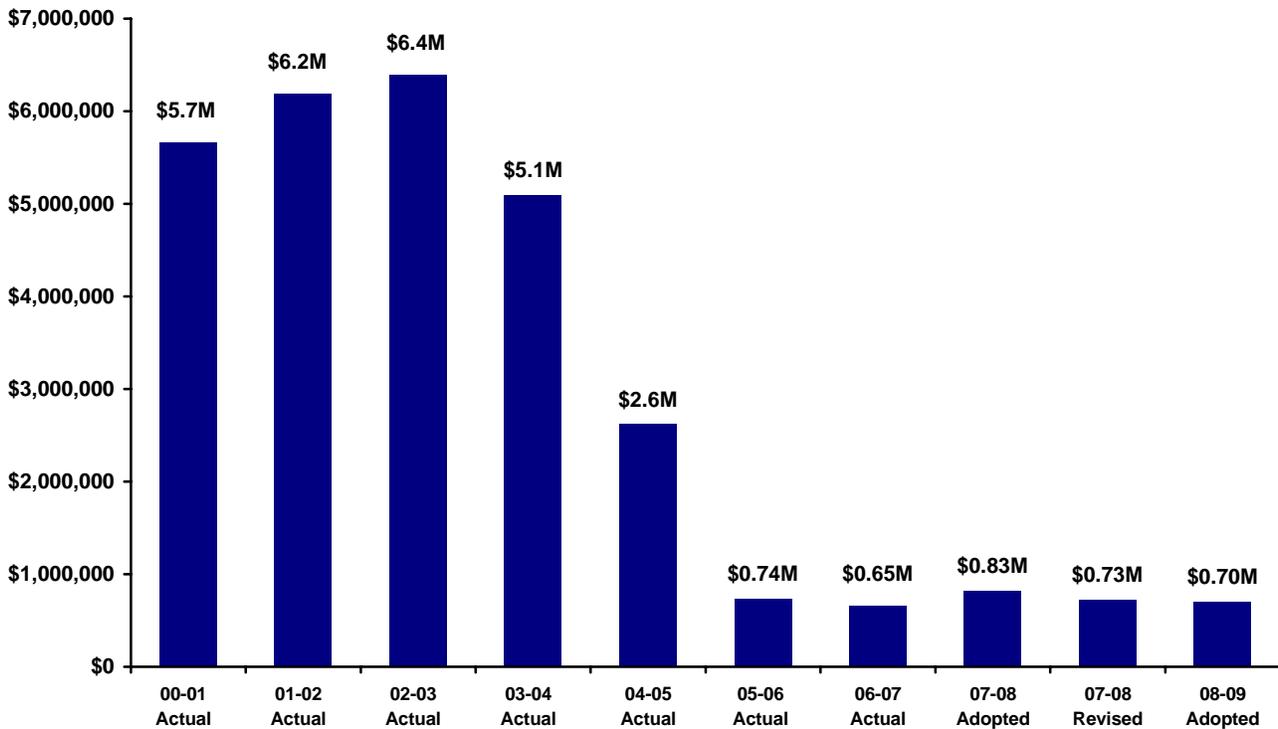
The Motor Vehicle License Fee (VLF) is a fee charged for operating the vehicle on public streets. This fee is collected by the State Department of Motor Vehicles and disbursed to governmental agencies by the State Controller. VLF is based on a fee equivalent to 2% of the market value (based on an 11-year depreciation schedule) of motor vehicles, which is imposed annually by the State “in-lieu” of property tax. Cities and counties receive 81.25% of this revenue based on population.

In 1998, legislation was passed to reduce the VLF paid by the taxpayers by 25% and again by 35% in 2002. (Subsequently, the VLF rate was permanently reduced to its current rate of 0.65%.) As a result of these reductions, cities and counties would have experienced a significant revenue loss. However, legislation was also passed to provide a backfill from the State as long as the actual State General Fund revenues come within certain targets.

With the State’s budget crisis in 2003 and 2004, the City did not receive the 67.5% backfill between June 20 and October 1, 2003, when the VLF was fully restored. This was known as the backfill gap, which the State was required to pay in August 2006 under AB 1768 Revenue & Taxation Code 10754. Unexpectedly, the State repaid the \$1.9 million backfill gap in July 2005, a year earlier than planned. The repayment was recorded as an accrual in FY 04-05. Local government started receiving the reduced rate of the VLF in FY 04-05.

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 property taxes. Costa Mesa has benefited from the VLF swap (currently budgeted at \$8.5 million in FY 08-09) as the property tax replacement includes increases in the assessed value of property.

For FY 08-09, estimated revenue from VLF is \$700,000, which represents 0.65% of the total General Fund revenue. This estimate reflects a decrease of \$125,000 or 15.15% over the adopted revenue in FY 07-08, but only a decrease of \$25,000 or 3.45% over the mid year revised estimate. This estimated reduction is due to the slowdown of the economy and reduction in expected purchases of new vehicles.



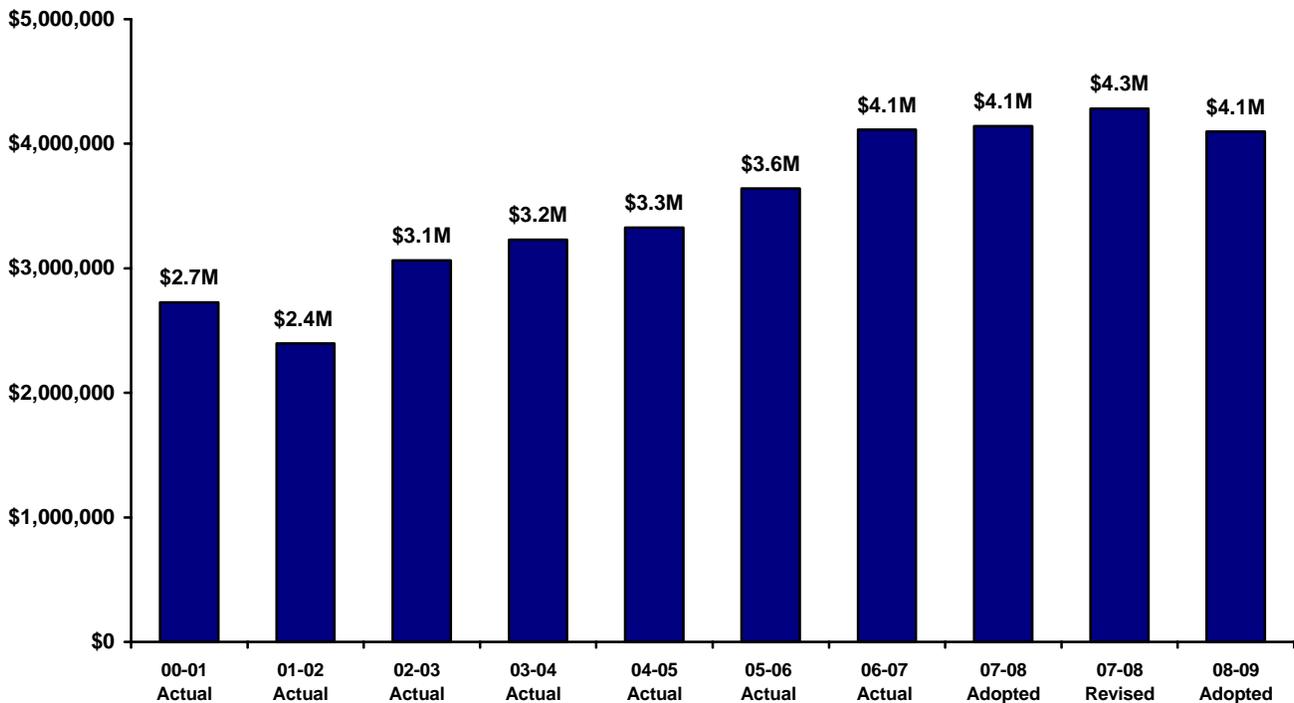
FEES & CHARGES FOR SERVICES

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.

The City annually reviews its user fees and charges and submits any changes for Council approval. User fees and charges were revised effective March 1, 2008. For classes offered by the Recreation Division, fee changes are also reviewed and approved by the Parks & Recreation Commission.

For FY 08-09, estimated revenue from Fees & Charges for Services is \$4.1 million, which represents 3.82% of the total General Fund revenue. This amount reflects the trend in activities for the current year and some of the fee increases approved by Council during the annual update. The FY 08-09 estimated revenue amount reflects a decrease of \$182,120 or 4.40% over the adopted revenue in FY 07-08. The decrease is primarily attributed to a reduction of \$320,000 in estimated revenues from plan checking fees. With the slow down in the economy and property values, it is anticipated development requiring plan checking will reduce as well.

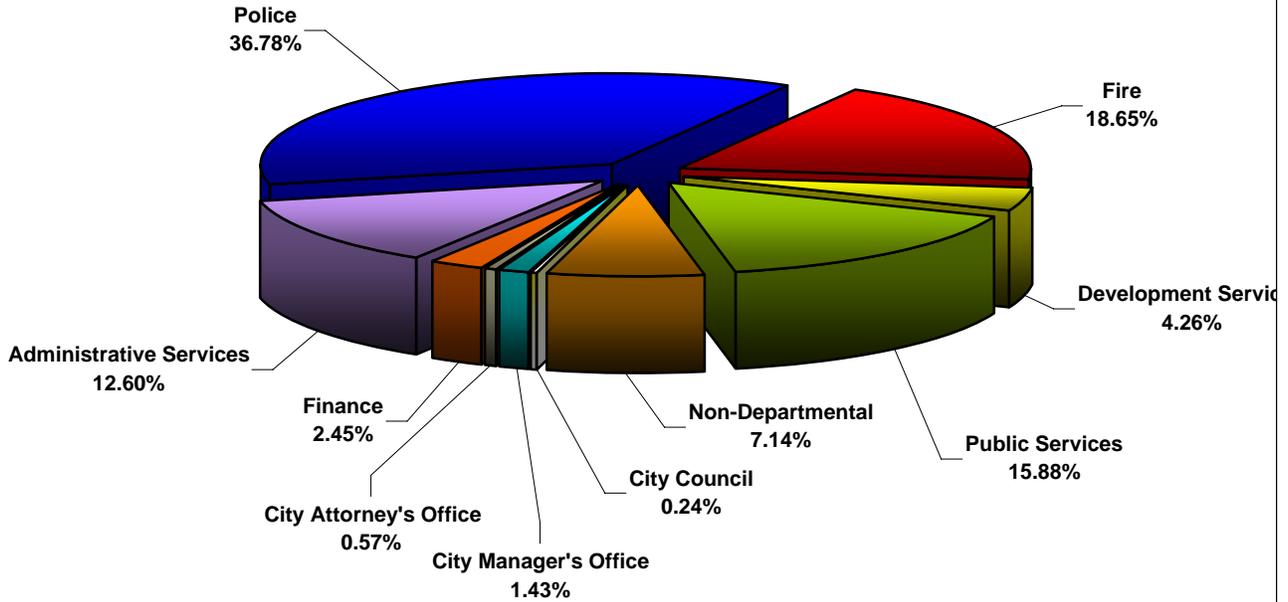


APPROPRIATIONS SUMMARIES

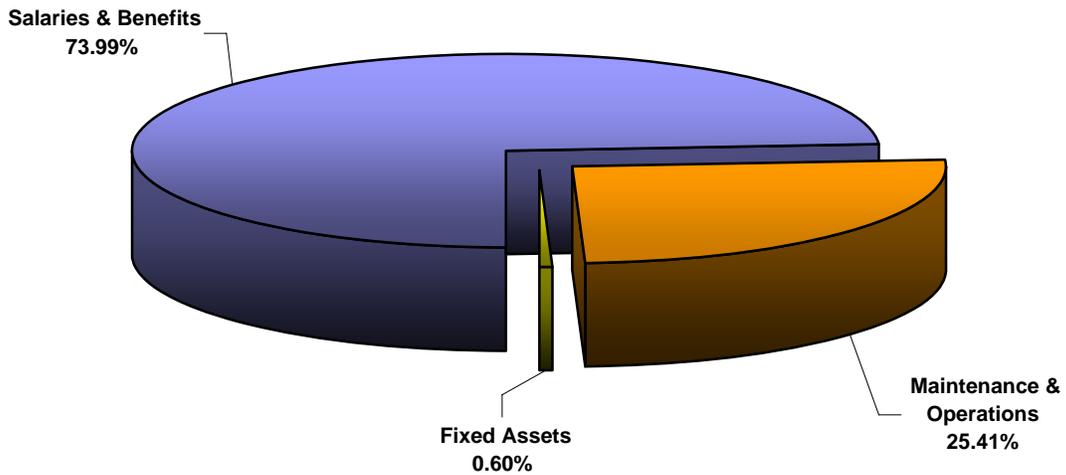
FISCAL YEAR 2008-2009

CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND APPROPRIATIONS
 FISCAL YEAR 2008-2009

GENERAL FUND APPROPRIATIONS by DEPARTMENT
 Total \$118,835,464



GENERAL FUND APPROPRIATIONS by CATEGORY
 Total \$118,835,464



BUDGET COMPARISON BY FUND/BY DEPARTMENT

<u>Fund/Department</u>	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>
<u>General Fund (101)</u>				
City Council	\$ 266,277	\$ 288,980	\$ 274,117	\$ 284,640
City Manager's Office	1,228,243	1,415,452	1,486,481	1,694,667
City Attorney's Office	546,480	525,781	677,900	677,900
Finance	2,501,715	2,521,324	2,709,359	2,906,380
Administrative Services	13,832,184	14,023,354	14,781,009	14,973,946
Police	35,598,031	37,327,003	39,899,029	43,723,720
Fire	18,836,342	19,199,735	19,927,546	22,161,701
Development Services	4,389,164	4,743,579	4,916,242	5,064,910
Public Services	14,861,989	16,285,042	17,561,047	18,866,199
Non-Departmental	4,239,931	5,073,384	8,431,805	8,481,401
Subtotal Fund 101	\$ 96,300,355	\$ 101,403,634	\$ 110,664,535	\$ 118,835,464
<u>Gas Tax Fund (201)</u>				
Capital Improvement Projects	\$ 2,745,264	\$ 2,278,047	\$ 1,700,000	\$ 1,850,000
Subtotal Fund 201	\$ 2,745,264	\$ 2,278,047	\$ 1,700,000	\$ 1,850,000
<u>Prop 172 Fund (202)</u>				
Police	\$ 960,448	\$ 1,255,603	\$ 1,267,974	\$ 1,406,249
Fire	2,341	129,898	5,000	5,000
Non-Departmental	39,000	37,840	39,000	-
Subtotal Fund 202	\$ 1,001,789	\$ 1,423,341	\$ 1,311,974	\$ 1,411,249
<u>AQMD Fund (203)</u>				
Capital Improvement Projects	\$ 157,490	\$ 27,793	\$ 170,000	\$ 408,200
Public Services	12,837	10,213	20,000	20,000
Subtotal Fund 203	\$ 170,327	\$ 38,006	\$ 190,000	\$ 428,200
<u>HOME Fund (205)</u>				
City Manager's Office	\$ 742,116	\$ 1,554,651	\$ 708,427	\$ 1,054,952
Subtotal Fund 205	\$ 742,116	\$ 1,554,651	\$ 708,427	\$ 1,054,952
<u>CDBG Fund (207)</u>				
City Manager's Office	\$ 564,688	\$ 606,789	\$ 765,100	\$ 600,346
Development Services	232,216	251,737	262,715	294,263
Capital Improvement Projects	761,281	764,508	920,000	758,512
Subtotal Fund 207	\$ 1,558,185	\$ 1,623,034	\$ 1,947,815	\$ 1,653,121
<u>Park Dev Fees Fund (208)</u>				
Capital Improvement Projects	\$ 649,923	\$ 35,338	\$ 395,000	\$ 490,000
Non-Departmental	-	3,616,833	-	-
Subtotal Fund 208	\$ 649,923	\$ 3,652,171	\$ 395,000	\$ 490,000

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

Fund/Department	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Drainage Fees Fund (209)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ 200,000	\$ 200,000
Subtotal Fund 209	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>
<u>SLESF Fund (213)</u>				
Police	\$ 219,820	\$ 331,117	\$ 189,098	\$ 220,680
Subtotal Fund 213	<u>\$ 219,820</u>	<u>\$ 331,117</u>	<u>\$ 189,098</u>	<u>\$ 220,680</u>
<u>Traffic Impact Fees Fund (214)</u>				
Capital Improvement Projects	\$ 857,986	\$ 334,922	\$ -	\$ 140,200
Subtotal Fund 214	<u>\$ 857,986</u>	<u>\$ 334,922</u>	<u>\$ -</u>	<u>\$ 140,200</u>
<u>Rental Rehab Program Fund (216)</u>				
Capital Improvement Projects	\$ -	\$ 47,514	\$ -	\$ -
Subtotal Fund 216	<u>\$ -</u>	<u>\$ 47,514</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Narcotics Forfeiture Fund (217)</u>				
Police	\$ 59,410	\$ 66,541	\$ 89,500	\$ 99,351
Non-Departmental	200,000	200,000	60,000	-
Subtotal Fund 217	<u>\$ 259,410</u>	<u>\$ 266,541</u>	<u>\$ 149,500</u>	<u>\$ 99,351</u>
<u>Fire System Development Fund (218)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 250,000
Subtotal Fund 218	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 250,000</u>
<u>Capital Outlay Fund (401)</u>				
Capital Improvement Projects	\$ 4,835,954	\$ 2,739,485	\$ 2,300,000	\$ 5,103,565
Non-Departmental	964,000	3	1,000,000	-
Subtotal Fund 401	<u>\$ 5,799,954</u>	<u>\$ 2,739,488</u>	<u>\$ 3,300,000</u>	<u>\$ 5,103,565</u>
<u>Measure M Fund (403)</u>				
Capital Improvement Projects	\$ 2,063,151	\$ 5,192,848	\$ 1,800,000	\$ 1,950,000
Public Services	9,085	13,405	20,000	20,000
Non-Departmental	100,000	100,000	100,000	\$ 100,000
Subtotal 403 Fund	<u>\$ 2,172,236</u>	<u>\$ 5,306,253</u>	<u>\$ 1,920,000</u>	<u>\$ 2,070,000</u>
<u>Vehicle Prk Dist 1 Fund (409)</u>				
Non-Departmental	\$ 757	\$ 1,014	\$ -	\$ -
Subtotal Fund 409	<u>\$ 757</u>	<u>\$ 1,014</u>	<u>\$ -</u>	<u>\$ -</u>
<u>Vehicle Prk Dist 2 Fund (410)</u>				
Capital Improvement Projects	\$ -	\$ 17,433	\$ -	\$ -
Non-Departmental	667	565	-	-
Subtotal Fund 410	<u>\$ 667</u>	<u>\$ 17,998</u>	<u>\$ -</u>	<u>\$ -</u>

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>
<u>Police Depart Exp Fund (412)</u>				
Capital Improvement Projects	\$ 108,922	\$ 8,426,020	\$ -	\$ -
Subtotal Fund 412	\$ 108,922	\$ 8,426,020	\$ -	\$ -
<u>Vehicle Repl Fund (601)</u>				
Public Services	\$ 2,555,722	\$ 3,146,549	\$ 3,940,141	\$ 3,133,285
Non-Departmental	265,848	323,622	380,780	305,000
Subtotal Fund 601	\$ 2,821,570	\$ 3,470,171	\$ 4,320,921	\$ 3,438,285
<u>Self-Insurance Fund (602)</u>				
City Attorney's Office	\$ -	\$ -	\$ -	\$ -
Administrative Services	3,387,424	2,248,440	3,298,404	3,273,664
Non-Departmental	321,423	433,823	481,000	4,637,200
Subtotal Fund 602	\$ 3,708,847	\$ 2,682,263	\$ 3,779,404	\$ 7,910,864
Grand Total	\$ 119,118,128	\$ 135,596,185	\$ 130,776,676	\$ 145,155,931

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

Fund	City Council	City Manager	City Attorney	Finance	Administrative Services	Recreation*
General Fund - 101	\$ 284,640	\$ 1,694,667	\$ 677,900	\$ 2,906,380	\$ 10,671,714	\$ 4,302,232
Gas Tax Fund - 201	-	-	-	-	-	-
Prop 172 Fund - 202	-	-	-	-	-	-
AQMD Fund - 203	-	-	-	-	-	-
HOME Fund - 205	-	1,054,952	-	-	-	-
CDBG Fund - 207	-	600,346	-	-	-	-
Park Devel Fees Fund - 208	-	-	-	-	-	-
Drainage Fund - 209	-	-	-	-	-	-
SLESF Fund - 213	-	-	-	-	-	-
Traffic Impact Fees Fund - 214	-	-	-	-	-	-
Narcotics & Seizure Fund - 217	-	-	-	-	-	-
Fire System Devel Fund - 218	-	-	-	-	-	-
Capital Outlay Fund - 401	-	-	-	-	-	-
Measure M Fund - 403	-	-	-	-	-	-
Equipment Replacement Fund - 601	-	-	-	-	-	-
Self-Insurance Fund - 602	-	-	-	-	3,273,664	-
Total	\$ 284,640	\$ 3,349,965	\$ 677,900	\$ 2,906,380	\$ 13,945,378	\$ 4,302,232

* Housed under the Administrative Services Department

CITY OF COSTA MESA, CALIFORNIA

Police	Fire	Development Services	Public Services	Non- Departmental	CIP	Total
\$ 43,723,720	\$ 22,161,701	\$ 5,064,910	\$ 18,866,199	\$ 8,481,401	\$ -	\$ 118,835,464
-	-	-	-	-	1,850,000	1,850,000
1,406,249	5,000	-	-	-	-	1,411,249
-	-	-	20,000	-	408,200	428,200
-	-	-	-	-	-	1,054,952
-	-	294,263	-	-	758,512	1,653,121
-	-	-	-	-	490,000	490,000
-	-	-	-	-	200,000	200,000
220,680	-	-	-	-	-	220,680
-	-	-	-	-	140,200	140,200
99,351	-	-	-	-	-	99,351
-	-	-	-	-	250,000	250,000
-	-	-	-	-	5,103,565	5,103,565
-	-	-	20,000	100,000	1,950,000	2,070,000
-	-	-	3,133,285	305,000	-	3,438,285
-	-	-	-	4,637,200	-	7,910,864
\$ 45,450,000	\$ 22,166,701	\$ 5,359,173	\$ 22,039,484	\$ 13,523,601	\$ 11,150,477	\$ 145,155,930

CITY OF COSTA MESA, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Regular Salaries - Sworn	\$ 21,329,565	\$ 21,741,397	\$ 24,345,768	\$ 26,253,952
Regular Salaries - Non-Sworn	21,006,210	21,727,405	23,477,810	24,614,396
Regular Salaries - Part-Time	2,449,180	2,731,036	2,773,245	3,232,740
Overtime	4,409,855	5,796,507	4,734,903	5,292,878
Accrual Payoff - Excess Max.	1,005,736	1,065,573	949,155	332,985
Vacation/Comp. Time Cash Out	399,811	124,222	275,767	314,325
Holiday Allowance	614,695	664,267	694,301	717,503
Separation Pay-Off	205,778	509,204	-	-
Other Compensation	2,025,256	2,032,910	2,447,797	2,612,972
Cafeteria Plan	4,098,720	4,237,064	4,690,893	5,476,208
Medicare	577,535	636,317	675,066	752,296
Retirement	13,885,382	14,198,814	15,024,502	16,419,350
Longevity	28,743	23,269	20,832	29,532
Professional Development	404,408	482,345	673,943	698,776
Auto Allowance	16,269	17,294	18,000	27,000
Unemployment	69,658	78,382	90,309	91,547
Workers' Compensation	3,892,528	3,398,126	3,828,643	3,820,017
Employer Contr.Retirees' Med.	1,343,943	1,557,186	1,379,480	2,219,003
Salaries & Benefits	\$ 77,763,271	\$ 81,021,318	\$ 86,100,415	\$ 92,905,479
Stationery and Office	\$ 155,617	\$ 172,052	\$ 183,754	\$ 181,775
Multi-Media, Promos, Subscript.	287,886	269,230	379,003	397,251
Small Tools and Equipment	299,149	327,306	630,835	582,925
Uniforms and Clothing	352,616	362,108	401,538	432,680
Safety and Health	351,329	337,564	480,109	513,981
Maintenance and Construction	977,183	1,241,934	1,124,985	1,167,935
Agriculture	58,069	61,966	95,000	100,000
Fuel	566,478	690,561	701,600	701,600
Electricity - Buildings & Fac.	494,521	562,517	690,864	668,100
Electricity - Power	169,403	193,610	180,878	196,500
Electricity - Street Lights	734,681	867,338	804,490	867,000
Gas	48,953	42,635	55,655	47,950
Water - Domestic	69,779	66,949	62,600	93,400
Water - Parks and Parkways	455,224	670,529	790,962	715,000
Waste Disposal	138,772	168,683	195,047	197,780
Janitorial and Housekeeping	346,458	345,560	371,058	389,930
Postage	108,425	113,853	131,075	123,405
Legal Advertising/Filing Fees	212,427	232,763	276,500	329,161
Advertising and Public Info.	41,037	44,765	332,450	352,744
Telephone/Radio/Communications	342,094	288,253	484,240	449,940
Meetings and Conferences	1,049	805	2,000	2,500
Mileage Reimbursement	3,927	3,649	10,090	7,045
Board Member Fees	29,200	29,250	29,500	29,500
Buildings and Structures	413,168	439,275	697,250	492,482
Landscaping and Sprinklers	757,671	930,297	1,291,340	1,310,779
Underground Lines	1,435	8,331	5,000	5,500
Automotive Equipment	135,733	106,682	115,000	133,000
Helicopter Equipment	400	-	-	-
Subtotal Maint. & Operations	\$ 7,552,683	\$ 8,578,465	\$ 10,522,823	\$ 10,489,863

CITY OF COSTA MESA, CALIFORNIA
SUMMARY OF APPROPRIATIONS
BY ACCOUNT - ALL FUNDS

Description	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Office Furniture	\$ 1,623	\$ 2,048	\$ 11,900	\$ 17,061
Office Equipment	411,671	601,711	624,525	694,505
Other Equipment	627,437	831,503	955,959	827,870
Streets, Alleys and Sidewalks	115,234	124,703	158,000	253,000
Employment	92,458	72,319	54,350	73,650
Consulting	2,621,196	2,838,607	3,556,448	3,562,460
Legal	85,040	190,557	150,000	148,201
Engineering and Architectural	74,842	260,224	169,700	169,700
Financial & Information Svcs.	114,984	132,746	107,803	95,655
Medical and Health Inspection	144,544	163,455	241,000	273,766
Law Enforcement	1,242,307	1,316,132	1,435,580	1,471,880
Recreation	450,735	466,327	463,220	468,060
Principal Payments	2,668,084	3,079,360	4,059,139	4,095,187
Interest Payments	1,033,848	1,259,749	2,242,666	2,089,214
External Rent	402,666	562,132	623,185	741,900
Grants, Loans and Subsidies	1,013,935	1,887,656	1,146,793	1,227,536
Depreciation	681,448	730,696	-	-
Central Services	129,009	112,422	168,300	163,750
Internal Rent - Maint. Charges	1,810,556	1,975,280	1,584,995	2,075,781
Internal Rent - Repl. Cost	1,242,918	1,071,398	1,535,662	2,363,409
General Liability	1,554,960	1,325,987	2,145,043	2,046,465
Special Liability	9,959	143	16,790	16,790
Physical Damage	60,450	70,777	25,000	-
Buildings & Personal Property	241,799	276,001	270,000	317,350
Faithful Performance Bonds	6,539	7,159	7,200	8,200
Taxes and Assessments	92,860	90,874	102,784	114,454
Contingency	487,958	-	-	-
Other Costs	1,984	359,616	-	-
Operating Transfers Out	2,455,765	1,583,863	2,419,780	5,565,200
Maintenance & Operations	\$ 27,429,490	\$ 29,971,910	\$ 34,798,645	\$ 39,370,907
Land	\$ -	\$ 3,366,338	\$ -	\$ -
Landscaping and Sprinklers	11,774	32,110	-	-
Buildings and Structures	-	18,533	-	-
Automotive Equipment	7,253	125,640	1,762,000	1,017,000
Office Furniture	41,878	129,252	12,000	19,000
Office Equipment	554,880	124,263	53,332	260,850
Other Equipment	1,129,611	942,916	565,282	432,215
Fixed Assets	\$ 1,745,396	\$ 4,739,052	\$ 2,392,614	\$ 1,729,065
Total Operating	\$ 106,938,157	\$ 115,732,279	\$ 123,291,674	\$ 134,005,451
Capital Improvements	\$ 12,179,971	\$ 19,863,907	\$ 7,485,000	\$ 11,150,477
Total Appropriations	\$ 119,118,129	\$ 135,596,185	\$ 130,776,674	\$ 145,155,931

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**PROTECTION OF PERSONS AND PROPERTY**

(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 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Police Protection				
Police Administration - 50001	\$ 3,154,959	\$ 3,121,859	\$ 3,369,611	\$ 3,495,095
Field Area Policing - 10111	14,831,153	16,180,696	15,693,133	18,307,175
Helicopter Patrol - 10112	1,698,247	1,749,719	1,939,957	2,059,559
Traffic Enforcement - 10113	5,421,408	5,449,704	6,715,236	6,432,550
Contract & Special Event Policing - 10114	510,838	567,308	674,317	675,911
Crime Investigation - 10120	3,305,476	3,238,518	3,451,555	3,797,481
Vice and Narcotics - 10125	1,545,647	1,660,766	1,767,276	1,946,379
Records / Information Systems - 10131	1,772,511	1,847,380	2,046,331	2,231,445
Crime Scene Inv./Photographic Svcs - 10132	741,940	790,300	791,131	847,667
Training - 10133	735,945	658,161	697,506	776,260
Community Services - 10134	182,793	189,325	211,433	283,099
Youth Crime Intervention - 10135	1,217,078	1,291,232	1,694,154	1,861,035
Property and Evidence - 10136	303,499	324,152	351,007	400,079
Jail - 10137	1,062,707	1,128,997	1,232,704	1,332,470
Equipment Maintenance - 10138	28,587	49,323	41,812	47,278
Animal Control - 10139	324,922	423,609	439,220	569,625
RAID - 10143	-	84,971	-	15,218
Recruitment - 10146	-	224,244	329,218	371,672
Total Police Protection	\$ 36,837,709	\$ 38,980,264	\$ 41,445,602	\$ 45,449,999
Fire Protection				
Fire Administration - 50001	\$ 1,535,546	\$ 1,623,297	\$ 1,627,594	\$ 1,883,254
Response and Control - 10210	15,632,978	16,030,297	16,622,900	18,402,687
Fire Prevention - 10220	722,293	707,726	852,953	862,352
Emergency Medical Aid - 10230	947,866	968,313	829,099	1,018,408
Total Fire Protection	\$ 18,838,683	\$ 19,329,633	\$ 19,932,546	\$ 22,166,701
Other Public Safety Services				
Building Safety - 20410	\$ 1,916,942	\$ 2,210,833	\$ 2,292,925	\$ 2,297,563
Total Other Public Safety Services	\$ 1,916,942	\$ 2,210,833	\$ 2,292,925	\$ 2,297,563
Total Protection of Persons and Property	\$ 57,593,333	\$ 60,520,730	\$ 63,671,073	\$ 69,914,263

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**COMMUNITY HEALTH AND ENVIRONMENT****(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 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Beautification				
Parkway and Median Maintenance - 20111	\$ 662,051	\$ 906,445	\$ 1,047,491	\$ 1,088,299
Street Cleaning - 20120	696,687	748,079	680,694	854,020
Graffiti Abatement - 20130	147,986	201,600	207,587	230,247
Park Maintenance - 40111	3,161,150	3,469,549	3,997,524	4,232,815
Park Improvements - 40112	269,827	272,026	279,170	316,901
Total Beautification	\$ 4,937,701	\$ 5,597,699	\$ 6,212,466	\$ 6,722,284
Sanitation				
Sewers - 20220	\$ 412,987	\$ -	\$ -	\$ -
Recycling - 20230	62,827	62,894	40,000	40,000
Water Quality - 20510	421,218	393,009	478,616	549,907
Total Sanitation	\$ 897,032	\$ 455,903	\$ 518,616	\$ 589,907
Planning				
Development Services Admin. - 50001	\$ 553,564	\$ 487,720	\$ 535,501	\$ 536,645
Current Planning - 20320	1,132,734	1,186,563	1,208,182	1,275,131
Code Enforcement - 20350	752,128	1,079,326	1,103,119	1,218,335
Planning Commission - 20360	33,796	30,873	39,230	31,500
Total Planning	\$ 2,472,222	\$ 2,784,482	\$ 2,886,032	\$ 3,061,611
Housing and Community Development				
Code Enforcement - 20350	\$ 242,675	\$ 10,893	\$ 18,681	\$ 20,213
Public Service Programs - 20421	212,712	215,860	352,208	202,341
Single Family Housing Rehabilitation - 20422	373,359	248,801	250,000	350,000
Neighborhood Improvement Program - 20425	286,485	232,336	281,321	518,135
Neighbors for Neighbors - 20426	86,610	96,010	113,969	108,005
CDBG Administration - 20427	254,907	284,027	280,242	269,787
HOME Program -20440	82,272	86,984	70,842	84,026
HOME Projects -20445	-	986,530	106,264	102,791
Total Housing & Community Dev	\$ 1,539,020	\$ 2,161,441	\$ 1,473,528	\$ 1,655,298
Total Community Health & Environment	\$ 9,845,974	\$ 10,999,525	\$ 11,090,642	\$ 12,029,100

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

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Administration				
Public Services Admin. - 50001	\$ 1,103,850	\$ 1,183,931	\$ 1,193,759	\$ 1,198,526
Construction Management - 50002	811,737	826,134	873,803	968,938
Total Administration	\$ 1,915,587	\$ 2,010,065	\$ 2,067,561	\$ 2,167,464
Traveled Ways				
Street Maintenance - 30111	\$ 1,024,366	\$ 1,270,476	\$ 1,257,278	\$ 1,392,168
Street Improvements - 30112	624,365	649,922	712,566	804,031
Storm Drain Maintenance - 30121	126,416	138,333	173,058	208,331
Storm Drain Improvements - 30122	363,143	378,718	404,567	446,282
Total Traveled Ways	\$ 2,138,290	\$ 2,437,449	\$ 2,547,469	\$ 2,850,811
Traffic Safety				
Traffic Planning - 30210	\$ 514,814	\$ 517,687	\$ 591,938	\$ 655,479
Traffic Operations - 30241	1,595,629	1,984,623	1,961,584	2,137,770
Signs and Markings - 30243	550,052	649,887	650,809	833,755
Total Traffic Safety	\$ 2,660,495	\$ 3,152,197	\$ 3,204,331	\$ 3,627,005
Total Transportation	\$ 6,714,371	\$ 7,599,711	\$ 7,819,361	\$ 8,645,280

SUMMARY OF APPROPRIATIONS BY FUNCTION/PROGRAM**LEISURE AND COMMUNITY SERVICES**

(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 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Community Facilities				
Downtown Recreation Center - 40121	\$ 203,843	\$ 210,923	\$ 250,031	\$ 250,576
Balearic Community Center - 40122	164,805	187,427	191,471	218,676
Neighborhood Community Center - 40123	229,489	253,608	257,739	294,001
Total Community Facilities	\$ 598,137	\$ 651,958	\$ 699,241	\$ 763,254
Community Programs				
Recreation Administration - 50001	\$ 670,861	\$ 634,576	\$ 685,691	\$ 719,561
Aquatics - 40212	186,921	175,752	257,622	284,396
Tennis - 40213	3,526	2,114	9,133	28,175
Adult Sports Basketball and Volleyball - 40214	53,771	48,759	55,758	67,350
Adult Sports Softball - 40215	57,206	57,438	95,506	105,994
Adult Sports Misc/Field Ambassadors - 40216	134,798	420,022	339,442	379,901
Youth Sports Basketball/Cheerleading - 40218	41,727	36,229	52,189	47,556
Youth Sports Football/Cheer/Soccer- 40219	40,522	47,506	49,533	46,541
Senior Citizens - 40231	322,754	324,914	339,843	339,235
Day Camp - 40232	184,591	187,278	168,307	200,887
Playgrounds - 40233	341,088	331,977	347,767	391,724
Costa Mesa Job Center - 40234	59,998	3,331	-	-
Youth and Family Programs - 40235	32,762	17,520	15,999	15,015
Teen Programs - 40236	82,436	98,883	154,202	153,432
Concert Programs - 40237	22,233	23,933	36,069	33,085
Early Childhood - 40241	105,325	110,628	107,244	115,726
Adult Instructional Classes - 40242	87,287	119,746	91,824	90,985
Youth Instructional Classes - 40243	391,515	351,364	333,653	336,981
Special Recreation Events - 40244	17,078	26,541	61,550	73,477
Mobile Recreation - 40245	67,765	67,248	66,894	71,291
Total Community Programs	\$ 2,904,160	\$ 3,085,759	\$ 3,268,226	\$ 3,501,313
Total Leisure and Community Services	\$ 3,502,297	\$ 3,737,717	\$ 3,967,467	\$ 4,264,567

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

(Excludes CIP)

GOAL: To formulate City policies and provide effective and efficient administrative support to all City programs.

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Representation				
City Council - 50110	\$ 306,391	\$ 330,055	\$ 316,977	\$ 331,553
Elections - 50120	-	73,762	-	120,240
Parks & Recreation Comm. - 50125	8,074	12,502	10,430	8,830
Child Care and Youth Services - 50140	-	-	155	355
Fairview Pk Friend/Comm. - 50145	2,371	1,577	3,250	-
Cultural Arts Committee - 50190	4,051	5,623	3,517	20,480
Historic Resources Committee - 50191	4,489	2,672	5,067	8,000
Total Representation	\$ 325,376	\$ 426,191	\$ 339,396	\$ 489,458
Policy Formulation & Implementation				
City Manager - 50210	\$ 882,582	\$ 995,353	\$ 1,081,278	\$ 1,179,787
Nondepartmental - 50240	6,131,626	9,787,081	10,492,585	13,523,601
Total Policy Formulation & Implement	\$ 7,014,208	\$ 10,782,434	\$ 11,573,863	\$ 14,703,388
Legal Services				
General Legal Services - 50320	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900
Total Legal Services	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900
City Clerk				
City Council Meetings - 50410	\$ 223,993	\$ 200,178	\$ 241,036	\$ 252,155
Public Records - 50420	79,183	103,508	118,056	95,572
Total City Clerk	\$ 303,176	\$ 303,686	\$ 359,092	\$ 347,726
Financial Services				
Finance Administration - 50001	\$ 416,975	\$ 415,022	\$ 404,951	\$ 433,059
Accounting - 50510	759,769	749,882	866,818	923,178
Budget and Research - 50520	319,067	297,427	327,054	360,995
Purchasing - 50530	325,940	347,665	391,386	436,824
Treasury - 50540	679,963	711,328	719,150	752,324
Total Financial Services	\$ 2,501,714	\$ 2,521,324	\$ 2,709,359	\$ 2,906,380

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

(Excludes CIP)

	<u>FY 05-06</u> <u>Actual</u>	<u>FY 06-07</u> <u>Actual</u>	<u>FY 07-08</u> <u>Adopted</u>	<u>FY 08-09</u> <u>Adopted</u>
Personnel Services				
Administrative Services Admin. - 50001	\$ 632,422	\$ 633,718	\$ 700,238	\$ 680,519
Human Resources Administration - 50610	748,773	816,892	865,391	1,037,616
Employee Benefit Administration - 50630	159,473	176,970	236,645	264,378
Post Employment Benefits - 50650	966,952	1,171,982	968,399	108,147
Insurance Administration - 50661	342,457	399,718	400,982	482,536
General Liability - 50662	1,129,616	380,980	1,204,221	1,165,038
Workers' Compensation- 50663	2,317,968	1,961,451	2,279,244	2,331,177
Total Personnel Services	\$ 6,297,660	\$ 5,541,711	\$ 6,655,120	\$ 6,069,411
Computer Services				
Computer Operations - 50710	\$ 2,418,974	\$ 1,633,472	\$ 1,821,268	\$ 1,954,323
Computer Systems Development - 50720	982,182	1,066,658	1,071,455	1,125,751
Total Computer Services	\$ 3,401,156	\$ 2,700,130	\$ 2,892,723	\$ 3,080,073
Central Services				
Printing and Graphics - 50810	\$ 344,291	\$ 351,688	\$ 350,118	\$ 361,899
Reprographics - 50820	194,595	167,251	210,118	203,457
Mailing and Delivery - 50840	94,165	88,767	91,073	100,570
Total Central Services	\$ 633,051	\$ 607,706	\$ 651,309	\$ 665,926
Maintenance Services				
Maintenance Services Admin. - 50001	\$ 253,308	\$ 236,311	\$ 258,029	\$ 298,791
Facility Maintenance - 50910	2,081,500	2,423,706	2,792,575	2,649,938
Fleet Services - 50920	2,555,722	3,141,882	3,940,141	3,133,285
Total Maintenance Services	\$ 4,890,530	\$ 5,801,899	\$ 6,990,745	\$ 6,082,013
Telecommunications				
Operations - 51010	\$ 2,503,953	\$ 2,721,472	\$ 2,861,272	\$ 3,196,433
Technical Support and Maintenance - 51020	439,983	470,926	520,226	372,570
Cable Television Services - 51030	256,599	295,792	314,457	349,298
Emergency Services - 51040	168,300	175,543	197,669	211,667
Total Telecommunications	\$ 3,368,835	\$ 3,663,733	\$ 3,893,624	\$ 4,129,967
Total General Government Support	\$ 29,282,182	\$ 32,874,595	\$ 36,743,131	\$ 39,152,242

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>City Council</u>				
Council Member	5.00	5.00	5.00	5.00
Total City Council	5.00	5.00	5.00	5.00
<u>City Manager's Office</u>				
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
City Clerk	-	1.00	1.00	1.00
Deputy City Clerk	1.00	-	-	-
Executive Secretary	2.00	2.00	2.00	2.00
Executive Assistant to the City Manager	-	-	-	1.00
Legislative & Public Affairs Manager	1.00	1.00	1.00	1.00
Management Analyst	4.00	4.81	4.81	4.81
Neighborhood Improvement Manager	1.00	1.00	1.00	1.00
Office Specialist II	2.00	2.00	2.00	2.00
Secretary to the City Manager	1.00	1.00	1.00	-
Total City Manager's Office	15.00	15.81	15.81	15.81
<u>Finance Department</u>				
Director of Finance	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist I	2.00	2.00	1.00	1.00
Accounting Specialist II	4.00	4.00	4.00	4.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Budget & Research Officer	1.00	1.00	1.00	1.00
Budget Analyst	1.00	1.00	1.00	1.00
Budget Specialist	-	-	1.00	1.00
Business License Inspector	1.00	1.00	1.00	1.00
Buyer	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Grant Administrator	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 Investment Specialist	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	1.00
Total Finance Department	23.00	23.00	23.00	23.00
<u>Administrative Services Department</u>				
Administrative Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	3.00	4.00	3.00	3.00
Assistant Recreation Supervisor	-	-	2.00	2.00
Benefits Coordinator	1.00	1.00	1.00	1.00
Central Services Supervisor	1.00	1.00	1.00	1.00
Communications Installer	1.00	1.00	1.00	1.00
Communications Officer	15.00	15.00	15.00	15.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Administrative Services Department (continued)</u>				
Communications Supervisor	3.00	3.00	3.00	3.00
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00
Electronics Technician	1.00	1.00	1.00	1.00
Emergency Services Training Specialist	1.00	1.00	1.00	1.00
Executive Secretary	2.00	1.00	1.00	1.00
Graphics Designer	2.00	2.00	2.00	2.00
Human Resources Administrator	-	-	2.00	2.00
Human Resources Analyst	-	-	3.00	3.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Secretary	-	-	1.00	1.00
Information Technology Manager	-	-	-	1.00
Management Analyst	3.00	3.00	1.00	1.00
Management Information Services Manager	1.00	1.00	1.00	-
Messenger	1.00	1.00	1.00	1.00
Network Administrator	3.00	5.00	5.00	5.00
Office Specialist II	4.00	4.00	4.00	4.00
Offset Press Operator II	1.00	1.00	1.00	1.00
Personnel Administrator	1.00	1.00	-	-
Personnel Technician	1.00	1.00	-	-
Police Information System Specialist	2.00	-	-	-
Principal Human Resources Analyst	-	-	1.00	1.00
Principal Personnel Analyst	1.00	1.00	-	-
Programmer Analyst I	1.00	1.00	1.00	1.00
Programmer Analyst II	3.00	2.00	2.00	2.00
Recreation Coordinator	5.00	5.00	2.00	2.00
Recreation Manager	1.00	1.00	1.00	1.00
Recreation Specialist	-	-	1.00	1.00
Recreation Supervisor	2.00	2.00	2.00	2.00
Risk Administrator	1.00	1.00	-	-
Senior Communications Officer	3.00	3.00	3.00	3.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Senior Programmer Analyst	2.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
Telecommunications Manager	1.00	1.00	1.00	1.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
Total Administrative Services Department	74.00	74.00	74.00	74.00
<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	3.00	3.00	3.00	3.00
Civilian Investigator	2.00	2.00	2.00	2.00
Community Services Specialist	14.00	15.00	15.00	15.00
Corporal	10.00	10.00	10.00	9.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	2.00	2.00	2.00	2.00
Crime Scene Investigator Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	5.00	5.00	5.00	5.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Police Department (continued)</u>				
Custody Officer	10.00	11.00	11.00	11.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	4.00	3.00	4.00	4.00
Police Administrative Svcs Commander	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	2.00
Police Helicopter Pilot	4.00	4.00	4.00	4.00
Police Helicopter Sergeant	1.00	1.00	1.00	1.00
Police Lieutenant	8.00	8.00	8.00	8.00
Police Officer	83.00	92.00	98.00	101.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Sergeant	24.00	24.00	24.00	25.00
Police Training Assistant	1.00	1.00	1.00	1.00
Police Training Administrator	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Senior Police Officer	27.00	20.00	16.00	13.00
Senior Police Records Technician	18.00	18.00	18.00	18.00
Total Police Department	234.00	237.00	240.00	240.00
<u>Fire Department</u>				
Fire Chief	1.00	1.00	1.00	1.00
Battalion Chief	3.00	3.00	3.00	3.00
Deputy Fire Chief/Fire Marshal	-	-	-	1.00
Deputy Fire Chief/Operations	1.00	1.00	2.00	1.00
Emergency Medical Services Coordinator	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Battalion Chief	-	-	-	1.00
Fire Captain	25.00	25.00	25.00	24.00
Fire Division Chief/Fire Marshal	1.00	1.00	-	-
Fire Engineer	24.00	24.00	24.00	24.00
Fire Protection Analyst	2.00	2.00	2.00	2.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	48.00	48.00	48.00	48.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Total Fire Department	111.00	111.00	111.00	111.00
<u>Development Services Department</u>				
Dev Svcs Director - Deputy City Manager	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 Planner	2.00	2.00	2.00	2.00
Associate Planner	1.00	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	2.00
Building Official	1.00	1.00	1.00	1.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Development Services Department (continued)</u>				
Building Technician	1.00	1.00	1.00	1.00
Building Technician II	1.00	1.00	1.00	1.00
Chief of Code Enforcement	1.00	1.00	1.00	1.00
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	1.00	1.00	1.00	1.00
Code Enforcement Officer	8.00	8.00	8.00	8.00
Combination Building Inspector	1.00	1.00	1.00	1.00
Combination Inspector***	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
Office Coordinator	1.00	1.00	1.00	1.00
Office Specialist II	6.00	6.00	6.00	6.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Plan Check Engineer	2.00	2.00	2.00	2.00
Plan Checker	1.00	1.00	1.00	1.00
Principal Planner	2.00	2.00	2.00	2.00
Senior Electrical Inspector	1.00	1.00	1.00	1.00
Senior Planner	2.00	2.00	2.00	2.00
Senior Plumbing/Mechanical Inspector	1.00	1.00	1.00	1.00
Total Development Services Department	43.00	43.00	43.00	43.00
<u>Public Services Department</u>				
Director of Public Services	1.00	1.00	1.00	1.00
Administrative Secretary	2.00	2.00	3.00	3.00
Assistant Engineer	5.00	6.00	6.00	6.00
Assistant Street Superintendent	1.00	1.00	1.00	1.00
Associate Engineer	4.00	3.00	3.00	3.00
Chief Construction Inspector	1.00	1.00	1.00	1.00
City Engineer	1.00	1.00	1.00	1.00
Construction Inspector	2.00	2.00	2.00	2.00
Engineering Technician I	1.00	1.00	1.00	1.00
Engineering Technician II	5.00	5.00	5.00	5.00
Engineering Technician III	3.00	3.00	3.00	3.00
Equipment Mechanic II	3.00	3.00	3.00	3.00
Equipment Mechanic III	3.00	3.00	3.00	3.00
Executive Secretary	1.00	1.00	1.00	1.00
Facilities & Equipment Supervisor	1.00	1.00	1.00	1.00
Facility Maintenance Technician	3.00	3.00	3.00	3.00
Lead Equipment Mechanic	1.00	1.00	1.00	-
Lead Facilities Maintenance Technician	1.00	1.00	1.00	-
Lead Maintenance Worker	8.00	8.00	8.00	8.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Supervisor	4.00	3.00	3.00	5.00
Maintenance Worker	18.00	19.00	19.00	19.00
Management Analyst	1.00	1.19	1.19	1.19
Office Specialist I	1.00	1.00	1.00	1.00
Office Specialist II	2.00	2.00	1.00	1.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Public Services Department</u> (continued)				
Senior Engineer	3.00	3.00	3.00	3.00
Senior Maintenance Supervisor	1.00	1.00	1.00	1.00
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	21.00	18.00	19.00	19.00
Transportation Services Manager	1.00	1.00	1.00	1.00
Total Public Services Department	101.00	98.19	99.19	99.19
Total Full-time Employees	606.00	607.00	611.00	611.00
<u>Part-time Employees FTE's (Full-time Equivalents)</u>				
City Council	0.50	0.50	0.50	0.50
City Manager's Office	1.27	0.75	0.75	0.75
Finance Department	0.67	0.67	1.42	1.42
Administrative Services Department	57.34	51.19	50.66	52.21
Police Department	20.75	21.73	22.73	26.75
Fire Department	1.92	2.40	1.92	1.92
Development Services Department	1.50	2.00	2.00	2.00
Public Services Department	9.71	9.71	9.71	9.71
Total Part-time FTE's	93.66	88.95	89.69	95.26

SUMMARY OF APPROVED FIXED ASSETS
FISCAL YEAR 2008-2009

DEPARTMENT/Division	Qty	Description	Amt
CITY MANAGER'S OFFICE			
City Clerk	1	Public Notice Display Board, All Weather	\$ 5,000
Total City Manager's Office			\$ 5,000
ADMINISTRATIVE SERVICES			
Telecommunications	1	Laptop Computer	\$ 5,400
		1 Video Camera System, Field Production	26,975
Subtotal Telecommunications			\$ 32,375
MIS	1	Law Records Management System (LRMS) Upgrade	\$ 36,300
		1 Backup Tape Library and Disk to Disk Storage, LTO	22,000
	400	Office 2007 Upgrade	194,000
	1	SQL Software	5,400
	2	Domain Controller, PD	11,300
	1	Server, CARS Replacement	11,300
	1	Document Imaging	45,100
Subtotal MIS			\$ 325,400
Total Administrative Services			\$ 357,775
POLICE			
Technical Services	1	Digital Imaging Computer System	\$ 5,430
	1	Inventory Control Barcode System	8,600
Subtotal Technical Services			\$ 14,030
Field Operations	1	Console and Phone System	\$ 26,499
Total Police			\$ 40,529
FIRE			
Administration	1	Furniture	\$ 19,000
Suppression/MIC	7	Monitor-Defibrillators	\$ 140,000
	6	Radios	33,000
	1	Lockers	11,000
Subtotal Suppression/MIC			\$ 184,000
Total Fire			\$ 203,000
PUBLIC SERVICES			
Engineering	1	Copier, Large Format	\$ 8,450
Transportation Services	3	Traffic Signal Cabinet Replacements	57,000
	2	V-Calm Radar Speed Sign	26,000
Subtotal Transportation Services			83,000
Maintenance Services	1	Sewer Video Camera/Recorder/Locator System	14,311
Total Public Services			\$ 105,761
Total Proposed Fixed Assets			\$ 712,065

SUMMARY OF APPROVED NEW/REPLACEMENT VEHICLES
FISCAL YEAR 2008-2009

Unit Number	Description of Current Unit	Description of Proposed Unit	Green Purchase Cost
010C	1996 Ford Taurus Wagon	Small Hybrid SUV	\$ 30,000
	Total Administrative Services - Central Services		\$ 30,000
215A new	Show Mobile -	Century Showmaster Temp Lights	\$ 115,000 17,000
	Total Administrative Services - Recreation		\$ 132,000
764B	1992 Ford Aerostar Van	Small Hybrid SUV	\$ 30,000
	Total Police - Administration		\$ 30,000
761A 778	1986 Ford E350 2001 Ford Taurus	Half-ton Van Small Hybrid SUV	\$ 25,000 30,000
	Total Police - Technical Services		\$ 55,000
tbd	Patrol Unit	Patrol Unit	\$ 36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
tbd	Patrol Unit	Patrol Unit	36,000
742D	1997 Ford Thunderbird	Small Hybrid SUV	30,000
	Total Police - Field Operations		\$ 426,000
734D	1996 Ford Taurus	Small Hybrid SUV	\$ 30,000
735D	1997 Oldsmobile Cutlass	Small Hybrid SUV	30,000
736D	1997 Chevrolet Lumina	Small Hybrid SUV	30,000
749	1996 Ford Taurus	Small Hybrid SUV	30,000
	Total Police - Support Services		\$ 120,000
new	-	Pick-up, 1/2 ton	\$ 35,000
	Total Fire - Administratiton		\$ 35,000
330A	1989 Astro Van	Cargo Van	\$ 25,000
	Total Public Services - Engineering		\$ 25,000
311B	1980 GMC Service Truck (sign)	Service Truck Propane/CNG	\$ 73,000
315B	1996 F-150 Pick-up	Small Pick-up	25,000
136A	1991 Cushman	Cushman	10,000
new	-	Ballfield Groomer	11,000
424A	1986 Chevy C-30 Service Truck	Service Truck	45,000
	Total Public Services - Maintenance Services		\$ 164,000
	Total Proposed New/Replacement Vehicles		\$ 1,017,000

tbd - to be determined

**SCHEDULE OF APPROVED
BUILDING MODIFICATIONS/MAINTENANCE PROJECTS
FISCAL YEAR 2008-2009**

Facility	Cost	Description
City Hall		
1A	\$ 4,000	Replace leaking panels below windows with stucco
MIS	19,000	Reconfigure AC as backup for computer room
5 Floors	25,000	Replace voltage transformers / all floors
All Fire Stations	2,000	Re-key all fire stations alike
	3,800	Evaluate emergency generator capacities vs. load
Fire Station #1	25,000	Prep and paint station exterior/includes lead encapsulation*
	3,500	Replace window coverings throughout station
Fire Station #2	2,000	Replace exterior windows in Captain's bunk room*
Fire Station #4	2,000	Replace exterior windows in Captain's bunk room*
	5,000	Fumigate station
	5,000	Fumigate confined training prop
	6,000	Replace carpet in training room
	20,000	Repair ceiling
Fire Station #5	6,000	Remediate asbestos and replace all exterior lower window wall panels
	8,000	Replace stove
Fire Station #6	18,000	Replace rooftop HVAC unit #3
	4,000	Install window coverings for the 1st floor windows for privacy
Old Corp Yard	6,000	Replace 2 of 10 roll up doors
	6,000	Provide cover for waste tires and batteries NPDES BMP
	2,500	Replace failed chain link fence at Transportation storage area
	15,000	Modify Back Entry Gate
Balearic Center	2,000	Replace partitions in both exterior restrooms
	1,500	Install illuminated "EXIT" signs
	1,500	Paint flag pole with epoxy
Senior Center	6,000	Refinish wood dance floor
	25,000	Rehabilitate moveable walls
	15,000	Install wrought iron on alcove along north side exterior
Adams Medians	6,000	Replace two electrical meter enclosure
Bark Park	6,000	Replace south fence along small dog park
Canyon Park	5,000	Add ADA surfacing material to existing swing
	4,000	Replace two missing plaques using other materials
Del Mesa Park	3,000	Replace existing drinking fountain
Estancia Park	1,200	Restroom - Replace louver panels*

**SCHEDULE OF APPROVED
BUILDING MODIFICATIONS/MAINTENANCE PROJECTS**

FISCAL YEAR 2008-2009

Facility	Cost	Description
Fairview Park	\$ 5,100	Restroom - Paint interior walls and exterior trim*
	4,500	Shelter - Paint metal*
Heller Park	3,500	Replace existing benches around playground
	5,000	Replace existing patio structure over benches
	12,000	Restroom-Replace electrical service/upgrade interior lights*
Mesa Verde Library	22,332	Maintenance and repairs
Suburbia II Park	3,000	Install trail fence at entrance
Various Locations	15,000	Replace benches, tables and trashcans
	15,000	Replace Parkway and median irrigation controller and cabinets at 10 locations
	25,000	Replace and repair ADA approved playground surfaces at Tanager, Smallwood, Pinkley, Balearic and Shiffer Parks.
Various Parkways	11,000	Replace irrigation control wiring at Mesa Verde East/West parkway.
Vista Park	2,000	Restroom - Replace rusted utility door and paint
Total	\$ 387,432	

*Identified by 3DI Building Assessment

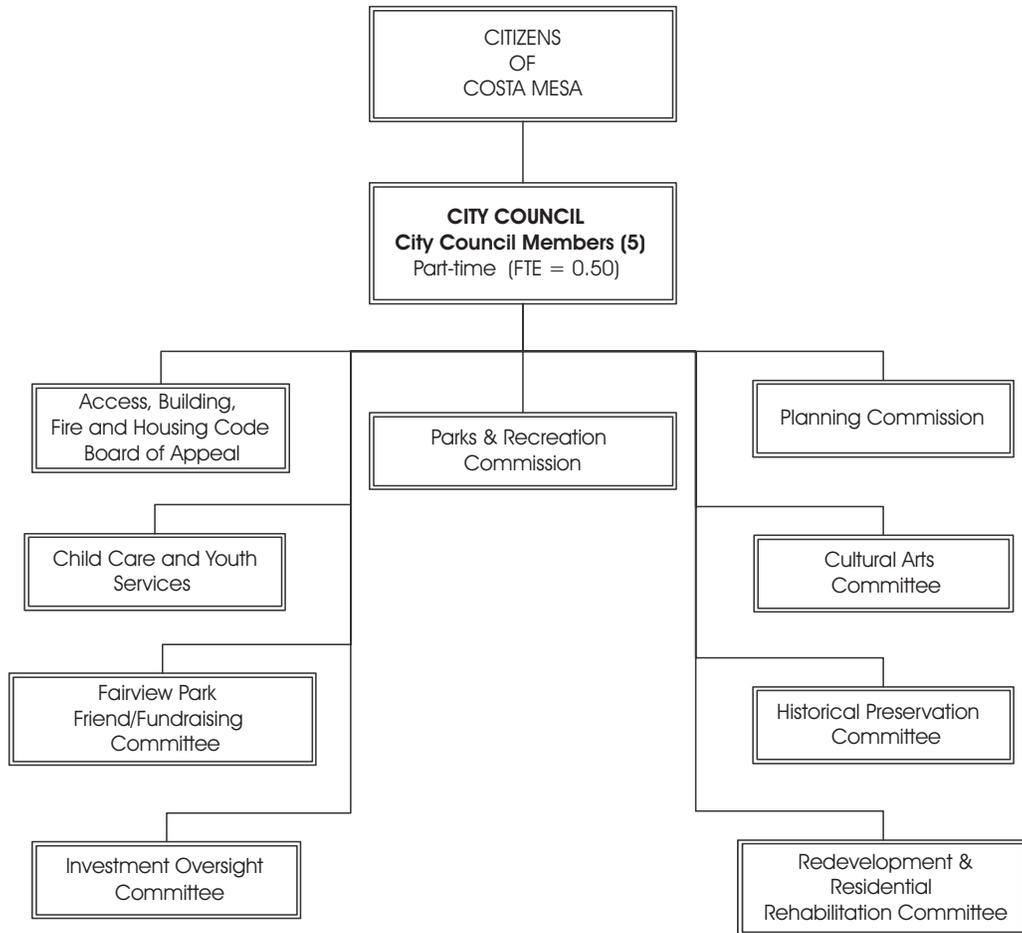
SUMMARY OF CAPITAL IMPROVEMENT PROJECTS

FISCAL YEAR 2008-2009

Improvement Category	Total
Parkway & Median Improvement	
Adams Avenue Sound Wall	\$ 60,000
Total Parkway & Median Improvement	\$ 60,000
Street Improvements	
Broadway Medians	\$ 140,200
CDBG Street Imprv - Shalimar Drive	723,512
Citywide Street Improvements	2,900,000
Citywide Unimproved Alley	300,000
Fairview/Adams Right-turn Lane	50,000
Fairview/I-405 Landscape Enhancement	500,000
Red Hill/Bristol Rehabilitation	592,000
SR-55 Gateway Landscape Imprv	650,000
Total Street Improvements	\$ 5,855,712
Storm Drain Improvements	
Walnut Street Storm Drain System	\$ 200,000
Total Storm Drain Improvements	\$ 200,000
Curbs & Sidewalks	
New Sidewalk/Missing Link Program	\$ 100,000
Parkway Improvement Program	300,000
Priority Sidewalk Repair	50,000
Total Curbs & Sidewalks	\$ 450,000
Traffic Operations	
Baker/Mendoza Signal Upgrades	\$ 167,200
Irvine Avenue Pedestrian Signal	175,065
Safe Route to School Improvements	570,500
Total Traffic Operations	\$ 912,765
Park Maintenance	
CDBG Park Imprv - Shalimar Park Fencing	\$ 35,000
Concrete Walkway Replacement - Various Parks	30,000
Gisler Park - Replace Shelter	40,000
Parking Lot Slurry Seal - Wakeham and Jordan Parks	42,000
Wakeham Park - Upgrade Play Equipment & Surface	160,000
Total Park Maintenance	\$ 307,000
Park Improvements	
Brentwood Park Expansion - Design	\$ 100,000
City Entry Monument Sign - Harbor Blvd	70,000
Fairview Park Habitat Conservation	460,000
Joann Street Bike Trail	1,471,000
Total Park Improvements	\$ 2,101,000
Maintenance	
City Hall - Computer Room Smoke Detector System	\$ 39,000
City Hall - Council Chamber Upgrade	495,000
Corp Yard - Gas Vapor Recovery System	30,000
Old Corp Yard - Roof Replacement	200,000
Fire Station Design	500,000
Total Maintenance	\$ 1,264,000
Total Proposed Capital Improvement Projects	\$ 11,150,477



CITY COUNCIL ORGANIZATION CHART



CITY COUNCIL

The City Council is a General Government Support function. There are five Council Members supported by one part-time clerical position. Each year, the Council Members elect the Mayor and the Mayor Pro-Tem. This department is comprised of one division with one program bearing the same title.

