

CITY OF COSTA MESA, CALIFORNIA

PRELIMINARY OPERATING & CAPITAL IMPROVEMENT BUDGET



FISCAL YEAR
2012-2013

CITY OF COSTA MESA, CALIFORNIA
PRELIMINARY OPERATING AND
CAPITAL IMPROVEMENT BUDGET
FISCAL YEAR 2012-2013

CITY COUNCIL

Eric R. Bever
Mayor

James M. Righeimer
Mayor Pro Tem

Wendy B. Leece
Council Member

Stephen M. Mensinger
Council Member

Gary C. Monahan
Council Member

Thomas R. Hatch
Chief Executive Officer

Prepared by the Finance and
Information Technology Department

Bobby R. Young
Director of Finance and
Information Technology

City Council



James M. Righeimer
Mayor Pro Tem



Wendy B. Leece
Council Member



Eric R. Bever
Mayor



Stephen M. Mensinger
Council Member



Gary C. Monahan
Council Member

*California Society of
Municipal Finance Officers*

Certificate of Award

***Excellence Award in Operating Budget
Fiscal Year 2011-2012***

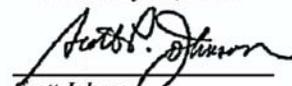
Presented to the

City of Costa Mesa

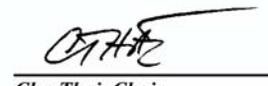
For meeting the criteria established to achieve the Excellence Award in Operating Budget.

February 29, 2012





Scott Johnson
CSMFO President



Chu Thai, Chair
Professional Standards and
Recognition Committee

Dedicated Excellence in Municipal Financial Reporting



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Costa Mesa
California**

For the Fiscal Year Beginning

July 1, 2011

Linda C. Danson Jeffrey R. Egan

President

Executive Director

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LISTING OF PUBLIC OFFICIALS

FISCAL YEAR 2012-2013

Thomas R. Hatch
Chief Executive Officer

Richard L. Francis
Assistant Chief Executive Officer

Peter Naghavi
Economic and Development Services Director/
Deputy Chief Executive Officer

Thomas Duarte
City Attorney (Contract)

Thomas E. Arnold
Interim Fire Chief

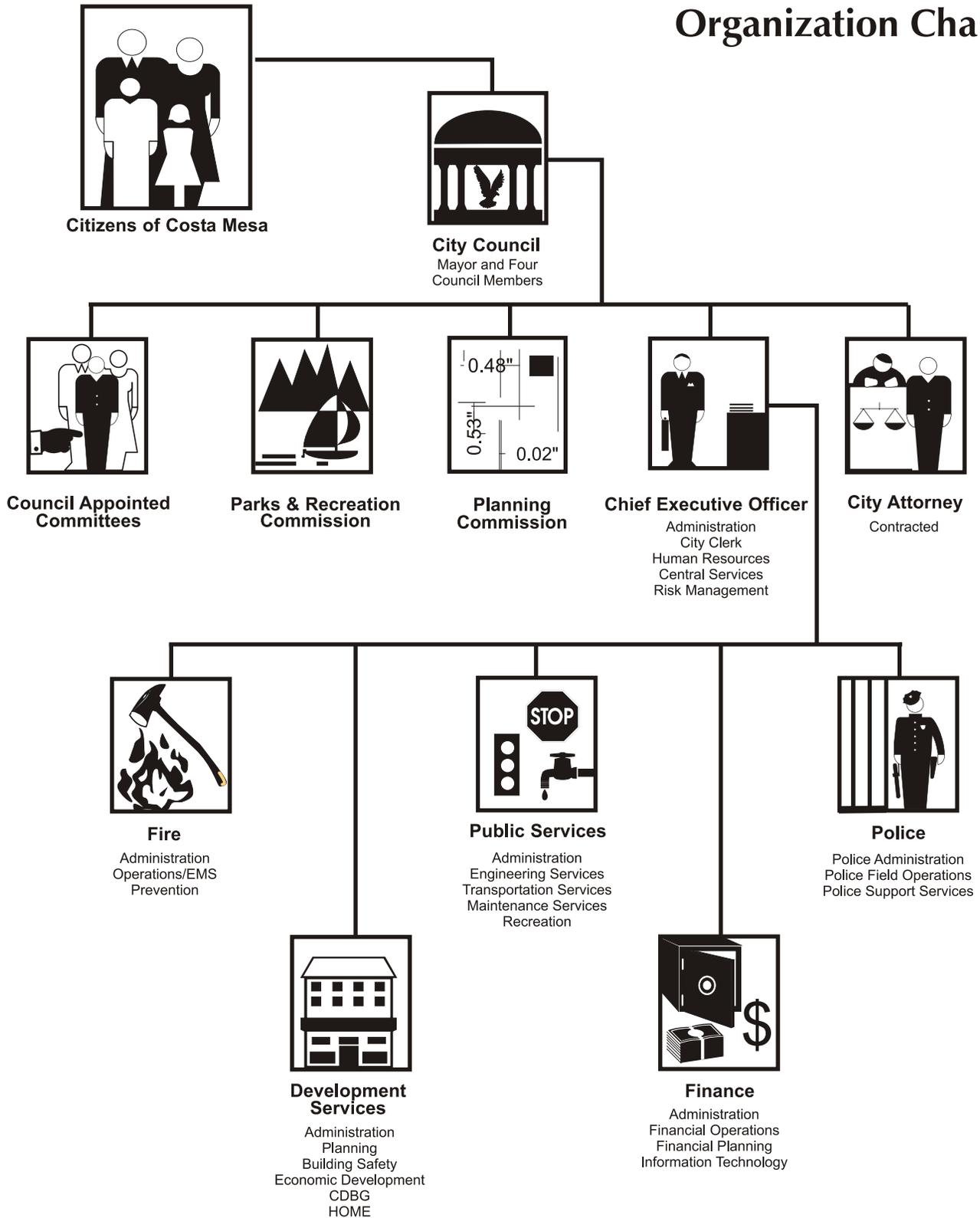
Thomas E. Gazsi
Police Chief

Ernesto Munoz
Public Services Director

Bobby R. Young
Director of Finance and I.T.

City of Costa Mesa, California

Organization Chart



Visit our Web site at www.costamesaca.gov

BUDGET GUIDE

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

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

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

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

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

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

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

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

BUDGET PROCESS

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

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

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

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

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

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

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

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

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

BUDGET PROCESS

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

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

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

Budgetary data: Annual budgets are legally adopted for all funds on a basis consistent with generally accepted accounting principles, except for the following funds for which no expenditure budget is proposed for FY 12-13.

Special Revenue Funds:

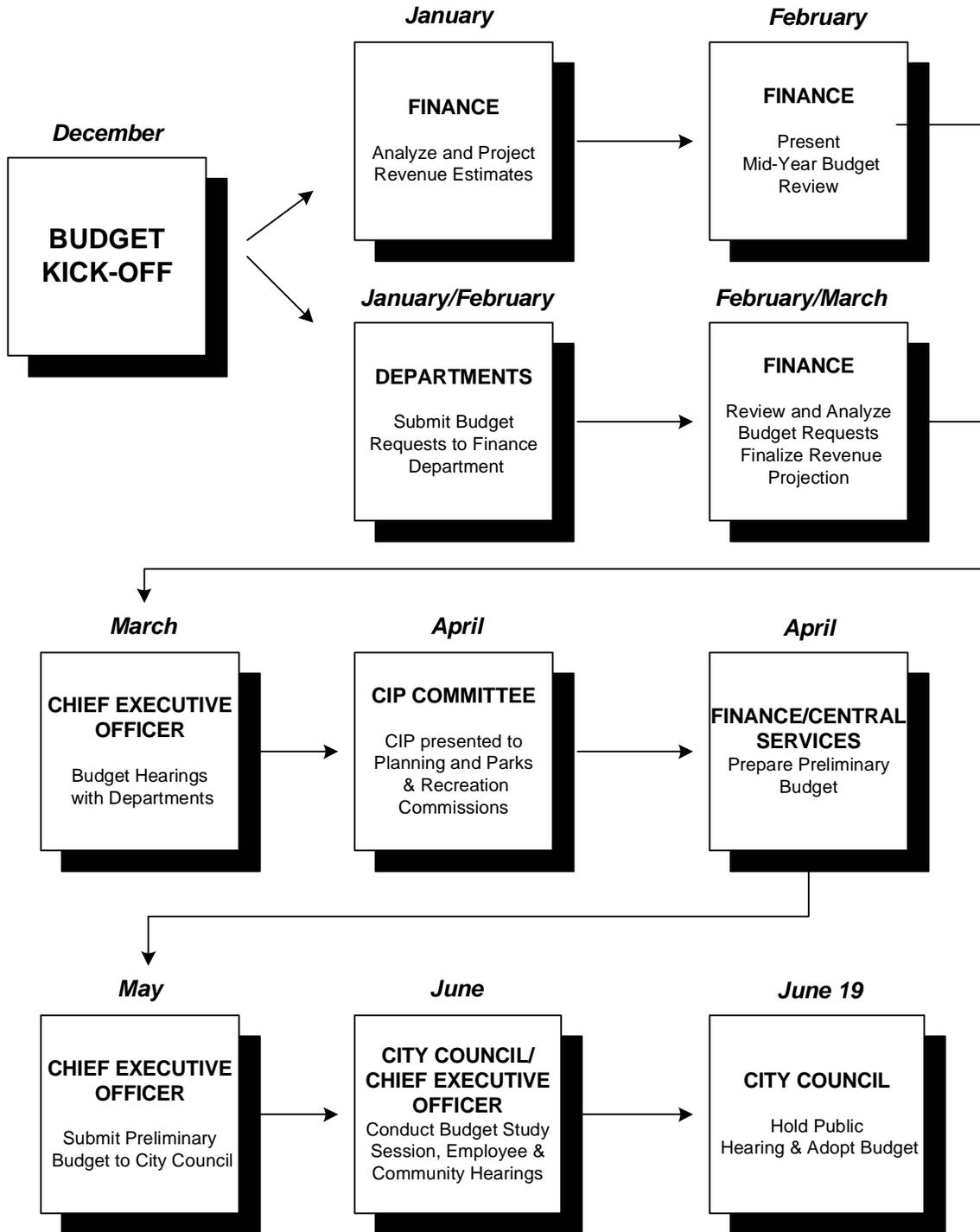
- Rental Rehabilitation Program Fund
- Local Law Enforcement Block Grant Fund
- Office of Traffic Safety Fund
- Fire System Development Fees Fund