CITY COUNCIL

City Council - Program 50110

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

BUDGET NARRATIVE

The FY 08-09 adopted budget for the City Council is \$284,640, an increase of \$10,523 or 3.84% as compared to the adopted budget for FY 07-08. The increase is primarily attributed to an increase of \$3,413 in benefits costs related to health insurance and \$3,624 in the City's professional organization dues.

GOALS

- Create, develop, and maintain a safe, secure and harmonious community that values diversity; maintain quality public facilities and infrastructure, and a physically attractive environment; ensure continuing sufficient fiscal resources for City services.

OBJECTIVES

- To determine major policy which represents and meets the needs of the citizens of Costa Mesa.
- To formulate City policies which will provide effective and efficient means of carrying out goals.

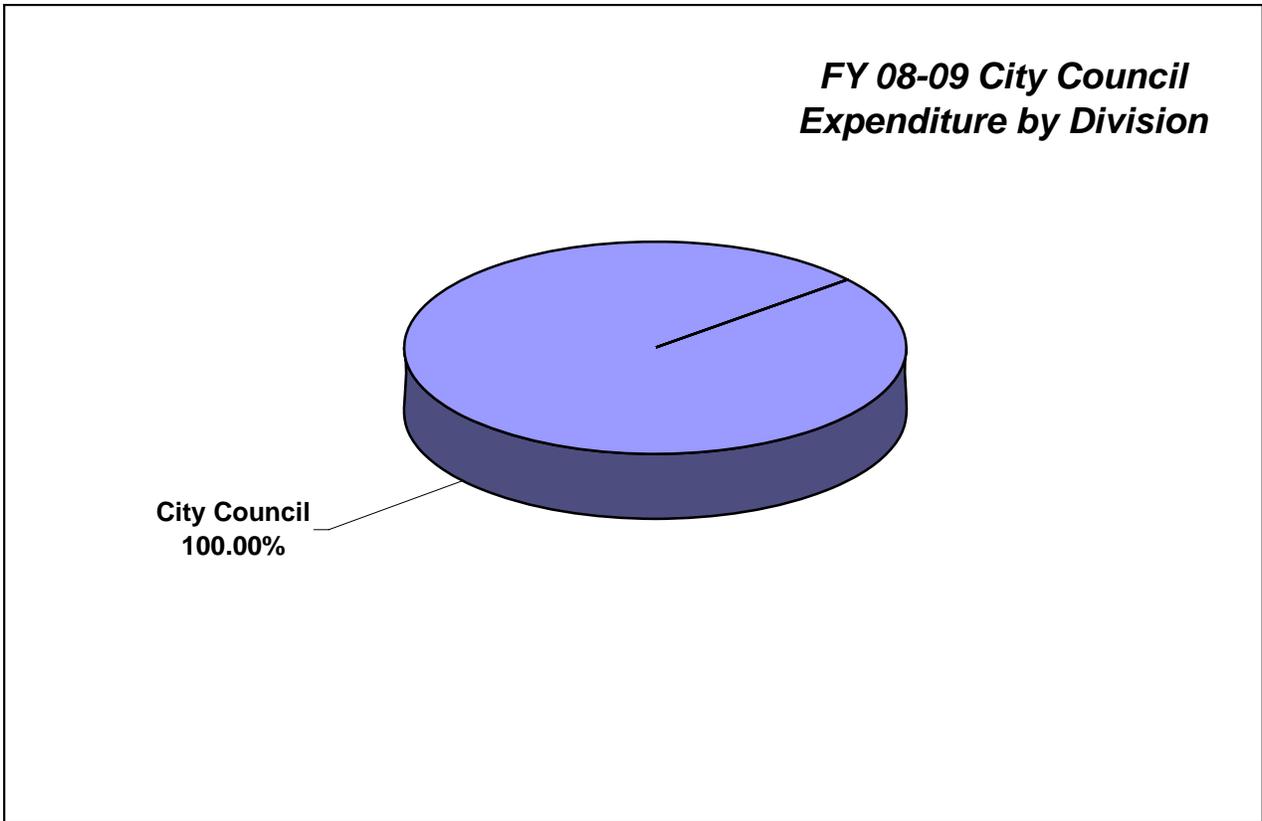


**CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>City Council - 10100</u>				
Council Member	5.00	5.00	5.00	5.00
<i>Subtotal City Council - 50110</i>	5.00	5.00	5.00	5.00
Total Department Full-time Positions	5.00	5.00	5.00	5.00
Total Department Part-time Positions (in FTE's)	0.50	0.50	0.50	0.50
TOTAL DEPARTMENT	5.50	5.50	5.50	5.50

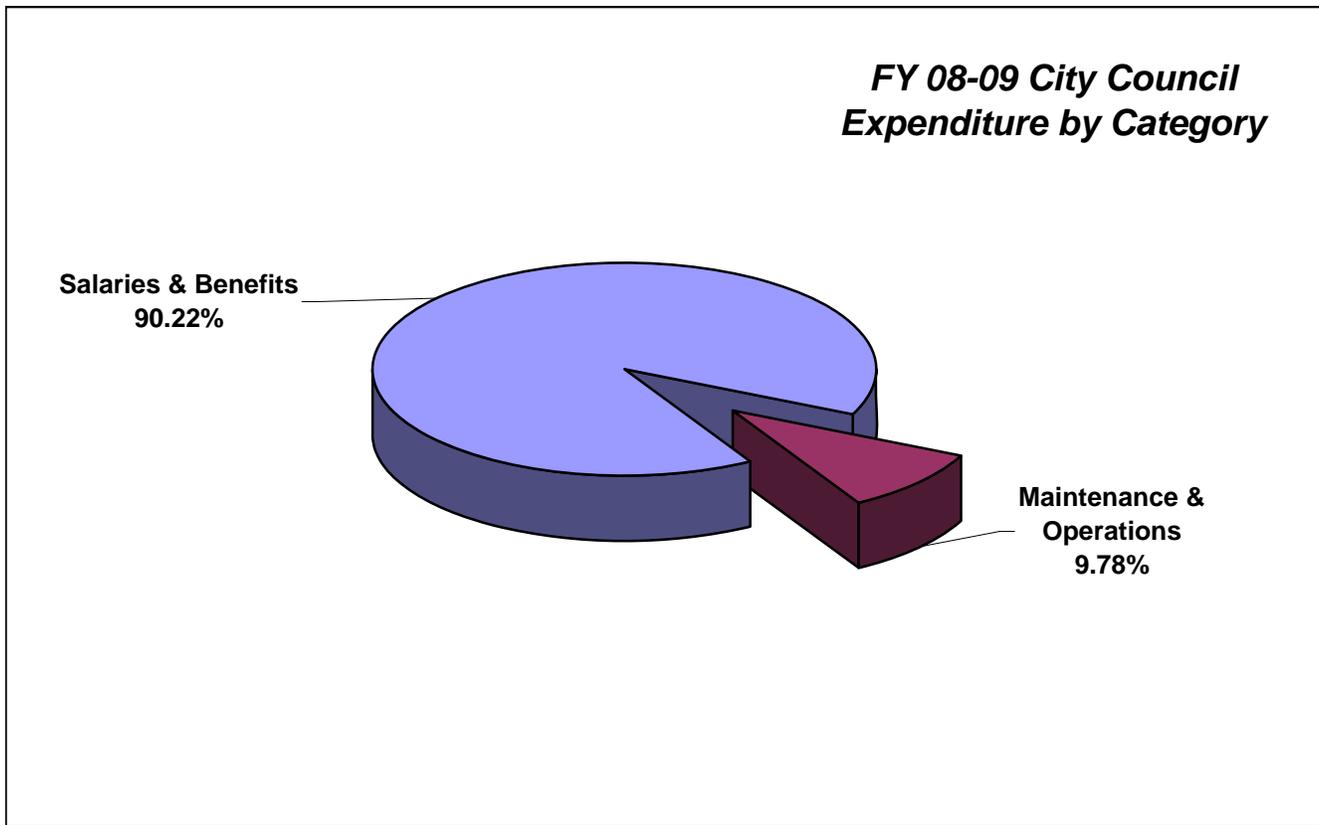
**CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
City Council - 10100	\$ 266,277	\$ 288,980	\$ 274,117	\$ 284,640	3.84%
Total Expenditures	\$ 266,277	\$ 288,980	\$ 274,117	\$ 284,640	3.84%



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

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 207,261	\$ 226,437	\$ 249,437	\$ 256,801	2.95%
Maintenance & Operations	57,612	39,567	24,680	27,839	12.80%
Fixed Assets	1,404	22,976	-	-	0.00%
Total Expenditures	\$ 266,277	\$ 288,980	\$ 274,117	\$ 284,640	3.84%



	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 266,277	\$ 288,980	\$ 274,117	\$ 284,640	100.00%
Total Funding Sources	\$ 266,277	\$ 288,980	\$ 274,117	\$ 284,640	100.00%

CITY OF COSTA MESA, CALIFORNIA

**CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT**

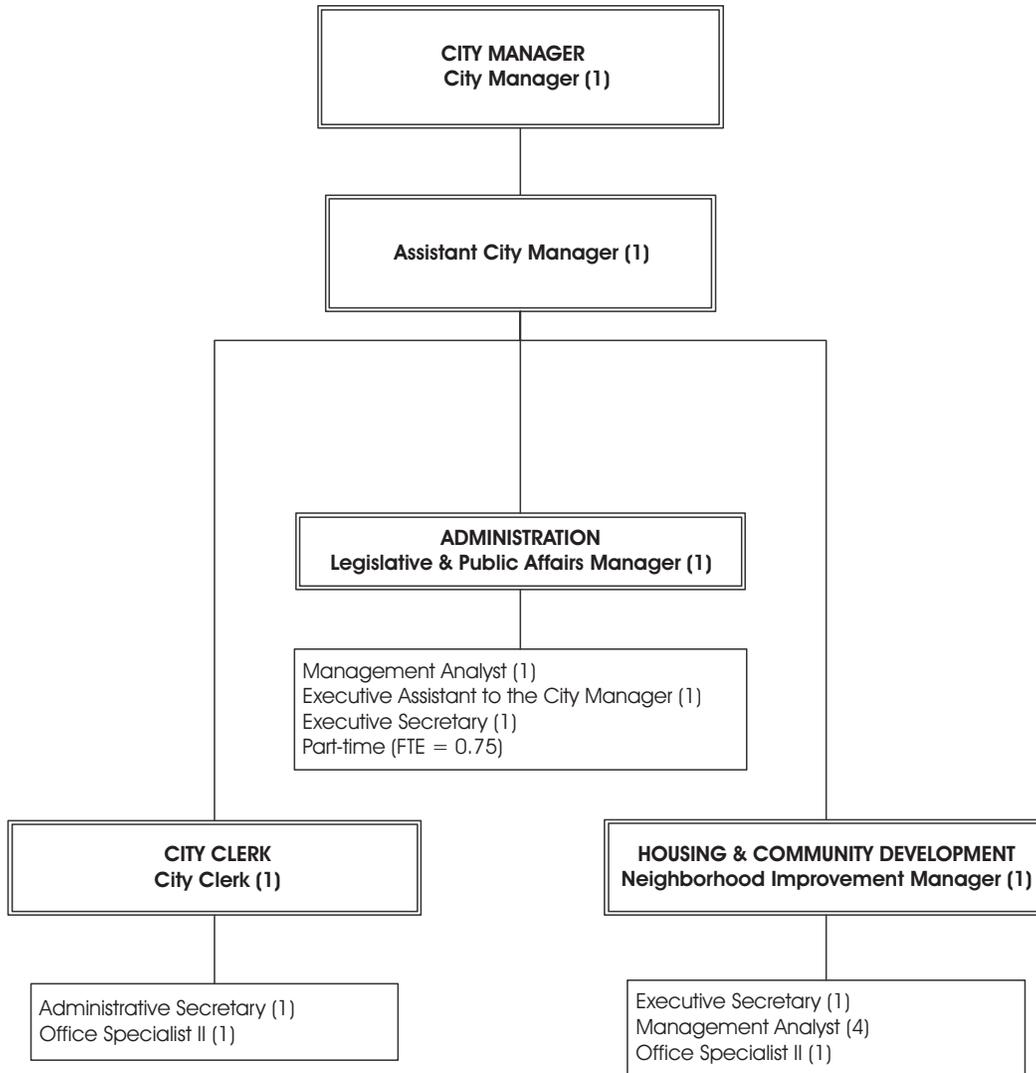
Account Description	Account #	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Chg
Regular Salaries - Non Sworn	501200	\$ 50,617	\$ 54,521	\$ 57,120	\$ 57,120	0%
Regular Salaries - Part time	501300	10,292	17,431	19,750	20,613	4%
Cafeteria Plan	505100	73,588	78,827	86,850	89,425	3%
Medicare	505200	1,759	2,024	1,115	1,127	1%
Retirement	505300	6,727	7,979	8,163	8,452	4%
Professional Development	505500	64,279	65,656	76,440	80,064	5%
Subtotal Salaries & Benefits		\$ 207,261	\$ 226,437	\$ 249,437	\$ 256,801	3%
Stationery and Office	510100	\$ 318	\$ 826	\$ 1,300	\$ 1,350	4%
Multi-Media, Promotions and Subs	510200	88	1,182	1,040	2,439	135%
Small Tools and Equipment	510300	291	388	350	5,200	1386%
Uniform & Clothing	510400	61	237	1,100	1,250	14%
Postage	520100	412	2,939	4,350	1,000	-77%
Advertising and Public Info.	520300	9,500	13,000	13,000	13,500	4%
Telephone/Radio/Communications	520400	732	858	1,140	1,500	32%
Board Member Fees	520800	-	450	-	-	0%
Office Equipment	525700	150	150	300	300	0%
Employment	530100	9,740	-	-	-	0%
Consulting	530200	35,296	17,702	-	-	0%
Central Services	535800	1,024	1,833	2,100	1,300	-38%
Other Costs	540900	-	1	-	-	0%
Subtotal Maintenance & Operations		\$ 57,612	\$ 39,567	\$ 24,680	\$ 27,839	13%
Office Furniture	590600	\$ -	\$ 20,977	\$ -	\$ -	0%
Office Equipment	590700	-	1,999	-	-	0%
Other Equipment	590800	1,404	-	-	-	0%
Subtotal Fixed Assets		\$ 1,404	\$ 22,976	\$ -	\$ -	0%
Total Expenditures		\$ 266,277	\$ 288,980	\$ 274,117	\$ 284,640	4%

**CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 05-06</u> <u>Actual</u>	<u>FY 06-07</u> <u>Actual</u>	<u>FY 07-08</u> <u>Adopted</u>	<u>FY 08-09</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
CITY COUNCIL - 10100					
<u>City Council - 50110</u>					
Salaries & Benefits	\$ 207,261	\$ 226,437	\$ 249,437	\$ 256,801	3%
Maintenance & Operations	57,612	39,567	24,680	27,839	13%
Fixed Assets	1,404	22,976	-	-	0%
<i>Subtotal City Council</i>	<u>\$ 266,277</u>	<u>\$ 288,980</u>	<u>\$ 274,117</u>	<u>\$ 284,640</u>	<u>4%</u>
Total Expenditures	<u>\$ 266,277</u>	<u>\$ 288,980</u>	<u>\$ 274,117</u>	<u>\$ 284,640</u>	<u>4%</u>



CITY MANAGER'S OFFICE ORGANIZATION CHART



CITY MANAGER'S OFFICE

The City Manager's Office is a General Government Support function. The Department has 16 full-time staff members composed of five management, six professional and five clerical positions, plus one part-time staff member in a clerical position. There is one part-time consultant assisting in the Community Development Block Grant program and one part-time consultant assisting in housing rehabilitation for the Housing and Community Development Division. The Department is comprised of three divisions, split into different programs. The three divisions are as follows:

- * ***Administration***
- * ***City Clerk***
- * ***Housing and Community Development***

ADMINISTRATION - 11100

City Manager - 50210

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

City Council - 50110

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

Fairview Park Friend Committee - 50145

Promotes interest in and support of the development of Fairview Park in accordance with the adopted Master Plan through friend and fundraising; creates and maintains various documents on Fairview Park activities; establishes and coordinates annual events and tours for friends/fundraising; and generates interest through mailings, events, newsletters, and a website.

CITY CLERK - 11200

Council Meetings - 50410

Prepares agendas; records and prepares minutes of regular and special meetings of the City Council; prepares and publishes City legal notices and performs clerical duties related to Council's business.

Public Records - 50420

Maintains official records of the City; attests to the Mayor's signature and the signatures of other local officials on legal documents; arranges the recordation of legal documents; administers loyalty oaths of office for personnel and local officials; maintains legislative history and archived documents; and assists the public with information requests.

Elections - 50120

Administers the local General Municipal Election and special elections, and collaborates with the Orange County Registrar of Voters for the conduct of those elections. Processes the nomination papers of prospective candidates for City Council and oversees the filing requirements for the Political Reform Act.

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement - 20350

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

CITY MANAGER'S OFFICE

Public Services Programs - 20421

Coordinates and implements public service grants allocated by the City Council and funded through the Community Development Block Grant (CDBG). Public service grants are awarded to non-profit agencies that provide services such as: homelessness prevention; youth and after-school programs; senior and disabled services; low or no cost medical and dental services; and other eligible uses.

Single-Family Housing Rehabilitation - 20422

Provides deferred, low-interest loans of up to \$35,000 to low-income, single-family homeowners for interior and exterior property improvements including code and building violations, lead-based paint hazards, and other repairs.

Neighborhood Improvement - 20425

Provides grants of up to \$7,500 to very low-income, single-family homeowners for interior and exterior property improvements including code and building violations, lead-based paint hazards, and other repairs.

Neighbors for Neighbors - 20426

Coordinates and implements the City's two special community clean-up events. The events are intended to promote beautification of the community and are focused on low-income elderly and disabled, owner-occupied homes in the community, experiencing physical and/or economic decline.

CDBG Administration - 20427

Administers, coordinates and implements the City's federally-funded CDBG programs and capital improvement projects, as approved by the City Council.

HOME Administration - 20440

Administers, coordinates and implements the City's federally-funded HOME programs, as approved by the City Council.

HOME Projects - 20445

Administers the City's affordable housing projects funded with HOME grant funds, as approved by the City Council.

BUDGET NARRATIVE

The FY 08-09 adopted budget for the City Manager's Office, including the City Clerk's Office, is \$3.3 million, an increase of \$389,956 or 13.17% (of which, \$346,525 is from HOME programs), compared to the adopted budget for FY 07-08. The increase reflects the general salary adjustment approved by Council in FY 07-08. Also included in the adopted budget is \$18,420 for the Quarterly Community News publication and \$85,000 for the November 2008 election.

The City Manager's Office also oversees the Housing & Community Development (HCD) program. The adopted budget for HCD reflects the total Housing and Urban Development (HUD) entitlement of \$1,349,027 for CDBG and \$685,233 for the HOME programs. Both the CDBG and HOME funds have prior years' program income to support the additional program costs beyond the HUD entitlements. The CDBG entitlement will also fund \$758,512 of various capital improvement projects as listed in the Capital Improvement Section of the budget document.

CITY MANAGER'S OFFICE

PRIOR YEAR'S ACCOMPLISHMENTS

- Apprised residents of City information in a timely and easily accessible manner through various means: press releases, brochures and flyers, information, forms and documents on the City's website, through City Channel 24, and in the "Community News" section of the quarterly Costa Mesa Community News and Recreation Review brochure.
- Continued positive working relationship among City administrative staff, the League of California Cities, Orange County Division representatives, and elected area legislators. Combined efforts in communications to ensure that the City is "heard" on issues that would positively and/or negatively affect Costa Mesa, and that the City is kept current on the latest legislation and State issues, such as the State's budget. Prepared over 25 letters on bills and legislative issues to area legislators, state bill authors, and the Governor.
- Improved service and coordination by departments, in terms of response and resolution time, as it pertains to the number of citizen complaints, concerns, requests for service, and general inquiries, based on the City Manager's Office Complaint Tracking System and correspondence.
- Implemented a new, bi-monthly electronic newsletter to the City Council.
- Per direction of City Council, continued and completed City sponsorship program of D Company, United States Army, with successful support efforts and packaging/distribution campaign programs for the unit.
- Updated the City's Tow Policy Guidelines and Requirements and the applicable Municipal Code section, the Police Towing Services RFP and contract.
- Completed inventory of active and inactive records, and began review of records retention schedule for all city departments.
- Implemented an Electronic Document Management System (EDMS) program for the vital records maintained by the City Clerk's office.
- Hosted two successful Neighbors for Neighbors events involving the coordination of more than 800 volunteers, raising \$43,000 in cash and in-kind donations, to assist with the beautification of 12 area homes and Canyon Park.
- Administered and monitored 20 public service grants to local non-profit providers successfully.
- Completed negotiations and rehabilitation of 36 senior units in eastside Costa Mesa.
- Began project development of Bethel Towers, including scope of work, RFPs for property inspection report, and ADA analysis.

GOALS

- Ensure the highest level of service to the Costa Mesa community through the development of programs and processes, as set by City Council, and through coordination and direction of activities and departments of the City.
- Simplify forms, procedures and processes and ensure accessibility of information.
- Improve methods and means for posting of notices, agendas, meetings and other City documents.
- Maintain accurate records of official documents of the City; publish City legal notices as required by law.
- Complete review of City's records retention schedule.
- Conduct a General Municipal Election for three of the Council Member positions.
- Administer the City's federally-funded CDBG and HOME grants by developing eligible programs and projects that benefit low and moderate-income households, and eliminate slum and blight in the City of Costa Mesa.

OBJECTIVES

- Assist the City Council in guiding municipal operations and coordinate Council's activities.
- Ensure that policies/directives and program objectives set by the City Council are executed effectively and efficiently.
- Respond to complaints forwarded to the City Manager's Office within 10 City business days.
- Advocate for the City's acquisition of the former Air National Guard property.
- Implement a comprehensive New Employee Orientation program, with the assistance of the Human Resources Division.

CITY MANAGER'S OFFICE

OBJECTIVES (continued):

- Ensure the public is made aware of upcoming events, activities, programs, decisions and other City business, as well as network with other government agencies, community leaders, residents, business owners and regional representatives to meet department goals, and to better assist the department and the City.
- Create a Legislative Platform to assist with advocating for City legislative positions.
- 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 within five working days following the meeting.
- Notify concerned persons of City Council action within seven working days following Council meetings.
- Maintain the filing of City records for immediate retrieval, provide official information within prescribed time deadlines, and ensure that City documents are kept safe.
- 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.
- Provide assistance to low and moderate-income homeowners in maintaining their homes and remedying code violations.

Performance Measures/Workload Indicators:	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
<u>Performance Measures:</u>			
Percentage of complaint responses provided within 10 business days:	70%	86%	85%
Completed City Council minutes by the following Council meeting:	27%	80%	100%
Percentage of requests responded to within prescribed time:	98%	98%	98%
Number of residents served via Public Services Programs:	2,105	3,000	2,800
<u>Workload Indicators:</u>			
Number of correspondence letters prepared on legislation:	26	25	28
Number of complaints requiring formal response:	33	48	30
Number of weekly informal complaints/inquiries received/processed:	*	25	265
Press releases & information pieces processed:	38	80	82
Number of Council requests and projects processed:	*	30	130
Number of formal and informal records requests processed:	2,250	1,150	1,800
Completed mandated monitoring of projects:	*	*	79
• 45 recertifications of rental units			
• 34 housing quality standard inspections of rental units			
Pre-Development Planning:	*	*	3
• Complete Bethel Towers property inspection report, ADA Analysis, Structural Analysis			

*new item. prior year's data not available

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>City Manager - 11100</u>				
Executive Secretary	0.50	0.50	0.50	0.50
<i>Subtotal City Council - 50110</i>	0.50	0.50	0.50	0.50
City Manager	1.00	1.00	1.00	1.00
Assistant City Manager	1.00	1.00	1.00	1.00
Executive Secretary	0.50	0.50	0.50	0.50
Executive Assistant to the City Manager	-	-	-	1.00
Legislative & Public Affairs Manager	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Secretary to the City Manager	1.00	1.00	1.00	-
<i>Subtotal City Manager - 50210</i>	5.50	5.50	5.50	5.50
Total City Manager Full-time Positions	6.00	6.00	6.00	6.00
Total City Manager Part-time Positions (in FTE's)	0.75	0.75	0.75	0.75
<u>City Clerk - 11200</u>				
City Clerk	-	0.10	-	0.10
Administrative Secretary	-	0.10	-	0.10
Office Specialist II	-	0.10	-	0.10
<i>Subtotal Elections - 50120</i>	-	0.30	-	0.30
City Clerk	-	0.70	0.80	0.70
Deputy City Clerk	0.80	-	-	-
Administrative Secretary	0.80	0.70	0.80	0.70
Office Specialist II	0.80	0.70	0.80	0.70
<i>Subtotal City Council Meetings - 50410</i>	2.40	2.10	2.40	2.10
City Clerk	-	0.20	0.20	0.20
Deputy City Clerk	0.20	-	-	-
Administrative Secretary	0.20	0.20	0.20	0.20
Office Specialist II	0.20	0.20	0.20	0.20
<i>Subtotal Public Records - 50420</i>	0.60	0.60	0.60	0.60
Total City Clerk Full-time Positions	3.00	3.00	3.00	3.00
<u>Housing & Community Development - 11310/11320</u>				
Executive Secretary	0.05	0.05	0.05	0.05
Office Specialist II	0.10	0.10	0.21	0.21
<i>Subtotal Code Enforcement - 20350</i>	0.15	0.15	0.26	0.26
Management Analyst	-	-	-	0.90
<i>Subtotal Neighborhood Improvement - 20425</i>	-	-	-	0.90
Neighborhood Improvement Manager	0.05	0.05	0.05	0.05
Management Analyst	0.25	0.55	0.55	0.55
<i>Subtotal Neighbors for Neighbors - 20426</i>	0.30	0.60	0.60	0.60



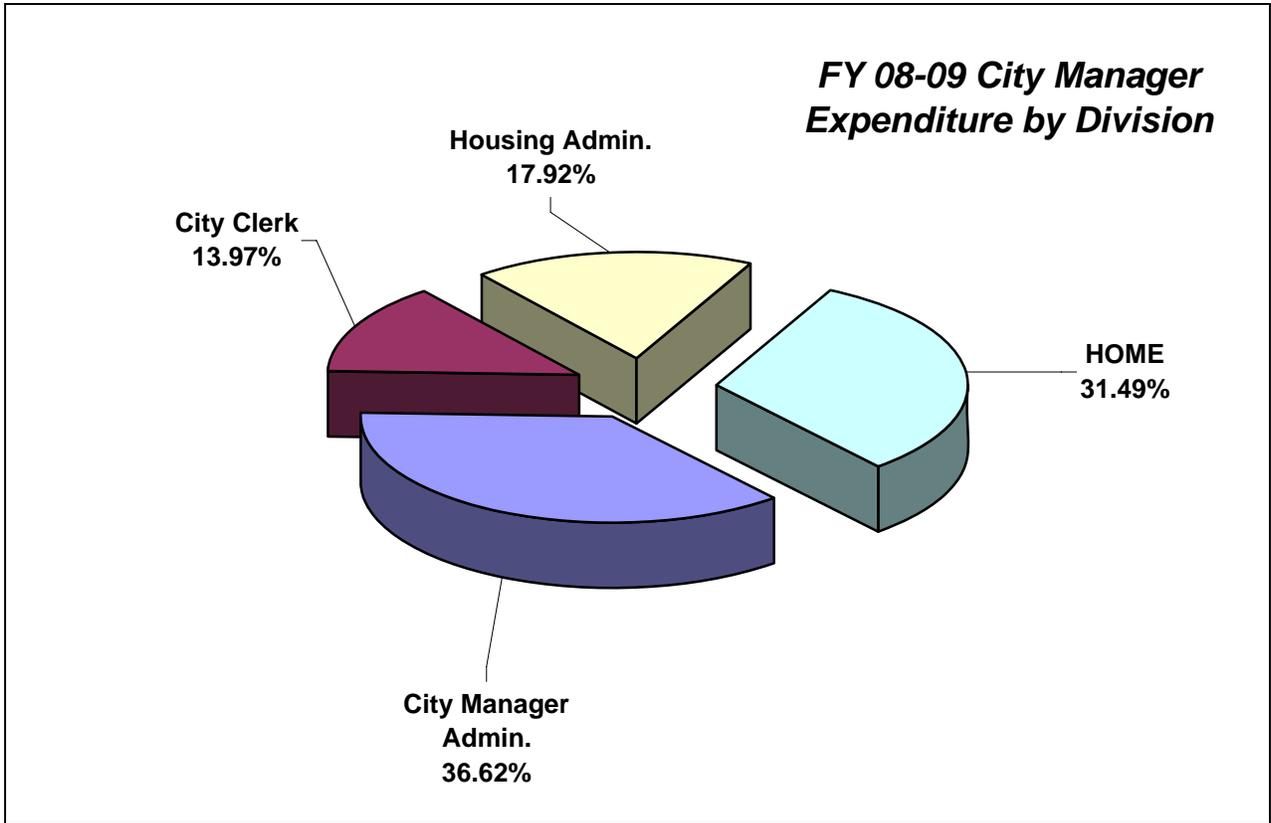
**CITY MANAGER'S OFFICE
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Housing & Community Development (continued)</u>				
Neighborhood Improvement Manager	0.25	0.25	0.25	0.25
Executive Secretary	0.15	0.15	0.15	0.15
Management Analyst	0.84	0.84	0.60	0.60
<i>Subtotal CDBG Administration - 20427</i>	<u>1.24</u>	<u>1.24</u>	<u>1.00</u>	<u>1.00</u>
Neighborhood Improvement Manager	0.25	0.25	0.25	0.25
Executive Secretary	0.05	0.05	0.05	0.05
Management Analyst	0.05	0.19	0.14	0.14
Office Specialist II	0.43	0.43	0.21	0.21
<i>Subtotal HOME Administration - 20440</i>	<u>0.78</u>	<u>0.92</u>	<u>0.65</u>	<u>0.65</u>
Neighborhood Improvement Manager	0.15	0.15	0.15	0.15
Executive Secretary	0.60	0.60	0.60	0.60
Management Analyst	0.15	0.15	0.15	0.15
<i>Subtotal Redevelopment Admin - 60100*</i>	<u>0.90</u>	<u>0.90</u>	<u>0.90</u>	<u>0.90</u>
Management Analyst	1.51	1.88	2.12	1.22
Office Specialist II	0.47	0.47	0.58	0.58
<i>Subtotal RDA Low/Mod Projects - 60300</i>	<u>1.98</u>	<u>2.35</u>	<u>2.70</u>	<u>1.80</u>
Neighborhood Improvement Manager	0.30	0.30	0.30	0.30
Executive Secretary	0.15	0.15	0.15	0.15
Management Analyst	0.20	0.20	0.25	0.25
<i>Subtotal RDA Low/Mod Administration - 60500</i>	<u>0.65</u>	<u>0.65</u>	<u>0.70</u>	<u>0.70</u>
Total Housing & Comm Devel Full-time Positions	6.00	6.81	6.81	6.81
Total HCD Part-time Positions (in FTE's)	0.52	-	-	-
Total Department Full-time Positions	15.00	15.81	15.81	15.81
Total Department Part-time Positions (in FTE's)	1.27	0.75	0.75	0.75
TOTAL DEPARTMENT	<u>16.27</u>	<u>16.56</u>	<u>16.56</u>	<u>16.56</u>

*Additional personnel for this program are included in Development Services

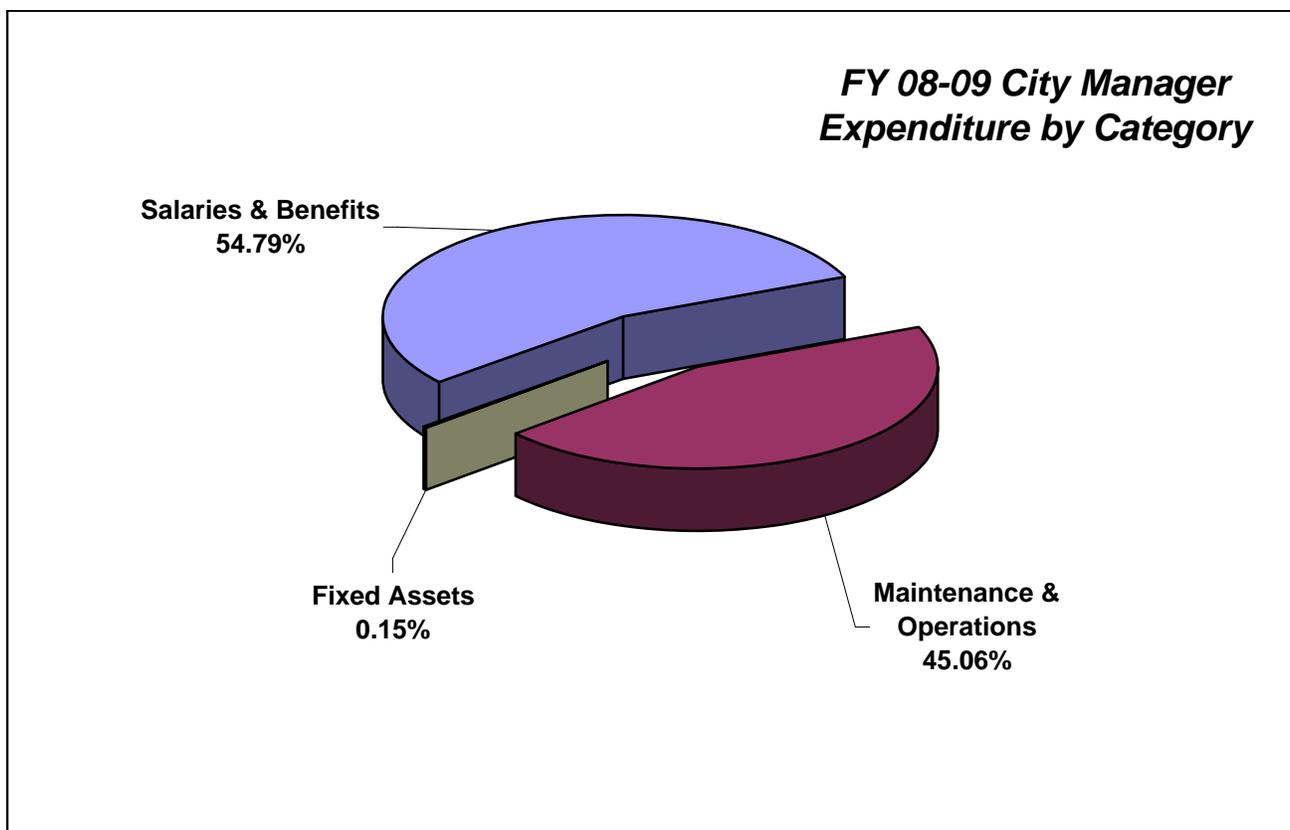
**CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Division:</u>					
City Manager Admin. - 11100	\$ 925,067	\$ 1,038,005	\$ 1,127,387	\$ 1,226,700	8.81%
City Clerk - 11200	303,176	377,447	359,093	467,967	30.32%
Housing Admin. - 11310	564,687	606,789	765,100	600,346	-21.53%
HOME - 11320	742,116	1,554,651	708,427	1,054,952	48.91%
Total Expenditures	\$ 2,535,046	\$ 3,576,893	\$ 2,960,008	\$ 3,349,964	13.17%



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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 1,424,338	\$ 1,562,322	\$ 1,570,101	\$ 1,835,565	16.91%
Maintenance & Operations	1,102,970	2,014,571	1,354,907	1,509,399	11.40%
Fixed Assets	7,738	-	35,000	5,000	-85.71%
Total Expenditures	\$ 2,535,046	\$ 3,576,893	\$ 2,960,008	\$ 3,349,964	13.17%



	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 1,228,244	\$ 1,415,452	\$ 1,486,480	\$ 1,694,667	50.59%
HOME Fund - 205	742,116	1,554,651	708,427	1,054,952	31.50%
CDBG Fund - 207	564,687	606,789	765,100	600,346	17.92%
Total Funding Sources	\$ 2,535,046	\$ 3,576,893	\$ 2,960,008	\$ 3,349,964	100.00%

CITY OF COSTA MESA, CALIFORNIA

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

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Regular Salaries - Sworn	501100	-	-	-	-	0%
Regular Salaries - Non Sworn	501200	\$ 939,455	\$ 1,066,983	\$ 1,072,058	\$ 1,224,362	14%
Regular Salaries - Part time	501300	37,920	51,249	16,442	18,424	12%
Overtime	501400	15,809	15,428	22,450	27,523	23%
Accrual Payoff - Excess Maximum	501500	10,117	6,759	6,900	7,180	4%
Vacation/Comp. Time Cash Out	501600	28,600	-	3,500	-	-100%
Holiday Allowance	501700	4,914	4,597	4,850	5,420	12%
Separation Pay-Off	501800	29,075	-	-	-	0%
Other Compensation	501900	6,364	8,435	8,303	9,078	9%
Cafeteria Plan	505100	104,696	125,173	131,510	152,965	16%
Medicare	505200	8,246	10,707	10,193	12,180	19%
Retirement	505300	185,616	211,325	221,807	258,769	17%
Professional Development	505500	13,105	17,174	21,441	21,501	0%
Auto Allowance	505600	5,261	7,200	7,200	10,800	50%
Unemployment	505800	989	971	1,022	1,012	-1%
Workers' Compensation	505900	24,872	25,658	31,705	31,255	-1%
Employer Contr.Retirees' Med.	506100	9,299	10,663	10,721	55,096	414%
Subtotal Salaries & Benefits		\$ 1,424,338	\$ 1,562,322	\$ 1,570,101	\$ 1,835,565	17%
Stationery and Office	510100	\$ 5,781	\$ 5,440	\$ 7,050	\$ 6,523	-7%
Multi-Media, Promotions and Subs	510200	8,740	9,919	9,850	9,609	-2%
Small Tools and Equipment	510300	10,396	14,998	22,695	16,330	-28%
Uniform & Clothing	510400	-	4,998	5,000	3,500	-30%
Safety and Health	510500	70	-	300	-	-100%
Maintenance & Construction	510600	2,199	2,389	3,000	3,000	0%
Postage	520100	6,720	5,505	6,750	6,850	1%
Legal Advertising/Filing Fees	520200	10,401	20,983	17,000	20,000	18%
Advertising and Public Info.	520300	2,368	1,806	6,700	22,794	240%
Telephone/Radio/Communications	520400	1,983	1,491	2,280	2,500	10%
Mileage Reimbursement	520600	190	401	900	800	-11%
Office Furniture	525600	-	-	500	200	-60%
Office Equipment	525700	432	908	2,050	1,500	-27%
Employment	530100	2,049	-	1,000	1,000	0%
Consulting	530200	179,664	214,093	236,202	331,477	40%
Legal	530300	17,827	3,162	20,000	8,201	-59%
Financial & Information Svcs	530500	1,361	-	-	-	0%
External Rent	535400	1,439	4,373	5,450	5,450	0%
Grants, Loans and Subsidies	535500	788,935	1,657,656	911,793	987,536	8%
Central Services	535800	14,571	15,174	16,500	14,800	-10%
General Liability	540100	47,835	51,262	79,887	67,329	-16%
Other Costs	540900	8	12	-	-	0%
Subtotal Maintenance & Operations		\$ 1,102,970	\$ 2,014,571	\$ 1,354,907	\$ 1,509,399	11%
Office Furniture	590600	\$ 4,656	\$ -	\$ -	\$ -	0%
Office Equipment	590700	3,083	-	35,000	-	-100%
Other Equipment	590800	-	-	-	5,000	0%
Subtotal Fixed Assets		\$ 7,738	\$ -	\$ 35,000	\$ 5,000	-86%
Total Expenditures		\$ 2,535,046	\$ 3,576,893	\$ 2,960,008	\$ 3,349,964	13%

CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
ADMINISTRATION - 11100					
<u>City Manager - 50210</u>					
Salaries & Benefits	\$ 840,522	\$ 942,575	\$ 998,244	\$ 1,076,312	8%
Maintenance & Operations	39,922	52,778	83,034	103,475	25%
Fixed Assets	2,137	-	-	-	0%
Subtotal City Manager	\$ 882,582	\$ 995,353	\$ 1,081,278	\$ 1,179,787	9%
<u>City Council - 50110</u>					
Salaries & Benefits	\$ 40,114	\$ 41,075	\$ 41,809	\$ 45,813	10%
Maintenance & Operations	-	-	1,050	1,100	5%
Fixed Assets	-	-	-	-	0%
Subtotal City Council	\$ 40,114	\$ 41,075	\$ 42,859	\$ 46,913	9%
<u>Fairview Prk Friends Comm - 50145</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	2,371	1,577	3,250	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Fairview Park Committee	\$ 2,371	\$ 1,577	\$ 3,250	\$ -	-100%
CITY CLERK - 11200					
<u>Elections - 50120</u>					
Salaries & Benefits	\$ -	\$ 23,853	\$ -	\$ 30,690	0%
Maintenance & Operations	-	49,909	-	89,550	0%
Fixed Assets	-	-	-	-	0%
Subtotal Elections	\$ -	\$ 73,762	\$ -	\$ 120,240	0%
<u>City Council Meetings - 50410</u>					
Salaries & Benefits	\$ 200,004	\$ 170,725	\$ 212,866	\$ 224,905	6%
Maintenance & Operations	22,467	29,453	28,170	27,250	-3%
Fixed Assets	1,523	-	-	-	0%
Subtotal City Council Meetings	\$ 223,993	\$ 200,178	\$ 241,036	\$ 252,155	5%
<u>Public Records - 50420</u>					
Salaries & Benefits	\$ 66,783	\$ 90,333	\$ 51,806	\$ 64,772	25%
Maintenance & Operations	12,400	13,174	31,250	25,800	-17%
Fixed Assets	-	-	35,000	5,000	-86%
Subtotal Public Records	\$ 79,183	\$ 103,508	\$ 118,056	\$ 95,572	-19%

CITY MANAGER'S OFFICE
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<i>HOUSING & COMMUNITY DEV - 11310/11320</i>					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 10,459	\$ 10,893	\$ 18,391	\$ 20,213	10%
Maintenance & Operations	-	-	290	-	-100%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Code Enforcement</i>	\$ 10,459	\$ 10,893	\$ 18,681	\$ 20,213	8%
<u>Public Service Programs - 20421</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	212,712	215,860	352,208	202,341	-43%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Public Service Programs</i>	\$ 212,712	\$ 215,860	\$ 352,208	\$ 202,341	-43%
<u>Single Family Housing Rehab. - 20422</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	373,359	248,801	250,000	350,000	40%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Sgl. Fam. Housing Rehab.</i>	\$ 373,359	\$ 248,801	\$ 250,000	\$ 350,000	40%
<u>Neighborhood Imp. - 20425</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 102,731	0%
Maintenance & Operations	286,485	232,336	281,321	415,404	48%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Neighborhood Imp.</i>	\$ 286,485	\$ 232,336	\$ 281,321	\$ 518,135	84%
<u>Neighbors for Neighbors - 20426</u>					
Salaries & Benefits	\$ 64,002	\$ 68,912	\$ 72,384	\$ 80,123	11%
Maintenance & Operations	22,608	27,097	41,585	27,882	-33%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Neighbors for Neighbors</i>	\$ 86,610	\$ 96,010	\$ 113,969	\$ 108,005	-5%
<u>CDBG Admin. - 20427</u>					
Salaries & Benefits	\$ 122,853	\$ 133,331	\$ 113,862	\$ 124,248	9%
Maintenance & Operations	127,975	150,696	166,380	145,539	-13%
Fixed Assets	4,079	-	-	-	0%
<i>Subtotal CDBG Admin.</i>	\$ 254,907	\$ 284,027	\$ 280,242	\$ 269,787	-4%
<u>HOME - 20440</u>					
Salaries & Benefits	\$ 79,601	\$ 80,626	\$ 60,737	\$ 65,759	8%
Maintenance & Operations	2,671	6,358	10,105	18,267	81%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME</i>	\$ 82,272	\$ 86,984	\$ 70,842	\$ 84,026	19%

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

	<u>FY 05-06</u> <u>Actual</u>	<u>FY 06-07</u> <u>Actual</u>	<u>FY 07-08</u> <u>Adopted</u>	<u>FY 08-09</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>HOME Projects - 20445</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	986,530	106,264	102,791	-3%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME Projects</i>	\$ -	\$ 986,530	\$ 106,264	\$ 102,791	-3%
Total Expenditures	\$ 2,535,046	\$ 3,576,893	\$ 2,960,008	\$ 3,349,964	13%



CITY ATTORNEY'S OFFICE ORGANIZATION CHART

CITY ATTORNEY
Contracted City Attorney

CITY ATTORNEY'S OFFICE

The City Attorney's Office is classified as a General Government Support function. Prior to November 1, 2004, the City Attorney's Office had six full-time staff members composed of three management and three professional/clerical positions, under one division and one program. Now, 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 08-09 adopted budget for the City Attorney's Office is \$677,900 which is the same as the FY 07-08 adopted budget.

GOALS

Provide efficient and effective legal advice to the City Council, City Manager, Planning Commission, City staff, and the Redevelopment Agency, and successful resolution to any lawsuits against or by the City.

OBJECTIVES

- Protect the City Council, staff and other City entities from adverse legal consequences based on City action or failure to act by providing prompt and accurate legal advice.
- Assist the City Council, staff and other City entities in the preparation and revision of ordinances, resolutions, contracts, and other legal documents.
- Initiate legal action to protect the interests of the City and its citizens.
- Defend the City, its officers, and employees whenever necessary.
- Hire outside counsel and manage their work in the most cost-effective manner.

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

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
City Attorney - 12100	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	0.00%
Total Expenditures	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	0.00%

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

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	546,480	525,781	677,900	677,900	0.00%
Fixed Assets	-	-	-	-	-
Total Expenditures	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	0.00%

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	100.00%
Total Funding Sources	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	100.00%

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

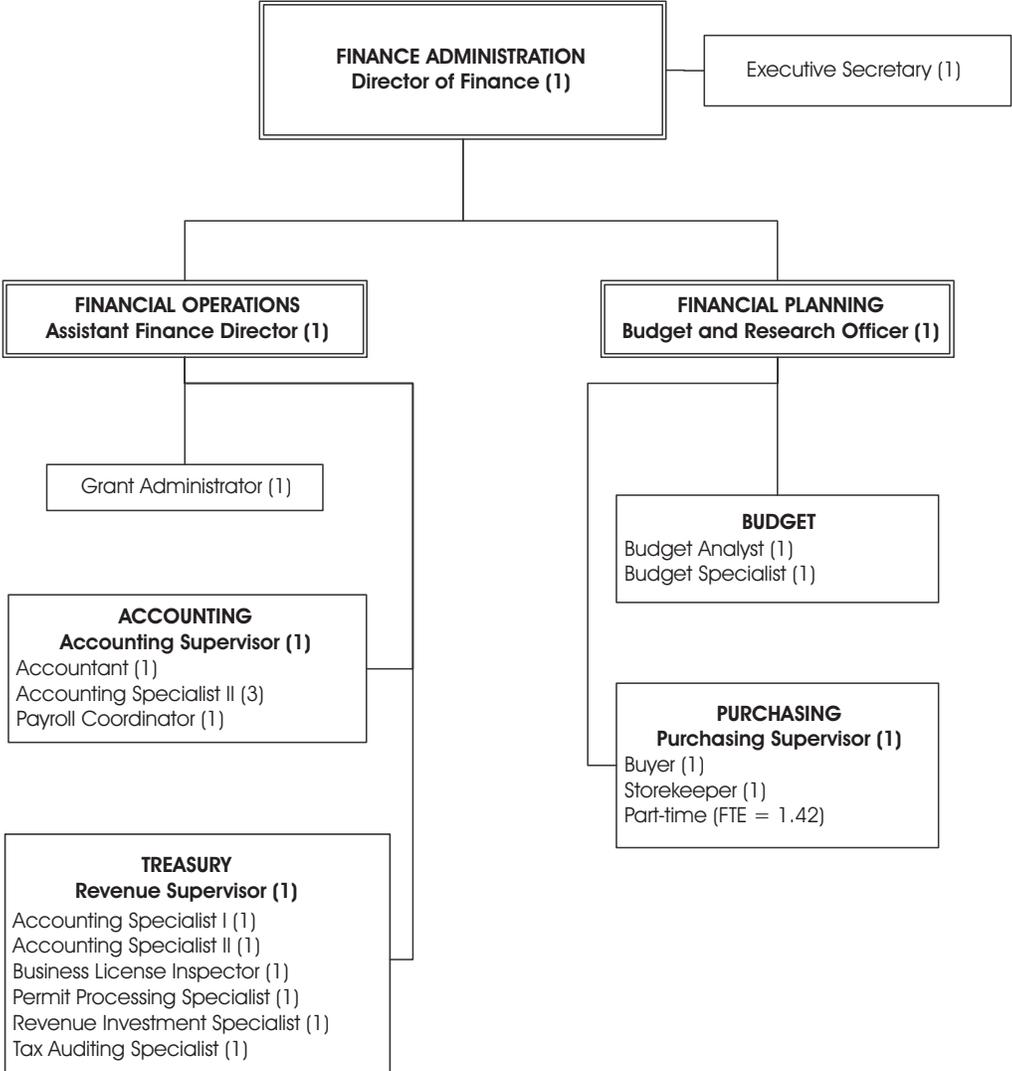
Account Description	Account #	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Chg
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Stationery and Office	510100	\$ -	\$ -	\$ 1,500	\$ 1,500	0%
Multi-Media, Promotions and Subs	510200	2,719	2,582	3,500	3,500	0%
Postage	520100	14	1	50	50	0%
Meetings & Conferences	520500	1,049	805	2,000	2,000	0%
Office Equipment	525700	470	470	650	650	0%
Consulting	530200	487,670	394,645	580,000	580,000	0%
Legal	530300	54,347	127,212	90,000	90,000	0%
Central Services	535800	213	68	200	200	0%
Subtotal Maintenance & Operations		\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	0%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	0%

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
CITY ATTORNEY'S OFFICE - 12100					
Legal Services - 50320					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	546,480	525,781	677,900	677,900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	0%
Total Expenditures	\$ 546,480	\$ 525,781	\$ 677,900	\$ 677,900	0%



FINANCE DEPARTMENT ORGANIZATION CHART



FINANCE DEPARTMENT

The Finance Department is a General Government Support function. The Department has 23 full-time staff members composed of three management, three supervisory, and 17 professional/clerical positions, plus two part-time positions, one to assist in the purchasing function and one in the warehousing function. The Department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

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

FINANCE ADMINISTRATION - 13100

Administration - 50001

Provides the Department's overall administrative direction and policy implementation; advises the City Manager and the City Council on financial issues; and reports to the Investment Oversight Committee regarding investment activities.

FINANCIAL OPERATIONS - 13200

Accounting - 50510

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

Treasury - 50540

Provides centralized cashing and collections; performs investment functions under direction of the Director of Finance; maintains records and accounts for Business Improvement District bonds; issues special events permits; administers the City's business license program; generates billings for various receivables; performs audits of Transient Occupancy Tax, golf course operations, and bus shelter franchises; and prepares the monthly Treasurer's Report.

FINANCIAL PLANNING - 13300

Budget & Research - 50520

Prepares and administers the City's annual budget; prepares and monitors revenue projections; prepares budget performance reports including the mid-year budget review; performs special research projects or surveys as assigned by the Director of Finance, 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 08-09 adopted budget for the Finance Department is \$2.9 million, an increase of \$197,021 or 7.27% over the FY 07-08 adopted budget. The increase reflects the general salary adjustment approved by Council in FY 07-08 and internal rent replacement and maintenance costs.

Also included in the adopted budget is: \$11,000 for a consultant to administer State Mandated Costs (SB 90) claims reimbursement requests on behalf of the City; \$9,000 for a Solid Waste Franchise Fee consultant to monitor the solid waste haulers franchise payments and \$37,000 for audit services of the City's financial records.

PRIOR YEAR'S ACCOMPLISHMENTS

- Continued to receive the budgeting, financial reporting, and procurement awards from GFOA, CSMFO and NPI.
- Recaptured an additional \$32,000 in Solid Waste Hauler's Franchise Fees based upon the implementation of a monitoring system.
- Assisted with revising the City's Tow Policy Guidelines and Requirements and the applicable Municipal Code section; and the Police Towing Services RFP and contract.
- Received Federal, State and private grants totaling \$503,000, including \$230,000 for Fairview Park Riparian Habitat Planting for the Public Services department.
- Changed the City's Franchise ordinance to set new categories for waste haulers permit holders.
- Created detailed payroll processing procedures for training purposes.
- Completed an actuarial valuation of the City's Other Post Employment Benefits (OPEB) and pension obligations. Also established a new fund to track funding of OPEB obligations.
- Continued to revise the City's purchasing ordinance for new purchasing thresholds and changes to the California Uniform Public Construction Cost Accounting Act.
- Updated the comprehensive Users Fees & Charges for implementation within the target date.

GOALS

- Maintain the City's fiscal health and provide adequate resources to fund City services to the community.
- Perform financial responsibilities in accordance with statutory regulations and standards promulgated by professional regulatory agencies.

OBJECTIVES

- Account for the City's fiscal activities in an accurate and timely manner within generally accepted accounting principles (GAAP) and other legal requirements.
- Complete internal preparation of the City's financial statements in a timely manner.
- Assist the City Manager in preparation of a balanced budget and maintain established operating reserves for contingencies.
- Safeguard the City's assets and invest available cash within the City's adopted investment policy.
- Provide financial services such as accounts payable, payroll, cash receipting, to departments.
- Provide purchasing and warehouse services to take advantage of volume discounts and coordinate bidding procedures for all departments.
- Assist in implementing automated time sheet reporting.
- Apply for grant funding from sources available to local government.
- Revise purchasing ordinance and implement new purchasing procedures.
- Update user fees for Council adoption by January each year.