Capital Projects Funds:

- Measure "M" Turnback Fund
- Vehicle Parking District 1 Fund
- Vehicle Parking District 2 Fund

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

**CITY OF COSTA MESA
BUDGET PROCESS
FLOW CHART
FISCAL YEAR 2012-2013**



DESCRIPTION OF FUNDS & FUND TYPES

GOVERNMENTAL FUNDS

Governmental funds are used to account for most, if not all, of a government's tax-supported activities. The general fund, special revenues funds, debt service funds, and capital projects funds are considered governmental funds.

GENERAL FUND

GENERAL FUND - 101: The General Fund is the general operating fund of the City. All general tax revenues and other receipts that are not allocated by law or contractual agreement to some other fund are accounted for in this fund.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for proceeds of specific sources (other than for major capital projects) that are legally restricted to expenditure for specified purposes.

AIR QUALITY IMPROVEMENT FUND (AQMD) - 203: Established to account for the City's share of funds received under Health & Safety Code Section 44223 (AB 2766) to finance mobile source air pollution reduction programs consistent with the California Clean Air Act of 1988.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND (CDBG) - 207: This fund accounts for revenues received from the Department of Housing and Urban Development. These revenues must be expended to accomplish one of the following objectives: elimination of slum or blight, benefit low and moderate income persons, or to meet certain urgent community development needs.

DRAINAGE FEES FUND - 209: Established to account for the construction and maintenance of the City's drainage system. Financing is provided by fees charged to residential and commercial developers.

FIRE SYSTEM DEVELOPMENT FEES FUND - 218: Established to account for the receipt and disbursement of the development impact fees established by Ordinance No 89-1 for future construction of fire protection facilities and equipment for north Costa Mesa.

GAS TAX FUND - 201: Established to account for the receipt and disbursement of funds used for construction and maintenance of the road network system of the City. Financing is provided by the City's share of State gasoline taxes.

HOMELESSNESS PREVENTION FUND – 221: Established to account for the receipt and disbursement of funds received under the American Recovery and Reinvestment Act of 2009, and is administered by the Federal Department of Housing and Urban Development. Funds for this program are to be used to provide homelessness prevention assistance to households who would otherwise become homeless as well as to provide assistance to rapidly re-house persons who have recently become homeless.

HOME PROGRAM FUND - 205: Established to account for the receipt and disbursement of funds received under the Federal Home Investment Partnership Program of the Department of Housing and Urban Development. These revenues must be expended for acquisition, rehabilitation, and new construction of rental housing.

LOCAL LAW ENFORCEMENT BLOCK GRANT FUND (LLEBG) - 219: Established to account for Federal grant monies provided by the 1998 Appropriations Act, Public Law 105-119. Funds are restricted for projects utilized to reduce crime and improve public safety.

NARCOTICS FORFEITURE FUND - 217: Established to account for receipt and disbursement of narcotic forfeitures received from County, State and Federal agencies pursuant to Section 11470 of State Health and Safety Code and Federal Statute 21USC Section 881.

DESCRIPTION OF FUNDS & FUND TYPES

OFFICE OF TRAFFIC SAFETY FUND – 220: Established to account for the receipt and disbursement of State monies received from the Office of Traffic Safety. Funds are restricted for projects utilized to enhance traffic safety and to reduce drunk driving within the City.

PARK DEVELOPMENT FEES FUND - 208: Established to account for the development of new park site and playground facilities. Financing is provided by fees charged to residential and commercial developers.

PROPOSITION 172 FUND - 202: Established to account for the receipt and disbursement of voter-approved one-half cent permanent increase in the State sales tax in November 1993. These revenues must be expended for public safety purposes.

RENTAL REHABILITATION PROGRAM FUND - 216: Established to account for revenues received from the Department of Housing and Urban Development under Section 17 of the U.S. Housing Act of 1937. These revenues must be expended to provide assistance to rehabilitate primarily privately-owned residential rental property.

SUPPLEMENTAL LAW ENFORCEMENT SERVICES FUND (SLESF) - 213: Established to account for the receipt and disbursement of funds received under the State Citizen's Option for Public Safety (COPS) program allocated pursuant to Government Code Section 30061 enacted by AB 3229, Chapter 134 of the 1996 Statutes. These COPS/SLESF funds are allocated based on population and can only be spent for "front line municipal police services" as per Government Code Section 30061 (c) (2).

TRAFFIC IMPACT FEES FUND - 214: Established to account for the receipt and disbursement of funds for off-site transportation improvements Citywide. Financing is provided by fees charged to residential and commercial developers.

DEBT SERVICE FUNDS

Debt Service Funds are used to account for accumulation of resources for, and the payment of, general long-term debt including principal and interest.

FINANCING AUTHORITY DEBT SERVICE FUND - 380: To accumulate monies for payment of the Lease Revenue Bonds, the 1991 Local Agency Revenue Bonds and the 2003 Refunding Revenue Bonds of the Corporation. The 1990 Lease Revenue Bonds provided for the construction of a fire station and senior center, and the reconstruction of Victoria Street. The 1991 Local Agency Revenue Bonds provided monies for the purchase of the Costa Mesa Community Facilities 1991 Special Tax Bond. The 2003 Refunding Revenue Bonds provided for the refunding of the Costa Mesa City Hall and Public Safety Facilities, Inc. 1966 and 1988 Lease Revenue Bond issues.

CAPITAL PROJECTS FUNDS

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

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

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

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

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

DESCRIPTION OF FUNDS & FUND TYPES

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

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

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

PROPRIETARY FUNDS

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

INTERNAL SERVICE FUNDS

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

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

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

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



Costa Mesa

SUMMARIES OF FINANCIAL DATA

SUMMARIES OF FINANCIAL DATA

FISCAL YEAR 2012-2013

CALCULATION OF PROJECTED FUND BALANCES
for the Fiscal Year Ending June 30, 2013

Fund Description	Projected Balances 07/01/12	Estimated Revenues FY 12-13	Preliminary Operating Budget FY 12-13
General Fund*	\$ 6,098,502	\$ 101,174,935	\$ 98,941,426
Gas Tax Fund	3,191,551	3,120,000	502,844
Proposition 172 Fund	91,962	861,000	882,357
Air Quality Management District Fund (AQMD)	288,256	144,000	15,000
HOME Program Fund	-	665,085	460,780
Community Development Block Grant Fund (CDBG)	117,186	1,230,892	778,078
Park Development Fees Fund	691,801	15,000	-
Drainage Fees Fund	656,197	207,500	-
Supplemental Law Enforcement Services Fund	56,375	125,000	212,615
Traffic Impact Fees Fund	3,475,034	180,000	-
Narcotics Forfeiture Fund	89,264	482,250	513,300
Fire System Development Fees Fund	482,525	7,500	-
Subtotal Special Revenue Funds	\$ 9,140,151	\$ 7,038,227	\$ 3,364,974
Capital Improvement Fund	\$ 465,709	\$ 4,189,950	\$ -
Measure "M" Construction Fund	4,646,309	5,000	413,027
Measure "M2" Regional Fund	-	2,727,550	99,664
Measure "M2" Fairshare Fund	159,632	2,135,000	92,333
Vehicle Parking District 1&2 Funds	5,172	942	-
Subtotal Capital Projects Funds	\$ 5,276,822	\$ 9,058,442	\$ 605,024
Total Governmental Funds	\$ 20,515,475	\$ 117,271,604	\$ 102,911,424
Equipment Replacement Fund	\$ 7,450,125	\$ 2,917,369	\$ 2,774,691
Self Insurance Fund	6,665,788	4,025,500	4,104,795
Total Internal Service Funds	\$ 14,115,913	\$ 6,942,869	\$ 6,879,486
GRAND TOTAL	\$ 34,631,388	\$ 124,214,473	\$ 109,790,910

* Calculated projected balance 7/1/12 using: total unassigned fund balance from FY 10-11 CAFR, then added estimated surplus amount as presented at the March 20, 2012 budget review.