FINANCE DEPARTMENT

Performance Measures/Workload Indicators:	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
<u>Performance Measures:</u>			
Number of Audit Adjustments	*	*	2
Years Received GFOA CAFR Award	29	30	31
Years Received GFOA Distinguished Budget Award	8	9	10
Accuracy Forecasting Expenditures – General Fund	99%	95%	100%
Accuracy Forecasting Revenues – General Fund	94%	95%	100%
Years Received NPI Excellence in Procurement Award	7	8	9
Average days to process purchase order (informal bids)	4	5	5
Percentage of Purchasing survey results at excellent or good (On a scale of excellent, good, average, needs improvement)	*	*	90%
<u>Workload indicators:</u>			
City Budgeted Funds Monitored (Millions)	\$126.0	\$130.8	\$144.6
Number of budget adjustments processed	80	85	80
Accounts Payable Checks Issued	12,388	12,000	12,500
Number of payroll checks issued	19,489	20,100	20,100
Number of purchase orders issued	856	700	900
Number of contracts issued	123	120	130
Number of Transient Occupancy Tax (TOT) audits	6	6	6
Number of business licenses processed	13,277	13,100	13,000
Number of accounts receivable invoices processed	4,357	3,750	5,000



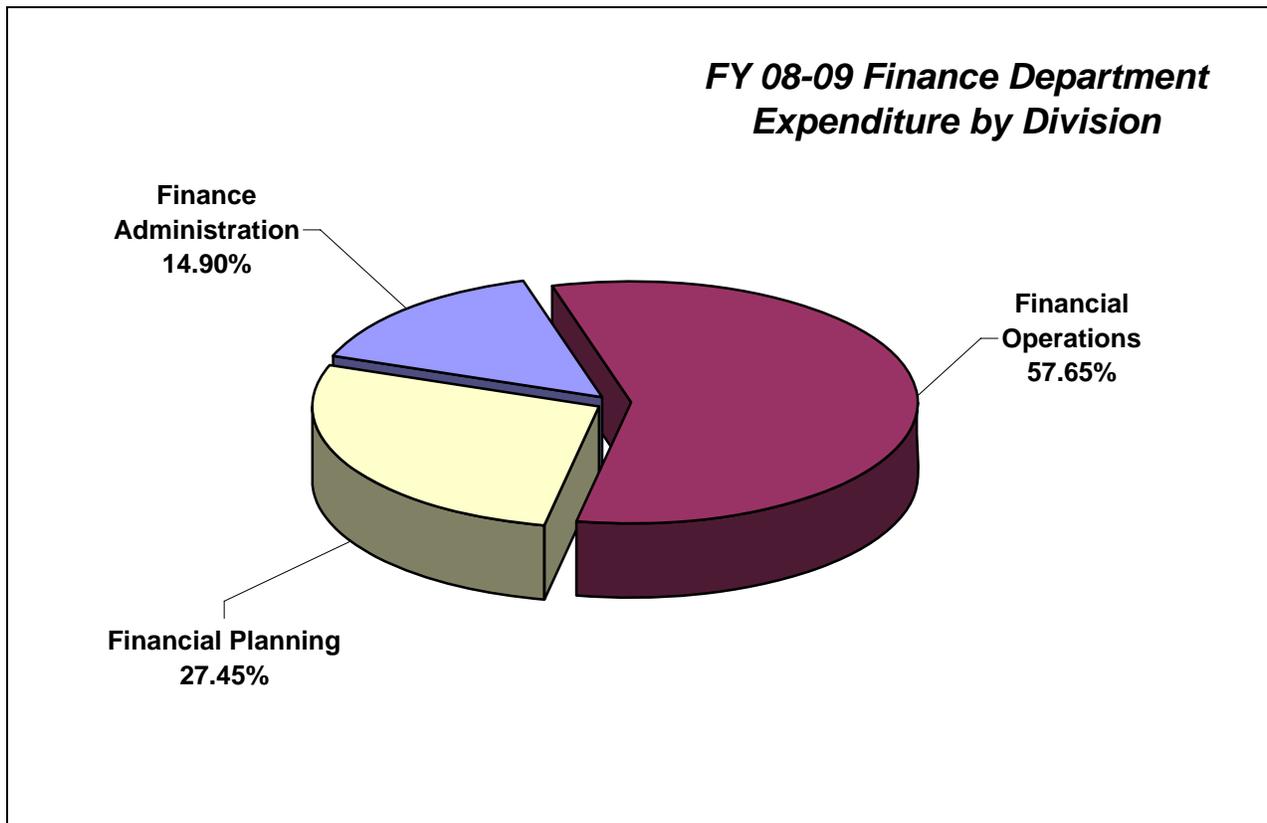
**FINANCE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Finance Administration - 13100</u>				
Director of Finance	1.00	1.00	1.00	1.00
Executive 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>
Total Finance Administration Full-time Positions	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<u>Financial Operations - 13200</u>				
Assistant Finance Director	0.60	0.60	0.60	0.65
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist I	0.10	-	-	-
Accounting Specialist II	2.20	2.20	3.00	3.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Budget Specialist*	-	-	0.20	0.10
Grant Administrator	1.00	1.00	1.00	1.00
Payroll Coordinator	1.00	1.00	1.00	1.00
<i>Subtotal Accounting - 50510</i>	<u>6.90</u>	<u>6.80</u>	<u>7.80</u>	<u>7.75</u>
Assistant Finance Director	0.40	0.40	0.40	0.35
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	1.00	1.00	1.00	1.00
Business License Inspector	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Revenue Investment Specialist	1.00	1.00	1.00	1.00
Revenue Supervisor	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Treasury - 50540</i>	<u>7.40</u>	<u>7.40</u>	<u>7.40</u>	<u>7.35</u>
Total Financial Operations Full-time Positions	<u>14.30</u>	<u>14.20</u>	<u>15.20</u>	<u>15.10</u>
<u>Financial Planning - 13300</u>				
Budget & Research Officer	0.80	0.75	0.75	0.75
Accounting Specialist II*	0.80	0.80	-	-
Budget Analyst	1.00	1.00	1.00	1.00
Budget Specialist*	-	-	0.80	0.90
Buyer	0.50	-	-	-
<i>Subtotal Budget & Research - 50520</i>	<u>3.10</u>	<u>2.55</u>	<u>2.55</u>	<u>2.65</u>
Budget & Research Officer	0.20	0.25	0.25	0.25
Accounting Specialist I	0.90	1.00	-	-
Buyer	0.50	1.00	1.00	1.00
Purchasing Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	1.00	1.00
<i>Subtotal Purchasing - 50530</i>	<u>3.60</u>	<u>4.25</u>	<u>3.25</u>	<u>3.25</u>
Total Financial Planning Full-time Positions	<u>6.70</u>	<u>6.80</u>	<u>5.80</u>	<u>5.90</u>
Total Fin Planning Part-time Positions (in FTE's)	<u>0.67</u>	<u>0.67</u>	<u>1.42</u>	<u>1.42</u>
Total Department Full-time Positions	<u>23.00</u>	<u>23.00</u>	<u>23.00</u>	<u>23.00</u>
Total Department Part-time Positions (in FTE's)	<u>0.67</u>	<u>0.67</u>	<u>1.42</u>	<u>1.42</u>
TOTAL DEPARTMENT	<u>23.67</u>	<u>23.67</u>	<u>24.42</u>	<u>24.42</u>

*Position reclassified

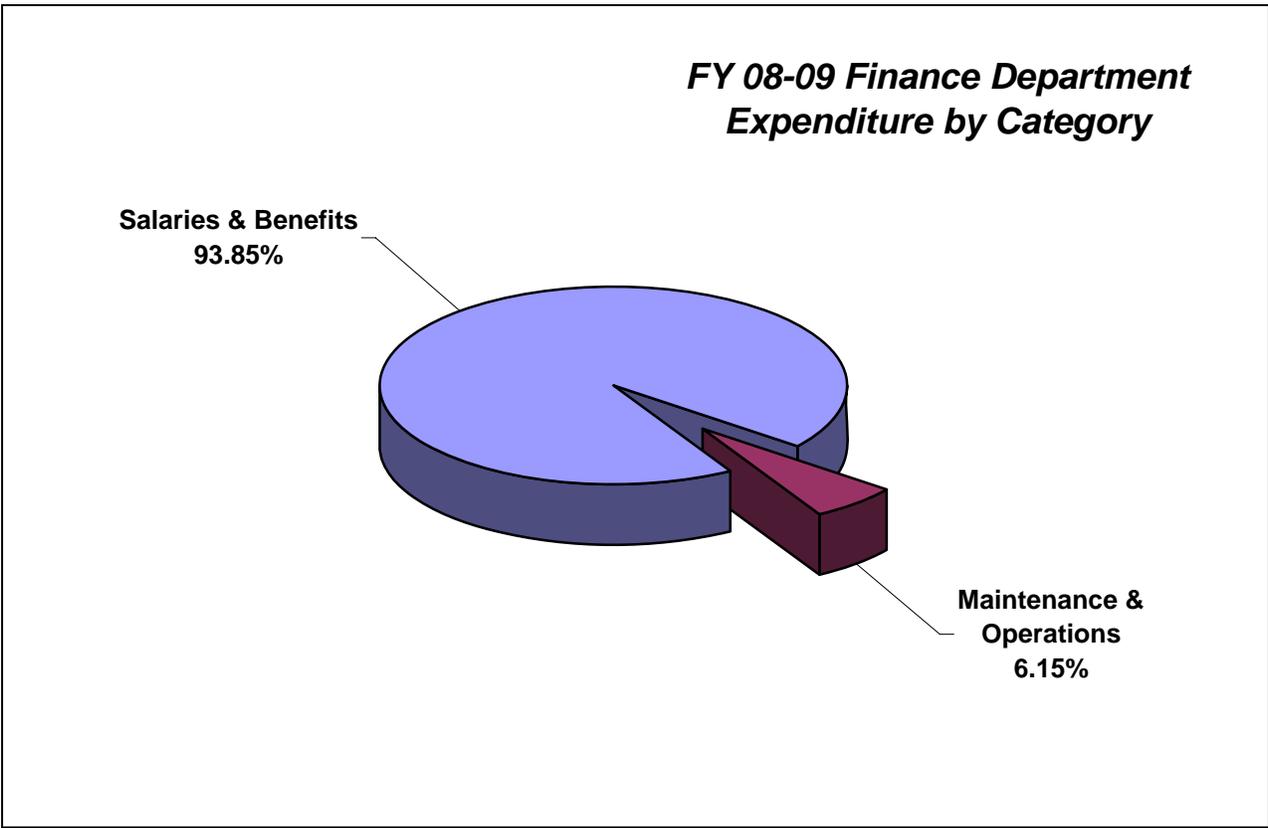
**FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Finance Admin. - 13100	\$ 416,975	\$ 415,022	\$ 404,951	\$ 433,059	6.94%
Financial Operations - 13200	1,439,732	1,461,210	1,585,968	1,675,502	5.65%
Financial Planning - 13300	645,008	645,092	718,440	797,820	11.05%
Total Expenditures	\$ 2,501,715	\$ 2,521,324	\$ 2,709,359	\$ 2,906,380	7.27%



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

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 2,296,570	\$ 2,287,014	\$ 2,519,848	\$ 2,727,646	8.25%
Maintenance & Operations	162,462	208,623	189,511	178,734	-5.69%
Fixed Assets	42,683	25,686	-	-	-
Total Expenditures	\$ 2,501,715	\$ 2,521,324	\$ 2,709,359	\$ 2,906,380	7.27%



	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 2,501,715	\$ 2,521,324	\$ 2,709,359	\$ 2,906,380	100.00%
Total Funding Sources	\$ 2,501,715	\$ 2,521,324	\$ 2,709,359	\$ 2,906,380	100.00%

CITY OF COSTA MESA, CALIFORNIA

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

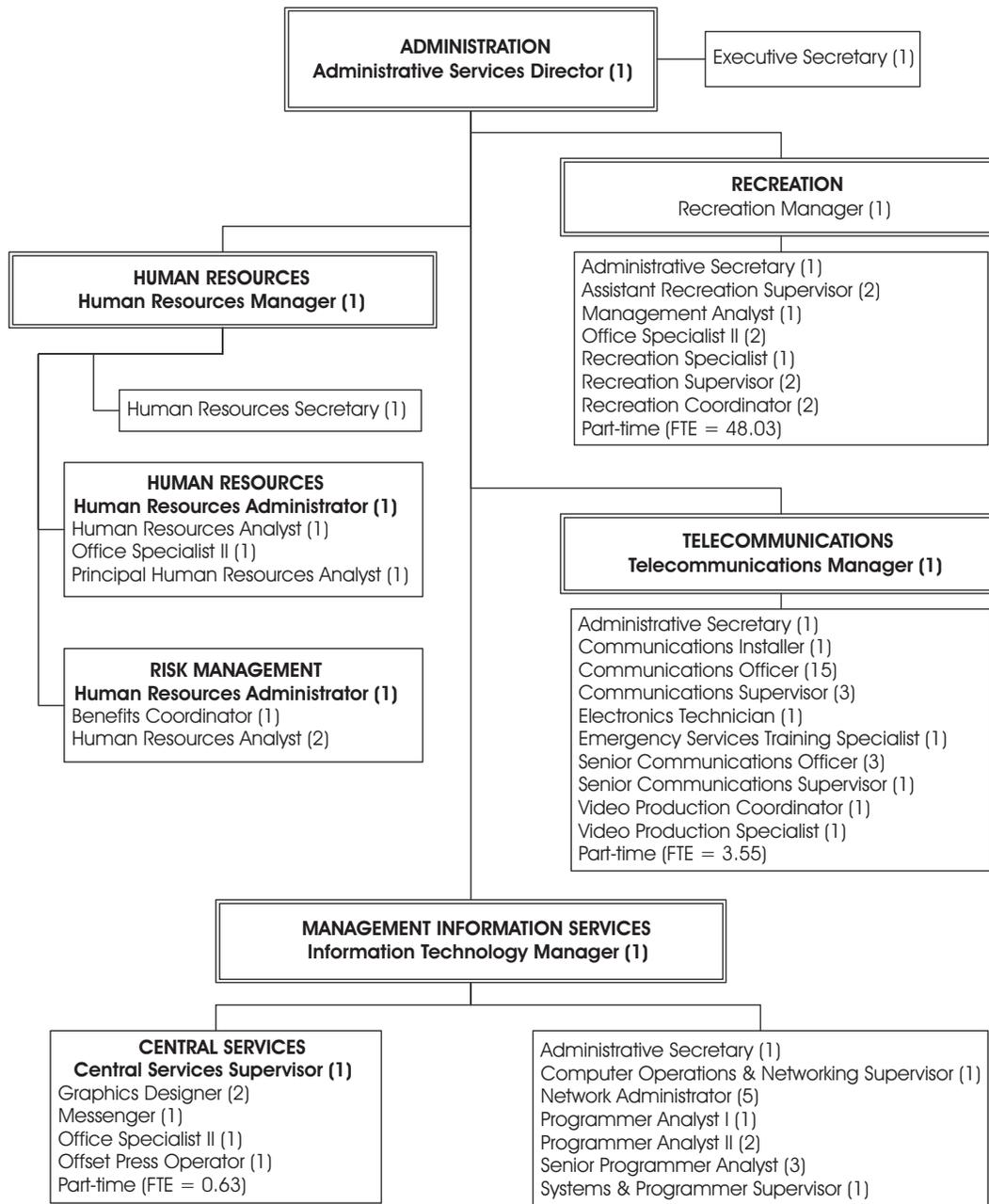
Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Chg
Regular Salaries - Non Sworn	501200	\$ 1,616,513	\$ 1,612,952	\$ 1,753,840	\$ 1,848,173	5%
Regular Salaries - Part time	501300	29,416	28,943	50,392	53,121	5%
Overtime	501400	11,632	10,654	12,750	4,000	-69%
Accrual Payoff - Excess Maximum	501500	8,529	9,539	14,560	500	-97%
Vacation/Comp. Time Cash Out	501600	1,364	3,130	-	-	0%
Holiday Allowance	501700	1,929	3,804	-	-	0%
Separation Pay-Off	501800	-	5,965	-	-	0%
Other Compensation	501900	4,778	4,625	4,921	5,163	5%
Cafeteria Plan	505100	191,905	184,621	213,270	244,929	15%
Medicare	505200	21,816	21,593	23,702	25,933	9%
Retirement	505300	317,269	319,345	362,090	389,889	8%
Professional Development	505500	29,248	20,361	23,275	23,775	2%
Auto Allowance	505600	3,669	3,600	3,600	5,400	50%
Unemployment	505800	1,417	1,411	1,529	1,547	1%
Workers' Compensation	505900	40,930	40,374	38,381	42,049	10%
Employer Contr.Retirees' Med.	506100	16,155	16,097	17,538	83,168	374%
Subtotal Salaries & Benefits		\$ 2,296,570	\$ 2,287,014	\$ 2,519,848	\$ 2,727,646	8%
Stationery and Office	510100	\$ 11,965	\$ 12,774	\$ 16,700	\$ 16,700	0%
Multi-Media, Promotions and Subs	510200	912	2,290	2,950	3,000	2%
Small Tools and Equipment	510300	4,483	9,164	5,400	1,400	-74%
Uniform & Clothing	510400	116	-	250	400	60%
Maintenance & Construction	510600	4,877	859	-	-	0%
Waste Disposal	515700	470	390	750	750	0%
Postage	520100	20,870	21,367	22,000	22,500	2%
Legal Advertising/Filing Fees	520200	741	637	1,000	1,000	0%
Mileage Reimbursement	520600	213	96	300	300	0%
Office Equipment	525700	2,404	1,894	2,200	2,400	9%
Consulting	530200	2,865	-	-	-	0%
Financial & Information Svcs	530500	87,972	127,401	101,518	89,150	-12%
External Rent	535400	35	35	100	100	0%
Central Services	535800	12,412	13,250	17,500	17,500	0%
Internal Rent - Maint. Charges	536100	2,023	3,366	1,330	4,741	256%
Internal Rent - Repl.Cost	536200	4,525	3,533	5,660	7,571	34%
General Liability	540100	5,401	11,241	11,853	11,222	-5%
Other Costs	540900	177	327	-	-	0%
Subtotal Maintenance & Operations		\$ 162,462	\$ 208,623	\$ 189,511	\$ 178,734	-6%
Office Furniture	590600	\$ 33,066	\$ -	\$ -	\$ -	0%
Office Equipment	590700	9,617	-	-	-	0%
Other Equipment	590800	-	25,686	-	-	0%
Subtotal Fixed Assets		\$ 42,683	\$ 25,686	\$ -	\$ -	0%
Total Expenditures		\$ 2,501,715	\$ 2,521,324	\$ 2,709,359	\$ 2,906,380	7%

FINANCE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
FINANCE ADMINISTRATION - 13100					
<u>Finance Admin - 50001</u>					
Salaries & Benefits	\$ 329,267	\$ 333,128	\$ 335,948	\$ 368,187	10%
Maintenance & Operations	54,642	58,132	69,003	64,872	-6%
Fixed Assets	33,066	23,762	-	-	0%
Subtotal Finance Administration	\$ 416,975	\$ 415,022	\$ 404,951	\$ 433,059	7%
FINANCIAL OPERATIONS - 13200					
<u>Acctg. & Financial Rprt. - 50510</u>					
Salaries & Benefits	\$ 679,870	\$ 641,208	\$ 786,418	\$ 852,128	8%
Maintenance & Operations	70,283	108,674	80,400	71,050	-12%
Fixed Assets	9,617	-	-	-	0%
Subtotal Acct. & Financial Rprt.	\$ 759,769	\$ 749,882	\$ 866,818	\$ 923,178	7%
<u>Treasury - 50540</u>					
Salaries & Benefits	\$ 666,841	\$ 691,091	\$ 700,782	\$ 736,824	5%
Maintenance & Operations	13,121	20,237	18,368	15,500	-16%
Fixed Assets	-	-	-	-	0%
Subtotal Treasury	\$ 679,963	\$ 711,328	\$ 719,150	\$ 752,324	5%
FINANCIAL PLANNING - 13300					
<u>Budget & Research - 50520</u>					
Salaries & Benefits	\$ 307,387	\$ 286,327	\$ 315,054	\$ 348,995	11%
Maintenance & Operations	11,681	11,100	12,000	12,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Budget & Research	\$ 319,067	\$ 297,427	\$ 327,054	\$ 360,995	10%
<u>Purchasing - 50530</u>					
Salaries & Benefits	\$ 313,205	\$ 335,261	\$ 381,646	\$ 421,512	10%
Maintenance & Operations	12,736	10,480	9,740	15,312	57%
Fixed Assets	-	1,924	-	-	0%
Subtotal Purchasing	\$ 325,940	\$ 347,665	\$ 391,386	\$ 436,824	12%
Total Expenditures	\$2,501,715	\$2,521,324	\$2,709,359	\$2,906,380	7%



ADMINISTRATIVE SERVICES DEPARTMENT ORGANIZATION CHART



ADMINISTRATIVE SERVICES DEPARTMENT

The Administrative Services Department is a General Government Support function. For Costa Mesa, this Department also includes the Recreation Division, which is a Leisure and Community Services function. The Department has 74 full-time staff members, composed of five management and 69 supervisory/professional/clerical positions. In addition, the Department employs numerous part-time employees to staff a variety of recreational programs and telecommunications functions and activities throughout the City. It is comprised of seven divisions and each division is further split into different programs. The seven divisions are as follows:

- * ***Administration***
- * ***Human Resources***
- * ***Central Services***
- * ***Recreation***
- * ***Risk Management***
- * ***Telecommunications***
- * ***Management Information Services***

The Administrative Services Department provides the citizens of Costa Mesa a diverse variety of high quality programs and services including: emergency 911 public safety dispatch; CMTV, the City cable TV station; operation of three community centers; award-winning facilities such as the Costa Mesa Tennis Center and Volcom Skate Park; and community events such as Holiday Snow Hill and the Circle of Service, which honors people who have made a significant contribution to the City.

The Department also supports other City departments by providing the following services: personnel recruitment, selection and training; mail services; computer support; reprographics; risk management; and management information services.

ADMINISTRATION - 14050

Administration - 50001

Provides overall direction to the Department's seven divisions and program activities, based on Council policies; also provides support to the Parks & Recreation Commission; and coordinates the employee service awards presentation.

HUMAN RESOURCES - 14100

Human Resources Administration - 50610

Provides Human Resources support including recruitment and selection in accordance with personnel rules; recruits, screens, and tests applicants; establishes eligibility lists of qualified and screened candidates; insures that new City employees are appropriately processed in accordance with job standards and the law; collaborates with departments on promotional examinations; initiates studies related to, reviews and maintains the City's job classification and compensation system; initiates, conducts and monitors ongoing labor relations activities involving represented, unrepresented and confidential employees including labor contract (Memorandum of Understanding) administration; and coordinates training programs and insures compliance with mandated training under state and federal law.

ADMINISTRATIVE SERVICES DEPARTMENT

CENTRAL SERVICES - 14200

Printing and Graphics - 50810

Provides centralized offset printing services including bindery and finishing supporting the administrative needs of each department. Revises, creates and maintains master files and forms used for day-to-day operations. Services provided include design and layout of newsletters, brochures and periodicals, as well as, creating advertising and promotional materials for citywide special events and programs.

Reprographics - 50820

Provides centralized high volume photocopy projects including full service binding and finishing. Also provides both color and black and white high-speed copies for large projects and scan-to-file document preparation. Produces City Council, Planning Commission, and Parks and Recreation Commission reports and a wide range of other city publications.

Mail and Delivery - 50840

Provides centralized mail and delivery services for incoming and outgoing mail, as well as, internal and external communications for the City Council and Planning and Parks and Recreation Commissions. Responsible for the internal routing of courier shipments to off site City facilities including fire stations, police station, corporation yard, and recreation centers.

RECREATION - 14300

Recreation Administration - 50001

Serves as the administrator of recreation programs and activities.

Downtown Recreation Center (DRC) - 40121

Maintains and operates the Downtown Recreation Center located at 1860 Anaheim Avenue. This facility includes an indoor gymnasium, gymnastics room and 25 meter outdoor pool, a designated room and office for the Childs-Pace Inc. program as well as multi-purpose rooms equipped with a kitchen suitable for meetings. The City's Teen Program and ACT (Activity Club for Teens) takes place in this facility along with contracted classes and Adult Basketball and Volleyball programs.

Balearic Community Center (BCC) - 40122

Maintains and operates the Balearic Community Center located at 1975 Balearic Drive. This center includes two rental rooms available for meetings, receptions, etc., for up to 125 people, and the site of an after school playground program and the City's Early Childhood Program. Adjacent to the center is a fenced playground with play equipment, sandlot park playground, basketball courts, and a large athletic field for soccer, softball, and football.

Neighborhood Community Center (NCC) - 40123

Maintains and operates the Neighborhood Community Center located at 1845 Park Avenue. This center is a 24,000 square-foot rental facility complete with a large multi-purpose hall including stage, dance floor and full-service kitchen. Three other smaller meeting and conference rooms are available for community, business, educational meetings, and contract classes.

Aquatics - 40212

Provides swim instruction, lap swim, instructional water polo, senior aquatics, recreational swimming and water safety activities year round. In addition, this program provides American Red Cross-certified First Aid and Cardiopulmonary Resuscitation (CPR) training as well as Title 22 training to Recreation program staff.

ADMINISTRATIVE SERVICES DEPARTMENT

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 adult recreational basketball leagues and open gym volleyball and basketball play in the DRC gym.

Adult Sports Softball - 40215

Provides recreational softball league play for men, women, and co-ed teams at TeWinkle Park.

Fields/Field Ambassadors - 40216

Coordinates field reservations and scheduling of athletic fields for facilities owned by the City of Costa Mesa and the Newport-Mesa Unified School District (NMUSD), through the Joint Use Agreement, located within Costa Mesa for soccer, tackle football, baseball, softball and flag football, and other field games. Field ambassadors monitor field use, regulate light use (portable and permanent) and open and close athletic facilities. The field ambassadors also assist in resolving field disputes using the Field Use and Allocation Policy.

Golf Course Management - 40217

Administers the contract for the Costa Mesa Country Club, located at 1701 Golf Course Drive. This public golf course, open seven days a week, includes two 18-hole golf courses, a pro-shop, coffee shop, banquet facility, and driving range. Programs include youth and adult lessons, a Jr. Golf program, men's and women's leagues and tournament play.

Youth Sports Basketball/Cheerleading - 40218

Provides clinics, practices, and league play for youth basketball; provides a cheerleading program; and encourages skill development, teamwork, healthy competition and sportsmanship.

Youth Sports Flag Football/Cheerleading/Spring Sports - 40219

Provides clinics, practices, and league play for youth flag football and spring kickball programs; provides recreational spring sports activities and play; provides a cheerleading program; and encourages skill development, teamwork, healthy competition and sportsmanship.

Senior Citizens Center - 40231

Administers the lease agreement for the Costa Mesa Senior Center, located at 695 West 19th Street. The Center, open six days a week, 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. It is also responsible for administering a Senior Mobility Transportation Program, a demand-driven transportation service for Costa Mesa seniors funded by a grant from Orange County Transportation Authority (OCTA).

Day Camp - 40232

Provides day camp programs for children at Estancia Park (summer) and the Balearic Community Center (winter, Presidents week, and spring break). This program includes daily games, sports, arts and crafts, drama, songs and skits, community service, educational/historical classes, Character Counts activities, and weekly excursions that emphasize active and healthy lifestyles. Also provides specialty camp programs of shorter duration (1-2 weeks) that are half or full day activities.

Playgrounds - 40233

Provides after school and summer playground programs for children in grades one through six at 12 Newport-Mesa Unified School District (NMUSD) elementary schools and selected parks. This program focuses on four areas: educational activities, youth sports, recreation, and supervised self-directed free play as well as encourages academic enrichment activities and character education in a structured environment.

ADMINISTRATIVE SERVICES DEPARTMENT

Youth & Family - 40235

Offers programs, excursions and activities designed for youth, as well as their families, to encourage family togetherness. The programs are designed to be fun and affordable, and provide multiple activities in which the community may participate.

Teen Programs - 40236

Offers programs and activities designed for teens, as well as their families. ACT, the Activity Club for Teens, assists staff in program and activity planning, including identification of community service opportunities. The programs are designed to be fun and affordable and provide multiple activities in which the community may participate. Program participants are available to assist and advise the City Council or the Parks & Recreation Commission request should they request input from Costa Mesa teens.

Concerts - 40237

Provides eight free live summer concerts for the community at Fairview Park.

Early Childhood Program - 40241

Encourages a positive, social experience through recreational activities such as directed play, games, arts/crafts, and music. Designed for children three to five years old and prepares participants for entrance into kindergarten.

Adult Instructional Classes - 40242

Provides quarterly recreational, social, and sports programs for adults on a participant fee basis.

Youth Instructional Classes - 40243

Provides quarterly recreational, social, and sports programs for youth on a participant fee basis.

Special Recreation Events - 40244

Provides special, one-time or Council-requested programs or events and is also used to launch new programs.

Mobile Recreation - 40245

Provides a mobile playground program by taking recreational activities directly to the community via the Mobile Recreation Van. Offers supervised recreation activities to children who do not attend community centers or other traditional recreational facilities. This drop-in program also encourages academic achievement activities and character education in a supervised environment.

Parks & Recreation Commission - 50125

Assists City Council and various City departments with parks and recreation-related issues.

Child Care and Youth Services Committee - 50140

Assists City Council regarding policy and other service concerns in the area of childcare and youth services. Creates and distributes childcare and teen activity directories. Provides training to child care providers.

Cultural Arts Committee - 50190

Maintains, educates, enriches, and promotes cultural arts programs and resources throughout the City.

Historical Preservation Committee - 50191

Maintains, educates, enriches, and promotes historical programs and resources throughout the City.

ADMINISTRATIVE SERVICES DEPARTMENT

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 to City management on how to improve benefits, such as utilizing wellness programs, flexible spending accounts, long-term disability insurance; required/optional industrial medical examinations; and the Employee Assistance Program (EAP). Serve as staff/advisor to Benefits Review Committee consisting of labor and management representatives who meet to review and discuss relevant issues related to employee benefits/programs.

Post-Employment Benefits - 50650

Serves as a cost center for the medical insurance premium benefits for retired employees.

Risk Management Administration - 50661

Procures and administers the City's comprehensive commercial insurance protection program. Includes property inspections and appraisals as a part of a comprehensive real and personal property insurance program.

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 handled within the City and via the City's third-party administrator. 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.

Workers' Compensation - 50663

Administers safety and wellness programs for employees as well as the self-insured Workers' Compensation and Occupational Injury/Illness Prevention Plans. Maintains oversight of the third-party workers' compensation claims administrator and consultants for workplace safety, ergonomics, and indoor air quality. Administers work-related physical and fitness-for-duty examinations and immunization program.

TELECOMMUNICATIONS - 14500

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 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 and 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.

Cable Television - 51030

Provides programming and coordination of playback for the City's Municipal Access Channel (CMTV 24), as well as lending audio/video production services support to City departments. Provides oversight of cable television franchise agreements.

ADMINISTRATIVE SERVICES DEPARTMENT

Emergency Services - 51040

Serves as the office responsible for the City's disaster preparedness and liaison to public and private sector agencies and non-government volunteer organizations on disaster preparedness. Conducts disaster training and exercises; maintains disaster supplies; the Emergency Operations Center (EOC), and the City's Emergency Operations Plan, and ensures compliance with the National Incident Management System (NIMS) which includes contingency planning for flooding/dam failure, earthquakes, pandemics, hazardous materials, fires, Stage III energy failures, terrorism, aircraft incidents, nuclear accidents, and environmental contamination, etc.

MANAGEMENT INFORMATION SERVICES - 14600

Computer Operations - 50710

Operates and monitors computer equipment; maintains data files; and processes business applications and report distribution in a networked client-server environment.

Computer Systems Development - 50720

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 08-09 adopted budget for the Administrative Services Department is \$18.2 million, an increase of \$168,197 or 0.93% compared to the FY 07-08 adopted budget. The increase reflects the general salary adjustment approved by Council in FY 07-08. Other increases include: internal rent replacement and maintenance costs; \$75,000 for City-wide classification study; \$47,350 for property insurance on City owned property. The budget also includes: \$26,975 for a video camera system – field production unit; \$45,100 for continued support of document imaging; \$36,300 for Law Records Management System (LRMS) upgrade; and replacement computers/printers/monitors for departmental uses on as needed basis.

Funding for Administrative Services comes from the General Fund and the Self Insurance Fund.

PRIOR YEAR'S ACCOMPLISHMENTS

- Planned and hosted the Ground-breaking and Dedication Ceremony for the City's first fully accessible playground located in TeWinkle Park; conducted three Artist Showcases with assistance of the Cultural Arts Committee, six Concerts in the Park and supported several community organized events with Mobile Recreation Unit including Spring Egg-citement with Torelli Realty.
- Collaborated with outside agencies to offer specialized and high quality programs to the community, such as: the Ranch After-School Program - with Newport-Mesa Unified School District (NMUSD) and the Orange County Fairgrounds; and Senior Transportation - with OCTA (granting agency) and Costa Mesa Senior Corporation.
- Implemented Granicus meeting minutes for the Parks and Recreation Commission.
- Exceeded 585,000 participants in recreation program attendance in over 800 classes, 40 adult leagues, 22 day camps, and 55 swimming classes/programs.
- Permitted 357 picnic reservations, issued over 100 model airplanes permits, issued 120 community garden parcel agreements, and permitted over 70,000 hours of field time through the Recreation front office.
- Conducted promotional recruitments for Deputy Fire Chief, Police Captain, Fire Battalion Chief, Police Lieutenant, Police Sergeant, Assistant Development Services Director, Budget & Research Officer and assisted in the professional recruitment for Fire Chief.
- Began implementation of NEOGOV (automated, on-line application and applicant tracking program).

ADMINISTRATIVE SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued):

- Implemented a collaborative style of Meet & Confer and an open, informative system of communication with the City Council, City Manager and bargaining units, resulting in improved relationships and Memoranda of Understanding with Police, Fire and Miscellaneous employee organizations.
- Conducted Customer Satisfaction Surveys with respondents rating overall satisfaction with recreation program, services and facilities as above average.
- Provided input to the Mayor and City Council on laws and legislation regarding worker's compensation, pension plans and safety issues.
- Conducted Hearing Conservation testing, air quality tests, ergonomic reviews and workers' compensation training in conjunction with consultant/vendors to educate key contacts in departments about risk management.
- Improved Wellness activities and presentations to Benefit Review Committees and worked to educate employees prior to commencing the annual Open Enrollment period for benefits.
- Consolidated backup servers into one server using a disk-to-disk strategy, thereby reducing staff hours to perform backups and restores. This method provides longer term information storage and faster back-up time.
- Implemented Document Imaging (converting paper document to an electronic searchable format) hardware and network requirements. This improved workflow and expanded services to provide centralized document imaging solutions including scan to file, image archiving, and document storage.
- Completed the relocation of the Police Department's computers, printers, and network gear to the new PD building, trailers, and West Side substation. Moved PD users to trailer and into the new facility.
- Implemented CrimeMap for use by Police Crime Analysis.
- Coordinated integration of Fire and Telecomm into the County Wide AVL (Automatic Vehicle Location) project.
- Designed and developed Police Department Jail Management System.
- Implemented new E-print system providing online job submission capabilities to enable users to place requests for print, copy or graphics online and receive notice of completion, thereby improving workflow throughout all City facilities.
- Designed and printed in conjunction with the Historical Preservation Committee "The Story of Costa Mesa" a 40 page full-color publication highlighting the history of Costa Mesa, used by NMUSD as part of the elementary school curriculum.
- Produced over 5,000,000 copies/print impressions, including City Council and Commission Agenda reports, newsletters, public information requests, flyers and brochures.
- Updated City's Emergency Operations Plan.
- Established City's Joint Information Center (JIC) in the Telecommunications Conference Room.
- Conducted disaster-training, shelter training, and annual evacuation drill with City employees, private sector and non-government organization volunteers.
- Participated in Annual American Red Cross Disaster Preparedness Academy.
- Distributed training opportunities, press releases, health notices, emergency notifications, etc. as received from federal, state and local entities to appropriate city personnel and outside jurisdictions.
- Produced and televised 15 new episodes of "City Talk", "The Community Report", "Discovering Costa Mesa", and a Capital Improvement Program video, as part of the budget development process.
- Videotaped and televised 71 public meetings (City Council, Planning Commission, Parks & Recreation Commission, Redevelopment Agency, and City Council Study Sessions); 30 youth sports games in conjunction with the Recreation Division; several special events, including Holiday Snowhill and the groundbreaking ceremonies at the TeWinkle Softball Complex and the new Police Department facility.
- Provided oversight of the Cable Television Franchise Agreements with Time Warner Cable.
- Coordinated web-streaming software that allows access to Costa Mesa TV programming via the internet, attracting an average of 2,000 inquiries (hits) per month.

ADMINISTRATIVE SERVICES DEPARTMENT

GOALS

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.

OBJECTIVES

- Meet or exceed the minimum cost recovery percentages in each Recreation program category – fully supported, mostly supported, partially supported, and self-supported, as determined by the Parks and Recreation Commission.
- Provide a wide range of affordable recreation and leisure programs to the Costa Mesa community.
- Provide facilities for use by the community including community centers, athletic fields and facilities, parks and picnic shelters, and ensure there is a fair and equitable allocation process for these facilities.
- Maintain an average program or activity satisfaction rating by participants of “4” (“above average”) on a 1 – 5 scale.
- Establish 80% of eligibility lists within eight (8) weeks of the administrative authorization to fill.
- Increase the qualified applicant pool by utilizing NEOGOV (automated on-line application and applicant tracking program) and targeted job advertisements.
- Conduct a city-wide classification study to update classification specifications to ensure that the essential functions and qualifications guidelines accurately reflect the duties currently performed by the incumbent employees.
- Maintain the current turnover rate of 3% or less for non-retirements.
- Provide managers and supervisors with ongoing and proactive labor counseling and assistance necessary to limit the number of formal grievances and disciplinary actions.
- Facilitate ongoing legal and labor relations training, including harassment training for managers and supervisors through the Orange County Employee Relations Consortium.
- Meet the needs of City departments for volunteer assistance by providing on-going coordination of a citywide volunteer program.
- Report 85% of new workers compensation claims to the third party administrator within one week of the incident date to mitigate work time.
- Review 90% of insurance verification requests within five (5) business days in order to expedite City projects.
- Process 90% of benefit change requests within five (5) business days.
- Upgrade Office Product Suite.
- Continue to provide highly responsive and cost effective, printing, duplicating, and postal service to City departments.
- Expand services to include oversize printing, laminating, finishing and mounting to meet demand for oversize display materials.
- Create a master image library to archive and maintain images for City and public access for research, special events, and Costa Mesa history.
- Update the City Injury and Illness Prevention Program (IIPP) document and provide training to supervisors on the IIPP.
- Process and dispatch 90% of emergency public safety services within 60 seconds of receipt.
- Answer 95% of incoming 9-1-1 calls within ten seconds.
- Coordinate production and playback of community-oriented programming for the education and enjoyment of Costa Mesa residents.
- Maintain the CMTV 24 Community Bulletin Board, which posts announcements regarding City business, community events, and non-profit organizations.
- Provide necessary audio/video support to the Costa Mesa Police Department’s “Every 15 Minutes” project.
- Videotape and televise City Council Candidate Forums.
- Increase multi and inter-agency coordination with other government, private sector and non-government organizations and agencies in emergency and disaster preparedness.

ADMINISTRATIVE SERVICES DEPARTMENT

Performance Measures/Workload Indicators:	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
<u>Performance Measures:</u>			
Percent of 9-1-1 calls answered within 10 seconds	95%	95%	95%
Percentage of Recreation Programs meeting or exceeding Cost Recovery Guidelines	90%	93%	95%
Percentage of Recreation survey respondents rating overall satisfaction with programs/services as above average	85%	87%	88%
Percentage of workers compensation claims reported to the third party administrator within one week of the incident date	*	*	85%
Percentage of insurance certificate verification requests reviewed within five days of submittal	*	*	90%
Percentage of benefit change requests processed within five business days	*	*	90%
<u>Workload Indicators:</u>			
Average monthly ridership in City Senior Mobility Program (SMP)	900	900	930
Number of hours permitted on athletic fields (all user groups)	70,000	70,000	72,000
Number of classes offered and percentage cancelled	800/10%	820/10%	850/10%
Number of children served in Day Camp Programs	1,280	1,300	1,500
Number of children served in Drop-In Recreation Programs	159,600	160,450	162,500
Resident: Non-resident park permits issued	550:80 (12.7%)	550:80(12.7%)	550:80 (12.7%)
Number of pieces of outgoing mail metered in-house	155,184	165,000	160,000
Number of copies produced by Central Services	4,970,109	5,250,000	4,965,000
Number of Printers/Terminals maintained	125/487	150/400	150/400
Help Desk requests resolved	5,030	2,495	2,495
Number of City developed software applications	11	8	8
Number of recruitments processed	60	70	75
Number of qualified job applicants placed onto an eligibility list	*	*	475
Number of volunteers participating in City programs	25	30	30
Employee turnover rate (non retirements)	2%	3%	3%
Number of 9-1-1 Emergency/Public Safety calls received	47,114	35,000	48,000
Number of Calls for Service	119,093	110,000	120,000
Number of live telecasts of City meetings (Council, RDA, Commissions)	65	81	74

*new item, prior year's data not available



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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Administrative Services Administration - 14050</u>				
Administrative Services 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 Admin Svcs Admin Full-time Positions	2.00	2.00	2.00	2.00
<u>Human Resources - 14100</u>				
Human Resources Manager	0.60	0.60	0.60	0.60
Administrative Secretary	0.70	0.70	-	-
Human Resources Administrator	-	-	1.00	1.00
Human Resources Analyst	-	-	1.00	1.00
Human Resources Secretary	-	-	0.70	0.70
Office Specialist II	1.00	1.00	1.00	1.00
Personnel Administrator	1.00	1.00	-	-
Personnel Technician	1.00	1.00	-	-
Principal Human Resources Analyst	-	-	1.00	1.00
Principal Personnel Analyst	1.00	1.00	-	-
<i>Subtotal Human Resources Admin - 50610</i>	5.30	5.30	5.30	5.30
Total Human Resources Full-Time Positions	5.30	5.30	5.30	5.30
<u>Central Services - 14200</u>				
Central Services Supervisor	0.25	0.25	0.25	0.25
Graphics Designer	2.00	2.00	2.00	2.00
Offset Press Operator II	1.00	1.00	1.00	1.00
<i>Subtotal Printing & Graphics - 50810</i>	3.25	3.25	3.25	3.25
Central Services Supervisor	0.50	0.50	0.50	0.50
Office Specialist II	1.00	1.00	1.00	1.00
<i>Subtotal Reprographics - 50820</i>	1.50	1.50	1.50	1.50
Central Services Supervisor	0.25	0.25	0.25	0.25
Messenger	1.00	1.00	1.00	1.00
<i>Subtotal Mail & Delivery - 50840</i>	1.25	1.25	1.25	1.25
Total Central Services Full-time Positions	6.00	6.00	6.00	6.00
Total Central Svcs Part-time Positions (in FTE's)	0.63	0.63	0.63	0.63
<u>Recreation - 14300</u>				
Recreation Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
Recreation Supervisor	2.00	2.00	2.00	2.00
<i>Subtotal Administration - 50001</i>	6.00	6.00	6.00	6.00

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Recreation (continued)				
Assistant Recreation Supervisor	-	-	0.25	0.25
Recreation Coordinator	0.25	0.25	-	-
<i>Subtotal Downtown Recreation Center - 40121</i>	0.25	0.25	0.25	0.25
Recreation Coordinator	0.25	0.20	-	0.20
<i>Subtotal Balearic Community Center - 40122</i>	0.25	0.20	-	0.20
Office Specialist II	1.00	1.00	1.00	1.00
Recreation Coordinator	0.40	0.40	0.40	0.40
<i>Subtotal Neighborhood Community Ctr - 40123</i>	1.40	1.40	1.40	1.40
Assistant Recreation Supervisor	-	-	0.35	0.25
Recreation Coordinator	0.25	0.35	-	-
Recreation Specialist	-	-	1.00	1.00
<i>Subtotal Aquatics - 40212</i>	0.25	0.35	1.35	1.25
Assistant Recreation Supervisor	-	-	0.15	0.25
Recreation Coordinator	0.25	0.15	-	-
<i>Subtotal Adult Basketball&Volleyball - 40214</i>	0.25	0.15	0.15	0.25
Assistant Recreation Supervisor	-	-	-	0.20
Recreation Coordinator	0.25	0.15	0.15	-
<i>Subtotal Adult Sports Softball - 40215</i>	0.25	0.15	0.15	0.20
Assistant Recreation Supervisor	-	-	-	0.60
Recreation Coordinator	0.75	0.85	0.85	-
<i>Subtotal Fields/Field Ambassadors - 40216</i>	0.75	0.85	0.85	0.60
Assistant Recreation Supervisor	-	-	0.15	0.10
Recreation Coordinator	0.13	0.15	-	-
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	0.13	0.15	0.15	0.10
Assistant Recreation Supervisor	-	-	0.15	0.10
Recreation Coordinator	0.12	0.15	-	-
<i>Subtotal Youth Football/Cheer/Soccer - 40219</i>	0.12	0.15	0.15	0.10
Recreation Coordinator	0.25	0.35	-	0.20
<i>Subtotal Day Camp - 40232</i>	0.25	0.35	-	0.20
Assistant Recreation Supervisor	-	-	0.50	-
Recreation Coordinator	0.50	0.50	-	0.40
<i>Subtotal Playgrounds - 40233</i>	0.50	0.50	0.50	0.40
Recreation Coordinator	0.25	0.10	-	-
<i>Subtotal Youth and Family - 40235</i>	0.25	0.10	-	-

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Recreation (continued)				
Assistant Recreation Supervisor	-	-	0.25	0.25
Recreation Coordinator	0.25	0.25	-	-
<i>Subtotal Teen Programs - 40236</i>	0.25	0.25	0.25	0.25
Recreation Coordinator	0.10	0.10	0.10	0.10
<i>Subtotal Concerts - 40237</i>	0.10	0.10	0.10	0.10
Assistant Recreation Supervisor	-	-	0.20	-
Recreation Coordinator	0.25	0.30	-	0.20
<i>Subtotal Early Childhood - 40241</i>	0.25	0.30	0.20	0.20
Recreation Coordinator	0.25	0.25	0.25	0.25
<i>Subtotal Adult Instructional Classes - 40242</i>	0.25	0.25	0.25	0.25
Recreation Coordinator	0.25	0.25	0.25	0.25
<i>Subtotal Youth Instructional Classes - 40243</i>	0.25	0.25	0.25	0.25
Recreation Coordinator	0.25	0.25	-	-
<i>Subtotal Mobile Recreation - 40245</i>	0.25	0.25	-	-
Total Recreation Full-time Positions	12.00	12.00	12.00	12.00
Total Recreation Part-time Positions (in FTE's)	52.10	47.01	46.48	48.03
Risk Management - 14400				
Human Resources Manager	0.10	0.10	0.10	0.10
Human Resources Administrator	-	-	0.20	0.15
Human Resources Analyst	-	-	0.25	0.25
Risk Administrator	0.20	0.20	-	-
Management Analyst	0.25	0.25	-	-
Benefits Coordinator	0.70	0.70	0.70	0.75
<i>Subtotal Employee Benefit Admin - 50630</i>	1.25	1.25	1.25	1.25
Human Resources Manager	0.10	0.10	0.10	0.05
Human Resources Administrator	-	-	0.30	0.35
Human Resources Analyst	-	-	0.25	0.25
Human Resources Secretary	-	-	0.30	0.30
Risk Administrator	0.30	0.30	-	-
Management Analyst	0.25	0.25	-	-
Administrative Secretary	0.30	0.30	-	-
Benefits Coordinator	0.15	0.15	0.15	0.15
Office Specialist II	-	-	-	-
<i>Subtotal Risk Management Admin - 50661</i>	1.10	1.10	1.10	1.10

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

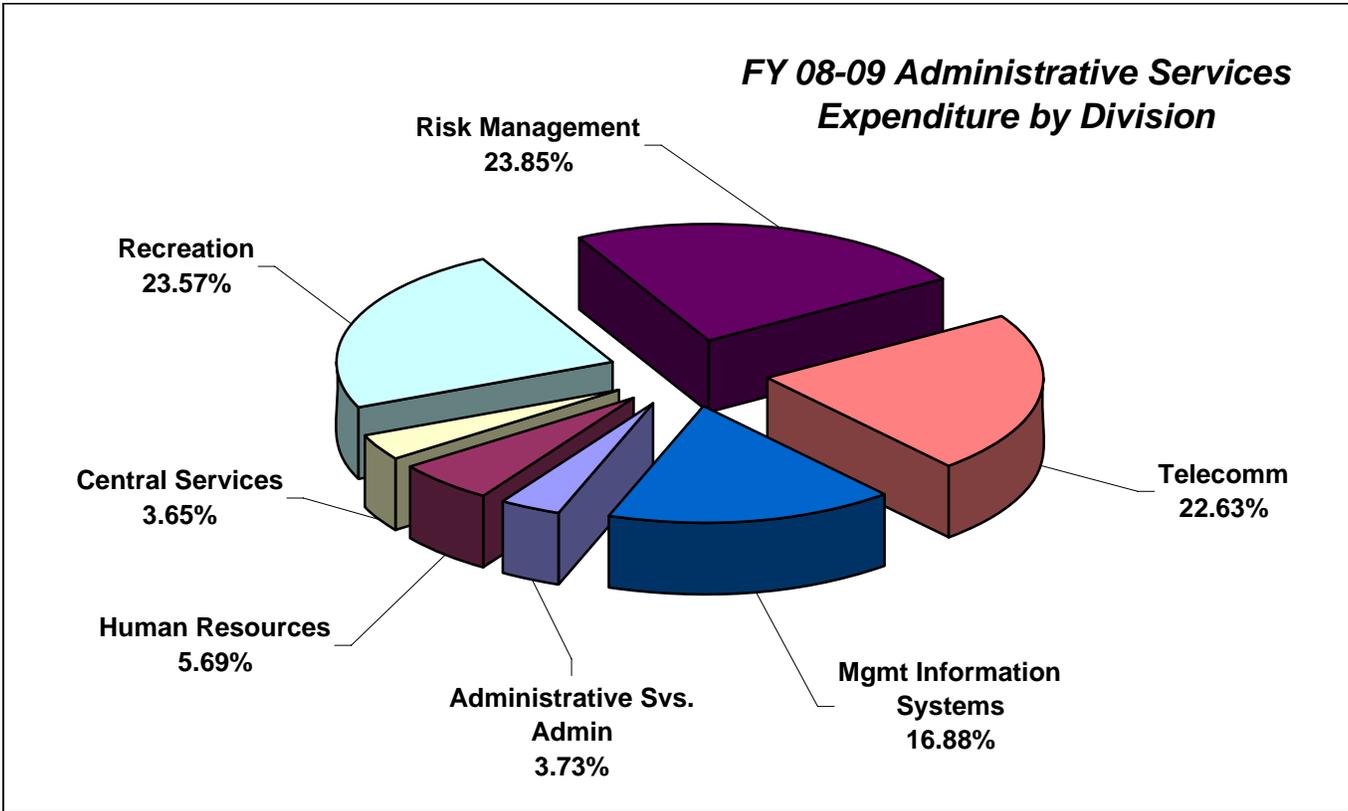
	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Risk Management</u> (continued)				
Human Resources Manager	0.10	0.10	0.10	0.15
Human Resources Administrator	-	-	0.25	0.10
Human Resources Analyst	-	-	0.75	0.75
Risk Administrator	0.25	0.25	-	-
Management Analyst	0.75	0.75	-	-
<i>Subtotal Liability - 50662</i>	1.10	1.10	1.10	1.00
Human Resources Manager	0.10	0.10	0.10	0.10
Human Resources Administrator	-	-	0.25	0.40
Human Resources Analyst	-	-	0.75	0.75
Risk Administrator	0.25	0.25	-	-
Management Analyst	0.75	0.75	-	-
Benefits Coordinator	0.15	0.15	0.15	0.10
<i>Subtotal Workers' Compensation - 50663</i>	1.25	1.25	1.25	1.35
Total Risk Management Full-time Positions	4.70	4.70	4.70	4.70
<u>Telecommunications - 14500</u>				
Telecommunications Manager	0.30	0.30	0.30	0.30
Communications Officer	15.00	15.00	15.00	15.00
Communications Supervisor	3.00	3.00	3.00	3.00
Executive Secretary	0.50	-	-	-
Administrative Secretary	-	0.50	0.50	0.50
Senior Communications Officer	3.00	3.00	3.00	3.00
Senior Communications Supervisor	0.80	0.80	0.80	0.80
<i>Subtotal Telecomm Operations - 51010</i>	22.60	22.60	22.60	22.60
Telecommunications Manager	0.30	0.30	0.30	0.30
Communications Installer	1.00	1.00	1.00	1.00
Electronics Technician	1.00	1.00	1.00	1.00
Executive Secretary	0.30	-	-	-
Administrative Secretary	-	0.30	0.30	0.30
Senior Communications Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Technical Support/Maint - 51020</i>	2.70	2.70	2.70	2.70
Telecommunications Manager	0.10	0.10	0.10	0.10
Executive Secretary	0.10	-	-	-
Administrative Secretary	-	0.10	0.10	0.10
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Cable Television - 51030</i>	2.20	2.20	2.20	2.20

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Telecommunications (continued)				
Telecommunications Manager	0.30	0.30	0.30	0.30
Emergency Services Training Specialist	1.00	1.00	1.00	1.00
Executive Secretary	0.10	-	-	-
Administrative Secretary	-	0.10	0.10	0.10
Senior Communications Supervisor	0.10	0.10	0.10	0.10
<i>Subtotal Emergency Services - 51040</i>	1.50	1.50	1.50	1.50
Total Telecommunications Full-time Positions	29.00	29.00	29.00	29.00
Total Telecomm Part-time Positions (in FTE's)	3.55	3.55	3.55	3.55
Management Information Services - 14600				
Information Technology Manager	-	-	-	0.50
Management Information Services Manager	0.50	0.50	0.50	-
Administrative Secretary	0.50	0.50	0.50	0.50
Computer Operations & Networking Supervisor	1.00	1.00	1.00	1.00
Network Administrator	3.00	5.00	5.00	5.00
Police Information System Specialist	2.00	-	-	-
<i>Subtotal Computer Operations - 50710</i>	7.00	7.00	7.00	7.00
Information Technology Manager	-	-	-	0.50
Management Information Services Manager	0.50	0.50	0.50	-
Administrative Secretary	0.50	0.50	0.50	0.50
Programmer Analyst I	1.00	1.00	1.00	1.00
Programmer Analyst II	3.00	2.00	2.00	2.00
Senior Programmer Analyst	2.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Computer Systems Devel - 50720</i>	8.00	8.00	8.00	8.00
Total Mgmt Info Svcs Full-time Positions	15.00	15.00	15.00	15.00
Total Department Full-time Positions	74.00	74.00	74.00	74.00
Total Department Part-time Positions (in FTE's)	56.28	51.19	50.66	52.21
TOTAL DEPARTMENT	130.28	125.19	124.66	126.21

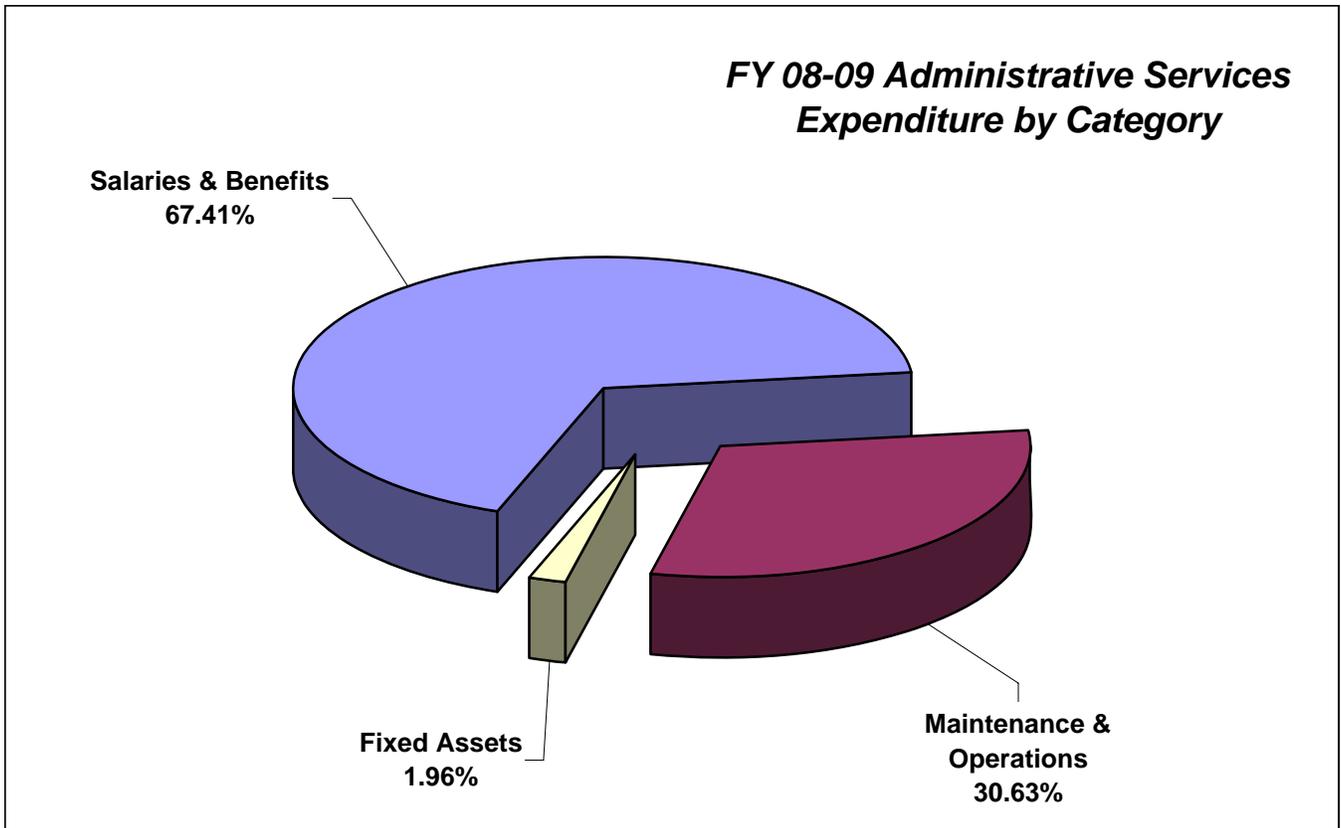
**ADMINISTRATIVE SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Administrative Svs. Admin. - 14050	\$ 632,422	\$ 633,718	\$ 700,238	\$ 680,519	-2.82%
Human Resources - 14100	748,772	816,892	865,391	1,037,616	19.90%
Central Services - 14200	633,050	607,706	651,309	665,926	2.24%
Recreation - 14300	3,518,909	3,758,513	3,986,637	4,302,232	7.92%
Risk Management - 14400	4,916,465	4,091,102	5,089,490	4,351,275	-14.50%
Telecommunications - 14500	3,368,834	3,663,733	3,893,624	4,129,967	6.07%
Mgmt Information Systems - 14600	3,401,156	2,700,130	2,892,723	3,080,074	6.48%
Total Expenditures	\$ 17,219,608	\$ 16,271,794	\$ 18,079,413	\$ 18,247,610	0.93%



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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 11,513,457	\$ 11,791,318	\$ 12,307,838	\$ 12,300,063	-0.06%
Maintenance & Operations	4,476,643	4,081,511	5,588,075	5,589,772	0.03%
Fixed Assets	1,229,508	398,965	183,500	357,775	94.97%
Total Expenditures	\$ 17,219,608	\$ 16,271,794	\$ 18,079,413	\$ 18,247,610	0.93%



	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 13,832,185	\$ 14,023,354	\$ 14,781,009	\$ 14,973,946	82.06%
Self-Insurance Fund - 602	3,387,424	2,248,440	3,298,404	3,273,664	17.94%
Total Funding Sources	\$ 17,219,608	\$ 16,271,794	\$ 18,079,413	\$ 18,247,610	100.00%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 4,822,619	\$ 5,033,042	\$ 5,320,983	\$ 5,625,174	6%
Regular Salaries - Part time	501300	1,191,601	1,264,977	1,443,347	1,563,690	8%
Overtime	501400	356,912	454,717	190,143	285,604	50%
Accrual Payoff - Excess Maximum	501500	64,786	71,171	32,200	5,348	-83%
Vacation/Comp. Time Cash Out	501600	27,313	-	24,000	1,840	-92%
Holiday Allowance	501700	24,280	19,009	22,480	14,146	-37%
Separation Pay-Off	501800	16,170	49,076	-	-	0%
Other Compensation	501900	100,961	86,400	196,085	212,028	8%
Cafeteria Plan	505100	550,938	573,081	639,678	750,025	17%
Medicare	505200	86,923	92,014	95,529	102,779	8%
Retirement	505300	1,148,936	1,208,562	1,297,091	1,382,759	7%
Professional Development	505500	62,906	86,582	128,096	114,208	-11%
Auto Allowance	505600	3,669	3,600	3,600	5,400	50%
Unemployment	505800	33,378	42,104	51,105	51,627	1%
Workers' Compensation	505900	2,124,709	1,698,072	1,960,291	1,932,303	-1%
Employer Contr.Retirees' Med.	506100	897,357	1,108,911	903,210	253,133	-72%
Subtotal Salaries & Benefits		\$ 11,513,457	\$ 11,791,318	\$ 12,307,838	\$ 12,300,063	0%
Stationery and Office	510100	\$ 40,181	\$ 41,483	\$ 48,950	\$ 47,900	-2%
Multi-Media, Promotions and Subs	510200	137,566	125,555	163,170	175,195	7%
Small Tools and Equipment	510300	105,451	84,756	196,687	199,723	2%
Uniform & Clothing	510400	33,298	28,545	44,093	41,721	-5%
Safety and Health	510500	24,479	22,263	39,350	46,125	17%
Maintenance & Construction	510600	25,672	21,840	40,350	43,100	7%
Electricity - Buildings & Fac.	515100	72,862	73,555	94,028	82,400	-12%
Electricity - Power	515200	-	-	5,458	25,000	358%
Gas	515400	29,661	23,034	26,000	23,500	-10%
Water - Domestic	515500	13,059	14,451	10,500	24,500	133%
Waste Disposal	515700	659	2,250	2,063	1,000	-52%
Janitorial and Housekeeping	515800	77,254	75,463	78,094	81,700	5%
Postage	520100	44,247	41,954	47,125	45,975	-2%
Advertising and Public Info.	520300	12,526	11,124	12,000	15,800	32%
Telephone/Radio/Communications	520400	273,991	225,766	357,400	365,260	2%
Mileage Reimbursement	520600	1,755	2,823	7,145	4,200	-41%
Board Member Fees	520800	5,200	5,200	5,500	5,500	0%
Buildings and Structures	525100	1,874	508	3,500	1,000	-71%
Underground Lines	525300	435	-	-	-	0%
Office Furniture	525600	24	405	6,300	12,011	91%
Office Equipment	525700	396,564	588,438	597,220	663,150	11%
Other Equipment	525800	156,675	168,959	189,803	25,365	-87%
Employment	530100	77,868	26,028	26,250	29,250	11%
Consulting	530200	348,667	423,639	619,582	581,341	-6%
Legal	530300	12,866	60,183	40,000	50,000	25%
Financial & Information Svcs	530500	20,768	-	-	-	0%
Medical and Health Inspection	530600	55,779	58,046	134,400	158,166	18%
Law Enforcement	530700	101,410	108,341	100,550	107,750	7%
Recreation	530800	450,735	466,327	463,220	468,060	1%
Principal Payments	535100	25,084	14,459	25,000	22,500	-10%
Interest Payments	535200	988	-	4,000	3,500	-13%
External Rent	535400	217,075	382,102	411,605	421,430	2%
Grants, Loans and Subsidies	535500	225,000	230,000	235,000	240,000	2%
Central Services	535800	27,245	23,099	43,650	39,850	-9%

**ADMINISTRATIVE SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Internal Rent - Maint. Charges	536100	52,985	56,916	44,965	61,395	37%
Internal Rent - Repl.Cost	536200	31,953	26,016	54,267	54,065	0%
General Liability	540100	595,061	332,926	1,083,747	1,036,525	-4%
Special Liability	540200	9,959	143	16,790	16,790	0%
Buildings & Personal Property	540500	241,799	276,001	270,000	317,350	18%
Faithful Performance Bonds	540600	6,539	7,159	7,200	8,200	14%
Taxes & Assessments	540700	33,394	31,680	33,113	43,475	31%
Contingency	540800	487,958	-	-	-	0%
Other Costs	540900	76	77	-	-	0%
Subtotal Maintenance & Operations		\$ 4,476,643	\$ 4,081,511	\$ 5,588,075	\$ 5,589,772	0%
Buildings and Structures	590400	\$ -	\$ 2,160	\$ -	\$ -	0%
Office Furniture	590600	-	81,047	-	-	0%
Office Equipment	590700	484,945	50,345	11,000	252,400	2195%
Other Equipment	590800	744,563	265,412	172,500	105,375	-39%
Subtotal Fixed Assets		\$ 1,229,508	\$ 398,965	\$ 183,500	\$ 357,775	95%
Total Expenditures		\$ 17,219,608	\$ 16,271,794	\$ 18,079,413	\$ 18,247,610	1%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
ADMINISTRATION - 14050					
<u>Administrative Svcs Admin - 50001</u>					
Salaries & Benefits	\$ 476,197	\$ 493,406	\$ 534,558	\$ 550,603	3%
Maintenance & Operations	156,226	140,312	165,680	129,916	-22%
Fixed Assets	-	-	-	-	0%
Subtotal Administrative Svcs Admin	\$ 632,422	\$ 633,718	\$ 700,238	\$ 680,519	-3%
HUMAN RESOURCES - 14100					
<u>Human Resources Administration - 50610</u>					
Salaries & Benefits	\$ 535,030	\$ 496,687	\$ 566,141	\$ 647,081	14%
Maintenance & Operations	210,216	308,944	299,250	390,535	31%
Fixed Assets	3,525	11,261	-	-	0%
Subtotal Human Resources Admin	\$ 748,772	\$ 816,892	\$ 865,391	\$ 1,037,616	20%
CENTRAL SERVICES - 14200					
<u>Printing & Graphics - 50810</u>					
Salaries & Benefits	\$ 306,727	\$ 312,032	\$ 311,253	\$ 326,209	5%
Maintenance & Operations	37,564	36,514	38,865	35,690	-8%
Fixed Assets	-	3,142	-	-	0%
Subtotal Printing & Graphics	\$ 344,291	\$ 351,688	\$ 350,118	\$ 361,899	3%
<u>Reprographics - 50820</u>					
Salaries & Benefits	\$ 102,267	\$ 96,038	\$ 110,918	\$ 120,357	9%
Maintenance & Operations	92,327	71,212	99,200	83,100	-16%
Fixed Assets	-	-	-	-	0%
Subtotal Reprographics	\$ 194,595	\$ 167,251	\$ 210,118	\$ 203,457	-3%
<u>Mail & Delivery - 50840</u>					
Salaries & Benefits	\$ 73,294	\$ 77,427	\$ 78,241	\$ 84,542	8%
Maintenance & Operations	12,045	11,341	12,832	16,028	25%
Fixed Assets	8,825	-	-	-	0%
Subtotal Mail & Delivery	\$ 94,165	\$ 88,767	\$ 91,073	\$ 100,570	10%
RECREATION - 14300					
<u>Recreation Admin - 50001</u>					
Salaries & Benefits	\$ 609,817	\$ 587,456	\$ 617,821	\$ 664,061	7%
Maintenance & Operations	59,059	47,120	67,870	55,500	-18%
Fixed Assets	1,985	-	-	-	0%
Subtotal Administration	\$ 670,861	\$ 634,576	\$ 685,691	\$ 719,561	5%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Downtown Recreation Ctr - 40121</u>					
Salaries & Benefits	\$ 88,180	\$ 98,029	\$ 116,366	\$ 121,685	5%
Maintenance & Operations	115,664	112,895	133,665	128,891	-4%
Fixed Assets	-	-	-	-	0%
Subtotal Downtown Rec Ctr	\$ 203,843	\$ 210,923	\$ 250,031	\$ 250,576	0%
<u>Balearic Community Ctr - 40122</u>					
Salaries & Benefits	\$ 65,549	\$ 66,173	\$ 73,424	\$ 93,586	27%
Maintenance & Operations	99,256	101,205	118,047	125,090	6%
Fixed Assets	-	20,049	-	-	0%
Subtotal Balearic Community Ctr	\$ 164,805	\$ 187,427	\$ 191,471	\$ 218,676	14%
<u>Neighborhood Comm Ctr - 40123</u>					
Salaries & Benefits	\$ 151,840	\$ 172,428	\$ 169,307	\$ 180,976	7%
Maintenance & Operations	75,730	76,157	88,432	113,025	28%
Fixed Assets	1,919	5,024	-	-	0%
Subtotal Neighborhood Comm Ctr	\$ 229,489	\$ 253,608	\$ 257,739	\$ 294,001	14%
<u>Aquatics - 40212</u>					
Salaries & Benefits	\$ 179,029	\$ 164,984	\$ 243,042	\$ 272,621	12%
Maintenance & Operations	7,891	6,737	14,580	11,775	-19%
Fixed Assets	-	4,031	-	-	0%
Subtotal Aquatics	\$ 186,921	\$ 175,752	\$ 257,622	\$ 284,396	10%
<u>Tennis - 40213</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	3,526	2,114	9,133	28,175	208%
Fixed Assets	-	-	-	-	0%
Subtotal Tennis	\$ 3,526	\$ 2,114	\$ 9,133	\$ 28,175	208%
<u>Adult Sports Basketball/Volleyball - 40214</u>					
Salaries & Benefits	\$ 36,109	\$ 32,447	\$ 40,430	\$ 52,205	29%
Maintenance & Operations	17,663	16,312	15,328	15,145	-1%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Basketball/Volleyball	\$ 53,771	\$ 48,759	\$ 55,758	\$ 67,350	21%
<u>Adult Sports Softball - 40215</u>					
Salaries & Benefits	\$ 39,649	\$ 30,646	\$ 49,646	\$ 61,378	24%
Maintenance & Operations	17,557	26,792	45,860	44,616	-3%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Softball	\$ 57,206	\$ 57,438	\$ 95,506	\$ 105,994	11%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Fields/Field Ambassadors - 40216</u>					
Salaries & Benefits	\$ 120,497	\$ 148,712	\$ 146,752	\$ 161,843	10%
Maintenance & Operations	14,301	199,909	192,690	218,058	13%
Fixed Assets	-	71,401	-	-	0%
Subtotal Fields/Field Ambassadors	\$ 134,798	\$ 420,022	\$ 339,442	\$ 379,901	12%
<u>Youth Sports Basketball/Cheerleading - 40218</u>					
Salaries & Benefits	\$ 37,780	\$ 32,523	\$ 46,339	\$ 42,356	-9%
Maintenance & Operations	3,947	3,706	5,850	5,200	-11%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Basketball/Cheer	\$ 41,727	\$ 36,229	\$ 52,189	\$ 47,556	-9%
<u>Youth Sports Flag Football/Cheerleading/Soccer - 40219</u>					
Salaries & Benefits	\$ 36,162	\$ 43,216	\$ 44,333	\$ 42,141	-5%
Maintenance & Operations	4,360	4,289	5,200	4,400	-15%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Sports FF/C/S	\$ 40,522	\$ 47,506	\$ 49,533	\$ 46,541	-6%
<u>Senior Citizens Center - 40231</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	322,754	324,914	339,843	339,235	0%
Fixed Assets	-	-	-	-	0%
Subtotal Senior Citizens Center	\$ 322,754	\$ 324,914	\$ 339,843	\$ 339,235	0%
<u>Day Camp - 40232</u>					
Salaries & Benefits	\$ 117,655	\$ 109,692	\$ 94,857	\$ 125,732	33%
Maintenance & Operations	66,936	75,425	73,450	75,155	2%
Fixed Assets	-	2,160	-	-	0%
Subtotal Day Camp	\$ 184,591	\$ 187,278	\$ 168,307	\$ 200,887	19%
<u>Playgrounds - 40233</u>					
Salaries & Benefits	\$ 325,263	\$ 315,773	\$ 328,442	\$ 369,905	13%
Maintenance & Operations	15,825	16,204	19,325	21,819	13%
Fixed Assets	-	-	-	-	0%
Subtotal Playgrounds	\$ 341,088	\$ 331,977	\$ 347,767	\$ 391,724	13%
<u>Job Center - 40234</u>					
Salaries & Benefits	\$ 47,049	\$ 3,331	\$ -	\$ -	0%
Maintenance & Operations	12,950	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Job Center	\$ 59,998	\$ 3,331	\$ -	\$ -	0%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Youth & Family - 40235</u>					
Salaries & Benefits	\$ 27,623	\$ 13,799	\$ 10,049	\$ 9,259	-27%
Maintenance & Operations	5,139	3,722	5,950	5,756	60%
Fixed Assets	-	-	-	-	0%
Subtotal Youth & Family	\$ 32,762	\$ 17,520	\$ 15,999	\$ 15,015	-9%
<u>Teen Programs - 40236</u>					
Salaries & Benefits	\$ 68,329	\$ 80,382	\$ 113,852	\$ 115,282	1%
Maintenance & Operations	14,108	18,501	40,350	38,150	-5%
Fixed Assets	-	-	-	-	0%
Subtotal Teen Programs	\$ 82,436	\$ 98,883	\$ 154,202	\$ 153,432	0%
<u>Concerts - 40237</u>					
Salaries & Benefits	\$ 8,299	\$ 7,936	\$ 13,664	\$ 14,335	5%
Maintenance & Operations	13,924	15,997	22,405	18,750	-16%
Fixed Assets	-	-	-	-	0%
Subtotal Concerts	\$ 22,223	\$ 23,933	\$ 36,069	\$ 33,085	-8%
<u>Early Childhood - 40241</u>					
Salaries & Benefits	\$ 98,536	\$ 101,938	\$ 99,394	\$ 106,626	7%
Maintenance & Operations	6,789	6,598	7,850	9,100	16%
Fixed Assets	-	2,092	-	-	0%
Subtotal Early Childhood	\$ 105,325	\$ 110,628	\$ 107,244	\$ 115,726	8%
<u>Adult Instructional Classes - 40242</u>					
Salaries & Benefits	\$ 15,727	\$ 21,934	\$ 20,974	\$ 22,135	6%
Maintenance & Operations	71,560	97,812	70,850	68,850	-3%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Instructional	\$ 87,287	\$ 119,746	\$ 91,824	\$ 90,985	-1%
<u>Youth Instructional Classes - 40243</u>					
Salaries & Benefits	\$ 35,033	\$ 27,645	\$ 34,028	\$ 37,406	10%
Maintenance & Operations	356,483	323,720	299,625	299,575	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Instructional	\$ 391,515	\$ 351,364	\$ 333,653	\$ 336,981	1%
<u>Special Recreation Events - 40244</u>					
Salaries & Benefits	\$ 4,715	\$ 5,928	\$ 10,650	\$ 4,025	-62%
Maintenance & Operations	12,362	20,613	50,900	69,452	36%
Fixed Assets	-	-	-	-	0%
Subtotal Special Recreation Events	\$ 17,078	\$ 26,541	\$ 61,550	\$ 73,477	19%

ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Mobile Recreation - 40245</u>					
Salaries & Benefits	\$ 60,727	\$ 58,852	\$ 54,760	\$ 55,388	1%
Maintenance & Operations	7,039	8,396	12,134	15,903	31%
Fixed Assets	-	-	-	-	0%
Subtotal Mobile Recreation	\$ 67,765	\$ 67,248	\$ 66,894	\$ 71,291	7%
<u>Parks & Recreation Commission - 50125</u>					
Salaries & Benefits	\$ 165	\$ 2,204	\$ 1,780	\$ 230	-87%
Maintenance & Operations	7,909	7,783	8,650	8,600	-1%
Fixed Assets	-	2,514	-	-	0%
Subtotal Parks & Recreation Comm.	\$ 8,074	\$ 12,502	\$ 10,430	\$ 8,830	-15%
<u>Child Care/Youth Services Comm - 50140</u>					
Salaries & Benefits	\$ -	\$ -	\$ 155	\$ 155	0%
Maintenance & Operations	-	-	-	200	0%
Fixed Assets	-	-	-	-	0%
Subtotal Child Care/Youth Comm	\$ -	\$ -	\$ 155	\$ 355	129%
<u>Cultural Arts Committee - 50190</u>					
Salaries & Benefits	\$ -	\$ -	\$ 317	\$ 480	51%
Maintenance & Operations	4,051	5,623	3,200	20,000	525%
Fixed Assets	-	-	-	-	0%
Subtotal Cultural Arts Committee	\$ 4,051	\$ 5,623	\$ 3,517	\$ 20,480	482%
<u>Historical Preservation Committee - 50191</u>					
Salaries & Benefits	\$ -	\$ -	\$ 267	\$ -	-100%
Maintenance & Operations	4,489	2,672	4,800	8,000	67%
Fixed Assets	-	-	-	-	0%
Subtotal Historic Resources Comm	\$ 4,489	\$ 2,672	\$ 5,067	\$ 8,000	58%
<u>RISK MANAGEMENT - 14400</u>					
<u>Employee Benefit Admin - 50630</u>					
Salaries & Benefits	\$ 115,087	\$ 142,284	\$ 161,570	\$ 181,303	12%
Maintenance & Operations	44,386	34,686	75,075	83,075	11%
Fixed Assets	-	-	-	-	0%
Subtotal Employee Benefit Admin	\$ 159,473	\$ 176,970	\$ 236,645	\$ 264,378	12%
<u>Post-Employment Benefits - 50650</u>					
Salaries & Benefits	\$ 966,952	\$ 1,171,982	\$ 966,599	\$ 106,497	-89%
Maintenance & Operations	-	-	1,800	1,650	-8%
Fixed Assets	-	-	-	-	0%
Subtotal Post Employment Benefits	\$ 966,952	\$ 1,171,982	\$ 968,399	\$ 108,147	-89%

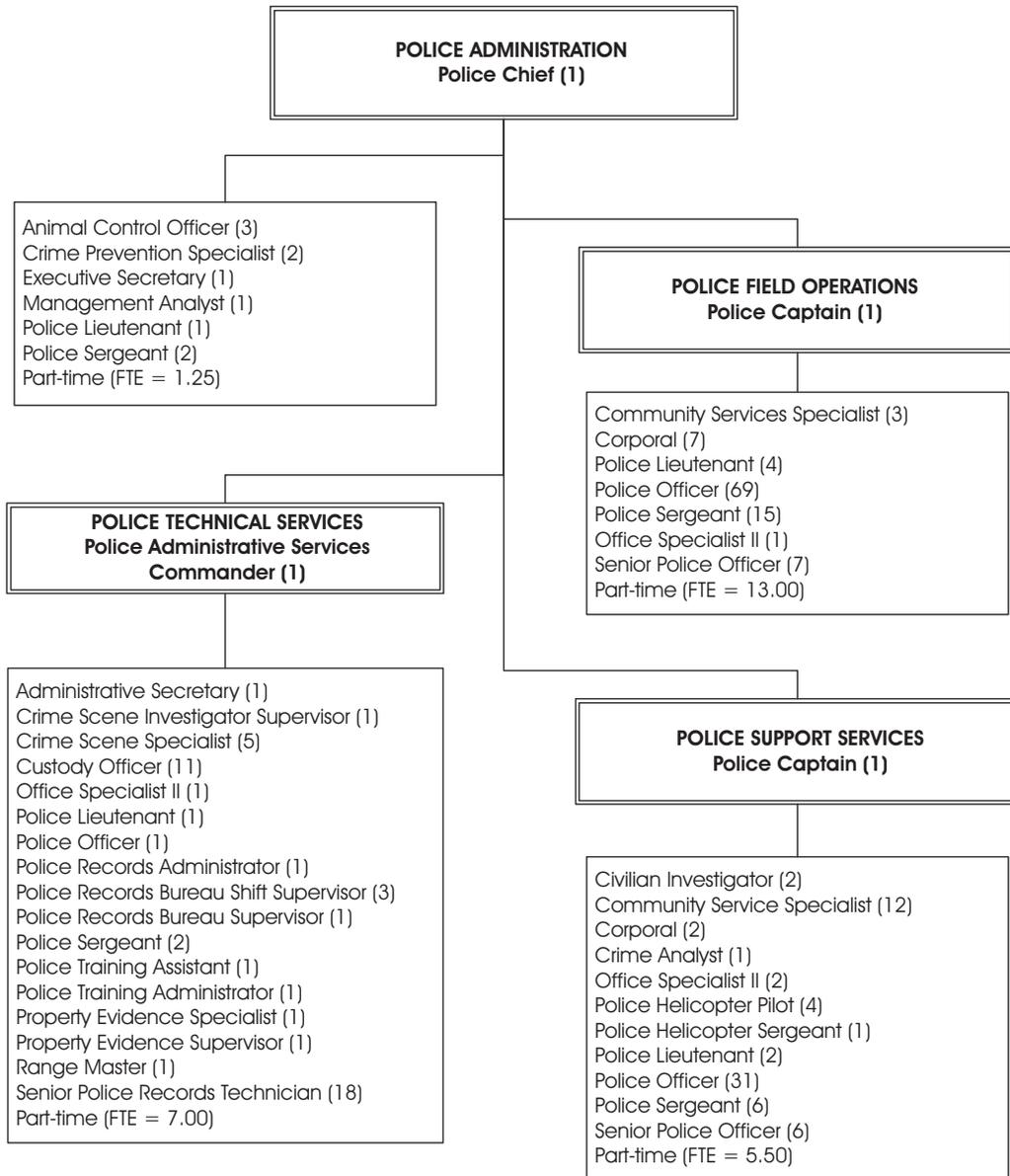
ADMINISTRATIVE SERVICES DEPARTMENT EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 89,003	\$ 112,465	\$ 108,332	\$ 125,336	16%
Maintenance & Operations	253,454	285,835	292,650	357,200	22%
Fixed Assets	-	1,418	-	-	0%
Subtotal Risk Mgmt Admin	\$ 342,457	\$ 399,718	\$ 400,982	\$ 482,536	20%
<u>Liability - 50662</u>					
Salaries & Benefits	\$ 112,272	\$ 127,222	\$ 123,964	\$ 120,239	-3%
Maintenance & Operations	1,017,344	253,759	1,080,257	1,044,799	-3%
Fixed Assets	-	-	-	-	0%
Subtotal Liability	\$ 1,129,616	\$ 380,980	\$ 1,204,221	\$ 1,165,038	-3%
<u>Workers' Comp - 50663</u>					
Salaries & Benefits	\$ 2,039,195	\$ 1,632,796	\$ 1,885,007	\$ 1,890,531	0%
Maintenance & Operations	278,773	328,655	394,237	440,646	12%
Fixed Assets	-	-	-	-	0%
Subtotal Workers' Comp	\$ 2,317,968	\$ 1,961,451	\$ 2,279,244	\$ 2,331,177	2%
<u>TELECOMMUNICATIONS - 14500</u>					
<u>Telecomm Operations - 51010</u>					
Salaries & Benefits	\$ 2,209,413	\$ 2,448,616	\$ 2,472,566	\$ 2,800,593	13%
Maintenance & Operations	294,541	236,973	388,706	395,840	2%
Fixed Assets	-	35,883	-	-	0%
Subtotal Telecomm Operations	\$ 2,503,953	\$ 2,721,472	\$ 2,861,272	\$ 3,196,433	12%
<u>Technical Support/Maint - 51020</u>					
Salaries & Benefits	\$ 274,733	\$ 287,741	\$ 290,891	\$ 303,390	4%
Maintenance & Operations	165,249	172,293	229,335	63,780	-72%
Fixed Assets	-	10,893	-	5,400	0%
Subtotal Tech Support/Maint	\$ 439,983	\$ 470,926	\$ 520,226	\$ 372,570	-28%
<u>Cable Television - 51030</u>					
Salaries & Benefits	\$ 201,568	\$ 210,074	\$ 249,071	\$ 272,900	10%
Maintenance & Operations	29,053	32,293	47,886	49,423	3%
Fixed Assets	25,977	53,425	17,500	26,975	54%
Subtotal Cable Television	\$ 256,599	\$ 295,792	\$ 314,457	\$ 349,298	11%
<u>Emergency Services - 51040</u>					
Salaries & Benefits	\$ 158,130	\$ 165,632	\$ 181,319	\$ 189,997	5%
Maintenance & Operations	10,170	7,376	16,350	21,670	33%
Fixed Assets	-	2,534	-	-	0%
Subtotal Emergency Services	\$ 168,300	\$ 175,543	\$ 197,669	\$ 211,667	7%

**ADMINISTRATIVE SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 05-06</u> Actual	<u>FY 06-07</u> Actual	<u>FY 07-08</u> Adopted	<u>FY 08-09</u> Adopted	<u>Percent</u> <u>Change</u>
MANAGEMENT INFORMATION SERVICES - 14600					
<u>Computer Operations - 50710</u>					
Salaries & Benefits	\$ 697,676	\$ 825,580	\$ 865,304	\$ 905,673	5%
Maintenance & Operations	534,022	634,753	789,965	723,250	-8%
Fixed Assets	1,187,276	173,139	166,000	325,400	96%
Subtotal Computer Operations	\$ 2,418,974	\$ 1,633,472	\$ 1,821,269	\$ 1,954,323	7%
<u>Computer Systems Development - 50720</u>					
Salaries & Benefits	\$ 982,182	\$ 1,065,308	\$ 1,071,455	\$ 1,121,001	5%
Maintenance & Operations	-	1,350	-	4,750	0%
Fixed Assets	-	-	-	-	0%
Subtotal Computer Systems Dev	\$ 982,182	\$ 1,066,658	\$ 1,071,455	\$ 1,125,751	5%
Total Expenditures	\$ 17,219,608	\$ 16,271,794	\$ 18,079,413	\$ 18,247,610	1%

POLICE DEPARTMENT ORGANIZATION CHART



POLICE DEPARTMENT

The Police Department is tasked with protecting life and property while preserving the peace. The Department has 240 full-time positions, of which 164 are sworn and 76 are civilian. Full-time staffing is composed of 12 management positions, 41 supervisory, and 187 line-level positions. Part-time staffing consists of 26.75 full-time equivalents. The Department is comprised of four divisions and each division is further split into different programs. The four divisions are as follows:

- * ***Police Administration***
- * ***Police Technical Services***
- * ***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; manages the Department budget and financial planning; coordinates press information distribution to the local media; and provides internal investigation services through the Professional Standards Unit.

Community Services – 10134

Provides home and business crime prevention strategies and personal protection seminars; oversees the Department's Volunteer Program and Citizens' Academy; coordinates the Neighborhood Watch Program and the annual National Night Out and Santa Program events.

Animal Control - 10139

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

POLICE TECHNICAL SERVICES - 15200

Administration – 50001

Provides essential logistical support services to the Field Operations and Support Services Divisions including but not limited to the following:

- Records and Information Systems
- Crime Scene Investigations – Photographic Services
- Training, Planning and Research
- Property & Evidence
- Custody and Court Liaison Services
- Building Equipment and Maintenance
- Recruitment

This division is also responsible for computer-related activities associated with a 24-hour operation of the City's public safety computer system, and is responsible for the research and development of numerous programs, including safety equipment, new laws and regulations, and policy development.

POLICE DEPARTMENT

Records/Information Systems - 10131

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

Crime Scene Investigation/Photos - 10132

Provides for the collection and processing of evidence at the crime scene, and laboratory and photographic support for evidentiary and non-evidentiary requests.

Training - 10133

Provides and coordinates training programs within the guidelines established by statutory and state-mandated Peace Officer Standard Training (P.O.S.T.) requirements and community needs for both sworn and civilian personnel; develops and evaluates daily in-service programs.

Property & Evidence - 10136

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

Jail - 10137

Provides for the processing and detention of arrested persons in a manner required by State and Federal laws; coordinates court appearances and related activities of subpoenaed officers and arrested persons; and transports arrestees from the jail to court.

Equipment Maintenance - 10138

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

Recruitment – 10146

Provides and coordinates the recruitment and selection of candidates for vacant positions within the department, adhering to guidelines established by statutory and state-mandated Peace Officer Standard Training (P.O.S.T.) requirements, for both sworn and civilian personnel.

POLICE FIELD OPERATIONS - 15300

Field Operations - 10111

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

Youth Crime Intervention - 10135

Provides services to local schools; provides security to intermediate and high schools through the School Resource Officer Unit; gang suppression; and coordinates outreach intervention opportunities through the Gang Detail.

POLICE DEPARTMENT

POLICE SUPPORT SERVICES - 15400

Administration – 50001

Provides management of the personnel and programs of the Support Services Division including the helicopter program, the Traffic Safety Bureau, and the Detective Bureau.

Helicopter Patrol - 10112

Provides helicopter patrol through participation in AirBorne Law Enforcement (ABLE).

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 and Special Events - 10114

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

Crime Investigation - 10120

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

Vice & Narcotics - 10125

Investigates persons involved in illegal narcotics with emphasis on traffickers, gambling, vice and prostitution; and provides a community resource for training on narcotic and drug abuse issues.

RAID - 10143

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

BUDGET NARRATIVE

The FY 08-09 adopted budget for the Police Department totals \$45.4 million, which reflects an increase of \$4 million or 9.66% compared to the FY 07-08 adopted budget. The increase includes the general salary adjustment approved in FY 07-08. Other increases include: internal rent replacement and maintenance costs; \$119,602 for ABLE program budget; \$150,000 for animal shelter services with the City of Irvine; \$39,136 for various safety and health equipment. The budget also includes: \$5,430 for a digital imaging computer system in the Crime Scene Investigation's Photo Lab; and \$8,600 for an inventory control barcode system in the Property & Evidence Unit.

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

POLICE DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

- Expanded the police website, designed to educate the community and provide general information sought by the public.
- Designed and implemented a new personnel appraisal system, containing performance measures applicable to all employees, to include additional performance measures for supervisors.
- Developed and implemented the Keep Your Teen Safe Program in conjunction with the Newport-Mesa Unified School District.
- Achieved record participation and interest in the Citizens' Academy.
- Completed Phase I of the police facility construction project. The Crime Scene Investigation, Property & Evidence, Animal Control, and Vice & Narcotics bureaus, as well as the arsenal, are now housed in the new facility expansion.
- Researched, purchased, and installed new mobile video system in field units.
- Upgraded the jail facility with new bunks, new cell doors, and a security monitoring system.
- Installed broadband in field units, allowing field officers to access applications capable of sending images, large amounts of data, and countywide information sharing.
- Newly formed Recruitment Program fully budgeted and staffed.
- Implemented Crime Map software.
- Entered into a contractual agreement with the Office of the District Attorney of Orange County to use a district attorney and investigator to work with the Gang Detail under the T.A.R.G.E.T. concept.
- Purchased a surveillance video camera system to be used in high-crime areas of Costa Mesa.
- Re-established a third police service dog.
- Established a contract for long-term animal shelter arrangements.
- Reorganized the Field Operations Division to incorporate Area Command and Team Policing.
- Added a sergeant position to the Field Operations Division to complement the new Area Command philosophy.
- Received \$463,000 in grant funds from the Office of Traffic Safety for the DUI Enforcement and Awareness Program. Under this grant, officers conducted 16 alcohol saturation patrols.
- Developed the "Keep Kids Alive Drive 25" Program.
- Developed the new customer survey to measure quality of police/community contacts during traffic stops resulting in a citation for a vehicle violation.
- Purchased accident scene diagramming software and trained all Traffic Safety Bureau personnel to operate.
- Ranked third of 22 cities in the same population demographic for enforcement of seat belt violations in the "Click It or Ticket" campaign. Achieved overall ranking of 19th statewide.
- Six officers earned Century Awards from Mothers Against Drunk Driving, four of whom arrested over 100 drivers under the influence and two of whom arrested over 200.
- Decreased street prostitution presence by more than 25 percent.
- Commenced participation in "Project Innocence Lost," targeting and investigating suspects involved in the sexual exploitation of juveniles, and implemented memorandum of understanding with the FBI formalizing the Detective Bureau's participation.
- Exceeded target objectives for robbery, crimes against persons, and juvenile case clearance.

POLICE DEPARTMENT

GOALS

Focus on policing strategies that will reduce crime and fear of crime and improve quality of life. Emphasize accountability, problem-solving, and community involvement.

OBJECTIVES

- Expand the website to further educate the community and meet public inquiries and demand.
- Re-establish National Night Out through the Neighborhood Watch Program, by registering Neighborhood Watch groups, home owner associations, and community groups that intend to host a social event attended by community members and police personnel.
- Establish protocol for managing the new in-car video system.
- Install and implement electronic barcode property inventory system.
- Explore agreement with Newport Beach Police Department for mutual aid jail services in the event operations are disrupted at either facility.
- Establish a living jail emergency management document designed to address emergency shut-off valves, facility blueprints, emergency contact numbers, inmate evacuation, staging areas, incident command structure, jail breaches, etc., with input from other affected city departments.
- Meet all state and legislative training mandates to 100-percent compliance.
- Increase police officer/recruit applications by 15 percent.
- Transcribe and make available for release all dictated reports within five days from dictation.
- Proceed with plans to implement online report-writing system.
- Develop and implement the Rush Hour Deployment concept using collision data to target high-collision locations during peak traffic hours. Reduce injury traffic collisions by 10 percent and reduce hit-and-run collisions by 10-percent by targeting unlicensed drivers.
- Apply for \$250,000 in grant funds from the Office of Traffic Safety for participation in the Selective Traffic Enforcement Program.
- Develop and implement the Bicycle Rodeo Program for three target elementary schools to instruct students on safe bicycle operation.
- Add 14 red light camera approaches to intersections with high traffic collision volumes.
- Implement the Community Oriented Policing and Problem Solving/Traffic Problem Oriented Policing computer program to document, track, and measure responses to quality of life issues.
- Achieve the Detective Bureau's established case clearance rate objectives.
- Continue progress toward implementation of virtual muster for Patrol.
- Increase emphasis on investigation of cold case homicides by applying additional hours worked on unsolved cases.
- Develop the functionality and scope of the terrorism liaison officer.
- Participate in the FBI's Cyber Crime Task Force and formalize involvement through implementation of a memorandum of understanding.

CITY OF COSTA MESA, CALIFORNIA

POLICE DEPARTMENT

Performance Measures (PM)/Workload Indicators (WL):	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
(WL) Records Bureau cases and arrest reports processed	21,091	24,603	24,603
(PM) Percent of full-time civilian staffing (average)	80%	90%	90%
(PM) Percent of budgeted overtime used	86%	80%	70%
(WL) Custody Bookings	5,358	5,032	5,258
(PM) Percent of full-time civilian staffing (average)	80%	100%	100%
(PM) Percent of budgeted overtime used	99%	60%	60%
(WL) Emergency calls	1,310	1,450	1,350
(PM) Responded within 5 minutes	83%	80%	82%
(WL) Non-emergency calls	84,389	81,550	87,250
(PM) Responded within 15 minutes	93%	98%	98%
(PM) Responded within 30 minutes	99%	98%	98%
(WL) Non-emergency calls	80,005	81,500	81,550
(WL) Hit-and-Run investigations	*	450	600
(WL) Cases cleared	*	160	210
(PM) Effectiveness	*	35%	35%
(WL) Services provided for Special Events	58	80	80
Traffic Collisions	2,255	2,000	2,000
Change from previous year	+9%	-11%	0%
(PM) Traffic customer survey rating good or better	*	80%	80%
(WL) Assigned Robbery cases	112	140	110
(WL) Cases cleared	52	49	40
(PM) Effectiveness	46%	35%	36%
(WL) Assigned Crimes Against Persons cases	166	320	160
(WL) Cases cleared	126	224	110
(PM) Effectiveness	76%	70%	69%
(WL) Assigned Burglary cases	1,449	1,600	1,425
(WL) Cases cleared	305	400	355
(PM) Effectiveness	21%	25%	25%
(WL) Assigned Theft cases	1,965	2,000	2,055
(WL) Cases cleared	522	500	515
(PM) Effectiveness	27%	25%	25%
(WL) Assigned Juvenile cases	318	590	325
(WL) Cases cleared	308	531	295
(PM) Effectiveness	97%	90%	91%

POLICE DEPARTMENT

Performance Measures /Workload Indicators (continued):	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
(WL) Economic/Identity Theft cases ¹	*	650	570
(WL) Cases cleared	*	325	140
(PM) Effectiveness	*	50%	25%
(WL) Narcotics arrests	60	75	75
Change from previous year	-13%		
(WL) Vice and Prostitution arrests	41	50	45
Change from previous year	-18%		

* new item, prior year's data not available

¹ - Clearance rate goal lower due to adjustment with case closure protocol to coincide with FBI's uniform crime reporting.



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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Police Administration - 15100</u>				
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	-	-	-	1.00
Police Sergeant	1.00	1.00	1.00	2.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	-
<i>Subtotal Administration - 50001</i>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>	<u>6.00</u>
Crime Prevention Specialist	2.00	2.00	2.00	2.00
<i>Subtotal Community Services - 10134</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Police Captain	0.10	0.10	0.10	-
Animal Control Officer	3.00	3.00	3.00	3.00
<i>Subtotal Animal Control - 10139</i>	<u>3.10</u>	<u>3.10</u>	<u>3.10</u>	<u>3.00</u>
Total Police Administration Full-time Positions	10.10	10.10	10.10	11.00
Total Police Admin Part-time Positions (in FTE's)	0.50	0.50	0.50	1.25
<u>Police Technical Services - 15200</u>				
Police Administrative Svcs Commander	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
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	18.00	18.00	18.00	18.00
<i>Subtotal Records/Info Systems - 10131</i>	<u>23.00</u>	<u>23.00</u>	<u>23.00</u>	<u>23.00</u>
Crime Scene Investigator Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	5.00	5.00	5.00	5.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>
Police Training Administrator	1.00	1.00	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
Police Officer	1.00	1.00	0.50	0.50
Office Specialist II	-	-	-	1.00
<i>Subtotal Training - 10133</i>	<u>4.00</u>	<u>4.00</u>	<u>3.50</u>	<u>4.50</u>
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Property & Evidence - 10136</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>

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

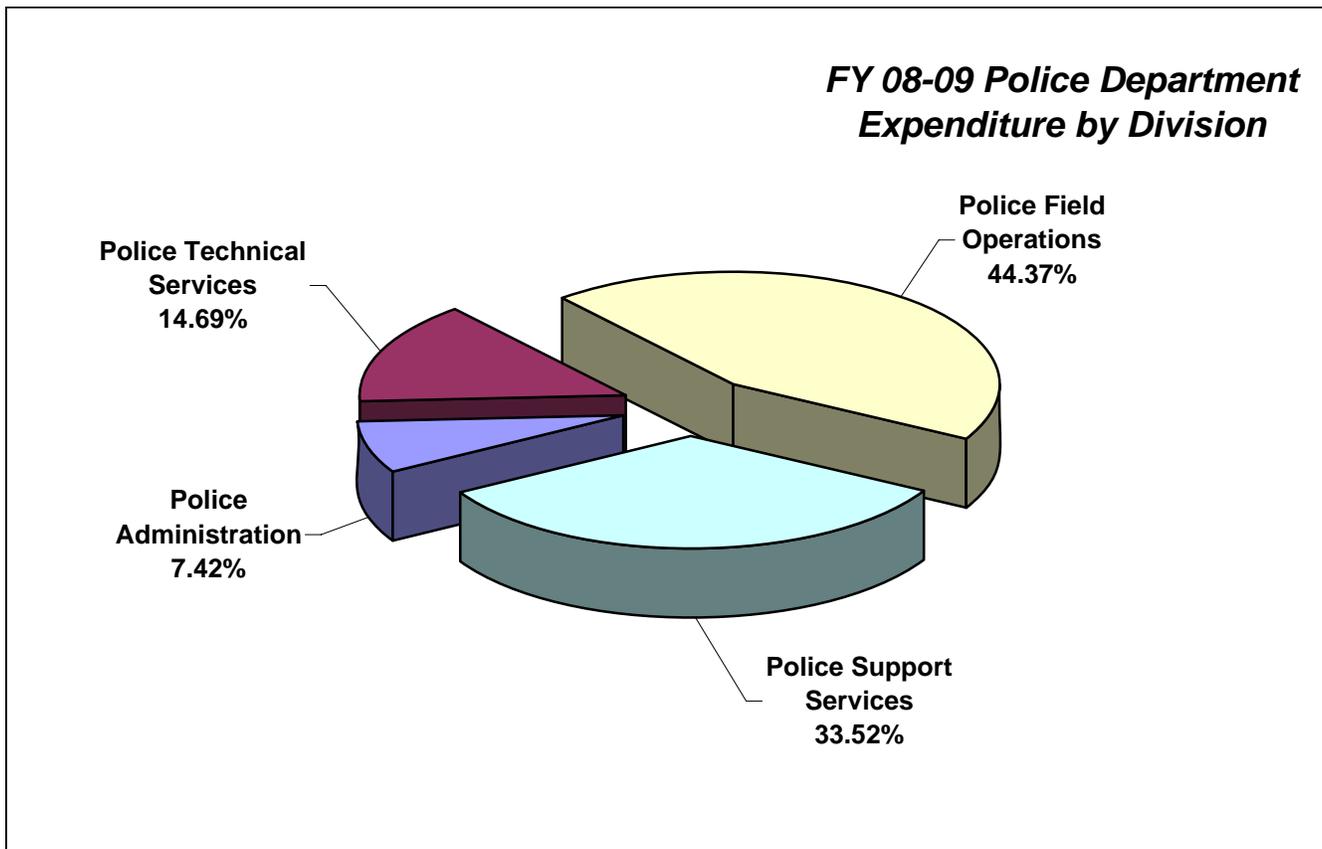
	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Police Technical Services - 15200</u> (continued)				
Police Sergeant	1.00	1.00	1.00	1.00
Custody Officer	10.00	11.00	11.00	11.00
<i>Subtotal Jail - 10137</i>	11.00	12.00	12.00	12.00
Police Sergeant	-	-	1.50	1.00
Police Officer	-	-	1.00	0.50
<i>Subtotal Recruitment - 10146</i>	-	-	2.50	1.50
Total Police Technical Svcs Full-time Positions	49.00	50.00	52.00	52.00
Total Police Tech Svcs Part-time Positions (in FTE's)	6.75	6.00	7.50	7.00
<u>Police Field Operations - 15300</u>				
Police Captain	0.50	0.50	0.50	0.80
Community Services Specialist	10.00	10.00	3.00	3.00
Corporal	9.00	9.00	8.00	7.00
Police Lieutenant	4.00	4.00	4.00	4.00
Police Officer	50.00	54.00	57.00	62.00
Police Sergeant	14.00	14.00	12.00	14.00
Senior Police Officer	10.00	9.00	9.00	6.00
<i>Subtotal Field Area Policing - 10111</i>	97.50	100.50	93.50	96.80
Police Captain	0.10	0.10	0.10	0.20
Community Services Specialist	-	0.50	0.50	0.50
Office Specialist II	0.50	-	1.00	1.00
Police Officer	5.00	6.00	7.00	7.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	3.00	2.00	1.00	1.00
<i>Subtotal Youth Crime Intervention - 10135</i>	9.60	9.60	10.60	10.70
Total Police Field Operations Full-time Positions	107.10	110.10	104.10	107.50
Total Police Fld Ops Part-time Positions (in FTE's)	11.25	13.25	12.75	13.00
<u>Police Support Services - 15400</u>				
Police Captain	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	-
Police Lieutenant	1.00	1.00	1.00	-
<i>Subtotal Administration - 50001</i>	3.00	3.00	3.00	1.00
Police Helicopter Sergeant	-	1.00	1.00	1.00
Police Helicopter Pilot	4.00	4.00	4.00	4.00
Police Sergeant	1.00	-	-	-
<i>Subtotal Helicopter Patrol - 10112</i>	5.00	5.00	5.00	5.00

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Police Support Services - 15400</u> (continued)				
Police Captain	0.25	0.25	0.25	-
Community Services Specialist	3.00	3.00	10.00	10.00
Corporal	1.00	1.00	2.00	2.00
Office Specialist II	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	11.00	13.00	14.00	12.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	6.00	4.00	2.00	2.00
<i>Subtotal Traffic Enforcement - 10113</i>	25.25	25.25	32.25	30.00
Police Captain	0.05	0.05	0.05	-
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	1.00	-	-	-
Police Officer	-	1.00	1.00	1.00
<i>Subtotal Contract & Special Events - 10114</i>	2.05	2.05	2.05	2.00
Civilian Investigator	2.00	2.00	2.00	2.00
Community Services Specialist	0.50	0.50	0.50	0.50
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	0.80	0.80	0.80	0.80
Police Lieutenant	0.80	0.80	0.80	0.80
Police Officer	9.00	10.00	11.00	11.00
Police Sergeant	2.00	2.00	2.00	2.00
Senior Police Officer	6.00	5.00	4.00	4.00
<i>Subtotal Crime Investigation - 10120</i>	22.10	22.10	22.10	22.10
Community Services Specialist	0.50	1.00	1.00	1.00
Office Specialist II	0.70	0.20	0.20	0.20
Police Lieutenant	0.20	0.20	0.20	0.20
Police Officer	7.00	7.00	7.00	7.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	1.00	-	-	-
<i>Subtotal Vice & Narcotics - 10125</i>	10.40	9.40	9.40	9.40
Total Police Support Services Full-time Positions	67.80	66.80	73.80	69.50
Total Police Supt Svcs Part-time Positions (in FTE's)	2.25	1.98	1.98	5.50
Total Department Full-time Positions	234.00	237.00	240.00	240.00
Total Department Part-time Positions (in FTE's)	20.75	21.73	22.73	26.75
TOTAL DEPARTMENT	254.75	258.73	262.73	266.75

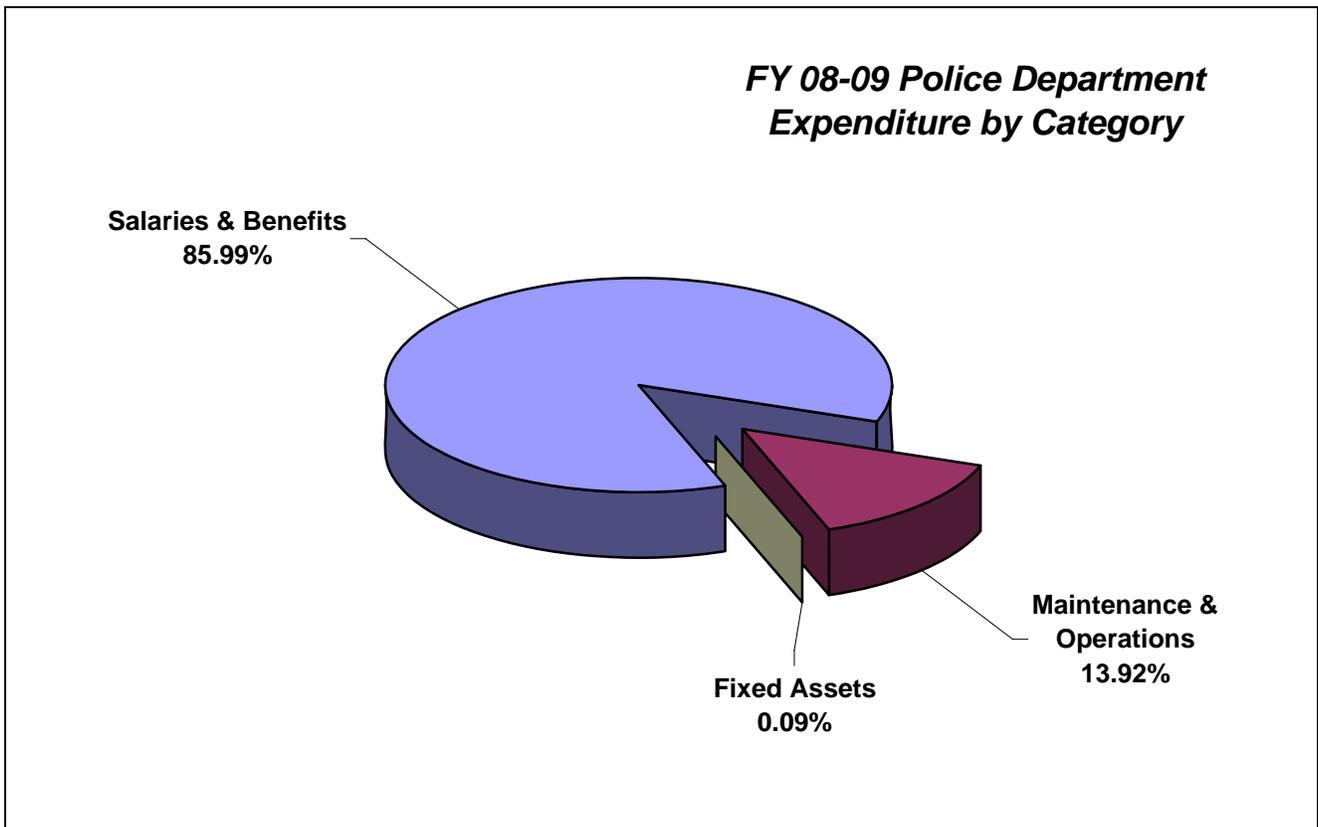
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
Expenditure by Division:					
Police Administration - 15100	\$ 2,419,972	\$ 2,552,691	\$ 2,716,560	\$ 3,371,294	24.10%
Police Technical Services - 15200	5,242,510	5,634,157	6,122,580	6,677,563	9.06%
Police Field Operations - 15300	16,048,232	17,471,929	17,387,287	20,168,211	15.99%
Police Support Services - 15400	13,126,996	13,321,487	15,219,176	15,232,931	0.09%
Total Expenditures	\$ 36,837,709	\$ 38,980,264	\$ 41,445,602	\$ 45,449,999	9.66%



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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 31,881,646	\$ 33,439,893	\$ 35,572,168	\$ 39,081,140	9.86%
Maintenance & Operations	4,773,343	5,186,630	5,841,652	6,328,330	8.33%
Fixed Assets	182,721	353,741	31,782	40,529	27.52%
Total Expenditures	\$ 36,837,709	\$ 38,980,264	\$ 41,445,602	\$ 45,449,999	9.66%



	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 35,598,031	\$ 37,327,003	\$ 39,899,029	\$ 43,723,720	96.27%
Prop 172 Fund - 202	960,448	1,255,603	1,267,974	1,406,249	3.06%
SLESF Fund - 213	219,820	331,117	189,098	220,680	0.46%
Narcotics Forfeiture Fund - 217	59,410	66,541	89,500	99,351	0.22%
Total Funding Sources	\$ 36,837,709	\$ 38,980,264	\$ 41,445,602	\$ 45,449,999	100.00%

CITY OF COSTA MESA, CALIFORNIA

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 12,854,780	\$ 13,059,555	\$ 14,323,540	\$ 15,591,991	9%
Regular Salaries - Non Sworn	501200	3,921,507	4,138,101	4,446,121	4,672,007	5%
Regular Salaries - Part time	501300	879,667	1,042,270	882,644	1,169,573	33%
Overtime	501400	2,030,947	2,799,300	2,388,095	2,607,142	9%
Accrual Payoff - Excess Maximum	501500	638,850	691,274	741,766	156,470	-79%
Vacation/Comp. Time Cash Out	501600	171,971	59,143	136,708	187,708	37%
Holiday Allowance	501700	173,814	209,341	244,477	262,059	7%
Separation Pay-Off	501800	67,334	284,626	-	-	0%
Other Compensation	501900	1,440,775	1,460,353	1,728,894	1,749,435	1%
Cafeteria Plan	505100	1,370,682	1,438,221	1,609,386	1,998,923	24%
Medicare	505200	243,327	273,536	292,984	326,179	11%
Retirement	505300	6,909,079	6,799,632	7,428,986	8,211,787	11%
Professional Development	505500	122,287	156,809	229,430	271,118	18%
Unemployment	505800	16,815	16,988	18,227	18,770	3%
Workers' Compensation	505900	870,886	840,123	913,213	946,099	4%
Employer Contr.Retirees' Med.	506100	168,923	170,620	187,697	911,880	386%
Subtotal Salaries & Benefits		\$ 31,881,646	\$ 33,439,893	\$ 35,572,168	\$ 39,081,140	10%
Stationery and Office	510100	\$ 54,057	\$ 64,458	\$ 63,735	\$ 64,235	1%
Multi-Media, Promotions and Subs	510200	89,952	84,129	106,132	108,252	2%
Small Tools and Equipment	510300	50,160	54,206	136,615	114,707	-16%
Uniform & Clothing	510400	155,204	176,015	172,465	187,365	9%
Safety and Health	510500	186,665	165,998	278,729	295,726	6%
Maintenance & Construction	510600	7,990	6,892	13,955	13,605	-3%
Electricity - Buildings & Fac.	515100	5,928	6,183	9,000	9,000	0%
Gas	515400	297	289	400	350	-13%
Water - Domestic	515500	1,135	1,974	1,700	3,500	106%
Waste Disposal	515700	2,490	3,257	3,943	3,250	-18%
Janitorial and Housekeeping	515800	82,658	84,093	87,457	90,000	3%
Postage	520100	17,493	18,645	22,600	23,585	4%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Telephone/Radio/Communications	520400	39,010	29,694	74,750	35,000	-53%
Mileage Reimbursement	520600	370	15	75	75	0%
Buildings and Structures	525100	40,578	-	6,550	6,550	0%
Automotive Equipment	525400	14,195	-	-	-	0%
Office Furniture	525600	-	530	1,550	1,550	0%
Office Equipment	525700	5,646	3,031	10,555	13,855	31%
Other Equipment	525800	21,843	8,569	36,530	34,980	-4%
Consulting	530200	1,039,017	1,294,167	1,552,259	1,488,752	-4%
Financial & Information Svcs	530500	1,103	5,345	6,285	6,505	4%
Medical and Health Inspection	530600	88,765	105,409	106,600	115,600	8%
Law Enforcement	530700	1,136,372	1,207,791	1,335,030	1,364,130	2%
External Rent	535400	160,669	168,674	191,630	300,520	57%
Central Services	535800	15,321	17,446	30,000	30,000	0%
Internal Rent - Maint. Charges	536100	912,036	1,027,388	821,105	1,046,270	27%
Internal Rent - Repl.Cost	536200	344,186	328,737	423,787	639,832	51%
General Liability	540100	299,245	323,526	348,115	331,036	-5%
Other Costs	540900	958	170	-	-	0%
Subtotal Maintenance & Operations		\$ 4,773,343	\$ 5,186,630	\$ 5,841,652	\$ 6,328,330	8%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Automotive Equipment	590500	\$ -	\$ 32,539	\$ -	\$ -	0%
Office Furniture	590600	178	-	-	-	0%
Office Equipment	590700	27,792	30,399	-	-	0%
Other Equipment	590800	154,751	290,802	31,782	40,529	28%
<i>Subtotal Fixed Assets</i>		\$ 182,721	\$ 353,741	\$ 31,782	\$ 40,529	28%
Total Expenditures		\$ 36,837,709	\$ 38,980,264	\$ 41,445,602	\$ 45,449,999	10%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<i>POLICE ADMINISTRATION - 15100</i>					
<u>Police Administration - 50001</u>					
Salaries & Benefits	\$ 1,553,176	\$ 1,533,207	\$ 1,611,644	\$ 2,109,508	31%
Maintenance & Operations	359,081	406,550	454,263	409,061	-10%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	<u>\$ 1,912,257</u>	<u>\$ 1,939,756</u>	<u>\$ 2,065,907</u>	<u>\$ 2,518,569</u>	<u>22%</u>
<u>Community Services - 10134</u>					
Salaries & Benefits	\$ 157,213	\$ 167,744	\$ 183,383	\$ 216,522	18%
Maintenance & Operations	25,580	21,582	28,050	66,577	137%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Community Services</i>	<u>\$ 182,793</u>	<u>\$ 189,325</u>	<u>\$ 211,433</u>	<u>\$ 283,099</u>	<u>34%</u>
<u>Animal Control - 10139</u>					
Salaries & Benefits	\$ 243,970	\$ 341,138	\$ 346,548	\$ 360,470	4%
Maintenance & Operations	80,952	82,472	92,672	209,155	126%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Animal Control</i>	<u>\$ 324,922</u>	<u>\$ 423,609</u>	<u>\$ 439,220</u>	<u>\$ 569,625</u>	<u>30%</u>
<i>POLICE TECHNICAL SERVICES - 15200</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 501,474	\$ 513,859	\$ 532,210	\$ 543,872	2%
Maintenance & Operations	95,670	97,742	100,661	126,820	26%
Fixed Assets	178	-	-	-	0%
<i>Subtotal Administration</i>	<u>\$ 597,321</u>	<u>\$ 611,601</u>	<u>\$ 632,871</u>	<u>\$ 670,692</u>	<u>6%</u>
<u>Records/Information Systems - 10131</u>					
Salaries & Benefits	\$ 1,626,750	\$ 1,650,952	\$ 1,838,381	\$ 2,018,945	10%
Maintenance & Operations	145,761	162,841	207,950	212,500	2%
Fixed Assets	-	33,588	-	-	0%
<i>Subtotal Records/Info Systems</i>	<u>\$ 1,772,511</u>	<u>\$ 1,847,380</u>	<u>\$ 2,046,331</u>	<u>\$ 2,231,445</u>	<u>9%</u>
<u>Crime Scene Investigation/Photos - 10132</u>					
Salaries & Benefits	\$ 641,234	\$ 670,023	\$ 691,425	\$ 734,513	6%
Maintenance & Operations	87,807	81,242	99,706	107,724	8%
Fixed Assets	12,898	39,035	-	5,430	0%
<i>Subtotal Crime Scene Inv/Photos</i>	<u>\$ 741,940</u>	<u>\$ 790,300</u>	<u>\$ 791,131</u>	<u>\$ 847,667</u>	<u>7%</u>
<u>Training - 10133</u>					
Salaries & Benefits	\$ 587,065	\$ 559,051	\$ 531,846	\$ 608,931	14%
Maintenance & Operations	145,031	97,062	157,260	167,329	6%
Fixed Assets	3,849	2,048	8,400	-	-100%
<i>Subtotal Training</i>	<u>\$ 735,945</u>	<u>\$ 658,161</u>	<u>\$ 697,506</u>	<u>\$ 776,260</u>	<u>11%</u>

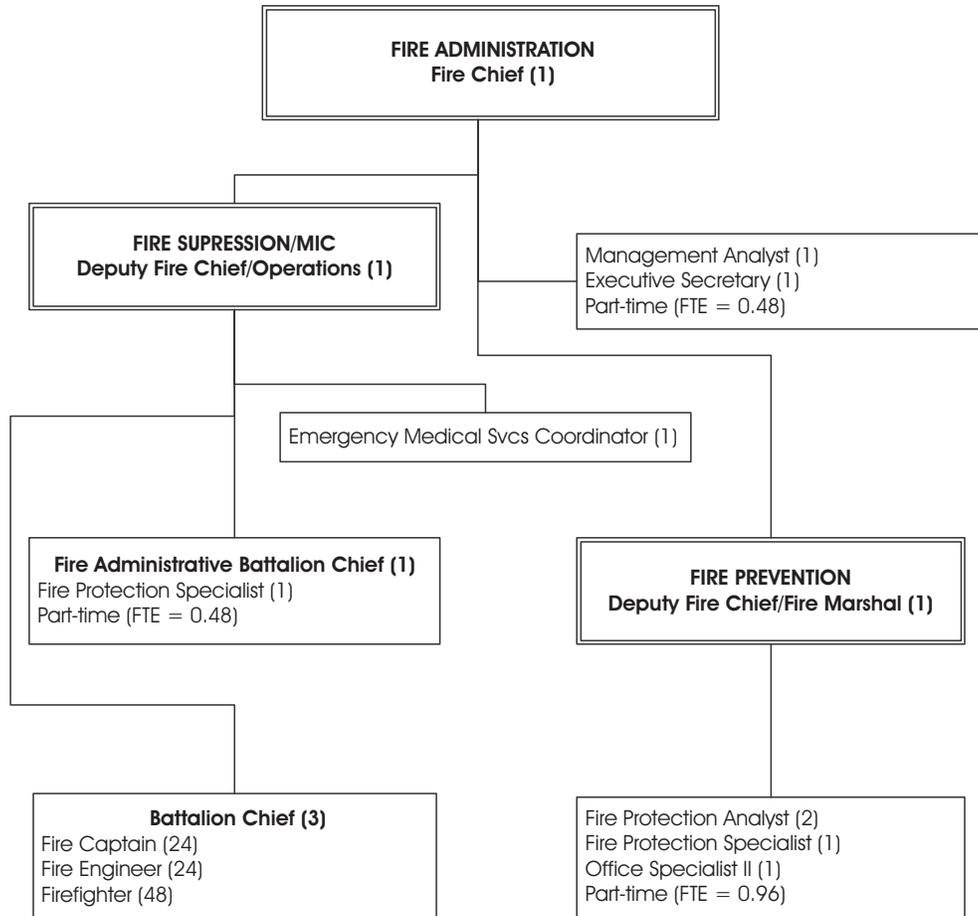
POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Property & Evidence - 10136</u>					
Salaries & Benefits	\$ 239,101	\$ 256,701	\$ 280,224	\$ 305,412	9%
Maintenance & Operations	64,398	53,497	70,783	86,067	22%
Fixed Assets	-	13,954	-	8,600	0%
Subtotal Property & Evidence	\$ 303,499	\$ 324,152	\$ 351,007	\$ 400,079	14%
<u>Jail - 10137</u>					
Salaries & Benefits	\$ 962,344	\$ 1,046,532	\$ 1,172,135	\$ 1,270,441	8%
Maintenance & Operations	62,268	57,480	60,569	62,029	2%
Fixed Assets	38,094	24,986	-	-	0%
Subtotal Jail	\$ 1,062,707	\$ 1,128,997	\$ 1,232,704	\$ 1,332,470	8%
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ 7,946	\$ 19,678	\$ 22,429	\$ 24,289	8%
Maintenance & Operations	20,642	29,645	19,383	22,989	19%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ 28,587	\$ 49,323	\$ 41,812	\$ 47,278	13%
<u>Recruitment - 10146</u>					
Salaries & Benefits	\$ -	\$ 159,813	\$ 302,666	\$ 341,052	13%
Maintenance & Operations	-	15,833	26,552	30,620	15%
Fixed Assets	-	48,598	-	-	0%
Subtotal Recruitment	\$ -	\$ 224,244	\$ 329,218	\$ 371,672	13%
<u>POLICE FIELD OPERATIONS - 15300</u>					
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$ 13,782,303	\$ 15,052,800	\$ 14,728,393	\$ 17,082,626	16%
Maintenance & Operations	937,559	943,500	964,740	1,198,050	24%
Fixed Assets	111,292	184,397	-	26,499	0%
Subtotal Field Area Policing	\$ 14,831,154	\$ 16,180,696	\$ 15,693,133	\$ 18,307,175	17%
<u>Youth Crime Intervention - 10135</u>					
Salaries & Benefits	\$ 1,207,626	\$ 1,216,284	\$ 1,478,148	\$ 1,695,616	15%
Maintenance & Operations	9,451	74,948	216,006	165,419	-23%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Crime Intervention	\$ 1,217,078	\$ 1,291,232	\$ 1,694,154	\$ 1,861,035	10%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<i>POLICE SUPPORT SERVICES - 15400</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 630,606	\$ 552,967	\$ 648,905	\$ 289,506	-55%
Maintenance & Operations	14,775	17,535	21,929	16,328	-26%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 645,380	\$ 570,502	\$ 670,834	\$ 305,834	-54%
<u>Helicopter Patrol - 10112</u>					
Salaries & Benefits	\$ 874,481	\$ 902,016	\$ 959,447	\$ 1,079,049	12%
Maintenance & Operations	823,766	847,703	980,510	980,510	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Helicopter Patrol</i>	\$ 1,698,247	\$ 1,749,719	\$ 1,939,957	\$ 2,059,559	6%
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ 3,799,414	\$ 3,556,747	\$ 4,747,371	\$ 4,389,594	-8%
Maintenance & Operations	1,614,446	1,892,957	1,967,865	2,042,956	4%
Fixed Assets	7,548	-	-	-	0%
<i>Subtotal Traffic Enforcement</i>	\$ 5,421,408	\$ 5,449,704	\$ 6,715,236	\$ 6,432,550	-4%
<u>Contract & Special Events - 10114</u>					
Salaries & Benefits	\$ 510,838	\$ 567,308	\$ 674,317	\$ 675,911	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Contract & Special Events</i>	\$ 510,838	\$ 567,308	\$ 674,317	\$ 675,911	0%
<u>Crime Investigation - 10120</u>					
Salaries & Benefits	\$ 3,136,040	\$ 3,069,136	\$ 3,228,546	\$ 3,552,829	10%
Maintenance & Operations	169,436	169,383	223,009	244,652	10%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Crime Investigation</i>	\$ 3,305,476	\$ 3,238,518	\$ 3,451,555	\$ 3,797,481	10%
<u>Vice & Narcotics - 10125</u>					
Salaries & Benefits	\$ 1,420,065	\$ 1,525,884	\$ 1,594,150	\$ 1,766,835	11%
Maintenance & Operations	116,721	132,471	149,744	179,544	20%
Fixed Assets	8,861	2,410	23,382	-	-100%
<i>Subtotal Vice & Narcotics</i>	\$ 1,545,647	\$ 1,660,766	\$ 1,767,276	\$ 1,946,379	10%
<u>RAID - 10143</u>					
Salaries & Benefits	\$ -	\$ 78,055	\$ -	\$ 15,218	0%
Maintenance & Operations	-	2,190	-	-	0%
Fixed Assets	-	4,725	-	-	0%
<i>Subtotal RAID</i>	\$ -	\$ 84,971	\$ -	\$ 15,218	0%
Total Expenditures	\$ 36,837,709	\$ 38,980,264	\$ 41,445,602	\$ 45,449,999	10%

FIRE DEPARTMENT ORGANIZATION CHART



FIRE DEPARTMENT

The Costa Mesa Fire Department is a cohesive team of fire service professionals driven by strong organizational values and dedicated to protecting and enhancing the lives and well being of all who reside, conduct business, and visit the City of Costa Mesa, California. In cooperation with residents, business owners, city officials, and community volunteers, they aggressively identify, prevent, mitigate, and correct all forms of misfortune, large or small - natural or manmade, and rapidly respond to all requests for life and health, fire and rescue, and property or environmental protection locally and in support of the Southern California Region.

The Department has 111 full-time staff members, composed of 102 sworn and nine non-sworn positions, and part-time staffing consisting of 1.92 full-time equivalents to serve within three divisions. The divisions are further divided into specific areas of expertise or programs. The three divisions are as follows:

- * ***Fire Administration***
- * ***Fire Suppression/MIC***
- * ***Fire Prevention***

FIRE ADMINISTRATION - 16100

Fire Administration - 50001

Provides direction for strategic and operational planning and establishes Department policies and procedures; coordinates internal functions of all divisions and programs and external functions with other City departments and community organizations; coordinates additional functions and performs duties as delegated by the City Manager or the City Council.

FIRE SUPPRESSION/MIC - 16200

Response & Control - 10210

Manages the operations and training of eight fire companies, staffed on a 24-hour basis by three shifts of firefighter and firefighter-paramedic personnel. This division is responsible for the rapid response to all requests for life and health, fire and rescue, property or environmental protection, and fire cause and origin determination, as well as, the provision of fire prevention inspections for local businesses and life safety education for the community.

Emergency Medical Aid - 10230

Provides pre-hospital care and associated training, equipment, and certifications in support of Basic Life Support (BLS) and Advanced Life Support (ALS) to the community.

FIRE PREVENTION - 16300

Fire Prevention - 10220

Develops life safety and property/environment protection standards, enforces fire codes, and manages the City's Hazardous Materials Disclosure Program.

BUDGET NARRATIVE

The FY 08-09 adopted budget for the Fire Department totals \$22.2 million, an increase of \$2.2 million or 11.21% over the FY 07-08 adopted budget. The increase is primarily attributed to the general salary adjustment approved by Council in FY 07-08. The budget also includes: an increase in internal rent replacement and maintenance costs; \$140,000 for seven additional monitor - defibrillators; \$33,000 for six radio, and handheld packsets; and \$5,475 for the City's CERT program.

The Fire Department continues to seek grant funding to help support its safety equipment and facility needs.

FIRE DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS

Fire Administration

- Reduced OT vacancy costs by filling one (1) Battalion Chief, two (2) Captain, and two (2) Fire Engineer positions and hiring five (5) Firefighters and two (2) Firefighter Paramedics.
- Improved training management by reclassifying Training Officer position to rank of Battalion Chief.
- Improved internal communications by formation of CMFD Fire Chief's Advisory Council.
- Improved personnel working conditions by completing major station upgrades to Fire Stations 4 and 5.
- Completed Phase I (research and recommendation) of Fire Station Deployment Study.
- Completed Fire Prevention Relocation Plan to City Hall, 5th floor.
- Established Firefighter Recruitment Team to improve candidate quality and diversity.
- Improved performance by replacing MME4 and MME5 with new state-of-the-art apparatus.

Fire Suppression/MIC

- Improved internal communications by implementing scheduled shift conference calls.
- Improved personnel expertise balance by implementing a Shift Re-Alignment Plan.
- Augmented training and jurisdictional coverage by realignment of training calendar.
- Improved response capability by increasing daily staffing from 31 to 32 personnel per shift.
- Participated in Countywide disaster drill (Golden Guardian) exercise in fall.
- Completed annual fitness analysis testing to maintain personnel performance standards.
- Improved response capability by completing Automatic-Vehicle-Location (AVL) project, Phase I.
- Improved regional response capability by increasing strike team leader certification by 25%.
- Improved structure fire expertise by completion and utilization of new roof ventilation prop.
- Re-established DMV Employer Testing Program for engineer certification.
- Improved new-hire skills by completing two-week training academy for new Firefighters/Paramedics.
- Improved response expertise by meeting Federal, State, and Local training requirements for all personnel.
- Ensured competence by completing BLS recertification of all personnel, and probationary testing.
- Improved cardiac-event survival by completing Phase 1 of City-facility AED program.
- Issued ambulance RFP and evaluated submissions. Contract award anticipate Q-1 of 08-09.
- Improved personnel education by establishing EMS libraries for each station.
- Improved safety and reduced illness by implementation of annual vaccination program.
- Improved advanced airway placement and patient survival by CO monitor deployment and training.
- Ensured quality of EMS performance by auditing 25% of Pre-hospital Care Reports.

Fire Prevention

- Improved fire inspector safety by completing needs assessment and initiated purchasing for inspector safety equipment.
- Improved HazMat spill clean-up by implementing Water Quality Ordinance agreement with OCFCD.
- Augmented Community Emergency Response Team (CERT) by initiating the first Teen CERT program in Orange County.
- Improved the Fire RMS inspection software by purchasing the upgraded version.
- Participated in the Junior Firefighter Program for 4th grade students, presented at eight (8) schools in a collaborative effort between fire prevention and an engine company.
- Conducted three (3) CERT programs and the Bethel Towers Evacuation drill.

FIRE DEPARTMENT

GOALS

Expertly and consistently protect and enhance the lives of all we serve by applying strong organizational values and a “sharp-focus wide-angle” approach toward the complete and accurate fulfillment of our complex and vital mission.

Attract, recruit, and retain top-quality personnel, driven to achieve peak levels of skilled-service-excellence through education and training, and recognized individually and collectively for technical excellence, total effort, and treating all with care, dignity, and respect.

Provide versatile, industry standard techniques, equipment, and facilities for our members and community and continually place an emphasis on the safety and well being of our employees and families, community collaboration, hometown attentiveness, cost efficient operations, regional strength, and a proactive contribution to excellence in the fire service.

OBJECTIVES

Fire Administration

- Reduce 07-08 Vacancy OT costs 7% by filling vacant positions and promotional vacancies as required.
- Complete Phase II (design and funding mechanism identification) of Fire Station Deployment Project.
- Improve management efficiency by completing Fire Prevention relocation to City Hall, 5th floor.
- Improve internal and external communications by design and implementation of new CMFD website.
- Improve performance by placing new Quint apparatus in service and purchasing Tiller apparatus.

Fire Suppression/MIC

- Respond to Code 3 emergencies within five (5) minutes 90% of the time.
- Respond to other service requests within ten (10) minutes 90% of the time.
- Achieve a maximum annual property fire loss per citizen of \$15.
- Maintain the number of building fires at less than 0.375 percent per 1000 population.
- Train 100% of Captains to State Fire Marshal Engine Boss level.
- Achieve 50% personnel certification in technical rescue.
- Achieve a Department average of 240 hours/member of compulsory firefighter training/education.
- Achieve a Department average of 16 hours/member of discretionary firefighter training/education.
- Audit twenty-five percent (25%) of fire narrative reports.
- Audit twenty-five percent (25%) of Prehospital care reports.
- Improve station maintenance, operational efficiency, and personnel safety by implementing quarterly battalion chief, station and personnel reviews and reports.
- Increase number of people reached (Educational) schools by 5% over FY 07-08.
- Increase number of people reached (Educational) business community by 5% over FY 07-08.
- Initiate “Home Safe Home” program for the senior population.

Fire Prevention

- Return 100% of complaint calls within one business day.
- Complete 100% of Plan Checks within ten business days.
- Complete 100% of existing and new business information entries into the Records Management System (RMS) data base.
- Complete 100% of occupancy inspections annually and enter inspection data into RMS data base.
- Clear 100% of occupancy inspection violations within 90 days.

FIRE DEPARTMENT

Performance Measures/Workload Indicators:	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Performance Measures:</u>			
<u>Fire Administration</u>			
Reduction of prior year vacancy overtime costs	*	*	7%
<u>Fire Suppression/MIC</u>			
Response to Code 3 emergencies within 5 minutes	*	*	90%
Response to other service requests within 10 minutes	*	*	90%
Fire Loss per Citizen (Property Only)	\$16	\$15	\$15
Fire Loss per Citizen (Property and Contents)	\$19	\$20	\$20
Percentage of Personnel Certified in Technical Rescue ¹	30%	30%	35%
Average hrs/member of compulsory firefighter training/education	245	320	240
Average hrs/member of discretionary firefighter training/education	*	*	16
Percentage of fire narrative reports audited	*	*	25%
Percentage increase from prior year in number of people reached (Educational) schools	*	*	5%
Percentage increase from prior year in number of people reached (Educational) business community	*	*	5%
<u>Fire Prevention</u>			
Percentage of complaint calls returned within one business day	*	*	100%
Percentage of plan checks completed within ten business days	*	*	100%
Percentage of existing and new business information entries into RMS data base	*	*	100%
Percentage of annual business inspections entered RMS data base	*	*	100%
Percentage of occupancy inspections violations cleared within 90 days ²	*	*	100%
<u>Workload Indicators:</u>			
Number of Calls for Service	9,459	9,400	9,450
Number of EMS Responses	6,743	6,700	6,700
Percentage EMS	71.3%	75.0%	72.0%
Percentage Fires	3.4%	2.0%	3.0%
Other ³	25.3%	23.0%	25.0%
Number of Paramedic-escorted Advanced Life Support Patients	2,674	2,920	2,700
Building Fires per 1,000 Population ⁴	0.500	0.375	0.375
Number of Pre-hospital Care Reports audited	1,300	1,400	1,400

* new item, prior year's data not available

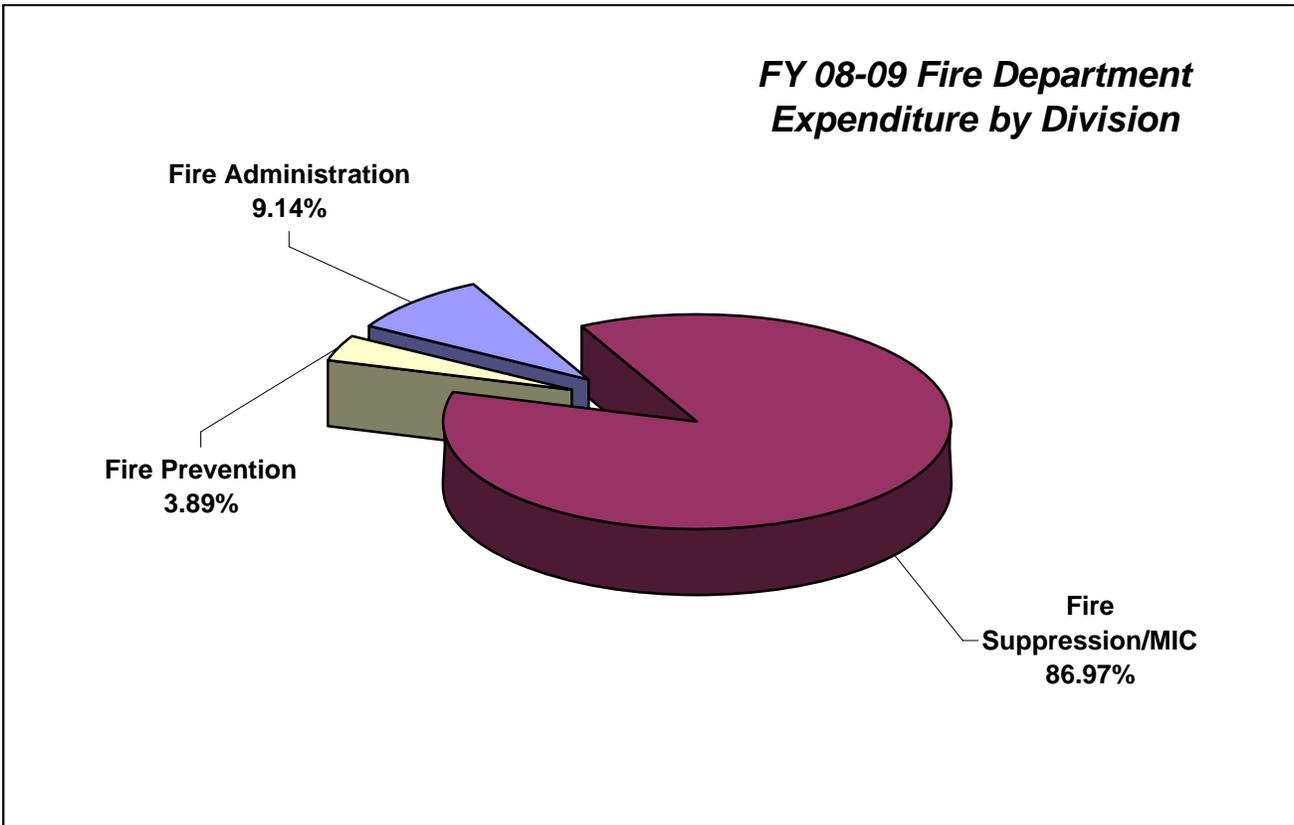
- 1 Personnel certified in "Technical Rescue" operations includes course completion with credentials in "Confined Space Rescue", "Rescue Systems I & II", "Vehicle Extrication" and "Swift Water Rescue" courses.
- 2 Based on violations/hazards cleared upon re-inspection of a business facility. Examples of fire code violations include: outdated or discharged fire extinguishers and blocked exits.
- 3 "Other Calls" include investigations (suspicious odor or substance), hazardous materials, assist Costa Mesa Police Department (lighting, ladder, stand-by), swift water rescue (no victim) and non-injury traffic accidents.
- 4 While there is not a national standard, the "average" number of fires per 1,000 citizens for a city the size of Costa Mesa is .0655.

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Fire Administration - 16100</u>				
Fire Chief	1.00	1.00	1.00	1.00
Deputy Fire Chief - Operations	1.00	1.00	1.00	1.00
Fire Administrative Battalion Chief	-	-	-	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Captain	1.00	1.00	1.00	-
Fire Protection Specialist	-	-	-	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	5.00	5.00	5.00	6.00
Emergency Medical Services Coordinator	1.00	1.00	1.00	1.00
<i>Subtotal Emergency Medical Aid - 10230</i>	1.00	1.00	1.00	1.00
Total Fire Administration Full-time Positions	6.00	6.00	6.00	7.00
Total Fire Admin Part-time Positions (in FTE's)	0.96	1.44	0.96	0.96
<u>Fire Suppression/MIC - 16200</u>				
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain	24.00	24.00	24.00	24.00
Fire Engineer	24.00	24.00	24.00	24.00
Firefighter	44.00	44.00	44.00	44.00
<i>Subtotal Response & Control - 10210</i>	95.00	95.00	95.00	95.00
Firefighter	4.00	4.00	4.00	4.00
<i>Subtotal Emergency Medical Aid - 10230</i>	4.00	4.00	4.00	4.00
Total Fire Suppression/MIC Full-time Positions	99.00	99.00	99.00	99.00
<u>Fire Prevention - 16300</u>				
Deputy Fire Chief - Fire Marshal	-	-	1.00	1.00
Fire Division Chief/Fire Marshal	1.00	1.00	-	-
Fire Protection Analyst	2.00	2.00	2.00	2.00
Fire Protection Specialist	2.00	2.00	2.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00
<i>Subtotal Fire Prevention - 10220</i>	6.00	6.00	5.00	4.00
Total Fire Prevention Full-time Positions	6.00	6.00	6.00	5.00
Total Fire Prevention Part-time Positions (in FTE's)	0.96	0.96	0.96	0.96
Total Department Full-time Positions	111.00	111.00	111.00	111.00
Total Department Part-time Positions (in FTE's)	1.92	2.40	1.92	1.92
TOTAL DEPARTMENT	112.92	113.40	112.92	112.92

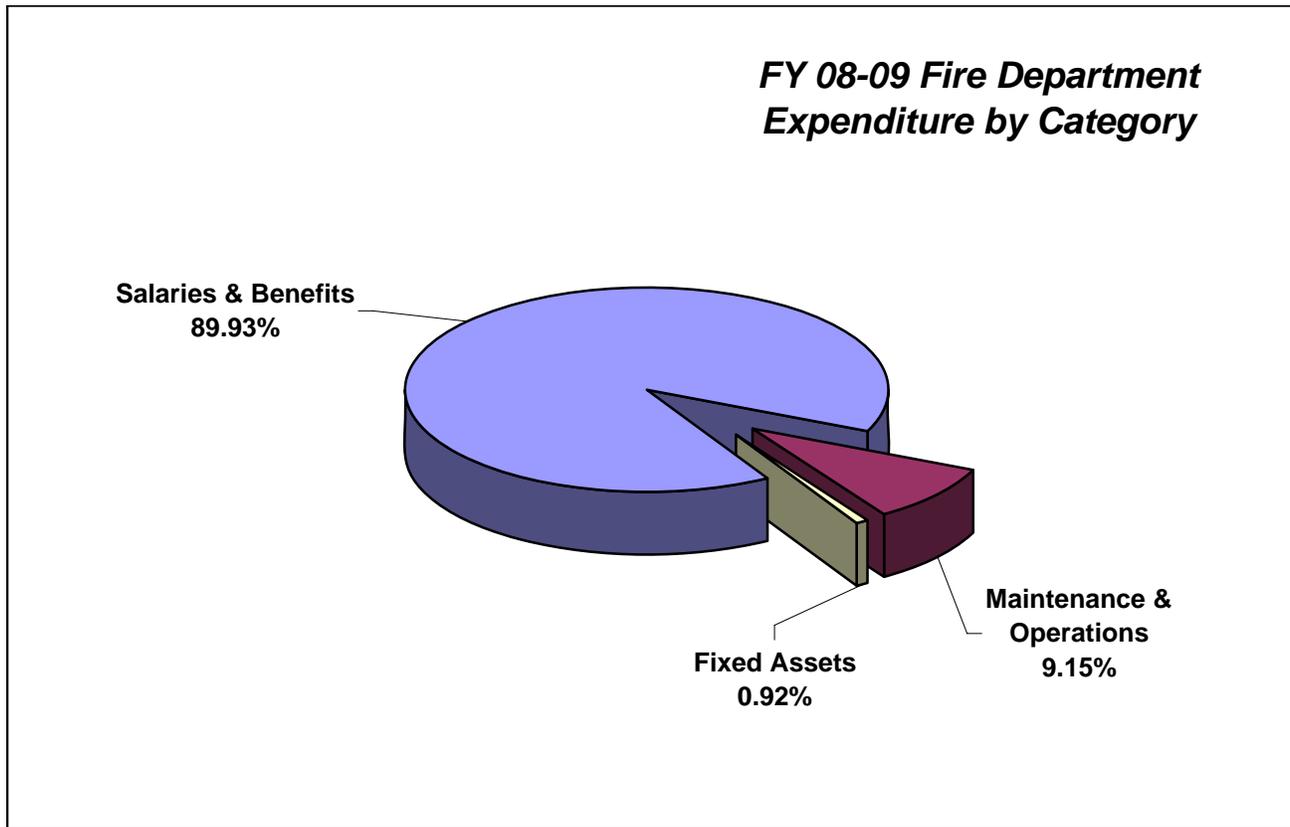
**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Fire Administration - 16100	\$ 1,656,227	\$ 1,752,125	\$ 1,757,652	\$ 2,026,618	15.30%
Fire Suppression/MIC - 16200	16,462,466	16,869,782	17,321,941	19,277,731	11.29%
Fire Prevention - 16300	719,989	707,726	852,953	862,352	1.10%
Total Expenditures	\$ 18,838,683	\$ 19,329,633	\$ 19,932,546	\$ 22,166,701	11.21%



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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 17,280,535	\$ 17,833,886	\$ 18,332,206	\$ 19,936,531	8.75%
Maintenance & Operations	1,367,164	1,256,167	1,524,340	2,027,170	32.99%
Fixed Assets	190,984	239,580	76,000	203,000	167.11%
Total Expenditures	\$ 18,838,683	\$ 19,329,633	\$ 19,932,546	\$ 22,166,701	11.21%



	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 18,836,342	\$ 19,199,735	\$ 19,927,546	\$ 22,161,701	99.98%
Prop. 172 Fund - 202	2,341	129,898	5,000	5,000	0.02%
Total Funding Sources	\$ 18,838,683	\$ 19,329,633	\$ 19,932,546	\$ 22,166,701	100.00%

CITY OF COSTA MESA, CALIFORNIA

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

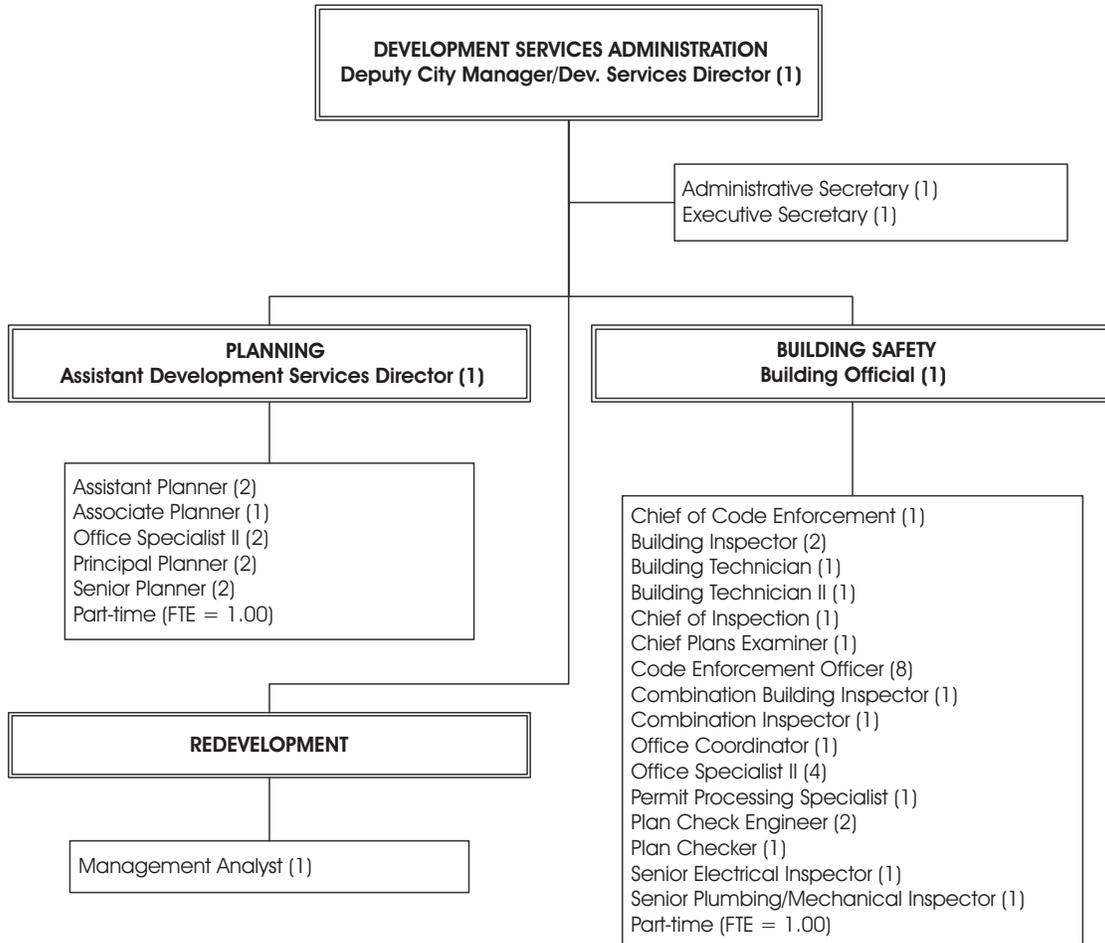
Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ 8,474,785	\$ 8,681,842	\$ 9,022,228	\$ 9,661,961	7%
Regular Salaries - Non Sworn	501200	655,594	547,953	706,846	609,294	-14%
Regular Salaries - Part time	501300	40,446	47,632	53,205	60,335	13%
Overtime	501400	1,889,516	2,393,439	2,004,500	2,243,500	12%
Accrual Payoff - Excess Maximum	501500	132,146	126,163	112,860	119,460	6%
Vacation/Comp. Time Cash Out	501600	98,189	39,419	81,750	81,750	0%
Holiday Allowance	501700	372,275	387,390	405,205	426,547	5%
Separation Pay-Off	501800	63,524	131,504	-	-	0%
Other Compensation	501900	390,911	381,917	421,178	540,931	28%
Cafeteria Plan	505100	725,020	724,088	804,210	829,983	3%
Medicare	505200	111,959	127,418	140,546	161,531	15%
Retirement	505300	3,537,015	3,492,815	3,707,168	4,026,103	9%
Longevity	505400	28,502	23,269	20,832	29,532	42%
Professional Development	505500	47,373	48,027	93,136	99,392	7%
Unemployment	505800	9,248	9,295	9,960	10,037	1%
Workers' Compensation	505900	540,705	513,544	584,473	573,968	-2%
Employer Contr.Retirees' Med.	506100	163,326	158,171	164,109	462,206	182%
Subtotal Salaries & Benefits		\$ 17,280,535	\$ 17,833,886	\$ 18,332,206	\$ 19,936,531	9%
Stationery and Office	510100	\$ 11,178	\$ 11,687	\$ 11,700	\$ 11,700	0%
Multi-Media, Promotions and Subs	510200	29,053	23,277	35,461	39,056	10%
Small Tools and Equipment	510300	66,455	77,664	109,425	125,025	14%
Uniform & Clothing	510400	137,823	125,061	150,730	172,491	14%
Safety and Health	510500	137,506	143,881	155,380	165,480	7%
Maintenance & Construction	510600	48,942	34,221	31,000	32,500	5%
Fuel	510800	987	1,939	1,600	1,600	0%
Waste Disposal	515700	1,319	643	2,580	4,080	58%
Janitorial and Housekeeping	515800	6,265	6,162	6,396	6,500	2%
Postage	520100	1,091	1,245	1,250	1,475	18%
Advertising and Public Info.	520300	30	-	250	250	0%
Telephone/Radio/Communications	520400	12,339	13,743	28,370	25,630	-10%
Meetings & Conferences	520500	-	-	-	500	0%
Mileage Reimbursement	520600	77	21	100	100	0%
Buildings and Structures	525100	3,032	2,093	5,000	5,000	0%
Office Furniture	525600	24	-	450	450	0%
Office Equipment	525700	1,597	1,116	2,000	2,000	0%
Other Equipment	525800	15,132	14,187	16,800	17,800	6%
Employment	530100	-	4,759	-	-	0%
Consulting	530200	129,288	108,716	127,125	145,660	15%
External Rent	535400	470	-	-	-	0%
Central Services	535800	8,398	7,360	13,600	13,600	0%
Internal Rent - Maint. Charges	536100	260,882	283,126	218,350	297,374	36%
Internal Rent - Repl.Cost	536200	432,990	340,478	555,932	905,413	63%
General Liability	540100	55,330	46,876	42,670	44,886	5%
Taxes & Assessments	540700	6,682	7,427	8,171	8,600	5%
Other Costs	540900	275	485	-	-	0%
Subtotal Maintenance & Operations		\$ 1,367,164	\$ 1,256,167	\$ 1,524,340	\$ 2,027,170	33%
Buildings and Structures	590400	\$ -	\$ 6,912	\$ -	\$ -	0%
Office Furniture	590600	-	14,662	12,000	19,000	58%
Office Equipment	590700	-	4,438	-	-	0%
Other Equipment	590800	190,984	213,568	64,000	184,000	188%
Subtotal Fixed Assets		\$ 190,984	\$ 239,580	\$ 76,000	\$ 203,000	167%
Total Expenditures		\$ 18,838,683	\$ 19,329,633	\$ 19,932,546	\$ 22,166,701	11%

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<i>FIRE ADMINISTRATION - 16100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 1,434,818	\$ 1,512,560	\$ 1,501,475	\$ 1,736,959	16%
Maintenance & Operations	100,727	96,075	114,119	127,295	12%
Fixed Assets	-	14,662	12,000	19,000	58%
<i>Subtotal Administration</i>	\$ 1,535,546	\$ 1,623,297	\$ 1,627,594	\$ 1,883,254	16%
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 120,682	\$ 128,828	\$ 130,058	\$ 143,364	10%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Emergency Medical Aid</i>	\$ 120,682	\$ 128,828	\$ 130,058	\$ 143,364	10%
<i>FIRE SUPPRESSION/MIC - 16200</i>					
<u>Response & Control - 10210</u>					
Salaries & Benefits	\$ 14,418,488	\$ 15,033,658	\$ 15,425,321	\$ 16,746,494	9%
Maintenance & Operations	1,025,847	911,123	1,133,579	1,612,193	42%
Fixed Assets	190,947	85,516	64,000	44,000	-31%
<i>Subtotal Response & Control</i>	\$ 15,635,282	\$ 16,030,297	\$ 16,622,900	\$ 18,402,687	11%
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 711,921	\$ 591,305	\$ 573,529	\$ 608,492	6%
Maintenance & Operations	115,227	111,653	125,512	126,552	1%
Fixed Assets	37	136,527	-	140,000	0%
<i>Subtotal Emergency Medical Aid</i>	\$ 827,184	\$ 839,485	\$ 699,041	\$ 875,044	25%
<i>FIRE PREVENTION - 16300</i>					
<u>Fire Prevention - 10220</u>					
Salaries & Benefits	\$ 594,626	\$ 567,535	\$ 701,823	\$ 701,222	0%
Maintenance & Operations	125,364	137,316	151,130	161,130	7%
Fixed Assets	-	2,875	-	-	0%
<i>Subtotal Fire Prevention</i>	\$ 719,989	\$ 707,726	\$ 852,953	\$ 862,352	1%
Total Expenditures	\$ 18,838,683	\$ 19,329,633	\$ 19,932,546	\$ 22,166,701	11%



DEVELOPMENT SERVICES DEPARTMENT ORGANIZATION CHART



DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a Community Health and Environment function. The Department has 43 full-time staff members composed of three management and 40 supervisory/professional/clerical positions, plus six part-time professional/clerical/intern positions. It is comprised of four divisions and each division is split into different programs. The four divisions are as follows:

- * ***Administration***
- * ***Building Safety***
- * ***Planning***
- * ***Redevelopment***

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, and Redevelopment Agency.

PLANNING - 18200

Planning - 20320

Provides a variety of information and advisory services to City decision-makers and the public related to the community's growth, development, and redevelopment; also provides staff support to City Council, Planning Commission, and Council-appointed committees.

The Planning Division includes two sections: Advance Planning and Current Planning. Advance Planning assists private citizens and City decision-makers in the formation of community development goals, objectives, and policies. Other responsibilities include ordinance preparation, environmental review, urban plan preparation, socio-economic data collection and analysis, and Federal Flood Insurance Program implementation.

Current Planning implements established public policy by information distribution and interpretation of City Council policies, the Zoning Code, and State and Federal requirements. This is accomplished by providing land use information to developers, property owners and citizens, and processing development applications and plans.

Planning Commission - 20360

Provides staff support to the Planning Commission, a five-member advisory board to the City Council on land use and community development issues and applications.

BUILDING SAFETY - 18300

Code Enforcement - 20350

Enforces the Costa Mesa Municipal Codes on private property related to land use, building construction, building occupancy, private property maintenance, and signage. Such enforcement may be the result of citizen complaints, or may be proactive/self-initiated by Code Enforcement Officers, while patrolling seven days a week.

Building Safety - 20410

Provides local enforcement of mandatory State building codes and standards, uniform codes; and municipal ordinances related to the construction, modification, use, and occupancy of private and public buildings and properties; enforces municipal codes relating to land use and property maintenance; provides a variety of daily services related to private or public buildings and structures including: plan check for new construction and modification of existing structures; inspection of building construction activities for compliance with applicable State and local codes; damage assessment; and evaluation and determination of building safety following a major disaster, such as an earthquake.

DEVELOPMENT SERVICES DEPARTMENT

REDEVELOPMENT - 11400

Redevelopment Administration - 60100

Provides support to the Redevelopment Agency. The Agency's purpose is to improve the physical conditions of properties within the Downtown Redevelopment Project Area.

BUDGET NARRATIVE

The FY 08-09 adopted budget for the Development Services Department totals \$5.4 million, an increase of \$180,217 or 3.48% compared to the FY 07-08 adopted budget. The increase reflects the general salary adjustment approved by Council in FY 07-08 and internal rent replacement and maintenance costs.

PRIOR YEAR'S ACCOMPLISHMENTS

- Department Building Official served on the Executive Board as Past President of the Orange County Chapter of International Code Council.
- Master plans for eight high-rise residential condominium buildings in North Costa Mesa were adopted (approved) by City Council in January 2007 for a total of 1,269 residential units.
- Completed building inspections and project management for the 890-unit Enclave apartment complex project.
- Continued monitoring and inspections of the \$25 million police station addition and renovation.
- Three residential developments in the City's Westside were approved under the newly created Urban Master Plans for a total of 187 residential units.
- Completed building inspections and project management of a 312,540 sq. ft. retail furniture center (South Coast Home Furnishings Centre), including small business such as take-out restaurants, stationery stores, and dry cleaners that will provide services to the surrounding businesses and community overall.
- For a third consecutive year, completed Fall "Residential Remodeling Incentive Program" (RRIP), which accounted for Costa Mesa property owners investing approximately \$9 million in home improvements including installing new roofs, remodeling kitchens, adding extra bedrooms, and installing new swimming pools and spas.
- Implemented a year round "Build Green" incentive program, encouraging residents and business owners to incorporate environmental friendly measures in construction to reduce our carbon footprint.
- Acknowledged by the California Chapter of the American Planning Association for the "2007 Planning Implementation/Large Jurisdiction Award" for processing the North Costa Mesa High Rise Residential Projects.
- Planning Commissioner acknowledged by the California Chapter of the American Planning Association for 25 years of service as an active Citizen Planner. Bruce Garlich received the "2007 Distinguished Leadership/Citizen Planner/Layperson Award".
- Principal Planner served as Vice Director - Professional Certification of the Orange County Chapter of the American Planning Association.
- Assistant Development Services Director served as Section Director of the Orange County Chapter of the American Planning Association for a two year term.
- Development Services Director served as First Vice President of the Planning Directors Association of Orange County and First Vice President of the statewide League of California Cities Planning and Community Development Department.
- Planning Director's Association of Orange County held a Planning Officials Forum, "Riding the Wave of Change" at the Westin Hotel & Resort in Costa Mesa. The Conference was spearheaded and coordinated by Forum Committee Chair/Costa Mesa Development Services Director and Forum Committee Member/Assistant Development Services Director.

DEVELOPMENT SERVICES DEPARTMENT

GOALS

Provide the citizens and public decision-makers with the highest level of customer service related to the long-term growth, development, and redevelopment of the community.

OBJECTIVES

- Complete and distribute the Planning Commission agenda and staff reports no later than 4:00 PM, 10 days prior to the meeting date.
- Complete and distribute Planning Commission minutes no later than the Thursday preceding the next meeting.
- Notify applicants and authorized agents of Planning Commission and Zoning Administrator actions within five working days of the meeting.
- Issue over-the-counter plan reviews within five working days of submittal.
- Review projects up to \$1 million valuation (not classified as over-the-counter plan reviews) within 15 working days of submittal.
- Plan review all projects with \$1 million or more valuation within 20 working days of submittal.
- Respond to requests for inspections for all phases of new construction requiring a building permit within 24 hours.
- Respond to citizen complaints within one working day from receipt of complaint.
- Conduct property maintenance observations at least once per year for all the properties in the City.
- Provide staff support to Council-appointed committees and the Planning Commission.

Performance Measures (PM)/Workload Indicators (WL):	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
<u>Planning</u>			
(WL) Planning Commission minutes prepared	23	23	23
(PM) Percentage of Planning Commission minutes prepared by next meeting	*	*	95%
(PM) Percentage of certification of final EIR within 1 year of contract award*		*	100%
(PM) Percentage of certification of mitigated negative declaration within 9 months of contract award	*	*	90%
(WL) General Plan Amendments/Rezoning processed	8	4	11
(WL) Planning Actions, Zoning Administrator, and Development Review Applications processed	122	150	175
(WL) Applicants notified within 5 working days of meeting	149	150	175
<u>Building Safety</u>			
(PM) Wait time at counter less than 20 minutes	*	*	90%
(PM) Trade permits issued within 20 minutes of application	*	*	90%
(WL) Number of calls to general building lines per day	*	*	50
(WL) Minor plan checks reviewed	438	650	600
(PM) Percentage of minor plan checks reviewed within 5 working days	*	*	90%
(WL) Moderate plan check projects (less than \$1M) reviewed	655	830	792
(PM) Percentage of moderate plan check projects reviewed within 15 days	*	*	85%

DEVELOPMENT SERVICES DEPARTMENT

Performance Measures (PM)/Workload Indicators (WL):	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
<u>Building Safety (continued):</u>			
(WL) Major plan check projects (greater than \$1M) reviewed	23	30	28
(PM) Percentage of major plan check projects reviewed within 20 days	*	*	90%
(WL) Inspection requests received	17,708	19,478	16,500
(PM) Inspection requests performed within 24 hours	*	*	99%
(WL) Building permits finalized	8,145	7,900	8,100
(WL) Complaints received	15,459	12,000	22,000
(PM) Complaint response within 2 working days	*	*	95%
(WL) Number of Code Violations cleared	15,300	11,950	22,000

* new item, prior year's data not available

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Development Svcs Admin - 18100</u>				
Dev Svcs Director - Deputy City Manager	1.00	0.80	0.80	0.75
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	3.00	2.80	2.80	2.75
Total Development Svcs Admin Full-time Positions	3.00	2.80	2.80	2.75
<u>Planning - 18200</u>				
Assistant Development Services Director	1.00	1.00	1.00	1.00
Assistant Planner	2.00	2.00	2.00	2.00
Associate Planner	1.00	1.00	1.00	1.00
Management Analyst	0.50	0.50	0.50	0.40
Office Specialist II	2.00	2.00	2.00	2.00
Principal Planner	2.00	2.00	2.00	2.00
Senior Planner	2.00	2.00	2.00	2.00
<i>Subtotal Planning - 20320</i>	10.50	10.50	10.50	10.40
Total Planning Full-time Positions	10.50	10.50	10.50	10.40
Total Planning Part-time Positions (in FTE's)	0.50	1.00	1.00	1.00
<u>Redevelopment - 11400</u>				
Dev Svcs Director - Deputy City Manager	-	0.20	0.20	0.25
Management Analyst	0.50	0.50	0.50	0.60
<i>Subtotal Redevelopment Admin - 60100</i>	0.50	0.70	0.70	0.85
Total Redevelopment Full-time Positions	0.50	0.70	0.70	0.85
<u>Building Safety - 18300</u>				
Chief of Code Enforcement	1.00	1.00	1.00	1.00
Code Enforcement Officer	8.00	8.00	8.00	8.00
Office Specialist II	3.00	3.00	3.00	3.00
<i>Subtotal Code Enforcement - 20350</i>	12.00	12.00	12.00	12.00
Building Official	1.00	1.00	1.00	1.00
Building Inspector	2.00	2.00	2.00	2.00
Building Technician	1.00	1.00	1.00	1.00
Building Technician II	1.00	1.00	1.00	1.00
Chief of Inspection	1.00	1.00	1.00	1.00
Chief Plans Examiner	1.00	1.00	1.00	1.00
Combination Inspector	1.00	2.00	2.00	2.00
Electrical Inspector	1.00	-	-	-
Office Coordinator	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	1.00	1.00

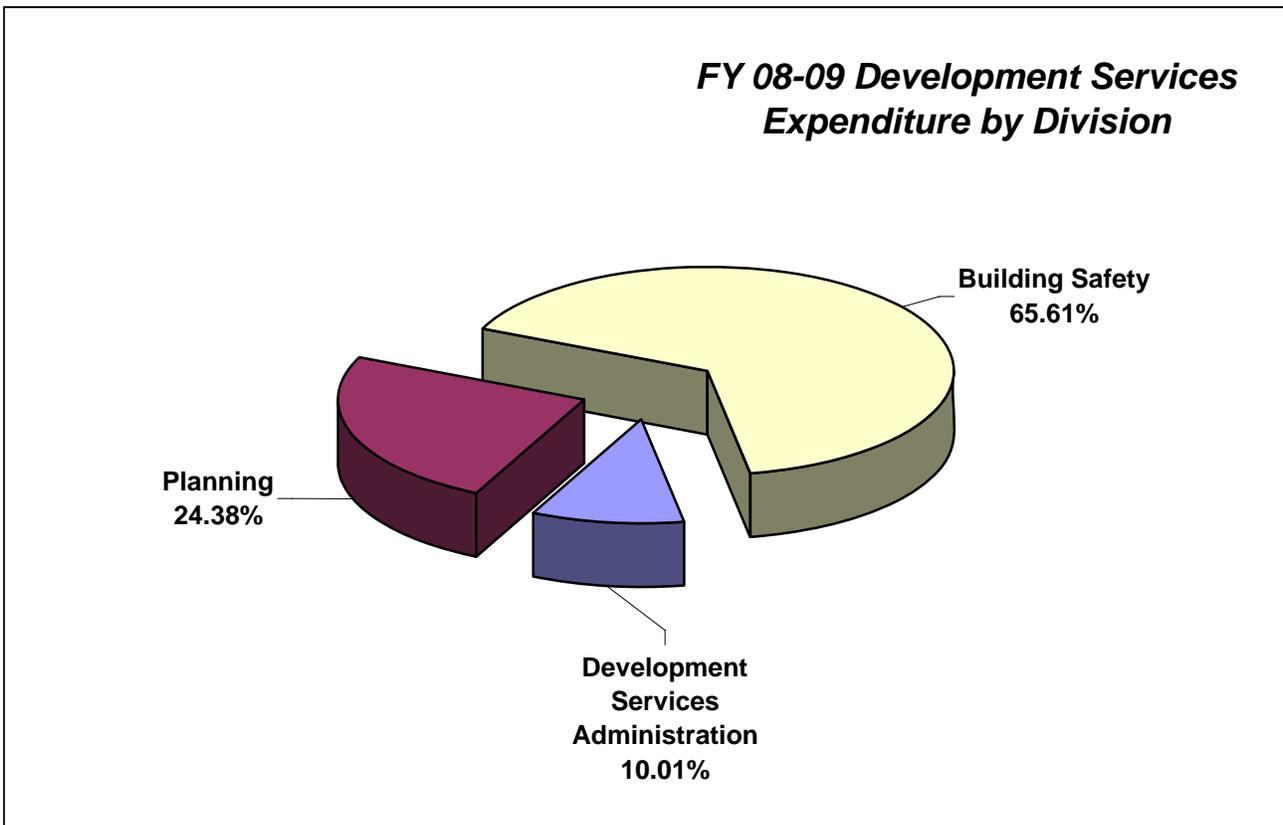


**DEVELOPMENT SERVICES DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Building Safety - 18300</u> (continued):				
Permit Processing Specialist	1.00	1.00	1.00	1.00
Plan Check Engineer	2.00	2.00	2.00	2.00
Plan Checker	1.00	1.00	1.00	1.00
Senior Electrical Inspector	1.00	1.00	1.00	1.00
Senior Plumbing/Mechanical Inspector	1.00	1.00	1.00	1.00
<i>Subtotal Building Safety - 20410</i>	17.00	17.00	17.00	17.00
Total Building Safety Full-time Positions	29.00	29.00	29.00	29.00
Total Building Safety Part-time Positions (in FTE's)	1.00	1.00	1.00	1.00
Total Department Full-time Positions	43.00	43.00	43.00	43.00
Total Department Part-time Positions (in FTE's)	1.50	2.00	2.00	2.00
TOTAL DEPARTMENT	44.50	45.00	45.00	45.00

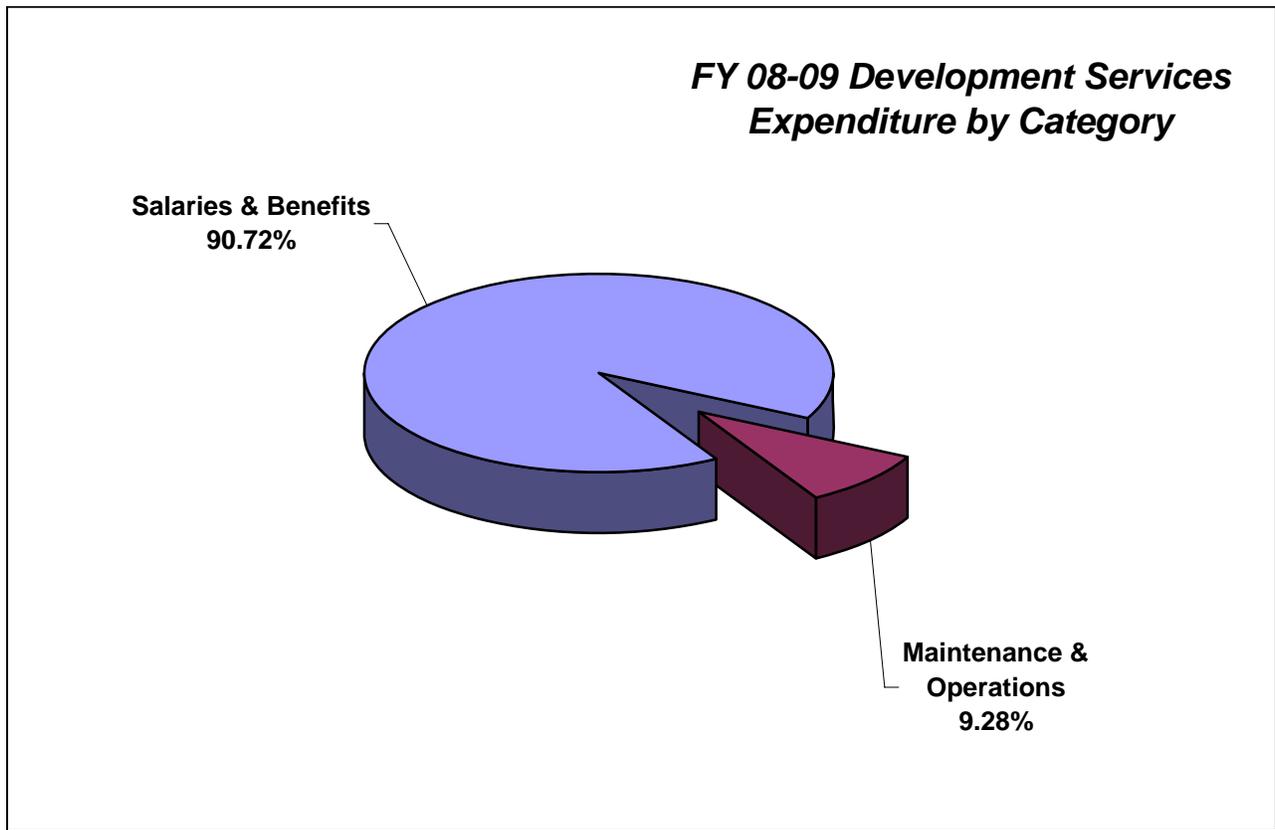
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Division:</u>					
Dev. Svcs. Admin. - 18100	\$ 553,564	\$ 487,720	\$ 535,501	\$ 536,645	0.21%
Planning - 18200	1,166,530	1,217,436	1,247,412	1,306,631	4.75%
Building Safety - 18300	2,901,285	3,290,159	3,396,044	3,515,898	3.53%
Total Expenditures	\$ 4,621,380	\$ 4,995,315	\$ 5,178,957	\$ 5,359,174	3.48%



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

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 4,191,278	\$ 4,402,942	\$ 4,505,986	\$ 4,862,422	7.91%
Maintenance & Operations	411,179	543,714	502,971	496,752	-1.24%
Fixed Assets	18,923	48,659	170,000	-	-
Total Expenditures	\$ 4,621,380	\$ 4,995,315	\$ 5,178,957	\$ 5,359,174	3.48%



	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 4,389,165	\$ 4,743,579	\$ 4,916,242	\$ 5,064,910	94.51%
CDBG Fund - 207	232,216	251,737	262,715	294,263	5.49%
Total Funding Sources	\$ 4,621,380	\$ 4,995,315	\$ 5,178,957	\$ 5,359,174	100.00%

CITY OF COSTA MESA, CALIFORNIA

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

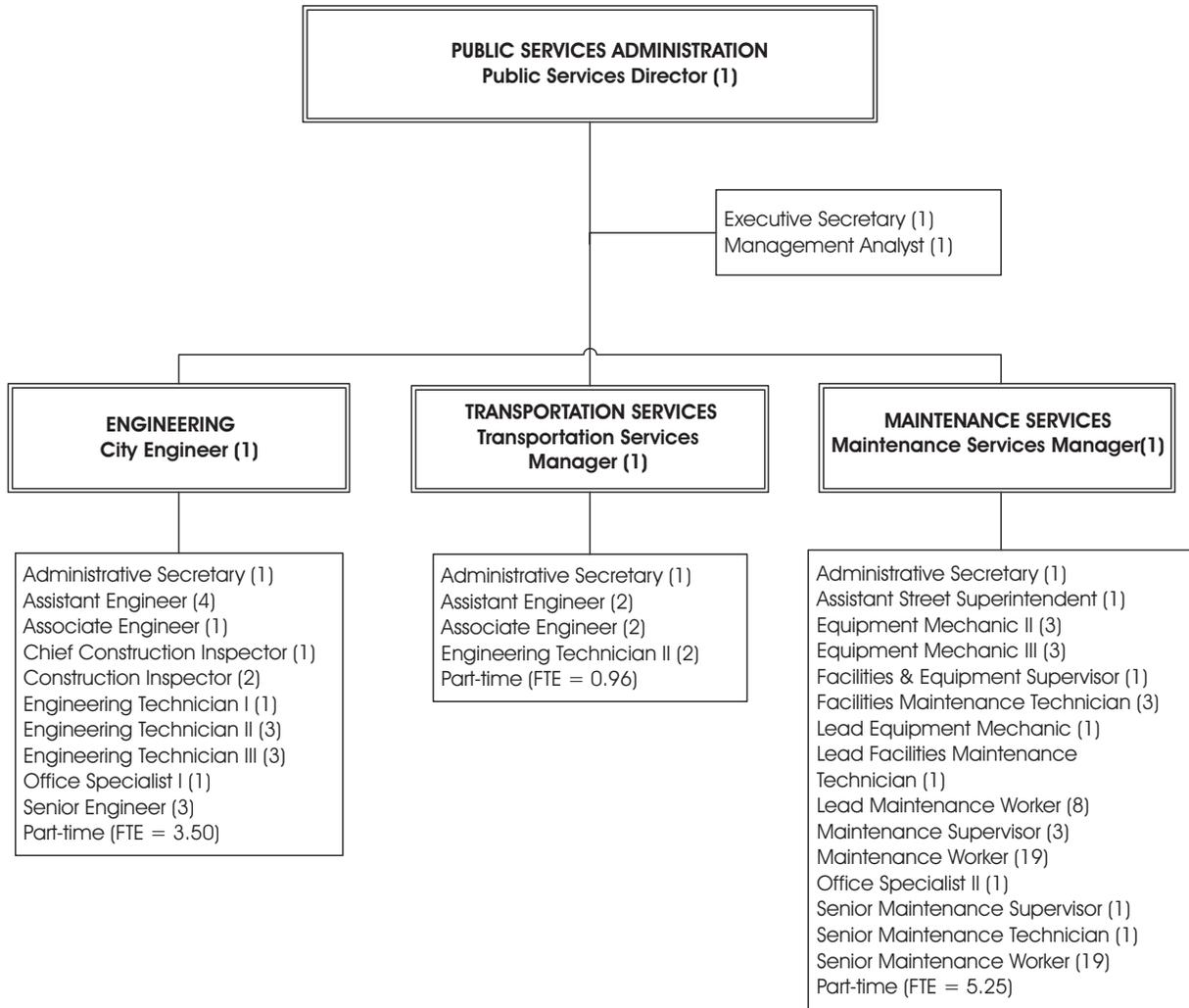
Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,914,734	\$ 3,010,047	\$ 3,121,084	\$ 3,271,286	5%
Regular Salaries - Part time	501300	79,641	101,902	70,595	74,641	6%
Overtime	501400	27,720	47,691	48,000	38,400	-20%
Accrual Payoff - Excess Maximum	501500	33,028	43,942	8,000	2,000	-75%
Vacation/Comp. Time Cash Out	501600	3,215	453	2,000	2,000	0%
Holiday Allowance	501700	8,867	9,166	-	-	0%
Separation Pay-Off	501800	-	10,871	-	-	0%
Other Compensation	501900	26,238	30,694	25,046	26,076	4%
Cafeteria Plan	505100	333,881	341,757	367,512	426,465	16%
Medicare	505200	40,688	42,844	41,192	45,080	9%
Retirement	505300	576,937	599,357	646,767	692,695	7%
Professional Development	505500	38,317	53,872	58,562	44,315	-24%
Auto Allowance	505600	3,669	2,894	3,600	5,400	50%
Unemployment	505800	2,536	2,507	2,736	2,759	1%
Workers' Compensation	505900	73,047	74,522	79,682	84,098	6%
Employer Contr.Retirees' Med.	506100	28,759	30,424	31,211	147,208	372%
Subtotal Salaries & Benefits		\$ 4,191,278	\$ 4,402,942	\$ 4,505,987	\$ 4,862,422	8%
Stationery and Office	510100	\$ 20,753	\$ 20,680	\$ 17,000	\$ 17,148	1%
Multi-Media, Promotions and Subs	510200	11,583	8,651	41,200	41,200	0%
Small Tools and Equipment	510300	16,759	30,455	28,200	26,990	-4%
Uniform & Clothing	510400	3,080	3,147	6,500	3,000	-54%
Postage	520100	11,674	11,617	11,500	11,750	2%
Legal Advertising/Filing Fees	520200	14,057	4,380	8,000	9,500	19%
Telephone/Radio/Communications	520400	5,972	8,541	13,060	10,000	-23%
Mileage Reimbursement	520600	1,226	209	1,350	1,350	0%
Board Member Fees	520800	24,000	23,600	24,000	24,000	0%
Office Furniture	525600	1,576	417	1,100	1,100	0%
Office Equipment	525700	78	886	2,100	2,100	0%
Other Equipment	525800	1,315	634	15,100	100	-99%
Employment	530100	979	6,676	18,000	19,000	6%
Consulting	530200	84,044	71,515	58,000	58,000	0%
Engineering and Architectural	530400	62,017	215,512	100,000	100,000	0%
Central Services	535800	40,390	26,663	32,000	32,000	0%
Internal Rent - Maint. Charges	536100	39,832	58,100	42,260	57,995	37%
Internal Rent - Repl.Cost	536200	32,235	32,221	39,745	59,076	49%
General Liability	540100	39,569	19,785	43,856	22,443	-49%
Other Costs	540900	40	25	-	-	0%
Subtotal Maintenance & Operations		\$ 411,179	\$ 543,714	\$ 502,971	\$ 496,752	-1%
Office Furniture	590600	\$ 3,866	\$ 12,566	\$ -	\$ -	0%
Office Equipment	590700	15,057	36,092	-	-	0%
Other Equipment	590800	-	-	170,000	-	-100%
Subtotal Fixed Assets		\$ 18,923	\$ 48,659	\$ 170,000	\$ -	-100%
Total Expenditures		\$ 4,621,380	\$ 4,995,315	\$ 5,178,957	\$ 5,359,174	3%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 05-06</u> Actual	<u>FY 06-07</u> Actual	<u>FY 07-08</u> Adopted	<u>FY 08-09</u> Adopted	<u>Percent</u> <u>Change</u>
<i>DEVELOPMENT SERVICES ADMINISTRATION - 18100</i>					
<i>Administration - 50001</i>					
Salaries & Benefits	\$ 455,112	\$ 422,018	\$ 426,645	\$ 449,081	5%
Maintenance & Operations	98,452	65,701	108,856	87,564	-20%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	<i>\$ 553,564</i>	<i>\$ 487,720</i>	<i>\$ 535,501</i>	<i>\$ 536,645</i>	<i>0%</i>
<i>PLANNING - 18200</i>					
<i>Planning - 20320</i>					
Salaries & Benefits	\$ 1,079,183	\$ 1,141,743	\$ 1,172,282	\$ 1,238,231	6%
Maintenance & Operations	53,551	41,398	35,900	36,900	3%
Fixed Assets	-	3,422	-	-	0%
<i>Subtotal Planning</i>	<i>\$ 1,132,734</i>	<i>\$ 1,186,563</i>	<i>\$ 1,208,182</i>	<i>\$ 1,275,131</i>	<i>6%</i>
<i>Planning Commission - 20360</i>					
Salaries & Benefits	\$ 9,585	\$ 7,175	\$ 15,230	\$ 7,500	-51%
Maintenance & Operations	24,212	23,698	24,000	24,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Planning Commission</i>	<i>\$ 33,796</i>	<i>\$ 30,873</i>	<i>\$ 39,230</i>	<i>\$ 31,500</i>	<i>-20%</i>
<i>BUILDING SAFETY - 18300</i>					
<i>Code Enforcement - 20350</i>					
Salaries & Benefits	\$ 932,048	\$ 981,305	\$ 1,050,900	\$ 1,149,620	9%
Maintenance & Operations	52,295	98,021	52,219	68,715	32%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Code Enforcement</i>	<i>\$ 984,343</i>	<i>\$ 1,079,326</i>	<i>\$ 1,103,119</i>	<i>\$ 1,218,335</i>	<i>10%</i>
<i>Building Safety - 20410</i>					
Salaries & Benefits	\$ 1,715,350	\$ 1,850,701	\$ 1,840,929	\$ 2,017,990	10%
Maintenance & Operations	182,669	314,896	281,996	279,573	-1%
Fixed Assets	18,923	45,236	170,000	-	-100%
<i>Subtotal Building Safety</i>	<i>\$ 1,916,942</i>	<i>\$ 2,210,833</i>	<i>\$ 2,292,925</i>	<i>\$ 2,297,563</i>	<i>0%</i>
Total Expenditures	<i>\$ 4,621,380</i>	<i>\$ 4,995,315</i>	<i>\$ 5,178,957</i>	<i>\$ 5,359,174</i>	<i>3%</i>



PUBLIC SERVICES DEPARTMENT ORGANIZATION CHART



PUBLIC SERVICES DEPARTMENT

The Public Services Department provides Community Health and Environment, Transportation, and General Government Support functions. The Department has 99 full-time staff members, composed of four management and 95 supervisory/technical/clerical positions. Part-time staffing consists of 9.71 full-time equivalents. It is comprised of four divisions and each division is further split into different programs. The four divisions are as follows:

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

PUBLIC SERVICES ADMINISTRATION - 19100

Public Services Administration - 50001

Provides overall direction and coordination of the Department including the Engineering, Transportation, and Maintenance divisions; provides staff support to the Parks & Recreation Commission; manages the development of Fairview Park.

Recycling - 20230

Implements and monitors the City's compliance to the Integrated Waste Management Act of 1989 for the commercial and multi-family sectors of Costa Mesa. Administers Franchise Permit Hauling Program.

ENGINEERING - 19200

Construction Management - 50002

Manages and inspects construction projects in the public right-of-way, and City-owned buildings and facilities. Manages the construction of the City's Capital Improvement Program.

Water Quality - 20510

Implements and monitors the City's compliance to the National Pollutant Discharge Elimination System (NPDES). Coordinates and implements the Santa Ana Regional Water Quality Board directives for compliance with the Water Quality Act as it relates to City draining into the Santa Ana River and the Newport Bay.

Street Improvements - 30112

Designs, procures right-of-way, and constructs street improvement projects in the City; reviews and approves engineering submittals including improvement plans, specifications, material reports, utility work, engineering estimates, and ADA accessibility; issues permits for construction work within the public right-of-way; and manages leased or rented City-owned property.

Storm Drain Improvements - 30122

Designs and manages the construction of the City's storm drain system (approximately 42 miles of storm drain).

Park Improvements - 40112

Acquires, develops, and renovates park facilities. Manages the design and construction of new park projects and renovation of existing park facilities.

PUBLIC SERVICES DEPARTMENT

TRANSPORTATION SERVICES - 19300

Responsible for the operation and planning of transportation related tasks within the City. Administers programs and projects to promote the 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. Transportation Services includes the following two programs:

Traffic Planning - 30210

Responsible for 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.

Traffic Operations - 30241

Maintains, operates and updates the automated traffic controls, traffic signals, CCTV system, traffic control devices and streetlights in the City. Manages the overall traffic flow/movement within the City.

MAINTENANCE SERVICES - 19500

Maintenance Services Administration - 50001

Provides direction and coordination of the programs listed below. Provides staff support to the Parks & Recreation Commission.

Parkway & Median Maintenance - 20111

Maintains 12 acres of landscaped street medians and approximately 20,390 parkway trees.

Street Cleaning - 20120

Sweeps and cleans approximately 400 miles of curb lanes in the City.

Graffiti Abatement - 20130

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

Street Maintenance - 30111

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

Storm Drain Maintenance - 30121

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

Signs & Markings - 30243

Installs and maintains traffic signs and pavement markings in the City.

Park Maintenance - 40111

Maintains the City's 30 parks and related facilities.

PUBLIC SERVICES DEPARTMENT

Facility Maintenance - 50910

Maintains and repairs 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 315 City vehicles and equipment, as well as a variety of off-the-road equipment required by various City departments.

BUDGET NARRATIVE

The FY 08-09 adopted budget for the Public Services Department totals \$22.0 million, an increase of \$498,296 or 2.31% over the adopted budget for FY 07-08. The increase reflects the general salary adjustment approved in FY 07-08 and internal rent replacement and maintenance costs. Other significant increases include \$48,261 for NPDES fees; \$62,510 for electricity for street lights; and \$50,000 for street re-striping.

Also included in the budget is \$387,432 for repairs and improvements in various City buildings and facilities. In addition, the Equipment Replacement Fund provides \$1.0 million to replace 26 vehicles including: eleven (11) patrol units, a show mobile, and other vehicles used in parks and streets maintenance. The Air Quality Management District Fund (AQMD) provides \$20,000 for filing fees relative to qualifying emissions reduction plan. The Measure M Fund also provides \$20,000 for traffic data collection services for annual Turning Movement Count (TMC) and Average Daily Traffic (ADT) volume counts.

PRIOR YEAR'S ACCOMPLISHMENTS

- Completed right-of-way phase and began construction of the Harbor Blvd/I-405 Improvement Project.
- Completed construction of the Susan Street Off Ramp Project.
- Completed design of the Baker/Mendoza Traffic Signal Upgrade and Irvine Avenue Pedestrian Signal.
- Completed design of the Fairview Road/Adams Avenue Intersection Improvement Project.
- Received \$1 million in Transportation Enhancement Grants for Fairview Road/I-405 Interchange and Downtown Costa Mesa/SR-55 Gateway Improvement Projects.
- Completed design and right-of-way phases of the Newport Boulevard Improvement Project.
- Completed enhancement of the City's Traffic Operations Center.
- Completed the design phase for the pavement rehabilitation of Hamilton Street and Plumer Street.
- Completed the pavement rehabilitation of Cassia Avenue, Valencia Street, and Gisler Avenue.
- Completed the pavement rehabilitation of Fair Drive from Fairview to Harbor and 17th Street from Santa Ana to Irvine.
- Completed the design phase for the improvement of Alley No. 72 (19th Street Alley).
- Completed the design phase for the new sidewalk/ missing link sidewalk program.
- Completed the design phase for the citywide parkway improvement program.
- Completed the design and began construction of Angels Playground at TeWinkle Park.
- Completed the design and construction of a new lighting system for Fields 1-4 at the Farm Sports Complex and Bark Park.
- Paved 15 residential streets with Street Maintenance Section staff.
- Renovated Fairview Developmental Center fields.
- Completed Requests for Proposal phase for Brentwood Park, California School, TeWinkle School, Costa Mesa High School, and Davis School.
- Completed plans and specifications for the abatement of hazardous materials and demolition of structures at 261 Monte Vista.
- Started the design of Fairview Park Trail from Placentia Avenue to the parking lot; Fairview Park Planning Area D improvements; and Fairview Park Parking Lot Slurry Seal.

PUBLIC SERVICES DEPARTMENT

PRIOR YEAR'S ACCOMPLISHMENTS (continued):

- Completed construction documents for the replacement of the TeWinkle Park West Picnic Shelter.
- Completed the drainage improvements at Alley 61, north of 15th Street, east of Newport Boulevard.
- Replaced over 1,200 "No Dumping Drains to Ocean" catch basin markers.
- Inspected 30 developments for storm water structural Best Management Requirements (BMRs).
- Responded to over 60 Illicit Discharge/Illicit Connection and environmental code complaints.
- Completed the first phase of the Canyon Park Stability Study Completed the multi-year project of design, manufacture and installation of new illuminated street name signs for 56 intersections throughout the City, including the Theater and Arts District.
- Completed the multi-year replacement of all air conditioning systems at the Costa Mesa Senior Center and the Park Avenue Fire Station.
- Completed approximately 2,800 preventative sidewalk repairs/grinds.
- Rehabilitated the turf, irrigation and drainage at the joint use athletic fields located at the Fairview Developmental Center.
- Completed the replacement of three picnic shelters and associated concrete at Wakeham Park.
- Completed the installation of a nine piece fitness course at Wimbledon Park.
- Completed roof replacement projects at the Senior Center, West Side Police Substation, Fire Station #6, and the Communications Center.
- Completed a City-wide tree inventory utilizing Global Positioning System technology.

GOALS

Provide for the safe and efficient movement of vehicles, pedestrians, and bicyclists within the City's public rights-of-way; maintain the City's parks, parkways, urban forest, vehicles, and infrastructure in a manner and condition that will provide for the greatest benefit to the public and the maximum life of the City assets; and to comply with State and Federal environmental mandates.

OBJECTIVES

- Provide landscape maintenance of 463 acres of City parks and fields, and monthly maintenance of landscaped parkways and medians.
- Manage approximately 22,878 City-owned trees annually.
- Clean and perform preventative maintenance of City buildings/facilities.
- Provide safe, prepared sports fields on a daily basis in support of community user group programs and youth organizations.
- Provide preventive maintenance and repair of the City's fleet of 315 fire, police, general use vehicles and off-road equipment.
- Maintain 10,556 traffic signs and street name signs throughout the City.
- Provide safe, well-maintained painted pavement markings of City-maintained roadways.
- Renovate the pavement on a minimum of 15 residential streets annually with City crews.
- Clean and maintain all City-owned storm drain catch basins a minimum of once each year.
- Complete the design and construction of approved capital improvement projects within the scheduled time and within budget.
- Repair and maintain 525 lane miles of streets and 400 miles of curb and gutter as determined by the Pavement Management System.
- Repair potholes on City streets within 24 hours of notification or discovery.
- Review and/or approve engineering and construction documents, and permits in a timely manner.
- 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 400 curb miles of gutter weekly.

PUBLIC SERVICES DEPARTMENT

OBJECTIVES (continued):

- Perform routine monthly traffic signal maintenance and proactively upgrade the City's 118 traffic signals to minimize traffic congestion.
- Assess traffic conditions including preparation of a Performance Monitoring Report documenting traffic volumes and intersection Levels of Service (LOS) at significant intersections.
- Monitor traffic pattern and growth changes, and prioritize transportation system enhancements within the Capital Improvement Program.
- Improve management of local and regional traffic including expanding the City's closed circuit TV (CCTV) traffic monitoring system and improving inter-jurisdictional signal coordination.
- Expand the City's closed circuit TV (CCTV) traffic monitoring system and improve inter-jurisdictional signal coordination.
- Improve pedestrian facilities including the installation of Americans with Disabilities Act ramps, sidewalk and bus-stop improvements.
- Provide crossing guards at crucial youth pedestrian crossing locations.
- Provide a recycling program in which a minimum of 50% of the commercial and multi-family trash collected is recycled/diverted from landfills.
- Provide the community with public outreach education and special programs for the reduction of waste to the landfills.
- Pursue Federal, State and County grant funds for public transportation, street and park improvements.