CITY OF COSTA MESA, CALIFORNIA

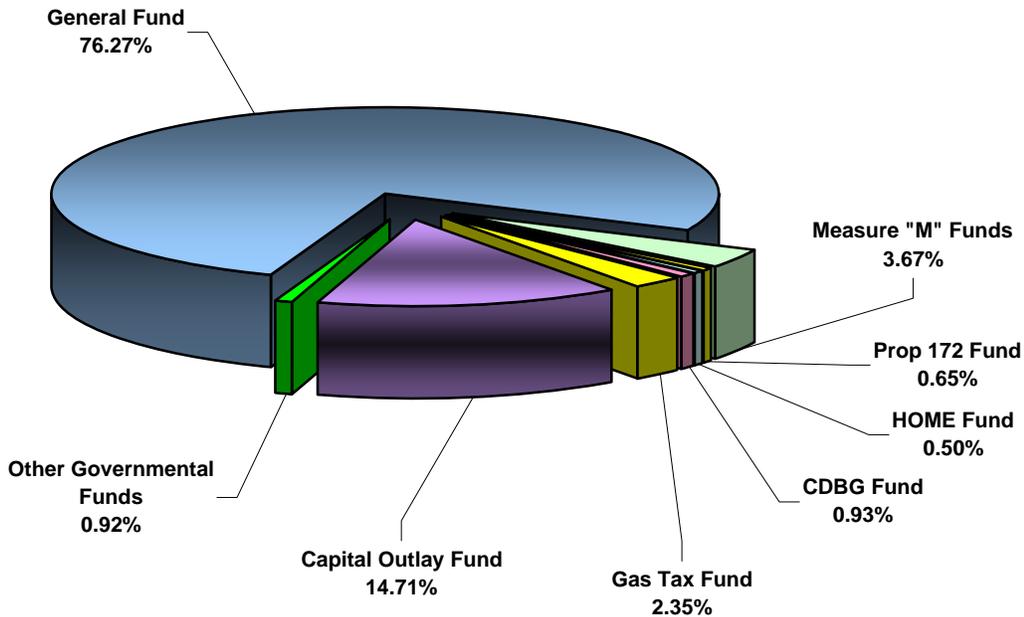
Preliminary Capital Budget FY 12-13	Total Preliminary Budget FY 12-13	Estimated Revenues Over (Under) Preliminary Budget	Transfers In	Transfers Out	Projected Balances 06/30/13
\$ -	\$ 98,941,426	\$ 2,233,509	\$ -	\$ 15,379,322	\$ (7,047,311)
3,860,000	4,362,844	(1,242,844)	-	-	1,948,707
-	882,357	(21,357)	-	-	70,605
352,200	367,200	(223,200)	-	-	65,056
-	460,780	204,305	-	-	204,305
570,000	1,348,078	(117,186)	-	-	-
624,250	624,250	(609,250)	-	-	82,551
500,000	500,000	(292,500)	-	-	363,697
-	212,615	(87,615)	50,000	-	18,760
1,353,150	1,353,150	(1,173,150)	-	-	2,301,884
-	513,300	(31,050)	-	-	58,214
-	-	7,500	-	-	490,025
\$ 7,259,600	\$ 10,624,574	\$ (3,586,347)	\$ 50,000	\$ -	\$ 5,603,804
\$ 19,691,272	\$ 19,691,272	\$ (15,501,322)	\$ 15,329,322	\$ -	\$ 293,709
3,000,000	3,413,027	(3,408,027)	-	-	1,238,282
2,625,386	2,725,050	2,500	-	-	2,500
500,000	592,333	1,542,667	-	-	1,702,299
-	-	942	-	-	6,114
\$ 25,816,658	\$ 26,421,682	\$ (17,363,240)	\$ 15,329,322	\$ -	\$ 3,242,904
\$ 33,076,258	\$ 135,987,682	\$ (18,716,078)	\$ 15,379,322	\$ 15,379,322	\$ 1,799,397
\$ -	\$ 2,774,691	\$ 142,678	\$ -	\$ -	\$ 7,592,803
-	4,104,795	(79,295)	-	-	6,586,493
\$ -	\$ 6,879,486	\$ 63,383	\$ -	\$ -	\$ 14,179,296
\$ 33,076,258	\$ 142,867,168	\$ (18,652,695)	\$ 15,379,322	\$ 15,379,322	\$ 15,978,693