Performance Measures/Workload Indicators:	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
<u>Performance Measures:</u>			
Percent of the total number of City trees trimmed	40%	35%	35%
Percent of FY 06-07 building maintenance projects completed	99%	100%	100%
Percent of Costa Maintenance work requests completed/month	99%	75%	95%
Percent increase in extra-ordinary repairs of City fleet vehicles	30%	20%	25%
Percent of total street signs replaced	19%	20%	20%
Percent of total lane lines repainted	44%	50%	50%
Percent of total pavement legends repainted/re-applied	100%	50%	100%
Percent of total red curb repainted	100%	75%	100%
Percent change in number of residential streets rehabilitated vs. prior year	20%	40%	7%
Percent change in tons of asphalt applied	20%	40%	7%
Percent of total catch basins with inserts, screens or other anti-pollution devices installed	5%	5%	6%
Percent change in debris removed from catch basins vs. prior year	15%	20%	5%
Percent of Street Inventory Improved by Overlay/Reconstruction using contract forces	7.3%	8%	7%
Percent of budgeted capital improvement projects completed in budgeted fiscal year	96%	100%	100%

PUBLIC SERVICES DEPARTMENT

Performance Measures/Workload Indicators:	FY 06-07 <u>Actual</u>	FY 07-08 <u>Adopted</u>	FY 08-09 <u>Adopted</u>
<u>Workload Indicators:</u>			
Number of new trees planted	280	250	300
Number of trees removed	115	50	80
Number of trees root-pruned	105	200	200
Number of facility rehabilitation projects completed	48	15	25
Number of facilities work requests tracked	988	1,500	1,500
Number of ball field preparations performed	675	1,400	1,400
Number of scheduled vehicle and equipment services performed	1,177	1,000	1,000
Number of extraordinary vehicle and equipment services performed	905	500	700
Number of traffic and street signs maintained	1,967	2,000	2,100
Number of linear feet of lane lines repainted	533,385	350,000	600,000
Number of pavement legends repainted/reapplied	1,529	1,000	1,500
Number of crosswalks repainted/reapplied	109	100	100
Number of lineal feet of red curb repainted	411,420	350,000	411,000
Number of residential streets renovated	14	16	15
Tons of asphalt applied annually	5,407	4,000	5,500
Tons of debris removed and diverted from the waterways	65	60	65
Arterial lane miles of overlay/reconstruction completed	38.37	50	8
Dollar amount of construction contracts awarded	\$21.5 Million	\$30 Million	\$13.8 Million
Number of Residential Parking Permits issued	289	175	500
Number of Oversized Load Permits issued	229	200	229
Number of Construction Permits issued	800	790	710
Number of Development Projects processed	189	190	170
Number of Building Permit Applications processed	298	310	280

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Public Services Administration - 19100</u>				
Public Services Director	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Public Svcs Admin Full-time Positions	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
<u>Engineering - 19200</u>				
City Engineer	0.34	0.34	0.34	0.34
Associate Engineer	1.00	1.00	1.00	1.00
<i>Subtotal Water Quality - 20510</i>	<u>1.34</u>	<u>1.34</u>	<u>1.34</u>	<u>1.34</u>
City Engineer	0.33	0.33	0.33	0.33
Assistant Engineer	1.75	1.75	1.75	1.75
Engineering Technician II	1.50	1.50	1.50	1.50
Engineering Technician III	1.50	1.50	1.50	1.50
Office Specialist I	0.50	0.50	0.50	0.50
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	<u>6.08</u>	<u>6.08</u>	<u>6.08</u>	<u>6.08</u>
<u>Engineering - 19200 (con't)</u>				
City Engineer	0.33	0.33	0.33	0.33
Assistant Engineer	0.25	0.25	0.25	0.25
Engineering Technician II	0.50	0.50	0.50	0.50
Engineering Technician III	1.50	1.50	1.50	1.50
Senior Engineer	0.50	0.50	0.50	0.50
Office Specialist I	0.50	0.50	0.50	0.50
<i>Subtotal Storm Drain Improvements - 30122</i>	<u>3.58</u>	<u>3.58</u>	<u>3.58</u>	<u>3.58</u>
Engineering Technician I	1.00	1.00	1.00	1.00
Senior Engineer	1.00	1.00	1.00	1.00
<i>Subtotal Park Improvements - 40112</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Administrative Secretary	-	-	1.00	1.00
Assistant Engineer	2.00	2.00	2.00	2.00
Chief Construction Inspector	1.00	1.00	1.00	1.00
Construction Inspector	2.00	2.00	2.00	2.00
Engineering Technician II	1.00	1.00	1.00	1.00
Office Specialist II	1.00	1.00	-	-
Senior Engineer	1.00	1.00	1.00	1.00
<i>Subtotal Construction Management - 50002</i>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>
Total Engineering Full-time Positions	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>	<u>21.00</u>
Total Engineering Part-time Positions (in FTE's)	<u>2.75</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Transportation - 19300</u>				
Transportation Services Manager	0.75	0.75	0.75	0.75
Administrative Secretary	0.50	0.50	0.50	0.50
Assistant Engineer	1.00	1.00	1.00	1.00
Associate Engineer	1.00	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00
<i>Subtotal Traffic Planning - 30210</i>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>	<u>4.25</u>
Transportation Services Manager	0.25	0.25	0.25	0.25
Administrative Secretary	0.50	0.50	0.50	0.50
Assistant Engineer	1.00	1.00	1.00	1.00
Associate Engineer	1.00	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	1.00	1.00
<i>Subtotal Traffic Operations - 30241</i>	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>	<u>3.75</u>
Total Transportation Full-time Positions	8.00	8.00	8.00	8.00
Total Transportation Part-time Positions (in FTE's)	0.96	0.96	0.96	0.96
<u>Maintenance Services - 19500</u>				
Maintenance Services Manager	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
Senior Maintenance Supervisor	0.25	0.25	0.25	0.25
<i>Subtotal Pkwy & Median Maintenance - 20111</i>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Maintenance Supervisor	0.25	0.25	0.25	0.25
Lead Maintenance Worker	0.25	0.25	0.25	0.25
Maintenance Worker	1.00	1.00	1.00	-
Senior Maintenance Worker	4.25	4.25	4.25	4.25
<i>Subtotal Street Cleaning - 20120</i>	<u>5.75</u>	<u>5.75</u>	<u>5.75</u>	<u>4.75</u>
Maintenance Worker	-	1.00	1.00	1.00
Senior Maintenance Supervisor	0.25	0.25	0.25	0.25
Senior Maintenance Worker	1.00	1.00	1.00	1.00
<i>Subtotal Graffiti Abatement - 20130</i>	<u>1.25</u>	<u>2.25</u>	<u>2.25</u>	<u>2.25</u>
Assistant Street Superintendent	0.25	-	-	-
<i>Subtotal Sewers - 20220</i>	<u>0.25</u>	<u>-</u>	<u>-</u>	<u>-</u>
Assistant Street Superintendent	0.50	0.75	0.75	0.75
Lead Maintenance Worker	2.00	2.00	2.00	1.75
Maintenance Worker	0.25	0.25	0.25	0.25
Senior Maintenance Worker	3.50	3.50	4.25	4.25
<i>Subtotal Street Maintenance - 30111</i>	<u>6.25</u>	<u>6.50</u>	<u>7.25</u>	<u>7.00</u>

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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
Maintenance Services - 19500 (continued)				
Assistant Street Superintendent	0.25	0.25	0.25	0.25
Lead Maintenance Worker	-	-	-	0.25
Maintenance Worker	0.75	0.75	0.75	0.75
Senior Maintenance Worker	0.50	0.50	0.75	0.75
<i>Subtotal Storm Drain Maintenance - 30121</i>	1.50	1.50	1.75	2.00
Maintenance Supervisor	0.75	0.75	0.75	0.75
Lead Maintenance Worker	0.75	0.75	0.75	0.75
Maintenance Worker	1.00	1.00	1.00	2.00
Senior Maintenance Technician	-	1.00	1.00	1.00
Senior Maintenance Worker	1.75	1.75	1.75	1.75
<i>Subtotal Signs & Markings - 30243</i>	4.25	5.25	5.25	6.25
Senior Maintenance Supervisor	0.50	0.50	0.50	0.50
Lead Maintenance Worker	5.00	5.00	5.00	5.00
Maintenance Supervisor	2.00	2.00	2.00	2.00
Maintenance Worker	11.00	11.00	11.00	11.00
Management Analyst	-	0.19	0.19	0.19
Senior Maintenance Worker	7.00	7.00	7.00	7.00
<i>Subtotal Park Maintenance - 40111</i>	25.50	25.69	25.69	25.69
Facilities & Equipment Supervisor	0.50	0.50	0.50	0.50
Facility Maintenance Technician	3.00	3.00	3.00	3.00
Lead Facilities Maintenance Technician	1.00	1.00	1.00	-
Maintenance Supervisor	-	-	-	1.00
Maintenance Worker	4.00	4.00	4.00	4.00
Office Specialist II	0.25	0.25	0.25	0.25
<i>Subtotal Facility Maintenance - 50910</i>	8.75	8.75	8.75	8.75
Facilities & Equipment Supervisor	0.50	0.50	0.50	0.50
Maintenance Supervisor	-	-	-	1.00
Equipment Mechanic II	3.00	3.00	3.00	3.00
Equipment Mechanic III	3.00	3.00	3.00	3.00
Lead Equipment Mechanic	1.00	1.00	1.00	-
Office Specialist II	0.75	0.75	0.75	0.75
<i>Subtotal Equipment Maintenance - 50920</i>	8.25	8.25	8.25	8.25
Total Maintenance Services Full-time Positions	64.00	66.19	67.19	67.19
Total Maint Svcs Part-time Positions (in FTE's)	6.00	5.25	5.25	5.25



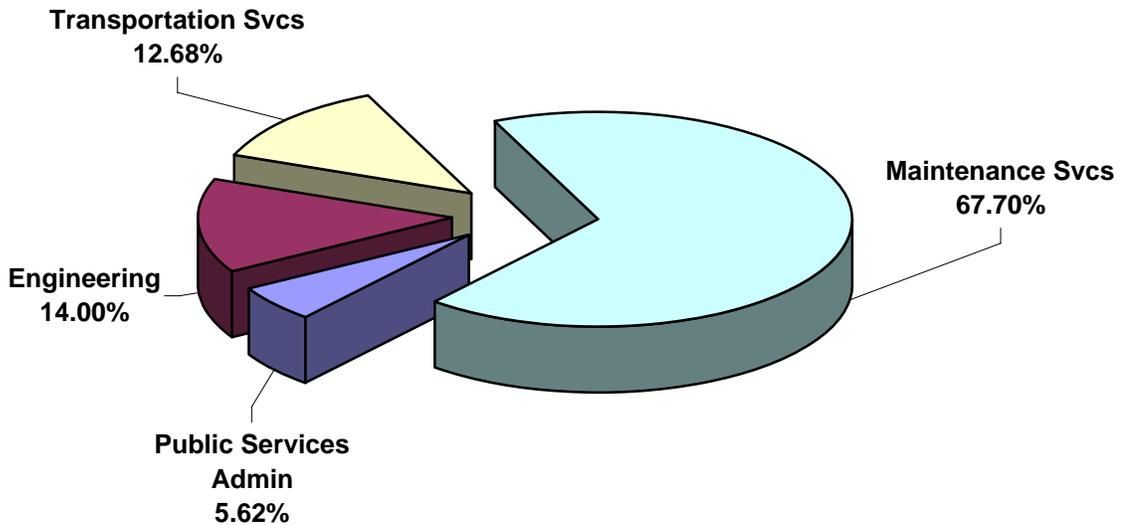
**PUBLIC SERVICES DEPARTMENT
 FOUR-YEAR PERSONNEL SUMMARY
 BY DEPARTMENT/DIVISION/PROGRAM**

	FY 05-06	FY 06-07	FY 07-08	FY 08-09
	Actual	Actual	Adopted	Adopted
<u>Sanitation - 19600</u>				
Maintenance Supervisor	1.00	-	-	-
Senior Maintenance Technician	1.00	-	-	-
Senior Maintenance Worker	3.00	-	-	-
<i>Subtotal Sewers - 20220</i>	5.00	-	-	-
Total Sanitation Full-time Positions	5.00	-	-	-
Total Department Full-time Positions	101.00	98.19	99.19	99.19
Total Department Part-time Positions (in FTE's)	9.71	9.71	9.71	9.71
TOTAL DEPARTMENT	110.71	107.90	108.90	108.90

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

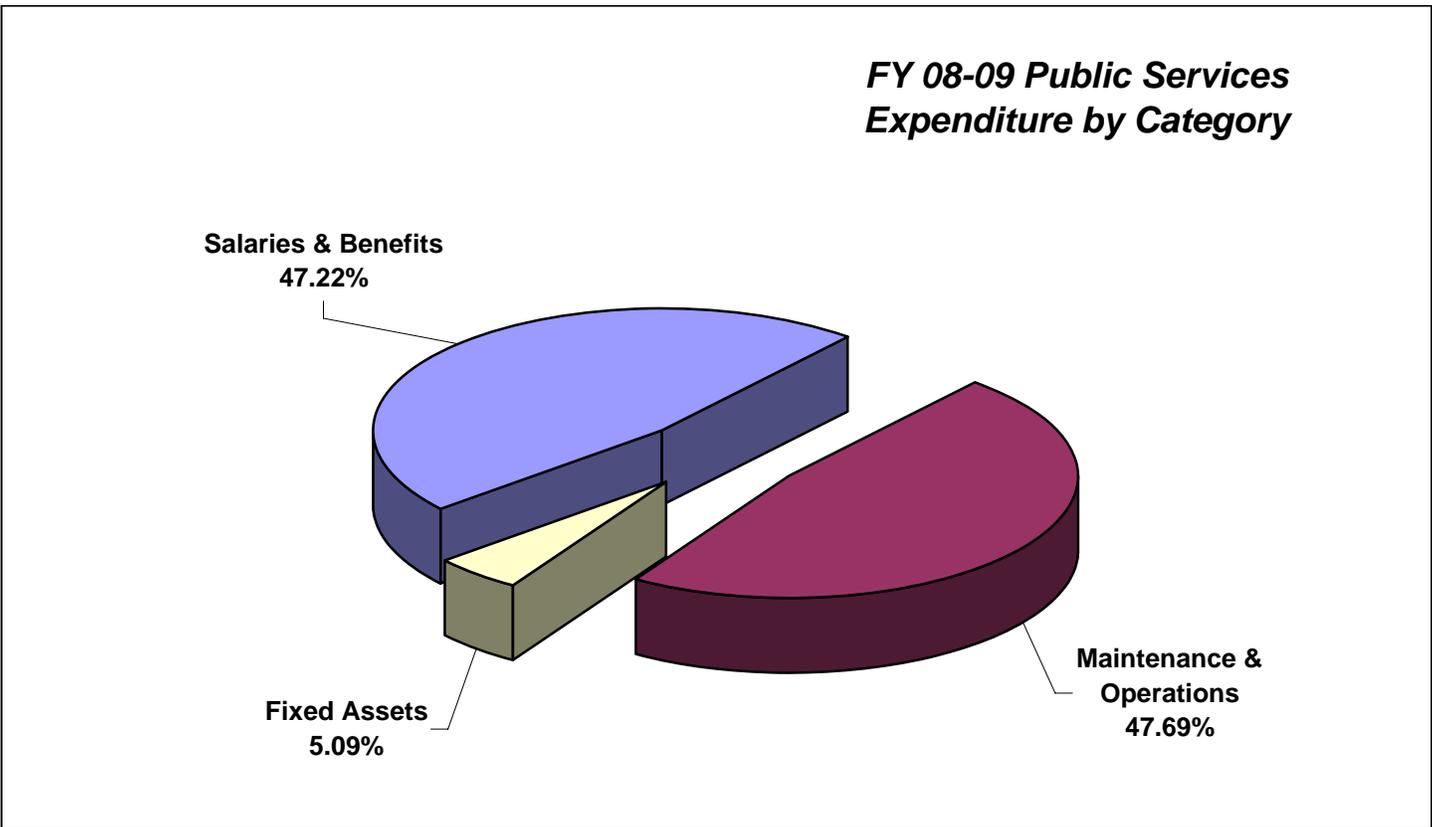
	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Expenditure by Division:					
Public Services Admin. - 19100	\$ 1,166,676	\$ 1,246,826	\$ 1,233,759	\$ 1,238,526	0.39%
Engineering - 19200	2,490,289	2,519,809	2,748,721	3,086,059	12.27%
Transportation Svcs - 19300	2,110,443	2,502,310	2,553,522	2,793,250	9.39%
Maintenance Svcs - 19500	11,277,245	13,186,268	15,005,186	14,921,650	-0.56%
Sanitation - 19600	394,980	-	-	-	0.00%
Total Expenditures	\$ 17,439,632	\$ 19,455,212	\$ 21,541,188	\$ 22,039,484	2.31%

**FY 08-09 Public Services
Expenditure by Division**



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

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 8,968,186	\$ 9,165,273	\$ 9,542,832	\$ 10,405,313	9.04%
Maintenance & Operations	8,400,011	10,006,832	10,102,024	10,511,410	4.05%
Fixed Assets	71,436	283,107	1,896,332	1,122,761	-40.79%
Total Expenditures	\$ 17,439,632	\$ 19,455,212	\$ 21,541,188	\$ 22,039,484	2.31%



	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 14,861,989	\$ 16,285,042	\$ 17,561,047	\$ 18,866,199	85.60%
Air Quality Imp. Fund - 203	12,837	10,213	20,000	20,000	0.09%
Capital Improvmts Fund - 401	-	3	-	-	0.00%
Measure M Fund - 403	9,085	13,405	20,000	20,000	0.09%
Equipment Replacement - 601	2,555,722	3,146,549	3,940,141	3,133,285	14.22%
Total Funding Sources	\$ 17,439,632	\$ 19,455,212	\$ 21,541,188	\$ 22,039,484	100.00%

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Regular Salaries - Non Sworn	501200	\$ 6,085,170	\$ 6,263,806	\$ 6,499,758	\$ 6,806,980	5%
Regular Salaries - Part time	501300	180,197	176,631	236,870	272,343	15%
Overtime	501400	77,319	75,278	68,965	86,709	26%
Accrual Payoff - Excess Maximum	501500	118,279	116,726	32,869	42,027	28%
Vacation/Comp. Time Cash Out	501600	69,159	22,077	27,809	41,027	48%
Holiday Allowance	501700	28,617	30,960	17,289	9,331	-46%
Separation Pay-Off	501800	29,675	27,162	-	-	0%
Other Compensation	501900	55,227	60,486	63,371	70,262	11%
Cafeteria Plan	505100	748,010	771,295	838,477	983,493	17%
Medicare	505200	62,817	66,182	69,806	77,488	11%
Retirement	505300	1,203,802	1,247,568	1,352,430	1,448,897	7%
Longevity	505400	241	3,657	-	-	0%
Professional Development	505500	26,894	30,207	43,563	44,403	2%
Unemployment	505800	5,275	5,106	5,730	5,795	1%
Workers' Compensation	505900	217,379	205,833	220,898	210,245	-5%
Employer Contr.Retirees' Med.	506100	60,125	62,300	64,998	306,314	371%
Subtotal Salaries & Benefits		\$ 8,968,186	\$ 9,165,273	\$ 9,542,832	\$ 10,405,313	9%
Stationery and Office	510100	\$ 11,383	\$ 14,703	\$ 15,819	\$ 14,719	-7%
Multi-Media, Promotions and Subs	510200	7,272	11,645	15,700	15,000	-4%
Small Tools and Equipment	510300	45,153	55,676	131,463	93,550	-29%
Uniform & Clothing	510400	23,034	24,105	21,400	22,953	7%
Safety and Health	510500	2,609	5,422	6,350	6,650	5%
Maintenance & Construction	510600	887,503	1,170,995	1,036,680	1,075,730	4%
Agriculture	510700	58,069	66,702	95,000	100,000	5%
Fuel	510800	565,490	688,622	700,000	700,000	0%
Electricity - Buildings & Fac.	515100	415,731	482,778	587,836	576,700	-2%
Electricity - Power	515200	169,403	193,610	175,420	171,500	-2%
Electricity - Street Lights	515300	734,681	867,338	804,490	867,000	8%
Gas	515400	18,994	19,311	29,255	24,100	-18%
Water - Domestic	515500	55,585	50,525	50,400	65,400	30%
Water - Parks and Parkways	515600	455,224	670,529	790,962	715,000	-10%
Waste Disposal	515700	133,834	162,142	185,711	188,700	2%
Janitorial and Housekeeping	515800	180,281	179,841	199,111	211,730	6%
Postage	520100	5,902	10,580	15,450	10,220	-34%
Legal Advertising/Filing Fees	520200	187,228	206,764	250,400	298,561	19%
Advertising and Public Info.	520300	17,013	18,835	500	400	-20%
Telephone/Radio/Communications	520400	8,068	8,161	7,240	10,050	39%
Mileage Reimbursement	520600	96	85	220	220	0%
Buildings and Structures	525100	367,684	436,674	682,200	479,932	-30%
Landscaping and Sprinklers	525200	757,671	930,297	1,291,340	1,310,779	2%
Underground Lines	525300	1,000	8,331	5,000	5,500	10%
Automotive Equipment	525400	121,538	106,682	115,000	133,000	16%
Office Furniture	525600	-	696	2,000	1,750	-13%
Office Equipment	525700	4,329	4,819	7,450	8,550	15%
Other Equipment	525800	436,997	635,407	697,726	749,625	7%
Streets, Alleys and Sidewalks	525900	115,234	128,450	158,000	253,000	60%
Employment	530100	1,822	34,856	9,100	24,400	168%
Consulting	530200	314,686	314,131	383,280	377,230	-2%
Engineering and Architectural	530400	12,824	44,712	69,700	69,700	0%
Financial & Information Svcs	530500	3,780	-	-	-	0%
External Rent	535400	22,978	6,949	14,400	14,400	0%
Depreciation	535600	681,448	730,696	-	-	0%

CITY OF COSTA MESA, CALIFORNIA

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Central Services	535800	9,434	7,531	12,750	14,500	14%
Internal Rent - Maint. Charges	536100	542,799	540,854	456,985	608,006	33%
Internal Rent - Repl.Cost	536200	397,027	327,975	456,271	697,452	53%
General Liability	540100	512,519	558,340	534,915	533,024	0%
Physical Damage	540400	60,450	70,777	25,000	-	-100%
Taxes & Assessments	540700	52,784	51,767	61,500	62,379	1%
Other Costs	540900	451	158,514	-	-	0%
Relocation	545100	-	3	-	-	0%
Subtotal Maintenance & Operations		\$ 8,400,011	\$ 10,006,832	\$ 10,102,024	\$ 10,511,410	4%
Landscaping and Sprinklers	590200	\$ 11,774	\$ 32,110	\$ -	\$ -	0%
Buildings and Structures	590400	-	9,460	-	-	0%
Automotive Equipment	590500	7,253	93,101	1,762,000	1,017,000	-42%
Office Furniture	590600	112	-	-	-	0%
Office Equipment	590700	14,387	989	7,332	8,450	15%
Other Equipment	590800	37,910	147,447	127,000	97,311	-23%
Subtotal Fixed Assets		\$ 71,436	\$ 283,107	\$ 1,896,332	\$ 1,122,761	-41%
Total Expenditures		\$ 17,439,632	\$ 19,455,212	\$ 21,541,188	\$ 22,039,484	2%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<i>PUBLIC SERVICES ADMINISTRATION - 19100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 608,805	\$ 624,747	\$ 636,171	\$ 642,088	1%
Maintenance & Operations	495,044	559,185	557,588	556,438	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 1,103,850	\$ 1,183,931	\$ 1,193,759	\$ 1,198,526	0%
<u>Recycling - 20230</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	49,998	51,915	40,000	40,000	0%
Fixed Assets	12,829	10,979	-	-	0%
<i>Subtotal Recycling</i>	\$ 62,827	\$ 62,894	\$ 40,000	\$ 40,000	0%
<i>ENGINEERING - 19200</i>					
<u>Construction Management - 50002</u>					
Salaries & Benefits	\$ 772,315	\$ 768,047	\$ 826,187	\$ 911,444	10%
Maintenance & Operations	39,422	58,087	47,616	57,494	21%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Construction Mgmt</i>	\$ 811,737	\$ 826,134	\$ 873,803	\$ 968,938	11%
<u>Water Quality - 20510</u>					
Salaries & Benefits	\$ 147,621	\$ 162,430	\$ 169,916	\$ 192,946	14%
Maintenance & Operations	273,597	230,579	308,700	356,961	16%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Water Quality</i>	\$ 421,218	\$ 393,009	\$ 478,616	\$ 549,907	15%
<u>Street Improvements - 30112</u>					
Salaries & Benefits	\$ 609,086	\$ 632,872	\$ 686,491	\$ 765,061	11%
Maintenance & Operations	15,279	17,050	26,075	30,520	17%
Fixed Assets	-	-	-	8,450	0%
<i>Subtotal Street Improvements</i>	\$ 624,365	\$ 649,922	\$ 712,566	\$ 804,031	13%
<u>Storm Drain Improvements - 30122</u>					
Salaries & Benefits	\$ 356,096	\$ 368,112	\$ 384,367	\$ 426,082	11%
Maintenance & Operations	7,047	10,606	20,200	20,200	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Storm Drain Imprvmnts</i>	\$ 363,143	\$ 378,718	\$ 404,567	\$ 446,282	10%

PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Park Improvements - 40112</u>					
Salaries & Benefits	\$ 267,662	\$ 268,544	\$ 268,120	\$ 305,698	14%
Maintenance & Operations	2,165	3,482	11,050	11,203	1%
Fixed Assets	-	-	-	-	0%
Subtotal Park Improvements	\$ 269,827	\$ 272,026	\$ 279,170	\$ 316,901	14%
<u>TRANSPORTATION SERVICES - 19300</u>					
<u>Traffic Planning - 30210</u>					
Salaries & Benefits	\$ 483,311	\$ 477,573	\$ 505,004	\$ 571,337	13%
Maintenance & Operations	31,503	40,113	86,934	84,142	-3%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Planning	\$ 514,814	\$ 517,687	\$ 591,938	\$ 655,479	11%
<u>Traffic Operations - 30241</u>					
Salaries & Benefits	\$ 366,181	\$ 382,175	\$ 408,497	\$ 467,970	15%
Maintenance & Operations	1,209,084	1,534,351	1,496,087	1,586,800	6%
Fixed Assets	20,363	68,097	57,000	83,000	46%
Subtotal Traffic Operations	\$ 1,595,629	\$ 1,984,623	\$ 1,961,584	\$ 2,137,770	9%
<u>MAINTENANCE SERVICES - 19500</u>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 241,206	\$ 220,737	\$ 243,629	\$ 266,880	10%
Maintenance & Operations	12,102	15,574	14,400	31,911	122%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 253,308	\$ 236,311	\$ 258,029	\$ 298,791	16%
<u>Parkway & Median Maint - 20111</u>					
Salaries & Benefits	\$ 28,921	\$ 30,929	\$ 30,593	\$ 32,484	6%
Maintenance & Operations	633,130	875,516	1,016,898	1,055,815	4%
Fixed Assets	-	-	-	-	0%
Subtotal Pkwy & Median Maint	\$ 662,051	\$ 906,445	\$ 1,047,491	\$ 1,088,299	4%
<u>Street Cleaning - 20120</u>					
Salaries & Benefits	\$ 393,958	\$ 440,305	\$ 384,490	\$ 422,521	10%
Maintenance & Operations	302,729	307,774	296,204	431,499	46%
Fixed Assets	-	-	-	-	0%
Subtotal Street Cleaning	\$ 696,687	\$ 748,079	\$ 680,694	\$ 854,020	25%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Graffiti Abatement - 20130</u>					
Salaries & Benefits	\$ 117,885	\$ 160,265	\$ 165,687	\$ 184,159	11%
Maintenance & Operations	30,101	41,335	34,568	46,088	33%
Fixed Assets	-	-	7,332	-	-100%
Subtotal Graffiti Abatement	\$ 147,986	\$ 201,600	\$ 207,587	\$ 230,247	11%
<u>Street Maintenance - 30111</u>					
Salaries & Benefits	\$ 488,017	\$ 582,802	\$ 605,616	\$ 636,327	5%
Maintenance & Operations	535,363	687,673	651,662	755,841	16%
Fixed Assets	986	-	-	-	0%
Subtotal Street Maintenance	\$ 1,024,366	\$ 1,270,476	\$ 1,257,278	\$ 1,392,168	11%
<u>Storm Drain Maint - 30121</u>					
Salaries & Benefits	\$ 115,731	\$ 111,087	\$ 142,911	\$ 168,391	18%
Maintenance & Operations	10,685	27,247	30,147	39,940	32%
Fixed Assets	-	-	-	-	0%
Subtotal Storm Drain Maint	\$ 126,416	\$ 138,333	\$ 173,058	\$ 208,331	20%
<u>Signs & Markings - 30243</u>					
Salaries & Benefits	\$ 392,339	\$ 468,989	\$ 434,900	\$ 540,135	24%
Maintenance & Operations	156,324	180,899	215,909	293,620	36%
Fixed Assets	1,389	-	-	-	0%
Subtotal Signs & Markings	\$ 550,052	\$ 649,887	\$ 650,809	\$ 833,755	28%
<u>Park Maintenance - 40111</u>					
Salaries & Benefits	\$ 1,940,722	\$ 1,984,445	\$ 2,120,027	\$ 2,292,262	8%
Maintenance & Operations	1,208,115	1,432,374	1,877,497	1,940,553	3%
Fixed Assets	12,312	52,730	-	-	0%
Subtotal Park Maintenance	\$ 3,161,150	\$ 3,469,549	\$ 3,997,524	\$ 4,232,815	6%
<u>Facility Maintenance - 50910</u>					
Salaries & Benefits	\$ 623,255	\$ 734,118	\$ 778,159	\$ 765,177	-2%
Maintenance & Operations	1,442,054	1,681,373	2,014,416	1,870,450	-7%
Fixed Assets	16,191	8,214	-	14,311	0%
Subtotal Facility Maintenance	\$ 2,081,500	\$ 2,423,706	\$ 2,792,575	\$ 2,649,938	-5%
<u>Fleet Services - 50920</u>					
Salaries & Benefits	\$ 693,173	\$ 747,097	\$ 752,068	\$ 814,350	8%
Maintenance & Operations	1,855,184	2,251,698	1,356,073	1,301,935	-4%
Fixed Assets	7,365	143,087	1,832,000	1,017,000	-44%
Subtotal Fleet Services	\$ 2,555,722	\$ 3,141,882	\$ 3,940,141	\$ 3,133,285	-20%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
SANITATION - 19600					
<u>Sewers - 20220</u>					
Salaries & Benefits	\$ 321,901	\$ -	\$ -	\$ -	0%
Maintenance & Operations	91,086	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Sewers</i>	\$ 412,987	\$ -	\$ -	\$ -	0%
Total Expenditures	\$ 17,439,632	\$ 19,455,212	\$ 21,541,188	\$ 22,039,484	2%





Paularino School, 1922

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.

The FY 08-09 adopted budget provides for a market salary adjustment. Based on current Council policy, employees' compensation may be adjusted if supported by a market salary survey and market conditions outlined under the formula. The past labor agreements required the City to review the employees' total compensation relative to the surrounding market. Also included in the Non-Departmental budget are the debt service requirements and the interfund transfers that are planned for during the fiscal year.

For FY 08-09, the adopted budget for Non-Departmental includes the following:

Salaries & Benefits:

Salaries & Benefits	\$ 1,500,000
---------------------	--------------

<u>Contribution to Costa Mesa United</u>	<u>\$ 300,000</u>
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Debt Service:

Energy Retrofit Lease	\$ 84,098
1998 Revenue Bonds	1,283,365
2003 Refunding Certificates of Participation (COPs)	1,262,306
2003 Public Safety Computer System Financing - Phase I	636,114
2005 TeWinkle Park Ball Fields Project	524,124
2006 Refunding Revenue Bonds	238,590
2007 Certificates of Participation - Police Facility Expansion	1,929,804
Financing for Council Chamber Audio/Visual System Upgrade	200,000
Total Debt Service	<u>\$ 6,158,401</u>

Interfund Transfers:

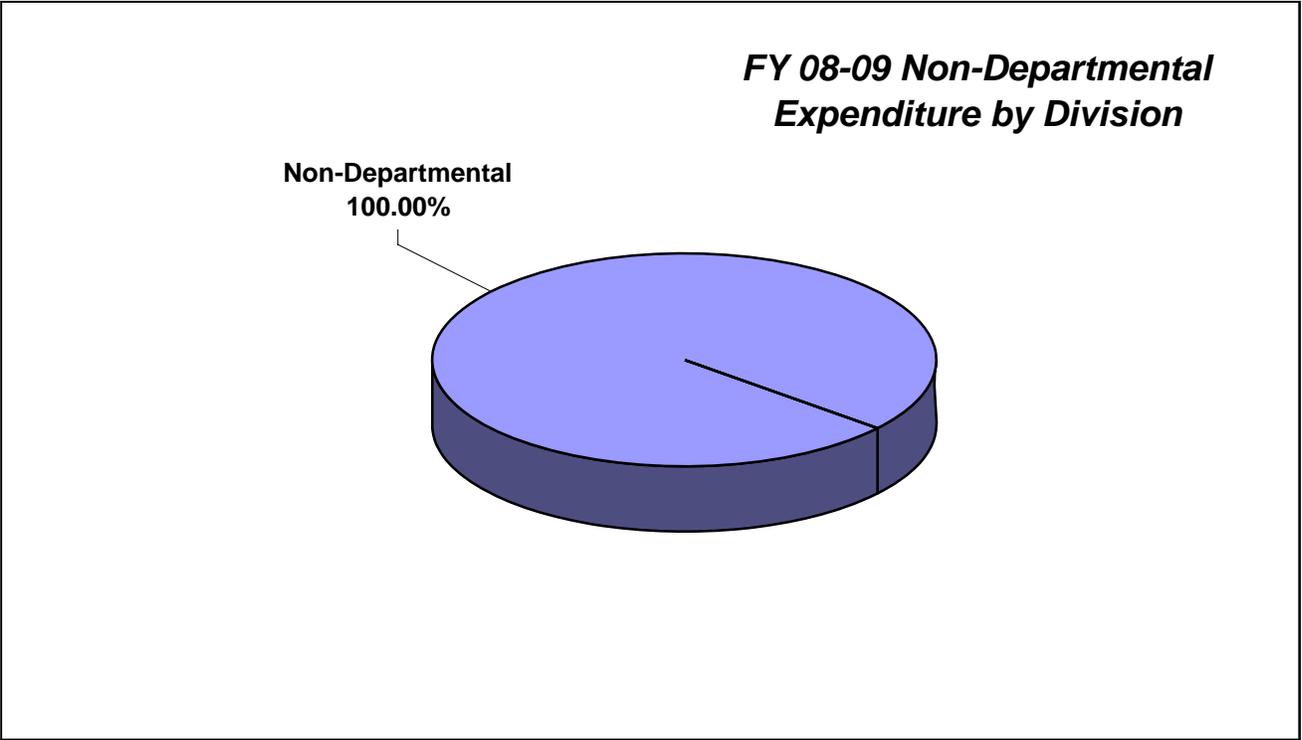
General Fund to the Prop 172 Fund	\$ 460,000
General Fund to the Equipment Replacement Fund	63,000
Measure M Fund to General Fund – City Engineer's Salary Reimbursement	100,000
Equipment Replacement Fund to General Fund - Investment Earnings	305,000
Self-Insurance Fund to General Fund - Investment Earnings	437,200
Self-Insurance Fund to General Fund – Return of Funds	4,200,000
Total Transfers Out	<u>\$ 5,565,200</u>

Total Non-Department Proposed Budget	<u>\$ 13,523,601</u>
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A Schedule of Interfund Transfers is found on page 38, Description of the City's Current Debt Obligations is found on page 305.

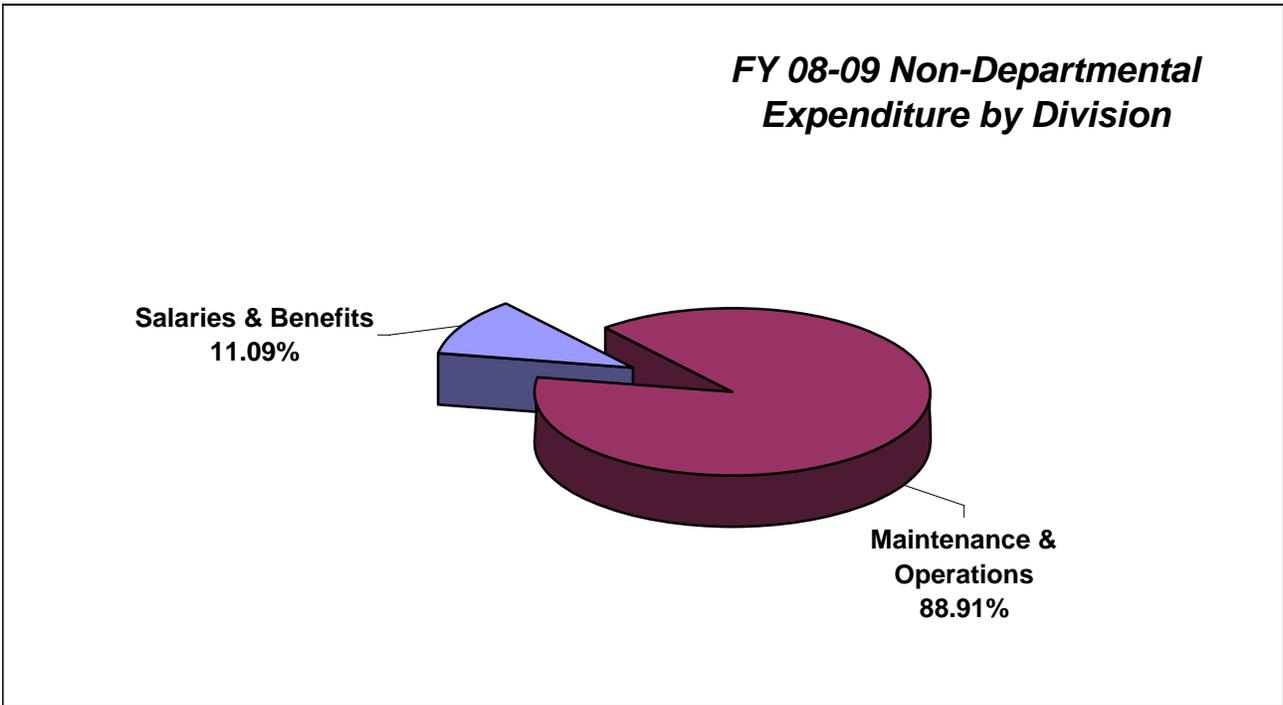
**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
Non-Departmental - 90000	\$ 6,131,626	\$ 9,787,081	\$ 10,492,585	\$ 13,523,601	28.89%
Total Expenditures	\$ 6,131,626	\$ 9,787,081	\$ 10,492,585	\$ 13,523,601	28.89%



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

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ 312,231	\$ 1,500,000	\$ 1,500,000	0.00%
Maintenance & Operations	6,131,626	6,108,512	8,992,585	12,023,601	33.71%
Fixed Assets	-	3,366,338	-	-	0.00%
Total Expenditures	\$ 6,131,626	\$ 9,787,081	\$ 10,492,585	\$ 13,523,601	28.89%



	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 4,239,931	\$ 5,073,384	\$ 8,431,805	\$ 8,481,401	62.72%
Prop 172 Fund - 202	39,000	37,840	39,000	-	0.00%
Park Devel Fees Fund - 208	-	3,616,833	-	-	0.00%
Narcotic Forfeiture Fund - 217	200,000	200,000	60,000	-	0.00%
Capital Outlay Fund - 401	964,000	-	1,000,000	-	0.00%
Measure "M" Fund - 403	100,000	100,000	100,000	100,000	0.74%
Vehicle Prking. Dist. #1 - 409	757	1,014	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	667	565	-	-	0.00%
Equip. Replacement Fund - 601	265,848	323,622	380,780	305,000	2.26%
Self-Insurance Fund - 602	321,423	433,823	481,000	4,637,200	34.29%
Total Funding Sources	\$ 6,131,626	\$ 9,787,081	\$ 10,492,585	\$ 13,523,601	100.00%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Regular Salaries - Sworn	501100	\$ -	\$ -	\$ 1,000,000	\$ 1,000,000	0%
Regular Salaries - Non Sworn	501200	-	-	500,000	500,000	0%
Retirement	505300	-	312,231	-	-	0%
Subtotal Salaries & Benefits		\$ -	\$ 312,231	\$ 1,500,000	\$ 1,500,000	0%
Advertising and Public Info.	520300	\$ -	\$ -	\$ 300,000	\$ 300,000	0%
Principal Payments	535100	2,643,001	3,064,900	4,034,139	4,072,687	1%
Interest Payments	535200	1,032,860	1,259,749	2,238,666	2,085,714	-7%
Other Costs	540900	-	200,000	-	-	0%
Operating Transfers Out	595100	2,455,765	1,583,863	2,419,780	5,565,200	130%
Nonoperating Expenses Other	599400	-	-	-	-	0%
Subtotal Maintenance & Operations		\$ 6,131,626	\$ 6,108,512	\$ 8,992,585	\$ 12,023,601	34%
Land	590100	\$ -	\$ 3,366,338	\$ -	\$ -	0%
Subtotal Fixed Assets		\$ -	\$ 3,366,338	\$ -	\$ -	0%
Total Expenditures		\$ 6,131,626	\$ 9,787,081	\$ 10,492,585	\$ 13,523,601	29%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 05-06</u> <u>Actual</u>	<u>FY 06-07</u> <u>Actual</u>	<u>FY 07-08</u> <u>Adopted</u>	<u>FY 08-09</u> <u>Adopted</u>	<u>Percent</u> <u>Change</u>
<u>Non-Departmental - 50240</u>					
Salaries & Benefits	\$ -	\$ 312,231	\$ 1,500,000	\$ 1,500,000	0%
Maintenance & Operations	6,131,626	6,108,512	8,992,585	12,023,601	34%
Fixed Assets	-	3,366,338	-	-	0%
<i>Subtotal Non-Departmental</i>	<u>\$ 6,131,626</u>	<u>\$9,787,081</u>	<u>\$ 10,492,585</u>	<u>\$13,523,601</u>	<u>29%</u>
Total Expenditures	<u>\$ 6,131,626</u>	<u>\$9,787,081</u>	<u>\$10,492,585</u>	<u>\$13,523,601</u>	<u>29%</u>





Members of the Shiffer family working in a field on their farm in Costa Mesa during the 1930s.

CAPITAL
IMPROVEMENT
PROGRAM
FISCAL YEAR 2008-2009

SUMMARY OF CAPITAL IMPROVEMENT PROJECTS

by Funding Source

FISCAL YEAR 2008-2009

Item Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207
Parkway & Median Improvement				
1	Adams Avenue Sound Wall	-	-	-
Street Improvements				
2	Broadway Medians	-	-	-
3	CDBG Street Imprv - Shalimar Drive	-	-	\$ 723,512
4	Citywide Street Improvements	\$ 1,100,000	-	-
5	Citywide Unimproved Alley	300,000	-	-
6	Fairview/Adams Right-turn Lane	-	\$ 50,000	-
7	Fairview/I-405 Landscape Enhancement	-	-	-
8	Red Hill/Bristol Rehabilitation	-	-	-
9	SR-55 Gateway Landscape Imprv	-	-	-
Storm Drain Improvements				
10	Walnut Street Storm Drain System	-	-	-
Curbs & Sidewalks				
11	New Sidewalk/Missing Link Program	100,000	-	-
12	Parkway Improvement Program	300,000	-	-
13	Priority Sidewalk Repair	50,000	-	-
Traffic Operations				
14	Baker/Mendoza Signal Upgrades	-	-	-
15	Irvine Avenue Pedestrian Signal	-	-	-
16	Safe Route to School Improvements	-	57,200	-
Park Maintenance				
17	CDBG Park Imprv - Shalimar Park Fencing	-	-	35,000
18	Concrete Walkway Replacement - Various Parks	-	-	-
19	Gisler Park - Replace Shelter	-	-	-
20	Parking Lot Slurry Seal - Wakeham and Jordan Parks	-	-	-
21	Wakeham Park - Upgrade Play Equipment & Surface	-	-	-
Park Improvements				
22	Brentwood Park Expansion - Design	-	-	-
23	City Entry Monument Sign - Harbor Blvd	-	-	-
24	Fairview Park Habitat Conservation	-	-	-
25	Joann Street Bike Trail	-	271,000	-
Maintenance				
26	City Hall - Computer Room Smoke Detector System	-	-	-
27	City Hall - Council Chamber Upgrade	-	-	-
28	Corp Yard - Gas Vapor Recovery System	-	30,000	-
29	Old Corp Yard - Roof Replacement	-	-	-
30	Fire Station Design	-	-	-
Total FY 08-09 Proposed Capital Improvement Projects		\$ 1,850,000	\$ 408,200	\$ 758,512

* Amount funded entirely or partially from a grant.

CITY OF COSTA MESA, CALIFORNIA

Item Nbr	Park Development Fund 208	Drainage Fees Fund 209	Traffic Impact Fees Fund 214	Fire System Development Fund 218	Capital Improvements Fund 401	Measure M Construction Fund 403	Total
1	-	-	-	-	\$ 60,000		\$ 60,000
2	-	-	\$ 140,200	-	-	-	140,200
3	-	-	-	-	-	-	723,512
4	-	-	-	-	-	\$ 1,800,000	2,900,000
5	-	-	-	-	-	-	300,000
6	-	-	-	-	-	-	50,000
7	-	-	-	-	500,000 *	-	500,000
8	-	-	-	-	592,000 *	-	592,000
9	-	-	-	-	500,000 *	150,000	650,000
10	-	\$ 200,000	-	-	-	-	200,000
11	-	-	-	-	-	-	100,000
12	-	-	-	-	-	-	300,000
13	-	-	-	-	-	-	50,000
14	-	-	-	-	167,200 *	-	167,200
15	-	-	-	-	175,065 *	-	175,065
16	-	-	-	-	513,300 *	-	570,500
17	-	-	-	-	-	-	35,000
18	-	-	-	-	30,000	-	30,000
19	-	-	-	-	40,000	-	40,000
20	-	-	-	-	42,000	-	42,000
21	\$ 160,000	-	-	-	-	-	160,000
22	100,000	-	-	-	-	-	100,000
23	-	-	-	-	70,000	-	70,000
24	230,000	-	-	-	230,000 *	-	460,000
25	-	-	-	-	1,200,000 *	-	1,471,000
26	-	-	-	-	39,000	-	39,000
27	-	-	-	-	495,000	-	495,000
28	-	-	-	-	-	-	30,000
29	-	-	-	-	200,000	-	200,000
30	-	-	-	\$ 250,000	250,000	-	500,000
	\$ 490,000	\$ 200,000	\$ 140,200	\$ 250,000	\$ 5,103,565	\$ 1,950,000	\$ 11,150,477

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Parkway&Median Imprv, 20112			
PROJECT TITLE Adams Avenue Sound Wall				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 1		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 20112	Project 700071	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 30,000	-	-	-	-	-	-
Engineering Fees		30,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$ 60,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>At the request of the residents along the north side of Adams Avenue whose properties front the approaching ramp to the Santa Ana River Bridge, City Council approved funding in the amount of \$165,000 to design and construct a privacy/sound wall utilizing a new wall system made of translucent panels and aluminum frame. The vendor that had offered said product went out of business and the alternative is a conventional concrete block sound wall. Staff has completed a structural study of the existing retaining wall and an updated construction cost estimate. An additional \$60,000 in funding is needed to complete the project.</p> <p>This project is proposed by the Engineering Division</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Street Improvement, 30112			
PROJECT TITLE Broadway Medians				PROJECT MANAGER Dennis Johnson, x-5180		ITEM 2		
PROJECT ACCOUNT STRING:		Account 500000	Fund 214	Org 19300	Program 30112	Project 350012	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 115,200	-	-	-	-	-	-
Engineering Fees		25,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 140,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Traffic Improvement Fund		\$ 140,200	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 140,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ 1,000
<p>Project provides for a series of eight medians on Broadway at various locations between Orange Avenue and Tustin Avenue including the intersections of Broadway/Westminster Avenue and Broadway/Raymond Avenue. The medians are planned as "traffic calming" measures to address resident concerns for speed and volume of traffic and include trees in each median to enhance appearance.</p> <p>Generally, residential streets are constructed at 40-foot curb-to-curb. Broadway, however, was constructed at 50-foot curb to curb between Newport Boulevard and Tustin Avenue and 42-foot curb to curb between Tustin Avenue and Irvine Avenue. The increased width between Newport Boulevard and Tustin Avenue provides drivers with a clear view of conditions due to a greater distance between the traveled way and parked vehicles. The extra width also provides sufficient space for bicycle lanes which also enhances traffic channelization by creating narrower traffic lanes.</p> <p>Residents have repeatedly expressed concern for the speed and volume of traffic on Broadway and have requested installation of stop signs at the intersections of Westminster Avenue and Raymond Avenue. As a result of numerous studies and evaluations, staff has confirmed that traffic conditions are well within the accepted range and that the installation of stop signs on Broadway at Westminster or Raymond Avenue does not meet state or federal standards and, therefore, is not recommended. Staff has also confirmed that all necessary and required traffic controls are in place.</p> <p>Operational impact relating to this item is small and includes regular watering during the first twelve months and annual trimming thereafter.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Street Improvements, 30112			
PROJECT TITLE CDBG Street Improvement- Shalimar Drive				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 3		
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19200	Program 30112	Project 300127	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 623,512	-	-	-	-	-	-
Engineering Fees		100,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 723,512	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
CDBG		\$ 733,750	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 733,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>This program will provide major rehabilitation or reconstruction to City streets which are in immediate need of improvement. This program is implemented in accordance with the Pavement Management System and with recommendations from the Engineering Division. The proposed project is located entirely within a low-to-moderate income area in the City. This program meets the City Council's Goal and Objective No.98-B9 "STREET REPAIRS NEED GREATER EFFORT".</p> <p>This project consists of total rehabilitation of Shalimar Drive from Placentia Avenue to Pomona Avenue and parkway repairs such as sidewalk, curb & gutter, driveway and cross gutter of the following streets:</p> <ol style="list-style-type: none"> 1) 18th St. from Placentia Ave. to Pomona St. 2) James St. from Wallace Ave. to Pomona Ave. 3) Wallace Ave. 18th St. to Shalimar Dr <p>Operational Impact: temporary repairs will be required by the City crews until permanent improvements have been completed</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Street Improvements, 30112			
PROJECT TITLE Citywide Street Improvements				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 4		
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 201 403	Org 19200 19200	Program 30112 30112	Project 400015 400015	Existing Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$2,610,000	\$2,610,000	\$2,610,000	\$2,610,000	\$2,610,000	\$2,610,000	\$2,610,000
Engineering Fees		290,000	290,000	290,000	290,000	290,000	290,000	290,000
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000	\$ 2,900,000
Description of Resources								
Gas Tax		\$1,100,000	-	-	-	-	-	-
Measure "M"		1,800,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 2,900,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>This program will provide major rehabilitation or reconstruction to City streets which are in immediate need for improvement. This program is implemented in accordance with the Pavement Management System and with recommendations from the Engineering Division. This program meets the City Council's Goal and Objective No.98-B9 "STREET REPAIRS NEED GREATER EFFORT".</p> <p>Operational Impact: temporary repairs will be required by the City crews until permanent improvements have been completed.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Street Improvements, 30112			
PROJECT TITLE Citywide Unimproved Alley				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 5		
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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$300,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 300,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
Description of Resources								
Gas Tax		\$300,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>A comprehensive study was conducted citywide to provide information about the existing conditions of the alleys and their rehabilitation costs. The City Council approved the alley construction priorities and recommendations in the report and directed staff to improve the alleys in the order established by the priorities in the Council-adopted Priority List. This program meets the City Council's Goals and Objective No. 98-B1 "ALLEYS".</p> <p>These funds will be used towards rehabilitation of the top priority alley from the Council-adopted "Alley Improvement Priority List".</p> <p>No Operational Impact.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation			PROGRAM Street Improvement, 30112			
PROJECT TITLE Fairview / Adams Right-turn Lane				PROJECT MANAGER David Sorge, x-5183		ITEM 6		
PROJECT ACCOUNT STRING:		Account 500000	Fund 203	Org 19300	Program 30112	Project 300070	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 50,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
AQMD		\$ 50,000	-	-	-	-	-	-
Total		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The proposed Fairview Road/Adams Avenue intersection project is located within the uniquely mixed residential/educational/commercial/recreational area in central Costa Mesa. Adams Avenue is a designated "Major" east/west regional arterial linking to the City of Huntington Beach. Adams Avenue is designated on the Orange County Master Plan as a "Smart Street" and a Congestion Management Program (CMP) "Principal" arterial. Fairview Road is classified as a "Major" six lane arterial on the Master Plan of Arterial Highways providing a regional north/south commuter link to the I-405 and SR-55 Freeways. This intersection is identified as a regional "Hot Spot" on the Final Strategic Plan Technical Report for the Orange County MPA Highways and is GMA supported.</p> <p>Adams Avenue terminates at Fairview Road, and as both arterials are regional commuter thoroughfares, the intersection experiences heavy peak period traffic congestion. The AM and PM southbound right-turn volume is 372 and 971 respectively. The PM ICU operates at Level of Service (LOS) E and future escalations in traffic will further impact congestion. The subject project is therefore established to mitigate the existing and projected demands resulting from escalating commuter traffic.</p> <p>The proposed improvement, established by the Costa Mesa General Plan and Master Plan of Highways, provides for a "Free" southbound right-turn lane on Fairview Road to westbound Adams Avenue by widening the northwest corner of the intersection. All right-of-way is acquired and retained by the City to accommodate the proposed improvement and no additional right-of-way is required. With the proposed improvement, the PM peak ICU will significantly improve from LOS "E" to LOS "C" in the PM peak hour.</p>								
GENERAL PLAN CONSISTENCY		GOAL: CIR 1 & 2		POLICY:		OBJECTIVE: CIR 1A.5, 1A.19, 2D.1		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation			PROGRAM Street Improvements, 30112			
PROJECT TITLE Fairview Road/I-405 Landscape Enhancement Project				PROJECT MANAGER Raja Sethuraman, x-5032		ITEM 7		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30112	Project 350013	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 500,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$ 500,000	-	-	-	-	-	-
Total		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The Fairview Road/I-405 Landscape Enhancement Project incorporates extensive landscape and hardscape improvements on Fairview Road and along the southbound I-405 freeway. Proposed elements include installation of stamped concrete in gore areas, significant planting of shrubs and ground cover and several trees.</p> <p>The Transportation Enhancement grant of \$500,000 will provide for significant source of funding for this important project which will provide the motorists, bicyclists pedestrians, as well as adjacent residents, with an improved facility that addresses roadway capacity as well as aesthetic needs.</p> <p>The local match funds for the project will be allocated from the approved Measure M grant funds that have been appropriated for the Fairview/I-405 Improvement project.</p> <p>*Existing Appropriation in Fairview/I-405 Interchange project to be transferred to this project.</p>								
GENERAL PLAN CONSISTENCY		GOAL: CD-1; CD-3		POLICY:		OBJECTIVE: CD-1A; CD-3		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Street Improvements, 30112			
PROJECT TITLE Red Hill/Bristol Rehabilitation				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 8		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 30112	Project 300114	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$592,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 592,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$592,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 592,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>This program will provide major rehabilitation or reconstruction to the intersection of Red Hill Avenue and Bristol Street. This program is implemented in accordance with the Pavement Management System and with recommendations from the Engineering Division. This program meets the City Council's Goal and Objective No.98-B9 "STREET REPAIRS NEED GREATER EFFORT".</p> <p>The intersection of Red Hill Avenue and Bristol Street was relinquished to the City by CALTRANS in 2007. As part of the relinquishment agreement, CALTRANS provided the City \$592,000 towards rehabilitation of the relinquished area. The Engineering work has been completed and the construction documents have been prepared for construction.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation			PROGRAM Street Improvements, 30112		
PROJECT TITLE SR-55 Gateway Landscape Improvement				PROJECT MANAGER Raja Sethuraman, x-5032		ITEM 9	
PROJECT ACCOUNT STRING:	Account 500000 500000	Fund 401 403	Org 19300 19300	Program 30112 30112	Project 350014 350014	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	\$ 590,000	-	-	-	-	-	-
Engineering Fees	60,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Outlay Fund	\$ 500,000	-	-	-	-	-	-
Measure M	150,000	-	-	-	-	-	-
Total	\$ 650,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>As SR-55 Freeway transitions from freeway to 6-lane major arterial in Downtown Costa Mesa, there is an unattractive temporary k-rail barrier and guard rail and landscaping that consists of few shrubs and couple of palm trees. The lack of attractive hardscape and landscape improvements in this area has long been a concern of the community and City elected officials. City staff discussed this with the State of California Department of Transportation (Caltrans) and conceptually developed a transportation enhancement plan that would include a decorative permanent barrier, well designed landscape and hardscape improvements, and a gateway entry monument sign.</p> <p>City received a commitment from Caltrans for funding participation for the barrier, in the amount of \$150,000. City then applied for grant funding from the OCTA Transportation Enhancement Activities program, and was awarded \$500,000 towards this project. The City's match requirement is \$76,000, of which approximately \$16,000 will be covered with staff time allocated for the project. The remaining \$60,000 is requested from the Redevelopment Agency.</p>							
GENERAL PLAN CONSISTENCY		GOAL: CD-1; CD-3		POLICY:		OBJECTIVE: CD-1A; CD-3	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Storm Drain Imprv, 30122			
PROJECT TITLE Walnut Street Storm Drain System				PROJECT MANAGER Fariba Fazeli, x-5378		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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 200,000	\$ 200,000	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 200,000	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Drainage Fees		\$ 200,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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. The City Council approved the priorities and recommendations in the report and directed staff to upgrade and/or construct storm drain systems as recommended. The target area for Fiscal Year 08-09 allocation is Walnut Street Storm Drain System and Java Street storm drain relining and State Street storm drain relining.</p> <p>No Operational Impact.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130			
PROJECT TITLE New Sidewalk/Missing Link Program				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 11		
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500009	Existing Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
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		\$100,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>A comprehensive study was conducted citywide in 1997 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. This program meets the City Council's Goal and Objective No.98-B7 "SIDEWALKS"</p> <p>No Operational Impact.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130			
PROJECT TITLE Parkway Improvement Program				PROJECT MANAGER Fariba Fazeli, x-5378		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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
Description of Resources								
Gas Tax		\$300,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>A parkway maintenance program is essential to remove and replace damaged curb, gutter, and sidewalk which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair the damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform the necessary parkway repairs in anticipation of the residential street maintenance program for the following year. Additionally, ADA accessibility ramps are also constructed as part of this program throughout the City.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130			
PROJECT TITLE Priority Sidewalk Repair				PROJECT MANAGER Fariba Fazeli, x-5378		ITEM 13		
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500017	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
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>ADA accessibility ramps are constructed as part of this program throughout the City.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation			PROGRAM Traffic Operations, 30241			
PROJECT TITLE Baker / Mendoza Signal Upgrades				PROJECT MANAGER David Sorge, x-5183		ITEM 14		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30241	Project 370025	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 167,200	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 167,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay Fund		\$ 167,200	-	-	-	-	-	-
Total		\$ 167,200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$0
<p>This project consists of constructing traffic signal and ADA improvements at the Baker Street / Mendoza Drive intersection directly adjacent to St. John the Baptist Elementary School. The Baker/Mendoza traffic signal was constructed in 1967 and hence has become antiquated and lacking safety features commonly found with typical signalized intersections. The Average Daily Traffic (ADT) on Baker Street is 33,387 with an AM peak hour volume of 2396. Traffic congestion during the peak AM period coincides with students arriving at St. John the Baptist School. Bus ridership is also high on Baker Street in front of St. John the Baptist School with 263 riders utilizing the east and westbound bus stops daily as documented by the Orange County Transportation Authority (OCTA). Thirty-one (31) accidents have occurred at this intersection over the last 5 years with one documented bike accident. Cumulatively these conditions lend to congestion, impede walking and bicycling, and compound difficulties in safety and accessibility experienced by school children.</p> <p>The scope of work includes upgrading pedestrian and bicyclist signalization, improving crosswalks, installing safety lighting, constructing ADA accessible handicap ramps and improving traffic signal displays. New "Countdown" pedestrian signals and vibro/tactile push buttons will clearly define the appropriate and safe crossing intervals and remove barriers that impede children from safely, confidently and conveniently walking and bicycling to school. The project includes an educational component via distribution of information flyers to students on pedestrian and bike safety, and the merits of walking and bicycling. The project is fully funded through a Federal Safe Route To School grant and meets program objectives to enhance pedestrian and bike safety and accessibility, and encourage these alternate travel modes.</p>								
GENERAL PLAN CONSISTENCY		GOAL: CIR 1 & 2		POLICY:		OBJECTIVE: CIR 1A.5, 1A.15, 2A.2, 2A.3		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation			PROGRAM Traffic Operations, 30241			
PROJECT TITLE Irvine Avenue Pedestrian Signal				PROJECT MANAGER David Sorge, x-5183		ITEM 15		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30241	Project 370026	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 175,065	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 175,065	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay Fund		\$ 175,065	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 175,065	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ 2,300
<p>This project provides a new mid-block pedestrian actuated signal to establish the necessary precautionary controls and protections for the safe movement of pedestrians, bicyclists and handicap crossing Irvine Avenue at Mariners Elementary School. The project is located on Irvine Avenue, a primary north-south commuter corridor link between the Newport Beach / Irvine / Costa Mesa communities, the SR-55, SR-73 and I-405 Freeways and the Orange County/John Wayne Airport. Irvine Avenue accommodates 29,000 vehicles daily with an 85 percentile speed of 45 MPH. The peak AM traffic congestion period on Irvine Avenue coincides with students' morning arrival to Mariners School, thus difficulty and risk is compounded for students crossing this busy arterial.</p> <p>The components of work include installing pedestrian and bicycle signal hardware, a new crosswalk and safety lighting, and constructing ADA handicap ramps. The project includes an educational component via distribution of brochures to the students on pedestrian and bike safety, and the merits of walking and bicycling. The project is fully funded through a Federal Safe Route To School grant and meets program objectives to enhance pedestrian and bike safety and accessibility and to encourage these modes of travel. The project will be jointly developed with the City of Newport Beach who will assist in design review and construction oversight, and share ongoing maintenance costs.</p>								
GENERAL PLAN CONSISTENCY		GOAL: CIR 1 & 2		POLICY:		OBJECTIVE: CIR 1A.5, 1A.15, 2A.2, 2A.3		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation			PROGRAM Traffic Operations, 30241			
PROJECT TITLE Safe Route to School Improvements				PROJECT MANAGER David Sorge, x-5183		ITEM 16		
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 203 401	Org 19300 19300	Program 30241 30241	Project 370027 370027	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		498,500	-	-	-	-	-	-
Engineering Fees		72,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 570,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
AQMD		\$ 57,200	-	-	-	-	-	-
Capital Outlay		513,300	-	-	-	-	-	-
Total		\$ 570,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ 2,500
<p>This multifaceted project is developed to comprehensively improve safety, encourage walking and biking, and enhance accessibility for school children at 14 school sites. Project components include high visibility markings, in-roadway crosswalk lighting, speed feedback signs, pedestrian countdown signals, access upgrades, outreach and education.</p> <p>The most significant risk factor facing children walking and biking to school is the proximity of high speed and volume arterials. The American Journal of Public Health identify that two-thirds of children injured or killed in traffic accidents are struck within blocks (0.25 mile) of their homes. Vehicle speed data collected in proximity to the 14 schools identify broad ranging non-compliance with the posted school speed zones and with stop signs/signals. The averaged 85th percentile speed was documented at 36.8 mph. The prevailing speed exceeds the legal speed limit by 11.8 mph and lends to the probability of pedestrian and bicycle accidents.</p> <p>The roadway network circumventing the schools include heavily traveled arterials with relatively high accident rates. Accident data identify 120 accidents within a three-year period near the schools. A notably high 1,148 police citations were issued indicating enforcement alone is not achieving compliance and underscores the need for further traffic calming and safety measures. Cumulatively these circumstances define the need to create safer and more accommodating conditions for those walking and bicycling. The project's multifaceted scope comprehensively addresses these potentially critical conditions. The project has received a State grant covering 90% of costs.</p>								
GENERAL PLAN CONSISTENCY		GOAL: CIR 1 & 2		POLICY:		OBJECTIVE: CIR 1A.5, 1A.15, 2A.2, 2A.3		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111			
PROJECT TITLE CDBG Park Improvement - Shalimar Park Fencing				PROJECT MANAGER Bruce Hartley, x-5164		ITEM 17		
PROJECT ACCOUNT STRING:		Account 500000	Fund 207	Org 19500	Program 40111	Project 700087	New Project ▼	
Priority Classification:								
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.								
		FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 35,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
CDBG		\$ 35,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The project includes the manufacture and installation of wrought iron fencing or galvanized steel railing along two sides of Shalimar Park, adjacent to vehicle parking areas and alley accesses, which are next to active play areas for children. The fence or railings would reduce the likelihood of children inadvertently entering the path of a vehicle. Depending on the type and configuration of the fence, this project could increase security within the park by restricting access from the alleys and parking areas next to the park, reducing 'cut through' pedestrian traffic and making it more difficult to avoid Park Rangers or Police Officers patrolling the park.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111			
PROJECT TITLE Concrete Walkway Replacement - Various Parks				PROJECT MANAGER Dean Rodia, x-7492		ITEM 18		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project 700064	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 50,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$ 50,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
Replace sections of raised, cracked and deteriorating concrete walkways within six (6) park sites. These locations have created trip hazards and potential for increased liability exposure. To provide a safe path of travel through City parks, concrete walkways in the following parks are recommended to be repaired:								
1. Shiffer Park 2. Mesa Verde Park 3. Heller Park 4. Vista Park 5. Canyon Park along the play area 6. Estancia Park around the Adobe and pathways towards Balearic Center								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111			
PROJECT TITLE Gisler Park - Replace Shelter				PROJECT MANAGER Dean Rodia, x-7492		ITEM 19		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project 700088	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 35,000	-	-	-	-	-	-
Engineering Fees		5,000	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay Fund		\$ 40,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ 35,000
<p>The picnic shelter was located in the central part of the park and was the only picnic area. The shelter was demolished after it fell due to wood rot, decay and termites. It was removed during the FY 07-08 concrete repair contract within the park system. Presently there is no shelter in this park. The wood structure was the only one located at this park and was rented to the public by the Recreation Division. The funds requested will replace the shelter and make it safe and presentable for programming for the future.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111			
PROJECT TITLE Parking Lot Slurry Seal - Wakeham and Jordan Parks				PROJECT MANAGER Dean Rodia, x-7492		ITEM 20		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40112	Project 700079	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 42,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$ 42,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 42,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		
Resurface deteriorating park parking lots due to weather, water damage and normal wear. Cost for slurry seal is based on a \$1.50 per square foot and will include minor removal and replacement repairs. Square footage price provided by Construction Management. The following is a list of park parking lots in need of resurfacing: 1. Wakeham Park (approximately 18,000 sq. ft.) 2. Jordan Park (approximately 10,000 sq. ft.) Total area = 28,000 square feet								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111			
PROJECT TITLE Wakeham Park - Upgrade Play Equipment and Surface				PROJECT MANAGER Dean Rodia, x-7492		ITEM 21		
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19500	Program 40111	Project 700089	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 160,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Park Development Fees		\$ 160,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 160,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>Replace three existing play structures consisting of two climbing devices and one double swing bay. The replacements would be two age appropriate climbing structures; 2 - 5 years and 5 - 12 years, and the swings would accommodate both age groups. New resilient protective surfacing would be added underneath all structures. The playground area would be reconstructed to eliminate hazardous telephone pole perimeters and preserve the large Sycamore tree and boulders out of the play zone. The replacement play structures would meet all current International Playground Equipment Association (IPEMA) standards and ASTM F 1487-05: Standard Consumer Safety Performance Specification for Playground Equipment for Public Use standards (American Society for Testing and Materials International).</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112			
PROJECT TITLE Brentwood Park Expansion - Design				PROJECT MANAGER Bart Mejia, x-5291		ITEM 22		
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		\$ 100,000	-	-	-	-	-	-
Construction		-	\$ 1,000,000	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 100,000	\$ 1,000,000	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Park Development		\$ 100,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>City Council acquired 261 Monte Vista Avenue to expand the existing Brentwood Park. Staff is currently working on the Conceptual Design Phase which was funded last fiscal year. Staff requests funds to proceed with the Design Development and preparation of construction documents for the project after the completion of the master planning and Conceptual Design phase.</p> <p>This project is proposed by the Engineering Division.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112			
PROJECT TITLE City Entry Monument Sign - Harbor Boulevard				PROJECT MANAGER Bart Mejia, x-5291		ITEM 23		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 40112	Project 350015	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 70,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$ 70,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ 1,000
<p>Replacement of entry monument and pole signs has been an ongoing project to improve the community's visual image and pride. City Council has approved the new graphic design and locations for median and pole signs which have been incorporated into the "Streetscape and Median Development Standards". Six entry monument signs have been installed and four additional entry monument signs are needed to complete the approved list. The funds requested this fiscal year are for the removal of an existing entry monument sign and installation of a new entry monument sign on Harbor Boulevard (to be installed facing southbound traffic, south of MacArthur Boulevard.)</p> <p>Project proposed by the Engineering Division</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112			
PROJECT TITLE Fairview Park Habitat Conservation				PROJECT MANAGER Bart Mejia, x-5291		ITEM 24		
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 208 401	Org 19500 19500	Program 40112 40112	Project 700067 700067	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		\$ 42,000	-	-	-	-	-	-
Construction		418,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 460,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Pak Development Fee		\$ 230,000	-	-	-	-	-	-
Capital Outlay Fund		230,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 460,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>At the recommendation of the Parks and Recreation Commission, City Council approved, in concept, the restoration of approximately 35 acres of historical wetlands and riparian habitat in the northerly portion of Fairview Park in July 28, 2004 and September 6, 2005 respectively. On September 5, 2006, City Council approved a resolution to apply for a California Department of Parks and Recreation Habitat Conservation Program grant in the amount of \$230,000. The grant request has been approved and is ready for the design and construction phases. The City's share for this grant is \$230,000. This project is in compliance with the Fairview Park Master Plan and CEQA. This scope of work under this grant includes installation of irrigation and planting of native plant species as per the Fairview Park Master Plan.</p> <p>This project is proposed by the Engineering Division</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112			
PROJECT TITLE Joann Street Bike Trail				PROJECT MANAGER Bart Mejia, x-5291		ITEM 25		
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 203 401	Org 19500 19500	Program 40112 40112	Project 700049 700049	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 1,471,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 1,471,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
AQMD		\$ 271,000	-	-	-	-	-	-
Capital Outlay Fund		1,200,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 1,471,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>At the request of City Council, the project has been expanded to include security fencing for the south portion of the project from Harbor Boulevard to the City Corporation Yard; landscape and irrigation improvements for the entire project (from Fair Drive to 2299 Harbor Boulevard and from Harbor Boulevard to the City Corporation Yard); installation of a new safety lighting system; and rehabilitation of the bike path. This request, combined with previous allocations, will allow for the construction of the entire project in one phase.</p> <p>The removal of the existing fences (wood, chainlink, etc.), and the installation of approximately 3,000 linear feet of security fence, landscape, lighting, irrigation and trash receptacles will improve the security for homeowners living adjacent to the Joann Street Bike Trail, while at the same time enhancing the appearance of the trail.</p> <p>(*) Unencumbered Balance from prior year allocations (**) \$120,000 is currently available for this project with the balance (\$271,000) expected to be received in yearly installments of \$80,000 in approximately 3.5 years. Staff proposes to front the \$271,000 from the General Reserve balance and that all future AQMD allocations be credited to General Reserve balance until the \$271,000 are paid off.</p> <p>This project is proposed by the Engineering Division</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT ADMINISTRATIVE SERVICES		DIVISION MIS			PROGRAM Building Maintenance, 50910			
PROJECT TITLE City Hall - Computer Room Smoke Detector System				PROJECT MANAGER Richard Kirkbride, x-5154		ITEM 26		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 200047	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		-	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		\$ 39,000	-	-	-	-	-	-
Total		\$ 39,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$ 39,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 39,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>In 2007 the Police Department computer room was relocated into the City Hall computer room. The PD room was protected by a Fire Suppression system. No such system exists in City Hall. The cost to retrofit a room the size of the City Hall computer room with a full Fire Suppression system would be significant. As an alternative we are adding a smoke detection and alert system. The alert system will have a remote display in the 911 Dispatch center. 911 will be responsible for calling out the Fire Department in the event of an alarm. We were only able to secure one quote for submission with this form. It is advised that additional quotes be sought prior to implementation.</p> <p>Please see the attached documents for specifics on the quote.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT ADMINISTRATIVE SERVICES		DIVISION Telecommunications			PROGRAM Cable Television Svcs, 51030			
PROJECT TITLE City Hall - Council Chambers Upgrade				PROJECT MANAGER Dane Bora, x-5098		ITEM 27		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 14500	Program 51030	Project 200046	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 120,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		375,000	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 495,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay		\$ 495,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 495,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>This Capital Improvement Project is the second phase of a project initially approved in 2007-2008. Phase One of the project allowed for upgrades to the audio/video presentation equipment while this phase provides for upgrades to the broadcast equipment utilized in televising meetings from the Council Chambers. This project also includes upgrades to the City channel's master control system that all of the programming originated from.</p> <p>Most of the equipment utilized in the videotaping of meetings in the Council Chambers is now more than 19 years old. This includes the cameras, remote pan/tilt controls, and remote zoom/focus controls that are the heart of the system. While some of the other equipment utilized during meetings has been replaced and upgraded over the years, most of that is also older technology that is now ready for replacement. While a complete upgrade of this equipment is quite costly, it is something that we will be forced to do in the near future as a result of equipment failure and new technology.</p> <p>The potential remodel of Conference Room 1C is associated with this project. Utilizing a portion of 1C to house the new equipment will result in considerable savings of labor and materials associated with cable runs from the Council Chambers. Additionally, it has not been determined if it is even possible to accomplish this upgrade while leaving master control in the basement (unsure if there is enough capacity in conduit from Chambers to basement).</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Equipment Maintenance, 50920			
PROJECT TITLE Corp Yard - Installation of Gasoline Vapor Recovery System				PROJECT MANAGER John Aguilar, x-7483		ITEM 28		
PROJECT ACCOUNT STRING:		Account 500000	Fund 203	Org 19500	Program 50920	Project 200048	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 30,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
AQMD		\$ 30,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>The Air Quality Management District mandated that all entities that distribute gasoline comply with the Vapor Recovery Executive Order EVR II (ARB Rule 461) by December 31, 2008. This rule adopted by the California Air Resource Board provides strict requirements for vapor recovery systems to prevent gasoline vapors from escaping into the air.</p> <p>The project will consist of trenching and rerouting compliant vapor components, installation of Clean Air Separators and modifications to existing gasoline dispensers to provide positive shutdown on two gasoline tanks during failure at the Corporation Yard.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2008 - 2009