TOTAL RESOURCES & APPROPRIATIONS - ALL GOVERNMENTAL FUNDS

FISCAL YEAR 2012-2013

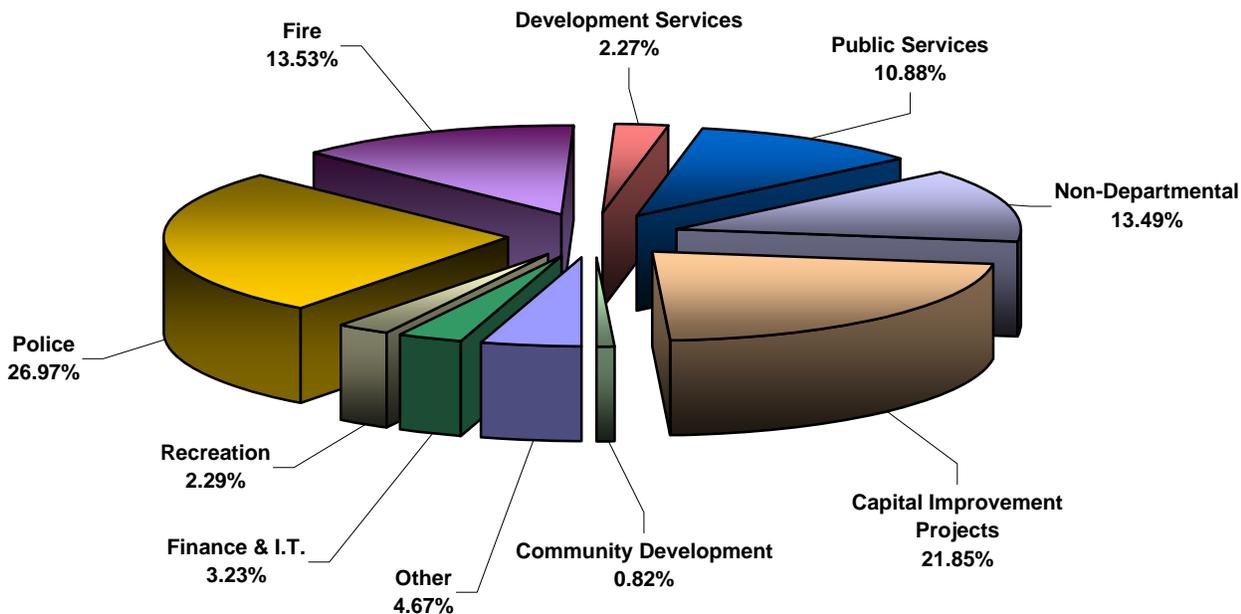
TOTAL RESOURCES - \$132,650,926

(Where Monies Come From)
(Including Transfers In)



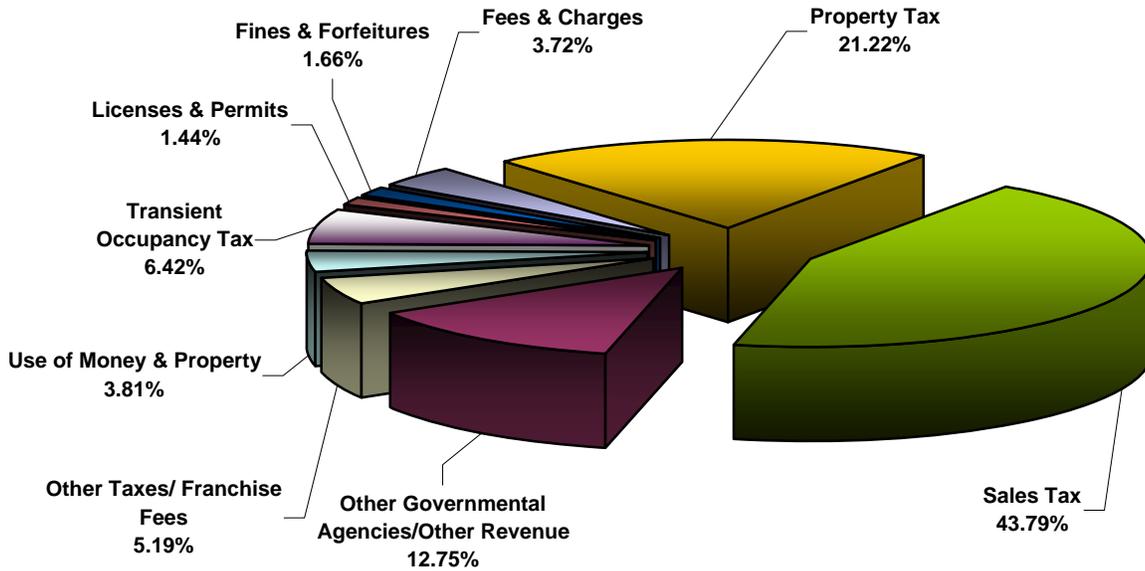
TOTAL APPROPRIATIONS - \$151,367,004

(Where Monies Go)
(Including Transfers Out)