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910			
PROJECT TITLE Old Corp Yard - Roof Replacement				PROJECT MANAGER John Aguilar, x-7483		ITEM 29		
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project 200049	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		-	-	-	-	-	-	-
Construction		\$ 200,000	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Capital Outlay Fund		\$ 200,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ (1,400)
The Old Corporation Yard roof is estimated to be over 20 years old and has failed due to age. It has developed leaks in several locations which will compromise the structural deck if not addressed. The skylights are not OSHA compliant and will require replacement. The project would also include asbestos abatement as needed. This assessment and recommendation for renewal was identified in the facility condition assessment completed in December 2006.								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2008 - 2009

DEPARTMENT FIRE		DIVISION Fire Administration			PROGRAM Building Maintenance, 50910			
PROJECT TITLE Fire Station Design				PROJECT MANAGER Mike Morgan, x-5680		ITEM 30		
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 218 401	Org 19500 19500	Program 50910 50910	Project 200050 200050	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 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15
Description of Expenditures								
Architect Fees		\$ 500,000	-	-	-	-	-	-
Construction		-	-	-	-	-	-	-
Engineering Fees		-	-	-	-	-	-	-
Equipment		-	-	-	-	-	-	-
Inspection		-	-	-	-	-	-	-
Land Acquisition		-	-	-	-	-	-	-
Other Costs (please identify)		-	-	-	-	-	-	-
Total		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources								
Fire System Development Fund		\$ 250,000	-	-	-	-	-	-
Capital Outlay		250,000	-	-	-	-	-	-
		-	-	-	-	-	-	-
Total		\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:		\$ -
<p>Pending the final outcome and recommendation from the CMFD fire station deployment study, the design and construction of one or two new fire stations/community meeting facilities will need to be initiated. Fire departments nationwide are designing and building fire stations that provide the dual-use capability of an attached community meeting facility, greatly augmenting the value of construction to the community at large and strengthening the relationship between the fire department, city, and citizens. The overall construction costs for these types of fire stations in Southern California range from \$325 to \$500 per square foot with approximately 5% to 10% being expended for architecture and design.</p> <p>The fees described in this CIP request for architectural work are based upon a 10,000 square foot structure with 10% of the cost being expended for the design. These costs represent the top end of the scale and actual costs could vary from less than \$300,000 to the proposed \$500,000.</p> <p>It is the intent of this fire administration to maximize our financial resources and to reduce these costs to the best of our ability by researching other agency fire stations currently being built or recently completed and pursuing the possibility of utilizing their existing designs for the construction of our new CMFD dual-use station(s). The costs for architect fees for the design of new CMFD dual-use station(s) may therefore be significantly reduced.</p>								
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:		

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 08-09	FY 09-10	FY 10-11	FY 11-12
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Broadway Medians	\$ 140,200	\$ -	\$ -	\$ -
CDBG Street Improvement - Shalimar Drive	723,512	-	-	-
Citywide Street Improvement	2,900,000	1,800,000	1,800,000	2,000,000
Citywide Unimproved Alley	300,000	100,000	100,000	100,000
Fairview Rd. / Adams Right Turn Lane	50,000	-	-	-
Fairview Rd. / I-405 Landscape Enhancement	500,000	-	-	-
Red Hill/Bristol Rehabilitation	592,000	-	-	-
SR-55 Frwy. Gateway Landscape Enhancement Project	650,000	-	-	-
Anton / Sunflower Intersection Improvement	-	-	-	-
Baker St. / Bear St. Intersection Improvement	-	-	-	-
Bear St. / SR-73 N/B Ramp-2nd left-turn lane	-	-	-	-
Bristol St. / Baker St. Intersection Improvement	-	-	115,500	412,500
Bristol St. / Sunflower Ave. Intersection Improvement	-	-	115,500	522,500
Bristol St. Widening - I-405 to Baker St.	-	-	-	258,500
E. 17th St. / Irvine Avenue Intersection Improvement	-	300,000	1,100,000	-
E. 17th St. / Tustin Avenue Intersection Improvement	-	275,000	1,023,000	-
Fairview Rd. / Baker Street Intersection Widening	-	-	-	-
Fairview Rd. / South Coast Dr. Intersection Improvement	-	-	124,300	649,000
Fairview Rd. / Sunflower Ave. Intersection Improvement	-	-	-	117,700
Harbor Blvd. / Adams Ave. Intersection Improve. (SARX)	-	275,000	-	495,000
Harbor Blvd. / Gisler Ave. SB Harbor Rt-Turn Lane at Gisler	-	-	-	-
Harbor Blvd. / South Coast Dr. Intersection Improvement	-	-	-	-
Harbor Blvd. / Sunflower Ave. Intersection Improvement	-	-	-	103,400
Harbor Blvd. / Victoria St. E/B Right Turn	-	-	-	93,500
Harbor Blvd. / Wilson St. Intersection Improvement	-	-	-	48,400
Harbor Blvd. at Adams & MacArthur - Bus Turnouts	-	-	-	66,000
Hyland Ave./I-405 NB Ramp & South Coast Drive	-	500,000	-	-
Hyland Ave./MacArthur Bl. Intersection Improve. (SARX)	-	-	132,000	495,000
Main St. / Sunflower Avenue Intersection Improvement	-	-	-	-
Newport Blvd. Northbound at Del Mar	-	-	-	-
Newport Blvd. Southbound at Fair Drive	-	-	-	-
Placentia Ave. / Victoria St. E/B Right-Turn Lane	-	-	-	-
Red Hill Ave. / Baker St. Intersection Improvement	-	-	-	-
Red Hill Ave. / Paularino Ave. Intersection Improvement	-	-	-	-
SR-55 Frwy. Extension Downgrade Study	-	-	220,000	-
SR-55 Frwy. N/B / Baker St. Intersection Improvement	-	-	47,300	277,200
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement	-	-	-	83,600
SR-55 Frwy. S/B / Baker St. Intersection Improvement	-	-	-	62,700
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement	-	-	-	69,300
Wilson St. - SR-55 to Fairview Road	-	-	211,750	254,100
Subtotal Street Improvements	\$ 5,855,712	\$ 3,250,000	\$ 4,989,350	\$ 6,108,400

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 12-13	FY 13-14	FY 14-15	Total
TRANSPORTATION				
Traveled Ways				
Street Improvements				
Broadway Medians	\$ -	\$ -	\$ -	\$ 140,200
CDBG Street Improvement - Shalimar Drive	-	-	-	723,512
Citywide Street Improvement	2,000,000	2,000,000	2,000,000	14,500,000
Citywide Unimproved Alley	100,000	100,000	-	800,000
Fairview Rd. / Adams Right Turn Lane	-	-	-	50,000
Fairview Rd. / I-405 Landscape Enhancement	-	-	-	500,000
Red Hill/Bristol Rehabilitation	-	-	-	592,000
SR-55 Frwy. Gateway Landscape Enhancement Project	-	-	-	650,000
Anton / Sunflower Intersection Improvement	-	38,500	220,000	258,500
Baker St. / Bear St. Intersection Improvement	44,000	52,800	346,500	443,300
Bear St. / SR-73 N/B Ramp-2nd left-turn lane	57,200	346,500	-	403,700
Bristol St. / Baker St. Intersection Improvement	550,000	-	-	1,078,000
Bristol St. / Sunflower Ave. Intersection Improvement	863,500	-	-	1,501,500
Bristol St. Widening - I-405 to Baker St.	60,500	2,145,000	-	2,464,000
E. 17th St. / Irvine Avenue Intersection Improvement	-	-	-	1,400,000
E. 17th St. / Tustin Avenue Intersection Improvement	-	-	-	1,298,000
Fairview Rd. / Baker Street Intersection Widening	82,500	137,500	515,900	735,900
Fairview Rd. / South Coast Dr. Intersection Improvement	462,000	-	-	1,235,300
Fairview Rd. / Sunflower Ave. Intersection Improvement	283,800	484,000	-	885,500
Harbor Blvd. / Adams Ave. Intersection Improve. (SARX)	825,000	3,300,000	-	4,895,000
Harbor Blvd. / Gisler Ave. SB Harbor Rt-Turn Lane at Gisler	60,500	90,200	380,600	531,300
Harbor Blvd. / South Coast Dr. Intersection Improvement	167,200	104,500	1,669,800	1,941,500
Harbor Blvd. / Sunflower Ave. Intersection Improvement	167,200	457,600	-	728,200
Harbor Blvd. / Victoria St. E/B Right Turn	200,200	495,000	-	788,700
Harbor Blvd. / Wilson St. Intersection Improvement	361,900	-	-	410,300
Harbor Blvd. at Adams & MacArthur - Bus Turnouts	330,000	-	-	396,000
Hyland Ave./I-405 NB Ramp & South Coast Drive	-	-	-	500,000
Hyland Ave./MacArthur Bl. Intersection Improve. (SARX)	-	-	-	627,000
Main St. / Sunflower Avenue Intersection Improvement	200,750	292,050	479,050	971,850
Newport Blvd. Northbound at Del Mar	33,550	207,900	-	241,450
Newport Blvd. Southbound at Fair Drive	68,750	28,050	667,700	764,500
Placentia Ave. / Victoria St. E/B Right-Turn Lane	55,550	83,600	347,050	486,200
Red Hill Ave. / Baker St. Intersection Improvement	90,750	694,100	324,500	1,109,350
Red Hill Ave. / Paularino Ave. Intersection Improvement	83,600	502,150	502,150	1,087,900
SR-55 Frwy. Extension Downgrade Study	-	-	-	220,000
SR-55 Frwy. N/B / Baker St. Intersection Improvement	-	-	-	324,500
SR-55 Frwy. N/B / Paularino Ave. Intersection Improvement	382,250	382,250	-	848,100
SR-55 Frwy. S/B / Baker St. Intersection Improvement	486,200	-	-	548,900
SR-55 Frwy. S/B / Paularino Ave. Intersection Improvement	305,800	-	-	375,100
Wilson St. - SR-55 to Fairview Road	1,633,500	-	-	2,099,350
Subtotal Street Improvements	\$ 9,956,200	\$ 11,941,700	\$ 7,453,250	\$ 49,554,612

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Street Maintenance				
Adams Avenue - Mesa Verde Dr. East to Harbor Blvd.	\$ -	\$ -	\$ -	\$ -
Adams Avenue - Placentia Ave. to Mesa Verde Drive	-	-	-	1,396,000
Adams Avenue - Santa Ana River to Placentia Avenue	-	-	-	1,326,500
Anton Blvd - Sakioka to Sunflower	-	2,500,000	-	-
Arlington Drive - Fairview Road to Newport Blvd.	-	-	-	-
Baker Street - Harbor Blvd. to Mesa Verde Drive	-	-	-	-
Baker Street - Newport Blvd. to Red Hill Ave.	-	-	-	-
Bristol Street - Irvine Avenue to Santa Ana Avenue	-	-	-	-
Concrete Bus Pad Installation Citywide	-	50,000	50,000	50,000
Fairview Road - Baker Street to Sunflower Avenue	-	-	-	-
MacArthur Blvd. - 600' W/O Harbor Blvd. to Santa Ana River	-	1,000,000	-	-
Merrimac Way - Harbor Blvd. to Fairview Road	-	-	2,800,000	-
Mesa Verde Dr. - East and West	-	-	-	4,775,000
Newport Blvd. N/B Frontage Rd - 15th Street to 17th Street	-	-	475,000	-
Newport Blvd. S/B - Frontage Rd - 16th St. to Industrial Wy	-	-	605,000	-
Orange Avenue - Del Mar Avenue to Mesa Drive	-	-	570,000	-
Paularino Avenue - Bear Street to Bristol Street	-	700,000	-	-
Placentia Ave. - Wilson Street to Adams Avenue	-	-	2,656,000	-
Red Hill Avenue - Bristol Street to Paularino Avenue	-	4,000,000	-	-
Santa Ana Ave. - 19th St. to 21st St.	-	847,000	-	-
Vanguard Way - Fair Dr. to Newport Blvd.	-	-	1,703,000	-
Victoria Street - SR 55 to Placentia Avenue	-	-	-	-
Wilson St. - Harbor Blvd. to Fountain Way East	-	622,500	-	-
Subtotal Street Maintenance	\$ -	\$ 9,719,500	\$ 8,859,000	\$ 7,547,500
Storm Drain Improvements				
Walnut Street Storm Drain System	\$ 200,000	\$ 200,000	\$ -	\$ -
Anaheim / Superior SD System Phase I, II & III	-	3,223,660	-	-
Anaheim / Superior SD System Phase IV & V	-	-	2,298,990	-
Brentwood Avenue Storm Drain System	-	-	793,040	-
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	2,721,600
Cherry Lake Storm Drain System Phase IV & V	-	-	-	-
E. 17th St. Storm Drain System	-	-	-	-
Fairview Road Storm Drain System	-	788,040	-	-
Fordham Storm Drain System	-	1,308,920	-	-
Mesa Verde Drive Storm Drain System	-	400,080	-	-
Van Buren Street Storm Drain System	-	619,670	-	-
W. 18th St. Storm Drain System	-	-	-	-
W. 19th St. Storm Drain System	-	-	-	-
Watson Lane Storm Drain System	-	414,130	-	-
Subtotal Storm Drain Improvements	\$ 200,000	\$ 6,954,500	\$ 3,092,030	\$ 2,721,600

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 12-13	FY 13-14	FY 14-15	Total
Street Maintenance				
Adams Avenue - Mesa Verde Dr. East to Harbor Blvd.	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000
Adams Avenue - Placentia Ave. to Mesa Verde Drive	-	-	-	1,396,000
Adams Avenue - Santa Ana River to Placentia Avenue	-	-	-	1,326,500
Anton Blvd - Sakioka to Sunflower	-	-	-	2,500,000
Arlington Drive - Fairview Road to Newport Blvd.	2,700,000	-	-	2,700,000
Baker Street - Harbor Blvd. to Mesa Verde Drive	-	1,392,000	-	1,392,000
Baker Street - Newport Blvd. to Red Hill Ave.	1,150,000	-	-	1,150,000
Bristol Street - Irvine Avenue to Santa Ana Avenue	1,233,000	-	-	1,233,000
Concrete Bus Pad Installation Citywide	50,000	50,000	50,000	300,000
Fairview Road - Baker Street to Sunflower Avenue	-	2,397,000	-	2,397,000
MacArthur Blvd. - 600' W/O Harbor Blvd. to Santa Ana River	-	-	-	1,000,000
Merrimac Way - Harbor Blvd. to Fairview Road	-	-	-	2,800,000
Mesa Verde Dr. - East and West	-	-	-	4,775,000
Newport Blvd. N/B Frontage Rd - 15th Street to 17th Street	-	-	-	475,000
Newport Blvd. S/B - Frontage Rd - 16th St. to Industrial Wy	-	-	-	605,000
Orange Avenue - Del Mar Avenue to Mesa Drive	-	-	-	570,000
Paularino Avenue - Bear Street to Bristol Street	-	-	-	700,000
Placentia Ave. - Wilson Street to Adams Avenue	-	-	-	2,656,000
Red Hill Avenue - Bristol Street to Paularino Avenue	-	-	-	4,000,000
Santa Ana Ave. - 19th St. to 21st St.	-	-	-	847,000
Vanguard Way - Fair Dr. to Newport Blvd.	-	-	-	1,703,000
Victoria Street - SR 55 to Placentia Avenue	2,095,000	-	-	2,095,000
Wilson St. - Harbor Blvd. to Fountain Way East	-	-	-	622,500
Subtotal Street Maintenance	\$ 7,228,000	\$ 4,839,000	\$ 50,000	\$ 38,243,000
Storm Drain Improvements				
Walnut Street Storm Drain System	\$ -	\$ -	\$ -	\$ 400,000
Anaheim / Superior SD System Phase I, II & III	-	-	-	3,223,660
Anaheim / Superior SD System Phase IV & V	-	-	-	2,298,990
Brentwood Avenue Storm Drain System	-	-	-	793,040
Cherry Lake Storm Drain System Phase I, II & III	-	-	-	2,721,600
Cherry Lake Storm Drain System Phase IV & V	2,009,360	-	-	2,009,360
E. 17th St. Storm Drain System	-	1,176,785	-	1,176,785
Fairview Road Storm Drain System	-	-	-	788,040
Fordham Storm Drain System	-	-	-	1,308,920
Mesa Verde Drive Storm Drain System	-	-	-	400,080
Van Buren Street Storm Drain System	-	-	-	619,670
W. 18th St. Storm Drain System	-	653,490	-	653,490
W. 19th St. Storm Drain System	823,390	-	-	823,390
Watson Lane Storm Drain System	-	-	-	414,130
Subtotal Storm Drain Improvements	\$ 2,832,750	\$ 1,830,275	\$ -	\$ 17,631,155

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Traffic Operations				
Baker Street / Mendoza Ave. Signal Improvements	\$ 167,200	\$ -	\$ -	\$ -
Irvine Avenue Pedestrian Signal	175,065	-	-	-
Safe Route to School Improvements	570,500	-	-	-
Adams Ave., Fairview Rd, Harbor Bl. Signal Coord. (SARX)	-	25,000	25,000	25,000
Bear Street Signals	-	261,250	-	-
CCTV IV Expansion Project	-	275,000	-	-
Controller Upgrade Project	-	-	-	-
Fairview Rd/Baker St Signal Modifications (SARX)	-	25,000	-	-
Operations Center Expansion	-	-	418,000	-
Red Hill Avenue Signal Improvements	-	275,000	-	-
School Zone Speed Calming Project	-	146,300	-	-
Signal / CCTV Upgrade Project	-	-	-	444,950
Traffic Signal Installation	-	180,000	-	190,000
W. Mesa Verde/Adams Ave Signal Modifications (SARX)	-	25,000	-	-
Subtotal Traffic Operations	\$ 912,765	\$ 1,212,550	\$ 443,000	\$ 659,950
Curbs and Sidewalks				
New Sidewalks / Missing Link Sidewalks	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Parkway Improvement Program	300,000	300,000	300,000	300,000
Priority Sidewalk Repair	50,000	-	-	-
Subtotal Curbs and Sidewalks	\$ 450,000	\$ 400,000	\$ 400,000	\$ 400,000
TOTAL TRANSPORTATION	\$ 7,418,477	\$ 21,536,550	\$ 17,783,380	\$ 17,437,450

COMMUNITY HEALTH & ENVIRONMENT**Beautification****Parkway and Median Improvements**

Adams Avenue Sound Wall	\$ 60,000	\$ -	\$ -	\$ -
Arterial Wall Cost Share Program	-	15,000	15,000	15,000
Gisler Avenue Bike Trail Landscape	-	165,000	-	-
Neighborhood Entryways	-	200,000	150,000	150,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	1,000,000	-	-
Street Median Improvement Projects	-	250,000	250,000	250,000
Subtotal Parkway & Median Improvements	\$ 60,000	\$ 1,630,000	\$ 415,000	\$ 415,000

Park Improvements

Brentwood Park Expansion - Design	\$ 100,000	\$ 1,000,000	\$ -	\$ -
City Entry Monument Sign - Harbor Boulevard	70,000	-	-	-
Fairview Park Habitat Conservation Grant Project	460,000	-	-	-
Joann Street Bicycle Trail Fence Improvement	1,471,000	-	-	-
Athletic Field Lighting	-	1,000,000	-	-
Canyon Park - New Restroom	-	-	-	632,500
Canyon Park - Slope Stability Implementation	-	500,000	250,000	250,000
Costa Mesa HS Field Design	-	125,000	400,000	4,000,000

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SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 12-13	FY 13-14	FY 14-15	Total
Traffic Operations				
Baker Street / Mendoza Ave. Signal Improvements	\$ -	\$ -	\$ -	\$ 167,200
Irvine Avenue Pedestrian Signal	-	-	-	175,065
Safe Route to School Improvements	-	-	-	570,500
Adams Ave., Fairview Rd, Harbor Bl. Signal Coord. (SARX)	25,000	25,000	25,000	150,000
Bear Street Signals	-	-	-	261,250
CCTV IV Expansion Project	-	-	-	275,000
Controller Upgrade Project	418,000	-	-	418,000
Fairview Rd/Baker St Signal Modifications (SARX)	-	-	-	25,000
Operations Center Expansion	-	-	-	418,000
Red Hill Avenue Signal Improvements	-	-	-	275,000
School Zone Speed Calming Project	-	-	-	146,300
Signal / CCTV Upgrade Project	-	-	-	444,950
Traffic Signal Installation	-	200,000	-	570,000
W. Mesa Verde/Adams Ave Signal Modifications (SARX)	-	-	-	25,000
Subtotal Traffic Operations	\$ 443,000	\$ 225,000	\$ 25,000	\$ 3,921,265
Curbs and Sidewalks				
New Sidewalks / Missing Link Sidewalks	\$ 100,000	\$ 100,000	\$ 100,000	\$ 700,000
Parkway Improvement Program	300,000	300,000	300,000	2,100,000
Priority Sidewalk Repair	-	-	-	50,000
Subtotal Curbs and Sidewalks	\$ 400,000	\$ 400,000	\$ 400,000	\$ 2,850,000
TOTAL TRANSPORTATION	\$ 20,859,950	\$ 19,235,975	\$ 7,928,250	\$ 112,200,032

COMMUNITY HEALTH & ENVIRONMENT**Beautification****Parkway and Median Improvements**

Adams Avenue Sound Wall	\$ -	\$ -	\$ -	\$ 60,000
Arterial Wall Cost Share Program	15,000	-	-	60,000
Gisler Avenue Bike Trail Landscape	-	-	-	165,000
Neighborhood Entryways	150,000	-	-	650,000
Newport Blvd. Landscape - 19th St. to Bristol St.	-	-	-	1,000,000
Street Median Improvement Projects	250,000	250,000	-	1,250,000
Subtotal Parkway & Median Improvements	\$ 415,000	\$ 250,000	\$ -	\$ 3,185,000

Park Improvements

Brentwood Park Expansion - Design	\$ -	\$ -	\$ -	\$ 1,100,000
City Entry Monument Sign - Harbor Boulevard	-	-	-	70,000
Fairview Park Habitat Conservation Grant Project	-	-	-	460,000
Joann Street Bicycle Trail Fence Improvement	-	-	-	1,471,000
Athletic Field Lighting	-	-	-	1,000,000
Canyon Park - New Restroom	-	-	-	632,500
Canyon Park - Slope Stability Implementation	-	-	-	1,000,000
Costa Mesa HS Field Design	-	-	-	4,525,000

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SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 08-09	FY 09-10	FY 10-11	FY 11-12
continued from previous page				
Davis School Field Design	\$ -	\$ 70,000	\$ 150,000	\$ 1,500,000
Fairview Developmental Center Sports Complex Phase II	-	500,000	4,000,000	-
Fairview Park Amphitheater	-	440,000	-	-
Fairview Park Improvements	-	250,000	250,000	250,000
Fairview Park Wetlands	-	2,300,000	3,000,000	1,700,000
Gisler Park - New Picnic Shelter	-	-	-	-
Harper Park - Expand Park	-	-	-	1,265,000
Heller Park - 2 New Lighted Basketball Courts	-	275,000	-	-
Lindbergh Park - 1 New Half Court Basketball Court	-	66,000	-	-
Lindbergh Park - Expand Park	-	-	-	-
Marina View Park - 1 New Half Court Basketball Court	-	66,000	-	-
Moon Park - 1 New Half Court Basketball Court	-	66,000	-	-
Park Monument Signage	-	70,000	70,000	70,000
Park Security Lighting Replacement	-	400,000	400,000	400,000
Pinkley Park - 2 New Tennis Courts	-	-	-	-
Pinkley Park - New Basketball Court	-	200,000	-	-
Pocket Skate Parks	-	770,000	-	-
Tanager Park - 2 New Tennis Courts	-	-	-	-
TeWinkle and California Schools Field Design	-	450,000	3,500,000	-
TeWinkle Park - 2 New Half Court Basketball Courts	-	-	-	150,000
TeWinkle Park - 2 New Tennis Courts	-	-	-	-
TeWinkle Park - 2 Sand Volleyball Courts	-	-	-	150,000
TeWinkle Park - Drainage Swale - North Boundary	-	400,000	-	-
TeWinkle Park - Landscape Buffer North Boundary	-	-	-	300,000
TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr	-	-	-	250,000
TeWinkle Park - New Restroom - Lake Area	-	-	-	-
TeWinkle Park - New Tot Lot East of Junipero Dr.	-	-	-	-
TeWinkle Park - Presidio Square Restroom Demolition	-	-	-	-
Vista Park Picnic Shelter	-	165,000	-	-
Wakeham Park - 2 New Tennis Courts	-	-	-	-
Subtotal Park Improvements	\$ 2,101,000	\$ 9,113,000	\$ 12,020,000	\$ 10,917,500
Park Maintenance				
CDBG Park Improvement - Shalimar Park Fencing	\$ 35,000	\$ -	\$ -	\$ -
Concrete Walkway Replacement - Various Parks	30,000	55,000	60,000	65,000
Gisler Park - Replace Existing Shelter	40,000	-	-	-
Parking Lot Slurry Seal - Wakeham and Jordan Parks	42,000	60,000	-	-
Wakeham Park - Upgrade Play Equipment & Surface	160,000	-	-	-
Del Mesa Park-Replace Shelter & Concrete Walkway	-	50,000	-	-
Pinkley Park - Tot Lot	-	30,000	-	-
Playground Equipment Replacement - Various Parks	-	85,000	90,000	100,000
TeWinkle Park Lake - Leak Repairs (Falls & Edges)	-	90,000	-	-
Wakeham Park - Replace Park Course	-	65,000	-	-
Subtotal Park Maintenance	\$ 307,000	\$ 435,000	\$ 150,000	\$ 165,000

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 12-13	FY 13-14	FY 14-15	Total
continued from previous page				
Davis School Field Design	\$ -	\$ -	\$ -	\$ 1,720,000
Fairview Developmental Center Sports Complex Phase II	-	-	-	4,500,000
Fairview Park Amphitheater	-	-	-	440,000
Fairview Park Improvements	250,000	250,000	250,000	1,500,000
Fairview Park Wetlands	-	-	-	7,000,000
Gisler Park - New Picnic Shelter	185,000	-	-	185,000
Harper Park - Expand Park	-	-	-	1,265,000
Heller Park - 2 New Lighted Basketball Courts	-	-	-	275,000
Lindbergh Park - 1 New Half Court Basketball Court	-	-	-	66,000
Lindbergh Park - Expand Park	1,265,000	-	-	1,265,000
Marina View Park - 1 New Half Court Basketball Court	-	-	-	66,000
Moon Park - 1 New Half Court Basketball Court	-	-	-	66,000
Park Monument Signage	-	-	-	210,000
Park Security Lighting Replacement	-	-	-	1,200,000
Pinkley Park - 2 New Tennis Courts	110,000	-	-	110,000
Pinkley Park - New Basketball Court	-	-	-	200,000
Pocket Skate Parks	-	-	-	770,000
Tanager Park - 2 New Tennis Courts	-	110,000	-	110,000
TeWinkle and California Schools Field Design	-	-	-	3,950,000
TeWinkle Park - 2 New Half Court Basketball Courts	-	-	-	150,000
TeWinkle Park - 2 New Tennis Courts	-	110,000	-	110,000
TeWinkle Park - 2 Sand Volleyball Courts	-	-	-	150,000
TeWinkle Park - Drainage Swale - North Boundary	-	-	-	400,000
TeWinkle Park - Landscape Buffer North Boundary	-	-	-	300,000
TeWinkle Park - Landscape Median & Crosswalk @Junipero Dr	-	-	-	250,000
TeWinkle Park - New Restroom - Lake Area	-	650,000	-	650,000
TeWinkle Park - New Tot Lot East of Junipero Dr.	500,000	-	-	500,000
TeWinkle Park - Presidio Square Restroom Demolition	650,000	-	-	650,000
Vista Park Picnic Shelter	-	-	-	165,000
Wakeham Park - 2 New Tennis Courts	150,000	-	-	150,000
Subtotal Park Improvements	\$ 3,110,000	\$ 1,120,000	\$ 250,000	\$ 38,631,500
Park Maintenance				
CDBG Park Improvement - Shalimar Park Fencing	\$ -	\$ -	\$ -	\$ 35,000
Concrete Walkway Replacement - Various Parks	70,000	75,000	-	355,000
Gisler Park - Replace Existing Shelter	-	-	-	40,000
Parking Lot Slurry Seal - Wakeham and Jordan Parks	-	-	-	102,000
Wakeham Park - Upgrade Play Equipment & Surface	-	-	-	160,000
Del Mesa Park-Replace Shelter & Concrete Walkway	-	-	-	50,000
Pinkley Park - Tot Lot	-	-	-	30,000
Playground Equipment Replacement - Various Parks	105,000	110,000	-	490,000
TeWinkle Park Lake - Leak Repairs (Falls & Edges)	-	-	-	90,000
Wakeham Park - Replace Park Course	-	-	-	65,000
Subtotal Park Maintenance	\$ 175,000	\$ 185,000	\$ -	\$ 1,417,000

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 08-09	FY 09-10	FY 10-11	FY 11-12
Sanitation				
Water Quality				
NPDES Best Management Practices Implementation	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
Subtotal Water Quality	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
TOTAL COMMUNITY HEALTH & ENVIRONMENT	\$ 2,468,000	\$ 11,228,000	\$ 12,635,000	\$ 11,547,500

LEISURE & COMMUNITY SERVICES**Community Programs**

Construct Soccer Field	\$ -	\$ 1,000,000	\$ -	\$ -
Construct Youth Baseball Fields (2)	-	-	1,116,000	-
Recreation Use Concept Plans, Various Properties	-	600,000	270,000	340,000
Subtotal Community Programs	\$ -	\$ 1,600,000	\$ 1,386,000	\$ 340,000
TOTAL LEISURE & COMMUNITY SERVICES	\$ -	\$ 1,600,000	\$ 1,386,000	\$ 340,000

GENERAL GOVERNMENT SUPPORT**Maintenance Services****Facilities Maintenance**

City Hall - Computer Room Smoke Detector System	\$ 39,000	\$ -	\$ -	\$ -
City Hall - Council Chamber Upgrade	495,000	-	-	-
Corp Yard - Installation of Gasoline Vapor Recovery Syst.	30,000	-	-	-
Corp Yard - Roof Replacement	200,000	-	-	-
Fire Station Design	500,000	-	-	-
Balearic Center - Exterior Doors and Windows	-	-	92,115	-
Balearic Center - Fire Protection Sprinklers	-	-	115,000	-
Balearic Center - Install New HVAC Units	-	40,000	-	-
Balearic Center - Plumbing Fixtures	-	-	69,470	-
City Hall - 2nd Flr Carpet Replacement (1 floor per year)	-	70,000	85,000	85,000
City Hall - 2nd Flr Planning Lobby Renovation	-	35,000	-	-
City Hall - 5th Flr Renovation	-	274,636	-	-
City Hall - City Clerk's Office Renovation	-	35,000	-	-
City Hall - HVAC Cooling & Generating System	-	-	4,478,178	-
City Hall - Paint Exterior	-	-	-	-
City Hall - Remodel Front Lobby	-	125,000	-	-
City Hall - Replace Roof	-	465,000	-	-
City Hall - Wall Finishes	-	100,000	100,000	100,000
City Hall - Water Distribution System	-	-	82,000	-
Civic Center - Exterior Paint & Canopy Roof	-	-	-	300,000
Communications - Floor Finishes	-	-	-	-
Communications - Interior Wall Finishes	-	-	-	45,000
Corp Yard - Install Above Ground Tank	-	150,000	-	-
Corp Yard - Replace Failed Concrete	-	70,000	-	-
Downtown Recreation Center - Interior Wall Finishes	-	-	-	-

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SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 12-13	FY 13-14	FY 14-15	Total
Sanitation				
Water Quality				
NPDES Best Management Practices Implementation	\$ 50,000	\$ -	\$ -	\$ 200,000
Subtotal Water Quality	\$ 50,000	\$ -	\$ -	\$ 200,000
TOTAL COMMUNITY HEALTH & ENVIRONMENT	\$ 3,750,000	\$ 1,555,000	\$ 250,000	\$ 43,433,500

LEISURE & COMMUNITY SERVICES**Community Programs**

Construct Soccer Field	\$ -	\$ -	\$ -	\$ 1,000,000
Construct Youth Baseball Fields (2)	-	-	-	1,116,000
Recreation Use Concept Plans, Various Properties	325,000	695,000	350,000	2,580,000
Subtotal Community Programs	\$ 325,000	\$ 695,000	\$ 350,000	\$ 4,696,000
TOTAL LEISURE & COMMUNITY SERVICES	\$ 325,000	\$ 695,000	\$ 350,000	\$ 4,696,000

GENERAL GOVERNMENT SUPPORT**Maintenance Services****Facilities Maintenance**

City Hall - Computer Room Smoke Detector System	\$ -	\$ -	\$ -	\$ 39,000
City Hall - Council Chamber Upgrade	-	-	-	495,000
Corp Yard - Installation of Gasoline Vapor Recovery Syst.	-	-	-	30,000
Corp Yard - Roof Replacement	-	-	-	200,000
Fire Station Design	-	-	-	500,000
Balearic Center - Exterior Doors and Windows	-	-	-	92,115
Balearic Center - Fire Protection Sprinklers	-	-	-	115,000
Balearic Center - Install New HVAC Units	-	-	-	40,000
Balearic Center - Plumbing Fixtures	-	-	-	69,470
City Hall - 2nd Flr Carpet Replacement (1 floor per year)	85,000	85,000	-	410,000
City Hall - 2nd Flr Planning Lobby Renovation	-	-	-	35,000
City Hall - 5th Flr Renovation	-	-	-	274,636
City Hall - City Clerk's Office Renovation	-	-	-	35,000
City Hall - HVAC Cooling & Generating System	-	-	-	4,478,178
City Hall - Paint Exterior	80,000	-	-	80,000
City Hall - Remodel Front Lobby	-	-	-	125,000
City Hall - Replace Roof	-	-	-	465,000
City Hall - Wall Finishes	100,000	-	-	400,000
City Hall - Water Distribution System	-	-	-	82,000
Civic Center - Exterior Paint & Canopy Roof	-	-	-	300,000
Communications - Floor Finishes	178,100	-	-	178,100
Communications - Interior Wall Finishes	-	-	-	45,000
Corp Yard - Install Above Ground Tank	-	-	-	150,000
Corp Yard - Replace Failed Concrete	-	-	-	70,000
Downtown Recreation Center - Interior Wall Finishes	-	173,950	-	173,950

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SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 08-09	FY 09-10	FY 10-11	FY 11-12
continued from previous page				
Fire Station #1 - Fuel Leak Remediation	\$ -	\$ 75,000	\$ 100,000	\$ -
Fire Station #2 - Communications and Security	-	-	-	45,520
Fire Station #2 - Electrical Service Distribution	-	-	-	34,450
Fire Station #2 - Exterior Doors and Windows	-	-	-	101,080
Fire Station #2 - Fittings	-	-	-	11,440
Fire Station #2 - Interior Doors	-	-	-	17,450
Fire Station #2 - Lighting and Branch Wiring	-	-	-	121,300
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	-	45,000	-	-
Fire Station #4 - Domestic Water Distribution	-	-	-	31,205
Fire Station #4 - Electrical Service/Distribution	-	-	-	382,825
Fire Station #4 - Exterior Doors	-	-	-	84,415
Fire Station #4 - Plumbing Fixtures	-	-	-	140,185
Fire Station #5 - Exterior Doors and Windows	-	-	147,625	-
Fire Station #6 - Remove UST, Install Above Ground Tank	-	-	-	-
Historical Society - Replace Two 5-Ton HVAC Units	-	30,000	-	-
Mesa Verde Library - Ceiling Remediation and Painting	-	65,000	-	-
Mesa Verde Library - Communications and Security	-	-	-	56,100
Mesa Verde Library - Exterior Doors and Windows	-	-	-	80,735
Mesa Verde Library - Interior Doors and Finishes	-	-	-	76,030
Mesa Verde Library - Lighting 7 Branch Wiring	-	-	-	267,120
Mesa Verde Library - Replace 1 HVAC Unit	-	30,000	-	-
Neighborhood Comm Ctr - Electrical Comm and Security	-	-	-	198,630
Neighborhood Comm Ctr - Interior Wall Finishes	-	-	-	-
Neighborhood Comm Ctr - Replace 2 HVAC Units	-	-	-	522,230
New Corporation Yard - HVAC Terminal Pkg Units	-	-	188,225	-
New Corporation Yard - Wall Finishes	-	-	97,100	-
Old Corp Yard Building - Paint Building	-	-	150,000	-
Old Corp Yard/Fleet - Communications and Security	-	-	-	201,205
Old Corp Yard/Fleet - Domestic Water Distribution	-	-	-	32,680
Old Corp Yard/Fleet - Electrical Service/Distribution	-	-	-	42,900
Old Corp Yard/Fleet - Lighting and Branch Wiring	-	-	-	585,225
Old Corp Yard/Fleet - Plumbing Fixtures	-	-	-	163,620
Police Heliport - Replace UST w/Above Ground Tank	-	-	110,000	-
Police Heliport - Resurface Deck	-	80,000	-	-
Police Station - Domestic Water Distribution	-	-	51,575	-
Police Station - Electric Service Distribution	-	-	315,500	-
Police Station - HVAC/Cooling Generator	-	-	3,433,489	-
Police Station - Paint Exterior Surfaces	-	-	-	-
Police Station - Plumbing Fixtures	-	-	-	-
Police Station - Replace Backup Generator	-	200,000	-	-

continued to next page

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 12-13	FY 13-14	FY 14-15	Total
continued from previous page				
Fire Station #1 - Fuel Leak Remediation	\$ -	\$ -	\$ -	175,000
Fire Station #2 - Communications and Security	-	-	-	45,520
Fire Station #2 - Electrical Service Distribution	-	-	-	34,450
Fire Station #2 - Exterior Doors and Windows	-	-	-	101,080
Fire Station #2 - Fittings	-	-	-	11,440
Fire Station #2 - Interior Doors	-	-	-	17,450
Fire Station #2 - Lighting and Branch Wiring	-	-	-	121,300
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	-	-	-	45,000
Fire Station #4 - Domestic Water Distribution	-	-	-	31,205
Fire Station #4 - Electrical Service/Distribution	-	-	-	382,825
Fire Station #4 - Exterior Doors	-	-	-	84,415
Fire Station #4 - Plumbing Fixtures	-	-	-	140,185
Fire Station #5 - Exterior Doors and Windows	-	-	-	147,625
Fire Station #6 - Remove UST, Install Above Ground Tank	-	180,000	-	180,000
Historical Society - Replace Two 5-Ton HVAC Units	-	-	-	30,000
Mesa Verde Library - Ceiling Remediation and Painting	-	-	-	65,000
Mesa Verde Library - Communications and Security	-	-	-	56,100
Mesa Verde Library - Exterior Doors and Windows	-	-	-	80,735
Mesa Verde Library - Interior Doors and Finishes	-	-	-	76,030
Mesa Verde Library - Lighting 7 Branch Wiring	-	-	-	267,120
Mesa Verde Library - Replace 1 HVAC Unit	-	-	-	30,000
Neighborhood Comm Ctr - Electrical Comm and Security	-	-	-	198,630
Neighborhood Comm Ctr - Interior Wall Finishes	203,395	-	-	203,395
Neighborhood Comm Ctr - Replace 2 HVAC Units	-	-	-	522,230
New Corporation Yard - HVAC Terminal Pkg Units	-	-	-	188,225
New Corporation Yard - Wall Finishes	-	-	-	97,100
Old Corp Yard Building - Paint Building	-	-	-	150,000
Old Corp Yard/Fleet - Communications and Security	-	-	-	201,205
Old Corp Yard/Fleet - Domestic Water Distribution	-	-	-	32,680
Old Corp Yard/Fleet - Electrical Service/Distribution	-	-	-	42,900
Old Corp Yard/Fleet - Lighting and Branch Wiring	-	-	-	585,225
Old Corp Yard/Fleet - Plumbing Fixtures	-	-	-	163,620
Police Heliport - Replace UST w/Above Ground Tank	-	-	-	110,000
Police Heliport - Resurface Deck	-	-	-	80,000
Police Station - Domestic Water Distribution	-	-	-	51,575
Police Station - Electric Service Distribution	-	-	-	315,500
Police Station - HVAC/Cooling Generator	-	-	-	3,433,489
Police Station - Paint Exterior Surfaces	-	183,875	-	183,875
Police Station - Plumbing Fixtures	-	306,755	-	306,755
Police Station - Replace Backup Generator	-	-	-	200,000

continued to next page

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 08-09	FY 09-10	FY 10-11	FY 11-12
continued from previous page				
Police Substation - Exterior Doors	\$ -	\$ -	\$ -	\$ 57,030
Police Substation - Exterior Windows	-	-	-	310,050
Police Substation - Interior Doors	-	-	-	164,115
Police Substation - Interior Floor Finishes	-	-	-	148,025
Police Substation - Interior Partitions	-	-	-	153,150
Police Substation - Interior Wall Finishes	-	-	-	113,600
Police Substation - Plumbing Fixtures	-	-	-	141,830
	-	-	-	-
Subtotal Facilities Maintenance	\$ 1,264,000	\$ 1,889,636	\$ 9,615,277	\$ 4,949,145
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 1,264,000	\$ 1,889,636	\$ 9,615,277	\$ 4,949,145
GRAND TOTAL	\$ 11,150,477	\$ 36,254,186	\$ 41,419,657	\$ 34,274,095

SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM

FISCAL YEAR 2008-2009 through FISCAL YEAR 2014-2015

MAJOR SERVICE CATEGORY

PROGRAM / Project Description	FY 12-13	FY 13-14	FY 14-15	Total
continued from previous page				
Police Substation - Exterior Doors	\$ -	\$ -	\$ -	\$ 57,030
Police Substation - Exterior Windows	-	-	-	310,050
Police Substation - Interior Doors	-	-	-	164,115
Police Substation - Interior Floor Finishes	-	-	-	148,025
Police Substation - Interior Partitions	-	-	-	153,150
Police Substation - Interior Wall Finishes	-	-	-	113,600
Police Substation - Plumbing Fixtures	-	-	-	141,830
	-	-	-	
Subtotal Facilities Maintenance	\$ 746,495	\$ 929,580	\$ -	\$ 19,394,133
TOTAL GENERAL GOVERNMENT SUPPORT	\$ 746,495	\$ 929,580	\$ -	\$ 19,394,133
GRAND TOTAL	\$ 25,681,445	\$ 22,415,555	\$ 8,528,250	\$ 179,723,665





Newport Boulevard about 1925

COSTA MESA REDEVELOPMENT AGENCY

The Costa Mesa Redevelopment Agency (RDA) was established by Ordinance No. 72.2 of the Costa Mesa City Council and adopted on January 17, 1972, pursuant to the Community Redevelopment Law of California, as codified in Section 33000 of the California Health and Safety Code.

The principal objectives of the Agency are to prepare and carry out plans for the improvement, rehabilitation and development of blighted areas within the defined boundaries of the redevelopment area. The principal project of the Agency is known as the Downtown Redevelopment Project, which was approved by Ordinance No. 73-44 at the meeting of the Costa Mesa City Council on December 24, 1973. The plan was amended to add area No. 2 by Ordinance No. 77-27 approved on July 5, 1977. Ordinance No. 77-36 approved August 1, 1977, amended the plan to resolve inconsistencies between the plan and the City's General Plan and improve the procedures for processing combined Agency and City permits. Ordinance No. 80-22 approved on November 17, 1980, amended the plan to add area No. 3.

Although the Redevelopment Agency, on February 15, 2005, voted to discontinue the expansion of the Costa Mesa Downtown Project Area along West 19th Street, the City created Master Urban Plans for the Westside and south Bristol Street, which provide additional opportunities for private redevelopment to occur within the designed areas. With only seven years remaining for the conclusion of the Downtown Project Area in 2014, the Agency may continue to collect tax increment funds through 2024 to amortize and pay off the remaining debt.

The FY 08-09 adopted budget continues funding for most of the administrative functions at similar levels as the FY 07-08 budget. The Agency's Low/Mod Programs include the First-Time Home Buyer Program and the Single-Family Rehabilitation Loans and Grants Program. Funds remaining, after the above existing programs are funded, are reserved for future affordable housing projects.



**REDEVELOPMENT AGENCY
AGENDA REPORT**

**ITEM NO: IX. 1
MEETING DATE: 05/13/08**

**SUBJECT: CONSIDERATION OF BUDGET ADOPTION
FOR FISCAL YEAR 2008-2009**

DATE : APRIL 30, 2008

FROM: FINANCE DEPARTMENT/ MARC R. PUCKETT, DIRECTOR

CONTACT: BOBBY YOUNG, BUDGET AND RESEARCH OFFICER, 714-754-5241

RECOMMENDATION:

Adopt Resolution approving the proposed budget of the Costa Mesa Redevelopment Agency for fiscal year 2008-2009.

BACKGROUND:

The fiscal year 2008-2009 proposed budget is presented in two parts: the first part is a summary of the budget highlights (analysis section); the second part is a detail of proposed operating appropriations (Attachment #1).

ANALYSIS:

The fiscal year 2008-2009 proposed budget details total estimated revenue, total appropriations, and utilization of fund balance as follows:

	<u>Low/Moderate Housing</u>	<u>Tax Increment</u>	<u>Downtown Project</u>	<u>Combined Totals</u>
2008-2009 Est. Revenue	\$ 1,105,383	\$ 2,964,089	\$ 1,008,669	\$ 5,078,141
2008-2009 Appropriations	<u>(1,232,462)</u>	<u>(3,279,782)</u>	<u>(1,721,249)</u>	<u>(6,233,493)</u>
Total Excess Revenues (Appropriations)	(127,079)	(315,693)	(712,580)	(1,155,352)
2008-2009 Projected Beginning Fund Balance	<u>389,158</u>	<u>349,206</u>	<u>784,591</u>	<u>1,522,955</u>
2008-2009 Proj. Ending Fund Balance	<u>\$ 262,079</u>	<u>\$ 33,513</u>	<u>\$ 72,011</u>	<u>\$ 367,603</u>

A. Budget Highlights

- Full funding of the Redevelopment Agency's low and moderate income housing set aside requirement for fiscal year 2008-2009.
- Full funding of the interest and principal portions of the Agency's promissory note to the City of Costa Mesa in the amount of \$1,299,704, based on the amortization schedule.
- Repayment in the amount of \$368,111 of the deferred set aside amount owed to the Low/Moderate Income Housing Fund.
- Funding in the amount of \$350,280 in the Downtown Project Fund for administration.
- Funding in the amount of \$223,438 in the Low/Moderate Housing Fund for the Single Family Residence (SFR) Rehabilitation Loan and Grant program to cover salaries and program costs. An additional \$304,657 is also anticipated to be carried over from the current fiscal year for loans and grants.
- Funding in the amount of \$732,150 in the Low/Moderate Housing Fund for the Homebuyer Assistance Program. If the Agency approves this appropriation, staff will return to the RDA in early 08-09 with proposed revisions to the Program. The proposed revisions include veterans' preferences and a revision to the maximum loan amount.

B. Affordable Housing Projects:

Included in the 2008-2009 budget is \$262,079 in affordable housing project money which is designated for the proposed Bethel Towers Senior Project. The project is currently in ongoing negotiations, but once project costs and scope have been finalized, staff will return to the City Council for formal project approval.

Highlights of existing projects include the following:

- 1901 Newport Plaza Project: In June 2005 the Redevelopment Agency appropriated \$892,000 for a 145-unit residential condominium project at 1901 Newport Boulevard called the Plaza Residences project. However, due to the project not being anticipated to be completed for 5 years, the Agency chose to release \$400,000 of the original appropriation for other uses. Subsequently, the Agency must re-appropriate \$100,000 for the next four years back to the Project to complete the original commitment to the developer. The 08-09 Budget includes the fourth and final year of the \$100,000 re-appropriation. It also includes some additional funds for anticipated legal fees to close the project.

ALTERNATIVE CONSIDERED:

An alternative to adopting this budget for the Agency would be to adopt a modified budget (specified changes to the proposed budget based upon direction received from the Agency Board). As presented, the proposed budget reflects the funding necessary to meet the Agency's current needs and future requirements for all projects.

FISCAL REVIEW:

Low/Moderate Income Housing and Downtown Project Funds

As illustrated in the combined totals for all funds (within the table on page 1), there is sufficient resources in the Low/Moderate Income Housing and Downtown Project Funds to adequately support the proposed budget for the fiscal year 2008-2009.

Tax Increment Fund

As illustrated in the combined totals for all funds (within the table on page 1), the Tax Increment Fund has sufficient resources to fully fund its' debt obligations for the fiscal year 2008-2009.

LEGAL REVIEW:

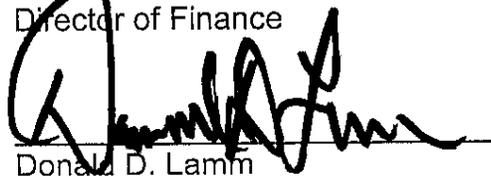
Resolution approved as to form.

CONCLUSION:

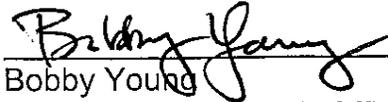
It is recommended that the Agency Board adopt the attached Resolution approving the Costa Mesa Redevelopment Agency Budget for the fiscal year 2008-2009.



Marc R. Puckett
Director of Finance



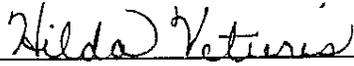
Donald D. Lamm
Executive Director



Bobby Young
Budget and Research Officer



Muriel Ullman
Neighborhood Improvement Manager



Hilda Veturis
Management Analyst

- Attachments: 1-Operating Budget
2-Estimated Revenue Budget
3-Projected Available Funds
4-Debt Information
5-Resolution

RESOLUTION NO. 01-2008

**A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF
COSTA MESA, CALIFORNIA, ADOPTING A BUDGET FOR THE FISCAL
YEAR 2008-2009.**

**THE REDEVELOPMENT AGENCY OF THE CITY OF COSTA MESA HEREBY
RESOLVE AS FOLLOWS:**

WHEREAS, a Proposed Budget for 2008-2009 Fiscal Year has been prepared in compliance with Section 2-153 of the Costa Mesa Municipal Code.

NOW, THEREFORE, BE IT RESOLVED, as follows:

SECTION I: The Annual Budget for the Redevelopment Agency of the City of Costa Mesa, for the Fiscal Year beginning July 1, 2008, and ending June 30, 2009, is hereby adopted as set forth in the Proposed 2008-2009 Budget, detailed in Attachment A.

PASSED AND ADOPTED this thirteen day of May 2008.



Chairperson of the Redevelopment Agency

ATTEST:



Secretary, Redevelopment Agency
of the City of Costa Mesa

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

I, MARTHA ROSALES, Secretary to the Costa Mesa Redevelopment Agency, City of Costa Mesa, do hereby certify that RDA Resolution No. 01-2008 was passed and adopted at a regular meeting of the Costa Mesa Redevelopment Agency held on Tuesday, May 13, 2008, by the following votes:

AYES: Agency Members Bever, Dixon, Foley and Leece

NOES: None.

ABSENT: Agency Member Mansoor

COSTA MESA REDEVELOPMENT AGENCY

By: Martha Rosales
Agency Secretary

(SEAL)



REDEVELOPMENT AGENCY
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION, BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted
<u>Redevelopment - 11400</u>				
Dev Svcs Director - Deputy City Manager	-	0.20	0.20	0.25
Neighborhood Improvement Manager	0.15	0.15	0.15	0.15
Management Analyst	0.65	0.65	0.65	0.75
Executive Secretary	0.60	0.60	0.60	0.60
<i>Subtotal Redevelopment Admin - 60100</i>	1.40	1.60	1.60	1.75
Management Analyst	1.51	1.88	2.12	1.22
Office Specialist II	0.47	0.47	0.58	0.58
<i>Subtotal RDA Low/Mod Projects - 60300</i>	1.98	2.35	2.70	1.80
Management Analyst	-	-	-	-
<i>Subtotal RDA Low/Mod Rental Rehab - 60400</i>	0.00	0.00	0.00	0.00
Neighborhood Improvement Manager	0.30	0.30	0.30	0.30
Management Analyst	0.20	0.20	0.25	0.25
Executive Secretary	0.15	0.15	0.15	0.15
<i>Subtotal RDA Low/Mod Admin - 60500</i>	0.65	0.65	0.70	0.70
TOTAL DEPARTMENT	4.03	4.60	5.00	4.25

Note: The positions shown here are housed in the City Manager's Office and Development Services. This schedule reflects those portions funded by RDA funds.