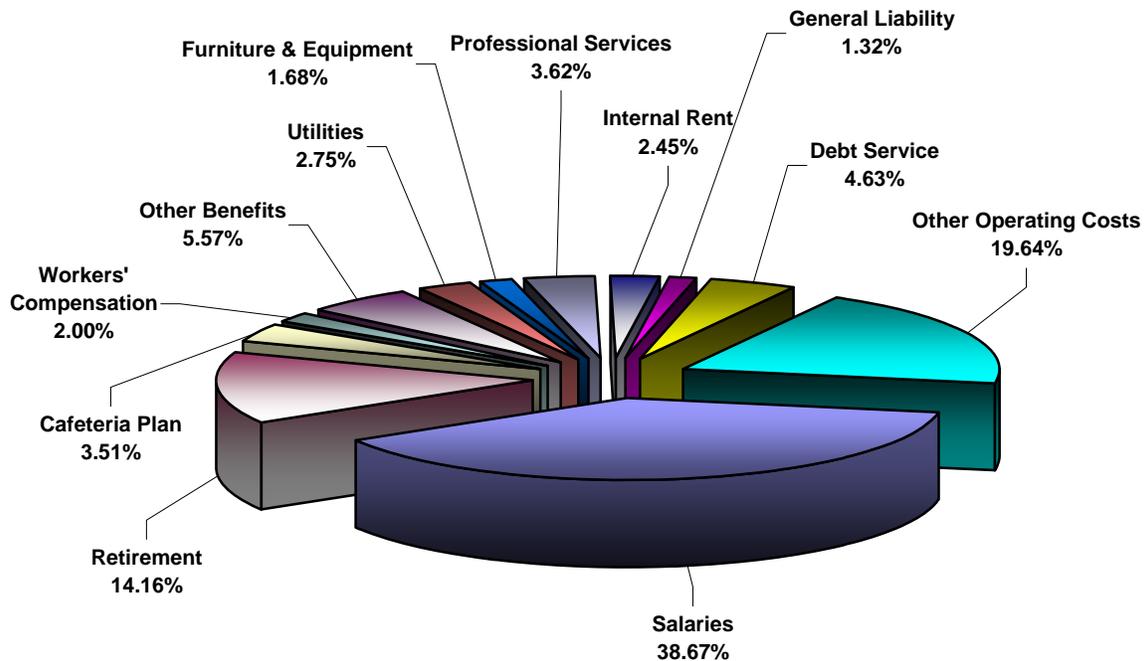


CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND RESOURCES & APPROPRIATIONS
 FISCAL YEAR 2012-2013

GENERAL FUND RESOURCES - TOTAL \$101,174,935
 (Including Transfers In)



GENERAL FUND APPROPRIATIONS - TOTAL \$114,320,748



SCHEDULE OF INTERFUND TRANSFERS
FISCAL YEAR 2012-2013

<u>FUND</u>	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
General Fund - 101	\$ -	\$ 15,379,322 ¹
Supplemental Law Enforcement Fund - 213	50,000	-
Capital Improvement Fund - 401	15,329,322	-
Total	<u>\$ 15,379,322</u>	<u>\$ 15,379,322</u>

¹ Funding of \$50,000 for support of the Supplemental Law Enforcement Fund.
 Funding of \$15,329,322 for support of the Capital Improvement Fund.