REDEVELOPMENT AGENCY
CALCULATION OF PROJECTED BALANCES
for the Fiscal Year Ending June 30, 2009

Fund Description	Projected Balances 07/01/08	Estimated Revenues FY 08-09	Adopted Operating Appropriations FY 08-09	Revenues Over (Under) Appropriations	Projected Balances 06/30/2009
Fund 370 - Tax Increment Fund	\$ 349,206	\$2,964,089	\$ 3,279,782	\$ (315,693)	\$ 33,513
Fund 471 - Low and Mod Housing Fund	389,158	1,105,383	1,232,462	(127,079)	\$ 262,079
Fund 472 - Downtown Project Fund	784,591	1,008,669	1,721,249	(712,580)	72,011
TOTAL	1,522,955	5,078,141	6,233,493	(1,155,352)	367,603

CITY OF COSTA MESA, CALIFORNIA

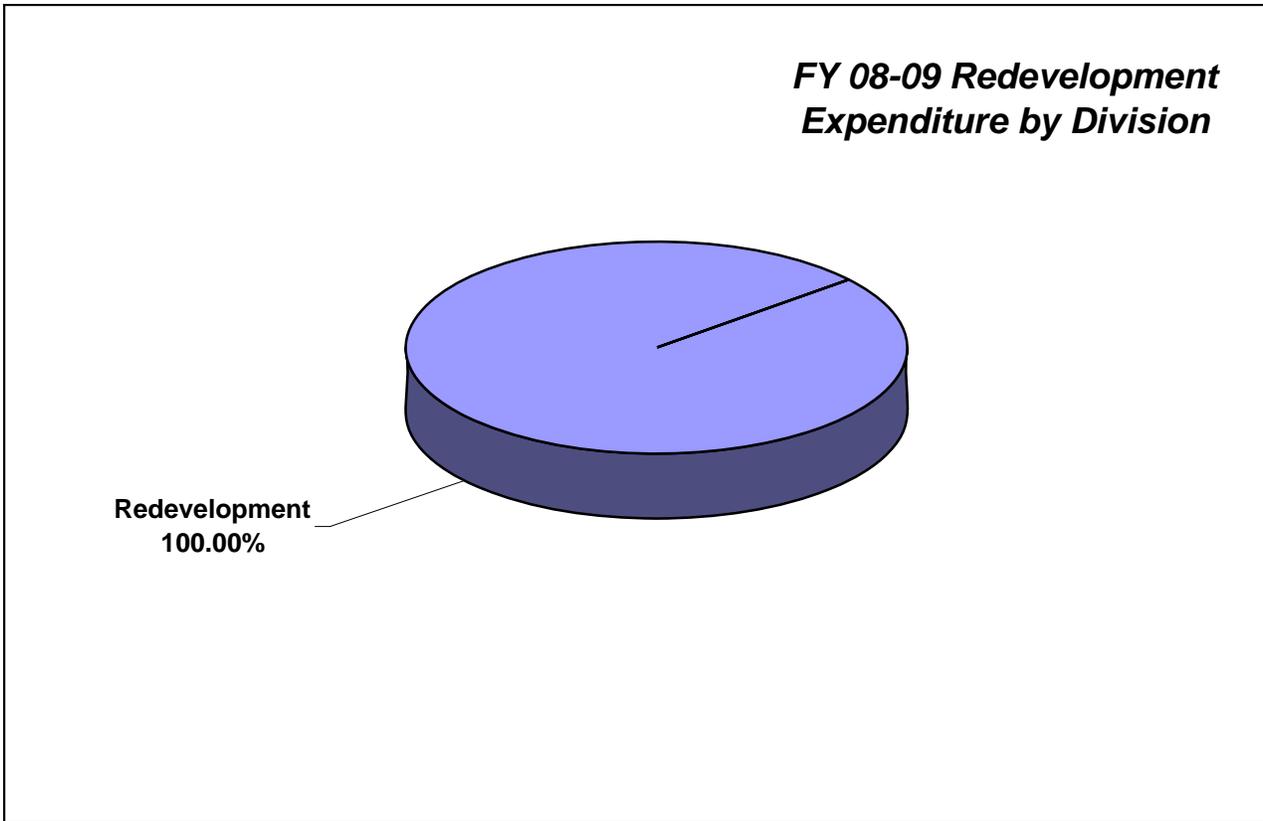
REDEVELOPMENT AGENCY
SCHEDULE OF ESTIMATED REVENUES

FROM FISCAL YEAR 2005-2006 THROUGH FISCAL YEAR 2008-2009

Fund Description	FY 05-06	FY 06-07	FY 07-08	FY 08-09
	Actual	Actual	Adopted	Adopted
Fund 370 - Tax Increment Fund				
Revenues:				
Tax increment (80%)	\$ 2,426,700	\$ 2,807,587	\$ 2,755,581	\$ 2,919,890
ERAF Transfer Payment	(253,653)			
Interest earned on investments	94,271	144,942	10,000	29,199
Other revenue	15,000	15,000	25,510	15,000
Subtotal Fund 370	\$ 2,282,318	\$ 2,967,529	\$ 2,791,091	\$ 2,964,089
Fund 471 - Low and Mod Housing Fund				
Revenues:				
Tax increment (20%)	\$ 606,675	\$ 701,897	\$ 688,895	\$ 729,972
Transfer of deferred set aside	43,318	43,318	368,318	368,111
Loan payoffs	245,363	42,301		-
Interest earned on investments	66,972	78,285	6,889	7,300
Developer reimbursements	-			-
Other revenue	82,576			-
Subtotal Fund 471	\$ 1,044,904	\$ 865,801	\$ 1,064,102	\$ 1,105,383
Fund 472 - Downtown Project Fund				
Revenues:				
Investment Income	\$ -	\$ -	\$ -	\$ -
Rental Revenue	93,669	87,673	103,669	108,669
Transfers In (from City/Excess Tax Increment)	129,713	506,890	1,055,000	900,000
Miscellaneous	-	10,686		-
Subtotal Fund 472	\$ 223,382	\$ 605,249	\$ 1,158,669	\$ 1,008,669
TOTAL	\$ 3,550,604	\$ 4,438,579	\$ 5,013,862	\$ 5,078,141

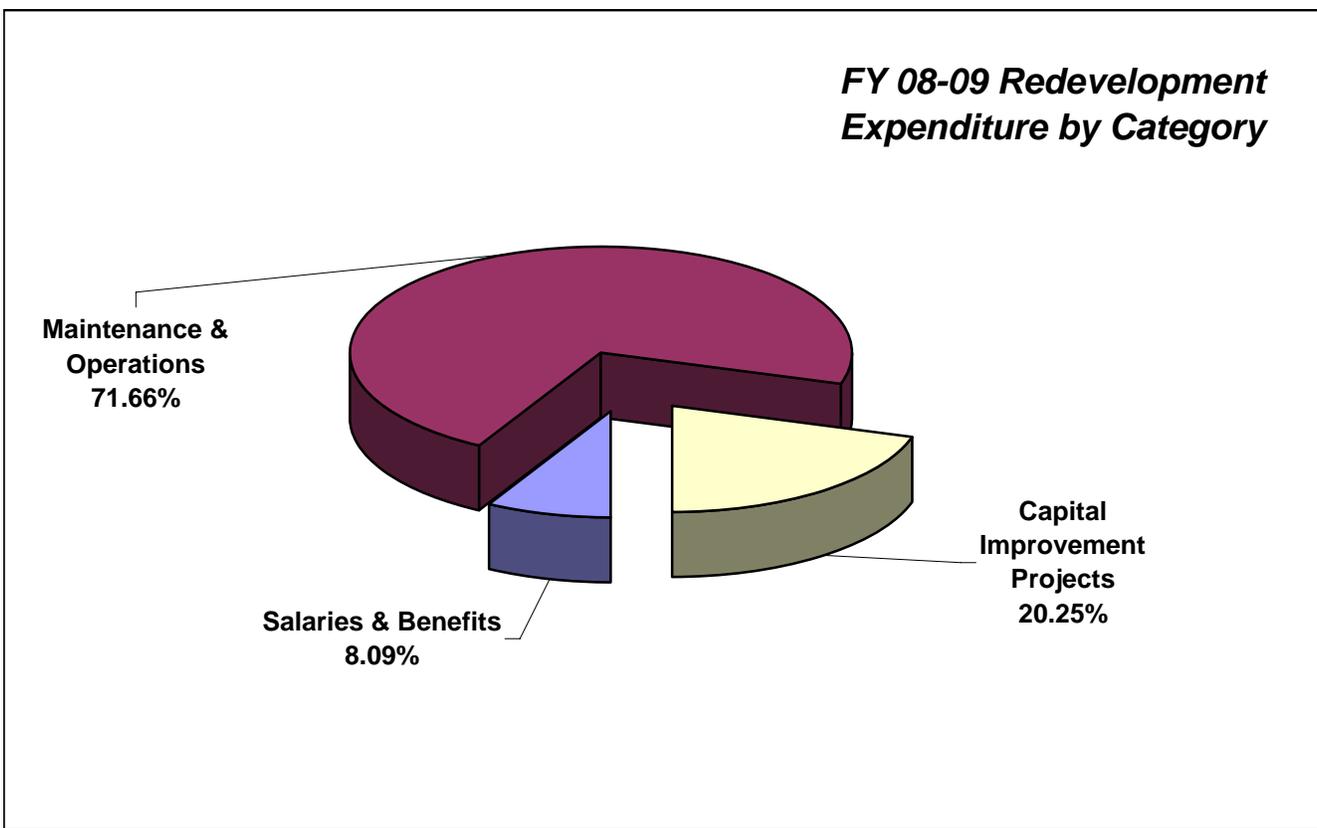
**REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Redevelopment - 11400	\$ 4,304,778	\$ 3,120,338	\$ 4,378,239	\$ 6,233,494	42.37%
Total Expenditures	\$ 4,304,778	\$ 3,120,338	\$ 4,378,239	\$ 6,233,494	42.37%



**REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 364,987	\$ 473,077	\$ 530,192	\$ 504,388	-4.87%
Maintenance & Operations	3,939,791	2,647,261	3,848,047	4,466,806	16.08%
Capital Improvement Projects	-	-	-	1,262,300	
Total Expenditures	\$ 4,304,778	\$ 3,120,338	\$ 4,378,239	\$ 6,233,494	42.37%



	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
RDA Debt Service Fund - 370	\$ 1,709,660	\$ 2,185,858	\$ 3,281,990	\$ 3,279,782	52.62%
RDA Low & Mod. Hsg. Fund - 471	2,370,609	653,826	706,060	1,232,462	19.77%
RDA Downtown Projects Fund - 472	224,509	280,654	390,189	1,721,249	27.61%
Total Funding Sources	\$ 4,304,778	\$ 3,120,338	\$ 4,378,239	\$ 6,233,494	100.00%

REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Fund 370						
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Financial & Information Svcs	530500	\$ 5,618	\$ 4,479	\$ 6,000	\$ 6,000	0%
Principal Payments	535100	455,000	460,000	1,199,346	1,237,383	3%
Interest Payments	535200	1,249,042	1,214,489	1,176,644	1,136,399	-3%
Operating Transfers Out	595100	-	506,890	900,000	900,000	0%
Subtotal Maintenance & Operations		\$ 1,709,660	\$ 2,185,858	\$ 3,281,990	\$ 3,279,782	0%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Fund 370 Expenditures		\$ 1,709,660	\$ 2,185,858	\$ 3,281,990	\$ 3,279,782	0%
Fund 471						
Regular Salaries - Non Sworn	501200	\$ 171,654	\$ 217,714	\$ 245,258	\$ 183,877	-25%
Regular Salaries - Part time	501300	1,051	-	-	-	0%
Overtime	501400	313	271	1,300	860	-34%
Vacation/Comp. Time Cash Out	501600	102	-	-	-	0%
Holiday Allowance	501700	226	229	80	80	0%
Other Compensation	501900	1,264	1,311	1,524	1,635	7%
Cafeteria Plan	505100	18,876	23,904	28,530	24,667	-14%
Medicare	505200	2,461	3,060	3,597	2,702	-25%
Retirement	505300	33,118	41,593	50,531	38,812	-23%
Professional Development	505500	2,887	2,007	7,950	7,750	-3%
Employer Contr. Retirees' Med.	506100	1,692	2,177	2,453	8,274	237%
Subtotal Salaries & Benefits		\$ 233,645	\$ 292,266	\$ 341,222	\$ 268,657	-21%
Stationery and Office	510100	\$ 1,122	\$ 1,257	\$ 2,100	\$ 2,350	12%
Multi-Media, Promotions and Subs	510200	560	-	750	1,300	73%
Small Tools and Equipment	510300	-	875	3,150	1,000	-68%
Janitorial and Housekeeping	515800	753	-	-	-	0%
Postage	520100	59	306	1,650	1,850	12%
Legal Advertising/Filing Fees	520200	4,944	-	500	500	0%
Advertising and Public Info.	520300	-	285	1,300	3,150	142%
Mileage Reimbursement	520600	8	43	200	300	50%
Board Member Fees	520800	435	-	600	600	0%
Office Furniture	525600	-	-	250	250	0%
Office Equipment	525700	-	-	400	500	25%
Consulting	530200	78,879	9,830	39,000	33,955	-13%
Legal	530300	47,097	76,088	65,000	72,500	12%
Engineering and Architectural	530400	-	19,969	-	-	0%
Financial & Information Svcs	530500	3,212	4,203	4,200	4,250	1%
Internal Rent	535300	-	250	-	-	0%
Indirect Costs	535700	1,786	-	-	-	0%
Central Services	535800	333	216	1,300	1,300	0%
Relocation	545100	-	-	10,000	20,000	100%
Assistance	545300	1,997,775	248,239	234,438	820,000	250%
Subtotal Maintenance & Operations		\$ 2,136,964	\$ 361,560	\$ 364,838	\$ 963,805	164%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Fund 471 Expenditures		\$ 2,370,609	\$ 653,826	\$ 706,060	\$ 1,232,462	75%

REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
Fund 472						
Regular Salaries - Non Sworn	501200	\$ 92,987	\$ 129,364	\$ 129,847	\$ 155,987	20%
Overtime	501400	396	308	1,400	1,400	0%
Holiday Allowance	501700	236	248	-	-	0%
Other Compensation	501900	4,086	4,406	4,487	5,307	18%
Cafeteria Plan	505100	10,819	14,293	15,312	19,201	25%
Medicare	505200	1,380	1,919	1,968	2,359	20%
Retirement	505300	18,675	25,507	27,457	33,692	23%
Professional Development	505500	1,832	2,768	7,200	10,765	50%
Auto Allowance	505600	-	706	-	-	0%
Employer Contr. Retirees' Med.	506100	929	1,293	1,298	7,019	441%
Subtotal Salaries & Benefits		\$ 131,341	\$ 180,812	\$ 188,970	\$ 235,730	25%
Stationery and Office	510100	\$ -	\$ 245	\$ 1,500	\$ 1,500	0%
Multi-Media, Promotions and Subs	510200	-	-	500	500	0%
Small Tools and Equipment	510300	-	991	750	750	0%
Postage	520100	147	37	300	300	0%
Legal Advertising/Filing Fees	520200	-	-	1,000	1,000	0%
Advertising and Public Info.	520300	-	-	1,000	1,000	0%
Mileage Reimbursement	520600	-	43	200	200	0%
Board Member Fees	520800	435	-	600	600	0%
Buildings and Structures	525100	-	-	-	-	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	-	-	200	200	0%
Employment	530100	-	-	1,000	1,000	0%
Consulting	530200	-	1,251	50,000	67,000	34%
Legal	530300	-	317	25,000	25,000	0%
Financial & Information Svcs	530500	5,377	8,811	15,000	15,000	0%
Central Services	535800	1,762	472	-	-	0%
Operating Transfers Out	595100	85,447	87,673	103,669	108,669	5%
Subtotal Maintenance & Operations		\$ 93,168	\$ 99,842	\$ 201,219	\$ 223,219	11%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Capital Improvement Projects		\$ -	\$ -	\$ -	\$ 1,262,300	0%
Total Fund 472 Expenditures		\$ 224,509	\$ 280,654	\$ 390,189	\$ 1,721,249	341%
Total Expenditures		\$ 4,304,778	\$ 3,120,338	\$ 4,378,239	\$ 6,233,494	42%

REDEVELOPMENT AGENCY
EXPENDITURE SUMMARY BY PROGRAM

	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
<u>Redevelopment Admin - 60100</u>					
Salaries & Benefits	\$ 131,341	\$ 180,812	\$ 188,970	\$ 235,730	25%
Maintenance & Operations	1,797,451	2,285,053	3,483,209	3,503,001	1%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Redevelopment Admin</i>	\$ 1,928,792	\$ 2,465,864	\$ 3,672,179	\$ 3,738,731	2%
<u>Redevelopment Projects - 60200</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	5,377	648	-	-	0%
Fixed Assets	-	-	-	-	0%
Capital Improvement Projects	-	-	-	1,262,300	0%
<i>Subtotal Redevelopment Projects</i>	\$ 5,377	\$ 648	\$ -	\$ 1,262,300	0%
<u>RDA Low/Mod Projects - 60300</u>					
Salaries & Benefits	\$ 167,238	\$ 224,432	\$ 263,706	\$ 184,188	-30%
Maintenance & Operations	2,040,607	276,647	266,388	881,400	231%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Low/Mod Projects</i>	\$ 2,207,845	\$ 501,080	\$ 530,094	\$ 1,065,588	101%
<u>RDA Low/Mod Admin - 60500</u>					
Salaries & Benefits	\$ 66,407	\$ 67,833	\$ 77,516	\$ 84,470	9%
Maintenance & Operations	96,357	84,913	98,450	82,405	-16%
Fixed Assets	-	-	-	-	0%
<i>Subtotal RDA Low/Mod Admin</i>	\$ 162,764	\$ 152,746	\$ 175,966	\$ 166,875	-5%
Total Expenditures	\$ 4,304,778	\$ 3,120,338	\$ 4,378,239	\$ 6,233,494	42%



Ozment's General Store & Post Office, 1909

AIRBORNE LAW ENFORCEMENT SERVICES

AirBorne Law Enforcement (ABLE) Services was created in 1996. It is a Joint Powers Authority (JPA) of the Cities of Costa Mesa and Newport Beach to provide regional law enforcement helicopter services to their respective jurisdictions. ABLE is managed by a Board of Governors, comprised of the Police Chiefs from Costa Mesa and Newport Beach and their respective Patrol Division Captains.

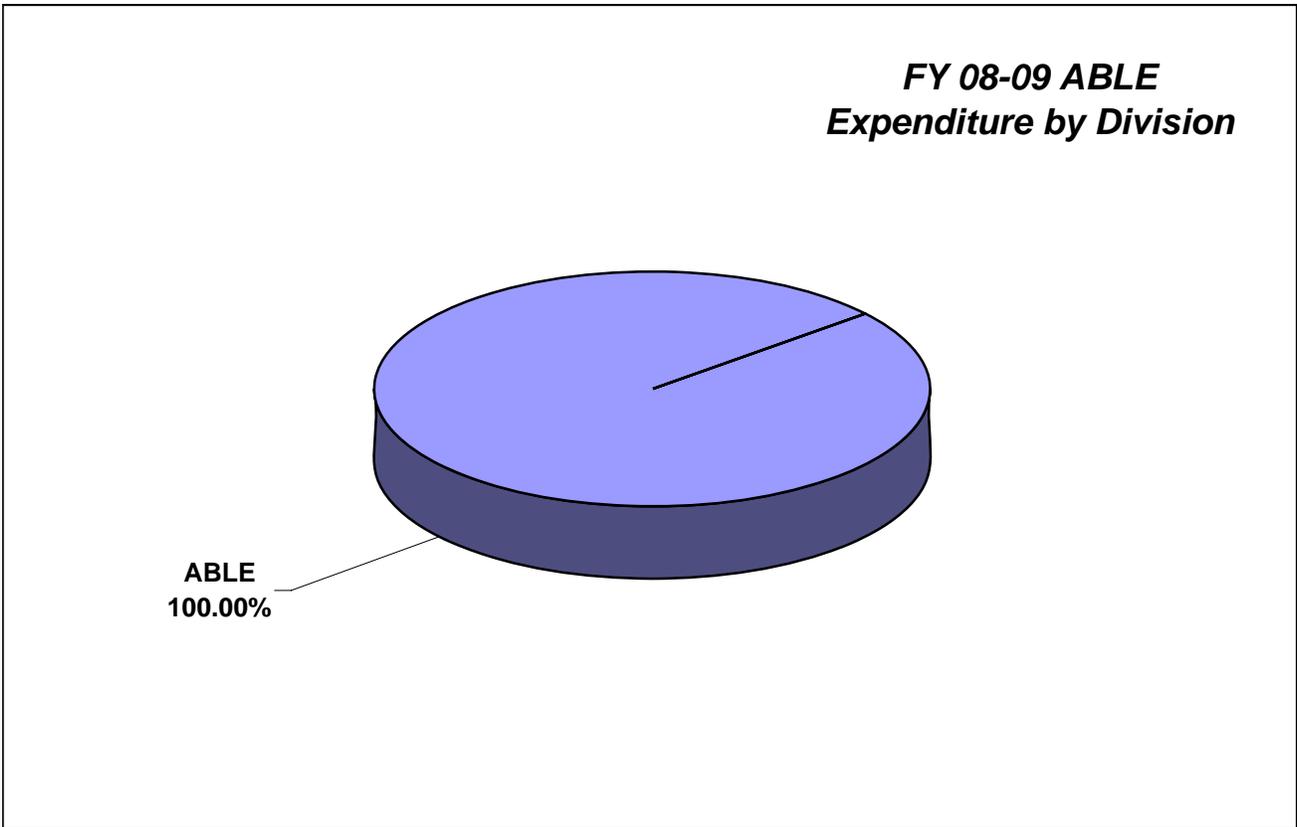
ABLE provides contract air support services to the City of Santa Ana through a services agreement. ABLE also provides contract maintenance services to the Orange County Sheriff's Department Air Support Bureau at ABLE's hangar facilities, located at John Wayne Airport.

Costa Mesa provides four pilots and three part-time observers. Newport Beach provides three pilots, three mechanics (which includes one supervisor) and three part-time observers. The Cities of Costa Mesa and Newport Beach co-fund 50/50 one bureau commander position. Santa Ana also provides one sergeant/pilot and two part-time observers, as part of its contract contribution.

ABLE assets include three Eurocopter EC120 turbine-powered helicopters.

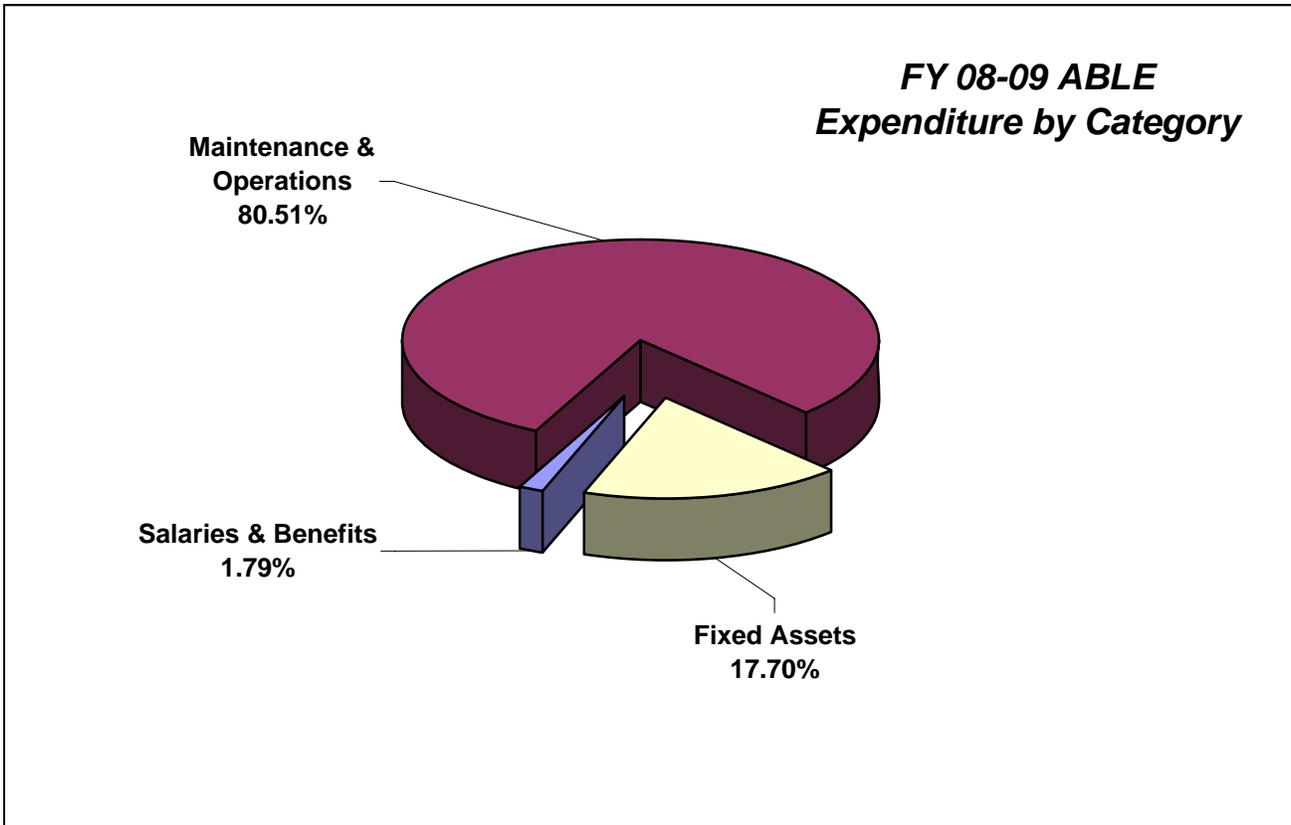
**AIRBORNE LAW ENFORCEMENT
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
ABLE	\$ 2,052,411	\$ 1,980,129	\$ 2,478,178	\$ 2,528,996	2.05%
Total Expenditures	\$ 2,052,411	\$ 1,980,129	\$ 2,478,178	\$ 2,528,996	2.05%



**AIRBORNE LAW ENFORCEMENT
EXPENDITURE SUMMARY BY CATEGORY/FUNDING SOURCE**

	<u>FY 05-06 Actual</u>	<u>FY 06-07 Actual</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 43,469	\$ 54,646	\$ 43,507	\$ 45,237	3.98%
Maintenance & Operations	1,675,651	1,642,586	2,017,017	2,036,105	0.95%
Fixed Assets	333,291	282,897	417,654	447,654	7.18%
Total Expenditures	\$ 2,052,411	\$ 1,980,129	\$ 2,478,178	\$ 2,528,996	2.05%



	<u>FY 05-06 Actual</u>	<u>FY 06-07 Adopted</u>	<u>FY 07-08 Adopted</u>	<u>FY 08-09 Adopted</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
ABLE Fund 260	\$ 1,720,578	\$ 1,729,540	\$ 2,060,524	\$ 2,081,342	82.30%
ABLE Fund 261	331,833	250,588	417,654	447,654	17.70%
Total Funding Sources	\$ 2,052,411	\$ 1,980,129	\$ 2,478,178	\$ 2,528,996	100.00%

AIRBORNE LAW ENFORCEMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 05-06 Actual	FY 06-07 Actual	FY 07-08 Adopted	FY 08-09 Adopted	Percent Change
FUND 260						
Professional Development	505500	\$ 36,269	\$ 47,146	\$ 43,507	\$ 45,237	4%
Workers' Compensation	505900	7,200	7,500	-	-	0%
Subtotal Salaries & Benefits		\$ 43,469	\$ 54,646	\$ 43,507	\$ 45,237	4%
Stationery and Office	510100	\$ -	\$ 833	\$ 900	\$ 928	3%
Multi-Media, Promotions and Subs	510200	420	1,284	1,200	1,236	3%
Small Tools and Equipment	510300	3,762	4,193	27,200	9,476	-65%
Uniform & Clothing	510400	1,678	5,394	6,800	6,830	0%
Safety and Health	510500	308	400	600	619	3%
Maintenance & Construction	510600	257	562	1,500	1,500	0%
Fuel	510800	178,845	195,950	486,500	510,825	5%
Postage	520100	5,246	3,480	5,500	5,665	3%
Telephone/Radio/Communications	520400	3,426	3,392	4,115	4,238	3%
Automotive Equipment	525400	-	-	3,560	3,667	3%
Helicopter Equipment	525500	476,587	453,415	597,360	577,151	-3%
Office Equipment	525700	144	42	350	350	0%
Employment	530100	706,557	665,914	547,782	570,256	4%
Financial & Information Svcs	530500	2,054	2,105	3,000	3,000	0%
External Rent	535400	141,233	148,122	151,978	156,538	3%
General Liability	540100	-	4,790	-	-	0%
Special Liability	540200	45,456	19,400	20,600	21,012	2%
Aircraft	540300	109,676	132,752	153,072	157,664	3%
Physical Damage	540400	-	-	5,000	5,150	3%
Other Costs	540900	2	555	-	-	0%
Subtotal Maintenance & Operations		\$1,675,651	\$1,642,586	\$2,017,017	\$2,036,105	1%
Buildings and Structures	590400	\$ -	\$ 27,036	\$ -	\$ -	0%
Other Equipment	590800	1,458	5,273	-	-	0%
Subtotal Fixed Assets		\$ 1,458	\$ 32,309	\$ -	\$ -	0%
Total Expenditures - FUND 260		\$1,720,578	\$1,729,540	\$2,060,524	\$2,081,342	1%
FUND 261						
Other Equipment	590800	\$ 331,833	\$ 250,588	\$ 417,654	\$ 447,654	7%
Subtotal Fixed Assets		\$ 331,833	\$ 250,588	\$ 417,654	\$ 447,654	7%
Total Expenditures - FUND 261		\$ 331,833	\$ 250,588	\$ 417,654	\$ 447,654	7%
Total Expenditures		\$2,052,411	\$1,980,129	\$2,478,178	\$2,528,996	2%



Costa Mesa Fire Engine (with firemen), in front of the Rochester Street Fire Station in 1959.

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. As of 2007, the City has an area of 16.8 square miles and the population has risen to 113,805.

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 Samuelli Theatre opened with great success. The Concert Hall is the new home to the Orange County's Pacific Symphony and Pacific Chorale.

Costa Mesa also offers world-class shopping and dining experiences in and around South Coast Plaza. Home to large corner stores like Nordstrom's, Macy's, Saks Fifth Avenue, Bloomingdale's and Sears, South Coast Plaza also offers smaller specialized stores like Tiffany & Co., Ralph Lauren, Williams-Sonoma and Coach. The South Coast Plaza area also offers a variety of fine dining that include Scott's Seafood, Morton's The Steakhouse, Maggiano's Little Italy and Pinot Provence.

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

MISCELLANEOUS STATISTICS
Fiscal Year 2008-2009

General

Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	113,805
Acres Zoned for Industry	1,146
Acres of Open Space	1,957
Post Offices	2
Number of Full-Time Employees	611

Fire Protection

Number of Fire Stations	6
Number of Sworn Fire Fighters	102
Fire Insurance Rating	Class 2

Police Protection

Number of Sworn Police Officers	162
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Streets, Parks and Sanitation

Miles of Streets (in lane miles)	525
Miles of Alleys	14.61
Trees, Street	25,000
Park Sites	30
Skate Park	1
18-hole Public Golf Courses	2
Miles of Storm Drains	45.5
Miles of Sewers	325.7
Sanitation Pumping Stations	20

Education Facilities

Elementary Schools	14
Junior High Schools	2
High Schools	3
2-year Community College	1
4-year College	1
Public Libraries	2

Costa Mesa



Location

The City of Costa Mesa is located in central Orange County and encompasses 16.8 square miles. It is bordered by the cities of Santa Ana, Newport Beach, Huntington Beach, Fountain Valley, and Irvine. The City is approximately 37 miles southeast of Los Angeles, 88 miles north of San Diego, and 475 miles south of San Francisco. Costa Mesa is accessible from the San Diego Freeway (I-405), the Costa Mesa Freeway (SR-55), and the Corona del Mar Freeway (SR-73).

Climate

The climate is characterized by mild winters, warm summers, moderate rainfall, and generally year-round sunshine.

- Average temperature: January high 69°, low 41°
July high 81°, low 60°
- Average rainfall: 14.5 inches, humidity- 71%



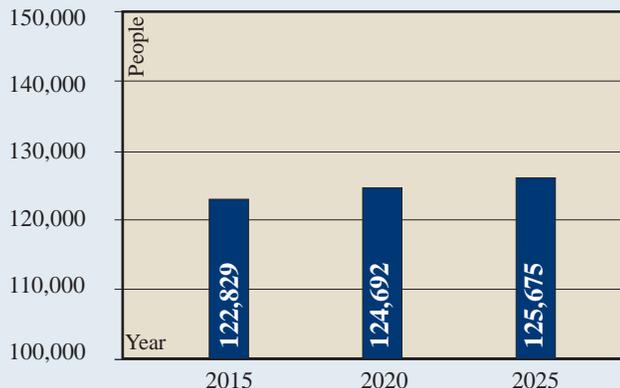
City Hall

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

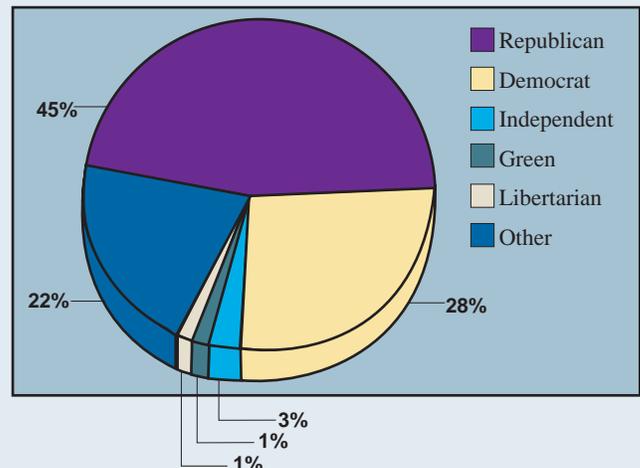
Population Characteristics

2007 Population:	113,805
Median Age:	32
Average Household Size:	2.77
Average Family Size:	3.34

POPULATION PROJECTIONS



VOTER REGISTRATION



Growth and Trends

	1980	1999	2007	2015	2020
Population Orange County¹	1,932,709	2,788,767	3,098,121	3,451,757	3,533,935
Population Costa Mesa	82,562	106,103	113,323	122,829	124,692
Costa Mesa Retail Sales Tax Revenue²	\$11.2 million	\$30.3 million	\$49.0 million	–	–

1. Center for Demographic Research (2007), State Department of Finance
 2. Costa Mesa Finance Department (2007)

Land Use

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

3. Costa Mesa General Plan (2000)

Home Sales Price in Costa Mesa⁴ on the market (February 28, 2008)

Costa Mesa - 92626

Homes Listed	150
Highest	\$ 1,396,000
Lowest	\$ 390,000
Median	\$ 645,000

Condos Listed	40
Highest	\$ 920,000
Lowest	\$ 295,000
Median	\$ 425,000

Costa Mesa - 92627

Homes Listed	135
Highest	\$ 2,200,000
Lowest	\$ 415,000
Median	\$ 775,000

Condos Listed	56
Highest	\$ 959,000
Lowest	\$ 295,000
Median	\$ 500,000

4. Torelli Realty

2000 Housing Units Distribution⁵

	Units	%
Single Detached:	15,347	38.0%
Single Attached:	4,116	10.2%
2 to 4 units/ structure:	5,854	14.5%
5+ units/ structure:	13,869	34.3%
Mobile homes:	1,141	2.8%
Other	72	.2%
Total housing units:	40,399	100.0%
Occupied units:	39,188	97%
Vacant units:	1,211	3%
Persons per unit:	2.77	

5. Center for Demographic Research (2007)

Orange County Fair Market Rental Rates⁶

Studio apartments	\$ 1,185
One-bedroom apartments	\$ 1,330
Two-bedroom apartments	\$ 1,595

6. Department of Housing and Urban Development (2008)

2000 Households⁷

	Units	%
Owner occupied	15,811	40%
Renter occupied	23,377	60%

7. Center for Demographic Research (2007)

Property Valuation

In 2007, the total assessed property valuation for the City was \$13.6 billion. The total valuation for the City may be broken down into the following categories⁸.

Single family	\$ 6.1 billion
Multi-family	\$ 1.9 billion
Commercial	\$ 3.9 billion
Industrial	\$ 1.1 billion
Other	\$ 0.6 billion

8. County Assessor's Office



Employment

The major industries in the City are services and trade followed by manufacturing. The projection of future employment within the City is a total of 97,192 jobs in Year 2010, increasing to a total of 99,743 jobs in Year 2020³. Wages, rates, extent of unionization, fringe benefits and related information for specific industries and job classifications may be obtained from the State Employment Development Department at (714) 558-6406. General information for the State of California is available at (916) 445-8008.



2000 Income

Median Household Income¹ \$75,700
Income Distribution²

Up to \$ 14,999	10.4%
\$ 15,000 - \$ 24,999	10.1%
\$ 25,000 - \$ 34,999	11.3%
\$ 35,000 - \$ 49,999	17.2%
\$ 50,000 - \$ 74,999	22.5%
\$ 75,000 or greater	28.5%

1. Dept. Of Housing and Urban Development
2. U.S. Census Bureau (2000)

Education

Newport Mesa Unified School District:	
Elementary Schools	10
Junior High Schools	2
High Schools	2
Orange Coast Community College	
Private Schools	19
Vanguard University	
Whittier Law School	
National University	

Labor Market²

Agriculture	less than 1.0%
Mining	less than 1.0%
Transportation & Public Utilities	3.0%
Construction	5.0%
Self-employed	6.0%
Finance, Insurance & Real Estate	9.0%
Government	9.0%
Manufacturing	12.0%
Trade	27.0%
Services	28.0%

2. Center for Demographic Research (2007)

Major Employers

<u>Name of Company</u>	<u>Estimated Employees</u>
Auto Club of Southern California	5,000
Experian Information Solutions	3,700
Associated Students of Orange	2,500
Coast Community College District	2,130
Fairview Developmental Center	1,800

3. Center for Demographic Research (2007)

	<u>Number</u>	<u>Percent of Total</u>
Employed	65,100	96.9%
Unemployed	2,100	3.1%
Total Labor Force	67,100	100%

4. California Employment Development Department (2007)

Major Development Projects/Areas

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

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

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

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

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

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

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

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

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

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

5. Major Undeveloped Areas



Major Medical Facilities

Fairview Developmental Center (714) 957-5000
 2501 Harbor Blvd

Hoag Health Center (714) 668-2550
 1190 Baker Street

College Hospital of Costa Mesa (714) 642-2734
 301 Victoria Street

City Budget

The adopted City budget for all funds used for the Fiscal Year 2007-2008 is \$130,776,674. The General Fund portion of the budget is \$110,664,535. The approved budget is effective from July 1, 2007 through June 30, 2008.

Transportation

Rail: AMTRAK stations at the Irvine Transportation Center (949) 753-9713 and the Santa Ana Transportation Center (714) 547-8389

Air: John Wayne Orange County Airport (949) 252-5200 and Los Angeles International Airport (310) 646-5252

Bus: Orange County Transportation Authority, Dial-A-Ride, Park-N-Ride (714) 636-RIDE or (800) 636-7433

Highways: San Diego Freeway (I-405), Costa Mesa Freeway (SR-55) and Corona del Mar Freeway (SR-73)

Water: Long Beach Harbor/ Port of Los Angeles (22 miles away)

Truck: All major trucking lines serve Orange County

Utilities

Electricity: Southern California Edison (800) 684-8123

Natural Gas: Southern California Gas Company (800) 427-2200

Telephone: AT&T (866) 505-1765

Cable: Time Warner Cable (888) 892-2253

Water: Mesa Consolidated Water District (949) 631-1200; Irvine Ranch Water District (949) 453-5300

Sewer: Costa Mesa Sanitary District (949) 645-8400

Other Offices/Contacts

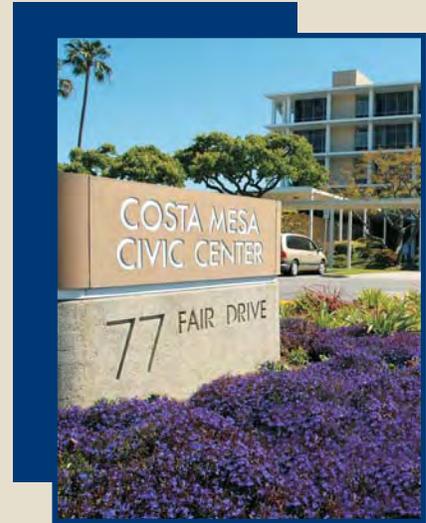
Costa Mesa Chamber of Commerce (714) 885-9090

Orange Coast Association of Realtors (949) 722-2300

Newport Mesa Unified School District (714) 424-5000

Orange County Fair & Exposition Center (714) 751-3247

Orange County Board of Education (714) 966-4000



City Offices

Police Services

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

Fire Services

Emergency 911
Administration (714) 754-5106

City Council (714) 754-5285

City Manager (714) 754-5328

City Clerk (714) 754-5223

Business Assistance Hotline (714) 754-5613

Development Services

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

Business Licenses (714) 754-5234

Public Services (714) 754-5343

Engineering (714) 754-5323
Transportation (714) 754-5335

Administrative Services

Recreation (714) 754-5300

Redevelopment & Housing (714) 754-5635



*This brochure was prepared by the City of Costa Mesa Planning Division
Visit our Website at www.ci.costa-mesa.ca.us*

FINANCIAL POLICIES

RESERVES:

General Fund

The General Fund Operating Reserve is currently set at \$14.125 million and may be utilized pursuant to the limited circumstances provided for in Costa Mesa Municipal Code Section 2-206. For FY 08-09, the \$14.125 million is equivalent to 11.94% of the General Fund budget or 11.00% of the total operating budget for all funds.

Debt Service Funds

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

Equipment Replacement Fund

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

Self-Insurance Fund

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

OPERATING BUDGET:

The City will maintain a long-range fiscal perspective through the use of an annual operating budget and a seven-year Capital Improvement Program. The City will develop a long-term revenue and expenditure forecast.

General Fund

The City will maintain a balanced operating budget. To achieve a balanced budget, current revenues should be sufficient to cover current expenditures. Appropriations of available fund balance will only be permitted for "one time" or non-recurring expenditures.

Special Revenue Funds

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

Debt Service Funds

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

Internal Service Funds

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

FINANCIAL POLICIES

REVENUES:

Recurring revenue growth (inflation) will be used to pay for recurring expenditures. Recurring expenditure increases should not be approved which exceed recurring revenue growth. Any new or expanded programs will be required to identify new funding sources and/or offsetting reductions in expenditures. In addition:

- The City shall use a conservative approach in projecting revenues.
- One-time revenues may be used for one-time expenditures.
- The City shall update its user fees and charges periodically to recover costs of providing that service for which a fee is charged.

ACCOUNTING:

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

INVESTMENTS:

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

DEBT:

- The City shall issue debt primarily to finance capital improvement projects or for the purchase of large fixed assets.
- The term of the debt should not exceed the life of the asset being financed.
- The City shall issue debt using the most cost-effective method available at time of debt issuance.
- The debt shall not cause the City to exceed its legal debt limit.

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

DIVISION: An organizational subgroup of a department.

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

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

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

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

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

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

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

GLOSSARY OF BUDGET TERMS

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

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

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

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

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

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

LETTER OF CREDIT: A form of supplement or, in some cases, direct security for a municipal bond under which a commercial bank or private corporation guarantees payment on the bond under certain specified conditions.

LIEN: A claim on revenues, assessments or taxes made for a specific issue of bonds.

MARKS-ROOS BOND: The State Legislature enacted the Marks-Roos (named after its legislative sponsors) Local Bond Pooling Act of 1985 to facilitate the financing of local government facilities by bond bank pools funded by bond proceeds. The pool, formed under a Joint Powers Authority, can buy any type of legally issued debt instrument within or without its geographic area. The idea was to save money through economies of scale by selling one large bond issue to finance several small projects. (Several Marks-Roos issues have defaulted and are under investigation by the Securities and Exchange Commission. Prospective investors should find out what sort of loans the pooled fund will make before buying such deals.)

MELLO-ROOS BOND: The Mello-Roos (named for its legislative sponsors) Community Facilities District Act of 1982 established another method where by almost every municipal subdivision of the state may form a special, separate district to finance a long list of public facilities by the sale of bonds and finance certain public services on a pay-as-you-go basis. These Community Facilities Districts are formed and bond issues authorized by a two-thirds vote of the property owners in the district. Typically, the only voters in a district are one or more real estate developers who own or have an option on all of the land in the district. These land-based financings were nicknamed "dirt bonds" by the Bond Advisor years ago. Bonds are sold to finance facilities that can include school, parks, libraries, public utilities and other forms of infrastructure. The Districts may provide public services that include police and fire protection, recreation programs, area maintenance, library services, flood and storm drainage. Bonded debt service and/or the public services are paid for by special taxes levied on the real property within the district. As the developer subdivides and sells off the land the new property owner assumes the tax burden. (Tax delinquencies can lead to fines and penalties and ultimately foreclosure and sale. The ultimate security for Mello-Roos bonds is the value of the real property being taxed, consequently a provision in the law requires the appraised value of the land be three times the bonded debt. Recent foreclosure sales have cast doubts on the skills of the appraisers and underscore the risk of some of this debt when a severe real estate slump hits developers.)

GLOSSARY OF BUDGET TERMS

MODIFIED ACCRUAL BASIS: The accrual basis of accounting where revenues are recognized when they become both "measurable" and "available" to finance expenditures of the current period. All governmental funds and agency funds are accounted for using the modified accrual basis of accounting.

NET BUDGET: The legally adopted budget less interfund transactions. Those amounts in the budget representing transfers and interfund reimbursements are subtracted from the legally adopted budget amount.

OBJECTIVE: A simply stated, readily measurable statement of aim or expected accomplishment within the fiscal year. A good statement of objective should specify a standard of performance for a given program or stated goal.

OBJECT CODE: The classification of expenditures in terms of what is bought and paid for grouped into categories.

OFFICIAL STATEMENT (OS): A document (prospectus) circulated for an issuer prior to a bond sale with salient facts regarding the proposed financing. There are two OS, the first known as the preliminary, or "red herring" – so named because some of the type on its cover is printed in red – and it is supposed to be available to the investor before the sale. The final OS must be sent to the purchaser before delivery of the bonds.

OPERATING BUDGET: A budget which focuses on everyday operating activities and programs. Usually includes personnel, maintenance and operations and capital equipment.

OVERLAPPING DEBT: The proportionate share of the general obligation bonds of local governments located wholly or in part within the limits of the reporting unit of government, that must be borne by property owners within the unit.

PAR VALUE: The face value or principal amount of a bond, usually \$5,000, due to the holder at maturity. It has no relation to the market value.

PERSONNEL EXPENSES: Compensation paid to or on behalf of City employees for salaries and wages, overtime and benefits.

PREMIUM: The amount, if any, by which the price exceeds the principal amount (par value) of a bond. Its current yield will be less than its coupon rate.

PRINCIPAL: The face value of a bond, exclusive of interest.

PROFESSIONAL SERVICES: Includes the cost of outside professional and specialized services purchased by the City, such as consultants for special studies, outside attorneys, architectural and engineering, etc.

PROGRAM BUDGET: A budget organized by a grouping of related activities, projects and services which are similar in purpose. The expenditure focus of a program budget is related to the nature of work and services performed.

PROPERTY TAX: A tax levied on real estate and personal property. The basic rate in Orange County is 1% of assessed value, of which Costa Mesa receives approximately 15 cents for every dollar collected.

PROPERTY TRANSFER TAX: An assessment on real property transfers at the current rate of \$.55 per \$500 in market value, and is collected at the time of the transfer with the County receiving half the collected amount. Also known as the Documentary Transfer Tax.

GLOSSARY OF BUDGET TERMS

PROPOSED BUDGET: The budget as formulated and proposed by the City Manager. It is submitted to the City Council for review and approval.

RATINGS: Various alphabetical and numerical designations used by institutional investors, underwriters, and commercial rating companies to indicate bond and note creditworthiness. Standard & Poor's and Fitch Investors Service Inc. use the same system, starting with their highest rating of AAA, AA, A, BBB, BB, B, CCC, CC, C, and D for default. Moody's Investors Services uses Aaa, Aa, A, Baa, Ba, B, Caa, Ca, C, and D. Each of the services use + or – or +1 to indicate half steps in between. The top four grades are considered Investment Grade Ratings.

REDEVELOPMENT AGENCY: A legislatively established subdivision of government established to revitalize blighted and economically depressed areas of a community and to promote economic growth. Tax Allocation Bonds are issued to pay the cost of land and building acquisition and their redevelopment and are repaid by the incremental increase in property tax revenues produced by the increase assessed value of the area after redevelopment. Redevelopment Agencies may also sell Housing Mortgage Revenue Bonds to finance housing units within the area, 20% of which must be for low-cost housing.

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: Asphalt Concrete

ADA: Americans with Disabilities Act

ADT: Average Daily Traffic

AHRP: Arterial Highway Rehabilitation Program

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

BMP: Best Management Practices

CAD: Computer-Aided Dispatch

CAFR: Comprehensive Annual Financial Report

CAL OSHA: California Occupational Safety and Health Administration

CalPERS: California Public Employees Retirement System

CalTrans: California Department of Transportation

CCTV: Closed-circuit Television

CD: Community Design

CDBG: Community Development Block Grant

CEQA: California Environmental Quality Act

CERT: Community Emergency Response Team

CIP: Capital Improvement Program

ACRONYMS

- 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
- 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
- DRC:** Downtown Recreation Center
- DUI:** Driving under the Influence
- EAP:** Employee Assistance Program
- 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

ACRONYMS

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 Particulant Air (Filter)

HUD: Housing Urban Development

HVAC: Heating, Ventilation, Air Conditioning

I-405: Interstate 405, also known as the San Diego Freeway

ICE: Immigration & Customs Enforcement

ICU: Intersection Capacity Utilization

IIP: Intersection Improvement Project

IIPP: Injury and Illness Prevention Program

IPEMA: International Playground Equipment Association

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

ACRONYMS

- LRMS:** Law Records Management System
- LTD:** Long-term Disability
- M&O:** Maintenance & Operation
- MADD:** Mothers Against Drinking and Driving
- MDC:** Mobile Data Computer
- MIC:** Mobile Intensive Care
- MIS:** Management Information Services
- MOU:** Memorandum of Understanding
- MPAH:** Master Plan of Arterial Highways
- NACSLB:** National Advisory Council on State and Local Budgeting
- NCC:** Neighborhood Community Center
- NEC:** National Electric Code
- NFN:** Neighbors for Neighbors
- NIMS:** National Incident Management System
- NMUSD:** Newport-Mesa Unified School District
- NPDES:** National Pollutant Discharge Elimination System
- NPI:** National Purchasing Institute
- OCFCD:** Orange County Flood Control District
- OCFEC:** Orange County Fair & Exposition Center
- OCTA:** Orange County Transportation Authority
- OPEB:** Other Post Employment Benefits
- OS:** Official Statement
- OTS:** Office of Traffic Safety
- PC:** Personal Computer, Penal Code
- PD:** Police Department
- PEG:** Public, Education & Government

ACRONYMS

- PERS:** Public Employees Retirement System
- POST:** Peace Officer Standard Training
- PPE:** Personal Protective Equipment
- PUC:** Public Utility Commission
- RAID:** Reduce Aggressive & Impaired Drivers
- RAN:** Revenue Anticipation Note
- RDA:** Redevelopment Agency
- RMS:** Records Management System
- ROR:** Rate of Return
- ROW:** Right-of-Way
- RRIP:** Residential Remodel Incentive Program
- SAAV:** Service Authority for Abandoned Vehicles
- SB:** Senate Bill
- SBOE:** State Board of Equalization
- SCBA:** Self-Contained Breathing Apparatus
- SEC:** Security and Exchange Commission
- SED:** Special Enforcement Detail
- SEMS:** Standardized Emergency Management Systems
- 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
- SWAT:** Special Weapons and Tactics (Team)

ACRONYMS

TAN: Tax Anticipation Note

TARGET: Tri-Agency Gang Enforcmenet 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

UST: Underground Storage Tank

VLF: Vehicle License Fee

WMD: Weapons of Mass Destruction

WROC: Westside Revitalization Oversight Committee

ASSESSED VALUATION

Last 10 Fiscal Years

<u>Fiscal Year</u>	<u>Assessed Value</u>	<u>Increase (Decrease)</u>	<u>Percent Increase (Decrease)</u>
1997-98	\$ 6,987,687,581	\$ 188,069,838	2.77%
1998-99	\$ 7,143,934,766	\$ 156,247,185	2.24%
1999-00	\$ 7,615,769,247	\$ 471,834,481	6.60%
2000-01	\$ 8,364,393,299	\$ 748,624,052	9.83%
2001-02	\$ 8,937,943,913	\$ 573,550,614	6.86%
2002-03	\$ 9,492,361,297	\$ 554,417,384	6.20%
2003-04	\$ 10,057,183,726	\$ 564,822,429	5.95%
2004-05	\$ 10,689,157,305	\$ 631,973,579	6.28%
2005-06	\$ 11,644,775,477	\$ 955,618,172	8.94%
2006-07	\$ 12,734,703,051	\$ 1,089,927,574	9.36%

Source: HDL Coren & Cone

COMPUTATION OF LEGAL DEBT MARGIN
Fiscal Year Ended June 30, 2007

ASSESSED VALUE		<u>\$ 12,734,703,051</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 477,551,364
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>\$ 477,551,364</u></u>

**RATIO OF NET GENERAL BONDED DEBT TO ASSESSED VALUE
AND NET BONDED DEBT PER CAPITA
Last Ten Fiscal Years**

<u>Fiscal Year</u>	<u>Population ⁽¹⁾</u>	<u>Assessed Value ⁽²⁾</u>	<u>Gross Bonded Debt</u>		
1997-98	104,237	6,987,687,581	1,320,000		
1998-99	105,608	7,143,934,766	1,130,000		
1999-00	106,607	7,615,769,247	930,000		
2000-01	110,932	8,364,393,299	720,000		
2001-02	110,720	8,937,943,913	490,000		
2002-03	111,512	9,492,361,297	250,000		
2003-04	113,011	10,057,183,726	-		
2004-05	113,011	10,689,157,305	-		
2005-06	113,134	11,644,775,477	-		
2006-07	113,143	12,734,703,051	-		
<u>Fiscal Year</u>	<u>Less Debt Service Fund ⁽³⁾</u>	<u>Net Bonded Debt</u>	<u>Ratio of Net Bonded Debt to Assessed Value</u>	<u>Net Bonded Debt Per Capita</u>	
1997-98	268,605	1,051,395	0.00010	9.96	
1998-99	298,699	831,301	0.00010	7.80	
1999-00	339,344	590,656	0.00010	3.43	
2000-01	340,349	379,651	0.00000	1.35	
2001-02	345,402	144,598	0.00002	1.31	
2002-03	348,014	(98,014)	(0.00001)	(0.88)	
2003-04	366,067	(366,067)	(0.00003)	(3.24)	
2004-05	-	-	0.00000	0.00	
2005-06	-	-	0.00000	0.00	
2006-07	-	-	0.00000	0.00	

(1) Costa Mesa 2007 Community Economic Profile

(2) Assessed Valuation - Source: HdL Coren & Cone, Orange County Assessor 2006/07 Combined Tax Rolls.

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

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

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total Debt Services</u>	<u>Total General Governmental Expenditures</u>	<u>Ratio Debt Service to General Govmtl. Expenditures</u>
1997-98	180,000	77,650	257,650	73,778,936	0.35%
1998-99	190,000	68,200	258,200	70,860,400	0.36%
1999-00	200,000	58,130	258,130	71,286,590	0.36%
2000-01	210,000	47,530	257,530	78,230,729	0.33%
2001-02	230,000	39,136	269,136	88,633,599	0.30%
2002-03	240,000	26,958	266,958	99,166,422	0.27%
2003-04	250,000	12,603	262,603	103,905,736	0.25%
2004-05	-	-	-	104,188,148	0.00%
2005-06	-	-	-	115,639,713	0.00%
2006-07	-	-	-	132,030,167	0.00%

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

DESCRIPTION OF THE CITY'S CURRENT DEBT OBLIGATIONS

1998 Refunding Revenue Bonds – The bonds were issued by the Costa Mesa Public Financing Authority on May 1, 1998 in connection with the lease and leaseback of the Los Lagos and Mesa Linda Golf Courses, currently owned by the City. The Authority leases back the Project to the City. The bonds mature serially from October 1, 1998 through October 1, 2012 in annual principal payments ranging from \$580,000 to \$1,250,000 and bear interest rates ranging from 4.00% to 5.00%. The debt service payments are funded by the General Fund.

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

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

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

Energy Retrofit Lease – The City entered into a ten-year Lease with Option to Purchase with Municipal Finance Corporation on July 16, 2001 to replace inefficient lighting technology in various City-owned facilities. The amount financed is \$578,922 with an interest rate of 3.65%. The total interest payment is \$93,860 and the annual debt payment is \$84,098, payable semi-annually by the General Fund. The lease will mature in FY 11-12.

2003 Public Safety Computer Phase 1 – The City entered into a six-year Lease with Option to Purchase with Municipal Finance Corporation on February 3, 2003 to purchase hardware/software system for the Costa Mesa Police Department. The amount financed is \$3.4 million payable semi-annually for six years, with an interest rate of 3.65%. The annual debt service is \$636,115 paid by the General Fund. The lease will mature in FY 08-09.

2005 TeWinkle Park Athletic Field Complex – The City entered into a seven-year sublease/option agreement with Municipal Finance Corporation on December 22, 2005 to finance the TeWinkle Park Athletic Field Complex capital improvement project. The amount financed is \$3.2 million payable semi-annually for seven years, with an interest rate of 3.95%. The annual debt service is \$524,124 paid by the General Fund. The lease will mature on December 29, 2012.

Impact on the General Fund operating budget: The total estimated debt service payments for FY 08-09 is \$6.1 million, which is equivalent to 5.20% of the General Fund operating budget. At this time, these payments are accommodated within the City's existing financial resources.

Reserves for debt service: As of June 30, 2007, the City has designated part of the General Fund balance for its debt service obligations for the following fiscal year.

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, 2008, are as follows (excluding loans payable and advances from other funds for which minimum annual payments have not been established):

Year Ending June 30	Financing Authority 1998 Refunding Revenue	Financing Authority 2003 Refunding Certificates of Participation	Financing Authority 2006 Refunding Revenue	Financing Authority 2007 Certificates of Participation	Totals
2009	1,283,364	1,262,306	238,590	1,929,804	4,714,064
2010	1,282,726	1,259,562	233,106	2,086,004	4,861,398
2011	1,279,403	1,257,937	217,634	2,273,804	5,028,778
2012	1,282,250	1,253,250	217,054	2,271,104	5,023,658
2013	1,281,250	1,255,863	221,011	2,271,504	5,029,628
2014	-	1,251,719	219,526	2,269,904	3,741,149
2015	-	1,248,275	217,666	2,266,304	3,732,245
2016	-	1,252,713	220,301	2,265,604	3,738,618
2017	-	1,250,450	217,439	2,267,604	3,735,493
2018	-	1,244,375	219,086	2,257,404	3,720,865
2019	-	1,240,250	220,130	2,255,004	3,715,384
2020	-	-	215,708	2,240,404	2,456,112
2021	-	-	215,810	2,243,404	2,459,214
2022	-	-	215,355	2,237,594	2,452,949
2023	-	-	-	2,237,829	2,237,829
2024	-	-	-	2,234,248	2,234,248
2025	-	-	-	2,231,216	2,231,216
2026	-	-	-	2,228,675	2,228,675
2027	-	-	-	2,226,870	2,226,870
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Total principal and interest	\$ 6,408,993	\$ 13,776,700	\$ 3,088,416	\$ 42,294,281	\$ 65,568,390
<hr/>					
Less interest payments	(1,029,618)	(3,126,975)	(956,945)	(14,288,053)	(19,401,591)
<hr/>					
Outstanding principal	<u>\$ 5,379,375</u>	<u>\$ 10,649,725</u>	<u>\$ 2,131,471</u>	<u>\$ 28,006,227</u>	<u>\$ 46,166,798</u>

**PER CAPITA EXPENDITURE COMPARISON
AMONG JURISDICTIONS CONTIGUOUS TO THE CITY OF COSTA MESA
BASED ON FISCAL YEAR 2007-2008 ADOPTED BUDGET**

	City		
	Costa Mesa	Fountain Valley	Huntington Beach
General Fund Budget	\$ 110,305,535	\$ 34,361,561	\$ 185,815,394
Population as of 1/1/06	113,440	57,405	201,000
Budget per Capita	\$ 972	\$ 599	\$ 924
Police Department's Budget	\$ 39,899,030	\$ 13,760,904	\$ 60,237,013
Budget per Capita	\$ 352	\$ 240	\$ 300
No. of Sworn Officers	164	65	241
No. Citizens per Sworn Officer	692	883	834
Fire Department's Budget	\$ 19,927,546	\$ 9,159,774	\$ 26,530,201
Budget per Capita	\$ 176	\$ 160	\$ 132
No. of Sworn Firefighters	102	39	155
No. Citizens per Sworn Firefighter	1,112	1,472	1,297

	City		
	Irvine*	Newport Beach	Santa Ana
General Fund Budget	\$ 138,821,515	\$ 144,386,210	\$ 222,013,825
Population as of 1/1/06	193,785	83,361	351,697
Budget per Capita	\$ 716	\$ 1,732	\$ 631
Police Department's Budget	\$ 49,435,458	\$ 39,841,399	\$ 105,421,940
Budget per Capita	\$ 255	\$ 478	\$ 300
No. of Sworn Officers	189	153	404
No. Citizens per Sworn Officer	1,025	545	871
Fire Department's Budget	\$ -	\$ 28,524,980	\$ 50,466,465
Budget per Capita	\$ -	\$ 342	\$ 143
No. of Sworn Firefighters	-	134	253
No. Citizens per Sworn Firefighter	-	622	1,390

* Contracts with the Orange County Fire Authority



Thank you to the following staff members for their contribution in preparing the
Fiscal Year 2008-2009 Budget:

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Public Services
Fire
Community Development
City Council/City Manager's Office
Police
Administrative Services
Development Services

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Muriel Ullman
Kathy Ulrich
Bill Verderber
Debra Yasui

Maintenance Services
Management Information Services
Administrative Services
Telecommunications/Cable TV
Planning
Development Services
Management Information Services
Human Resources
Finance/Payroll
City Clerk's Office
Police
Maintenance Services
Police
Police
Maintenance Services
Public Services
Transportation
Fire
Management Information Services
Human Resources
Telecommunications/Cable TV
Maintenance Services
Recreation
Engineering
Human Resources
Building Safety
Finance
Recreation
Recreation
Maintenance/Fleet Services
City Manager's Office
Police
Risk Management
Maintenance Services
Telecommunications
Community Development
Finance Administration
Management Information Services
Risk Management

Central Services (Printing & Graphics):

Leigh Chalkey and his staff:

Gina Clark, Lynette Dodge, Jane Duenweg, Francisco Molina, Sam Nguyen and Cao Nguyen

Budget Team:

Sheri Sanders and Betty Watari