REVENUE SUMMARIES

FISCAL YEAR 2012-2013

CITY OF COSTA MESA, CALIFORNIA

REVENUE & OTHER FINANCING SOURCES
 FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
Fund 101 - General Fund					
Property Tax - Secured	\$ 19,608,503	\$ 18,989,472	\$ 19,475,000	\$ 19,475,000	\$ 20,000,000
Property Tax - Unsecured	835,771	793,106	800,000	800,000	800,000
Property Tax - Supplemental	187,574	199,957	100,000	100,000	100,000
Property Tax - Homeowners	175,764	170,547	170,000	170,000	170,000
Delinquent Tax - Penalties/Int	187,941	149,698	100,000	100,000	100,000
Property Transfer Tax	326,461	446,217	300,000	300,000	300,000
Sales & Use Tax	27,288,810	30,332,996	30,850,000	30,850,000	33,300,000
Sales Tax In-Lieu	7,228,020	9,840,719	10,500,000	10,500,000	11,000,000
Transient Occupancy Tax	4,268,984	5,344,968	5,950,000	6,200,000	6,500,000
Electric Franchise Fee	1,267,914	1,223,537	1,300,000	1,300,000	1,300,000
Cable TV Franchise Fee	1,030,706	1,100,430	1,000,000	1,100,000	1,100,000
PEG Cable Franchise Fee	205,274	59,261	200,000	200,000	200,000
Gas Franchise Fee	219,878	256,285	300,000	300,000	300,000
Solid Waste Hauler Franchise Fee	1,221,387	1,600,742	1,250,000	1,500,000	1,500,000
Business License	858,566	866,442	850,000	850,000	850,000
Total Taxes	\$ 64,911,553	\$ 71,374,377	\$ 73,145,000	\$ 73,745,000	\$ 77,520,000
Dog License	\$ 40,769	\$ 87,939	\$ 100,000	\$ 100,000	\$ 100,000
Fire Permits	79,600	119,011	100,000	100,000	100,000
Building Permits	560,723	676,247	820,000	820,000	850,000
Electrical Permits	78,924	107,624	95,000	95,000	100,000
Plumbing/Mechanical Permits	80,968	99,592	80,000	80,000	90,000
Street Permits	109,735	135,390	125,000	125,000	125,000
Special Business Permits	430	860	500	500	500
Home Occupation Permits	15,250	16,000	15,000	15,000	15,000
Operator's Permits	3,375	3,225	2,500	2,500	2,500
Other Permits	88,055	46,908	75,000	75,000	75,000
Total Licenses & Permits	\$ 1,057,829	\$ 1,292,796	\$ 1,413,000	\$ 1,413,000	\$ 1,458,000
Municipal Code Violations	\$ 128,954	\$ 130,702	\$ 125,000	\$ 125,000	\$ 125,000
Vehicle Code Violations	1,005,432	705,879	900,000	700,000	700,000
Parking Citations	999,009	764,779	950,000	800,000	800,000
Shopping Cart Retrieval	9,057	1,404	-	-	-
Red Light Camera Violations	345,871	140,978	50,000	50,000	50,000
Total Fines & Forfeitures	\$ 2,488,323	\$ 1,743,742	\$ 2,025,000	\$ 1,675,000	\$ 1,675,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
Fund 101 - General Fund (continued)					
Investment Earnings	\$ 360,998	\$ 250,932	\$ 150,000	\$ 150,000	\$ 150,000
GASB 31 Adjustment	1,057,191	246,944	-	-	-
Interest Earned - CMRA Note	889,983	857,206	820,000	820,000	783,500
Other Interest	243,832	243,833	75,000	75,000	75,000
Buildings/Grounds, Rental	174,503	206,288	200,000	200,000	200,000
Rental - Downtown Comm. Center	8,705	16,479	11,000	11,000	11,000
Rental - Balearic Center	25,465	20,961	20,000	20,000	20,000
Rental - Neighborhood Comm. Ctr.	151,903	156,722	160,000	160,000	160,000
Rental - Fields	146,237	129,195	125,000	125,000	125,000
Rental - Tennis	26,395	34,352	28,500	28,500	28,500
Rental - Golf Course Operations	2,096,030	2,132,499	2,000,000	2,000,000	2,200,000
Rental - Bus Shelter Ads	94,588	104,561	100,000	100,000	100,000
Total Use of Money & Property	\$ 5,275,830	\$ 4,399,972	\$ 3,689,500	\$ 3,689,500	\$ 3,853,000
Motor Vehicle In-Lieu Tax	\$ 342,149	\$ 532,734	\$ 300,000	\$ 300,000	\$ -
Vehicle License Fee Swap - Property Tax	8,775,317	8,579,266	8,750,000	8,750,000	9,000,000
Other Federal Grants	215,118	265,094	558,810	558,810	558,810
POST Reimbursements	48,537	34,822	40,000	40,000	40,000
Beverage Container Program	14,144	-	-	30,850	30,850
SB 90 - State Mandated Costs	62,449	74,799	50,000	50,000	50,000
Other State Grants	72,671	32,927	-	-	-
OCTA - SAAV	44,497	45,839	40,000	40,000	40,000
Other County Grants	77,595	83,053	80,000	335,556	80,000
Reimbursement - ABLE	442,077	418,986	106,000	114,000	2,400,000
Reimb. - Oth Governmental Agencies	35,060	15,000	-	7,425	7,425
Total Other Govt. Agencies	\$ 10,129,614	\$ 10,082,520	\$ 9,924,810	\$ 10,226,641	\$ 12,207,085
Zoning/Variance/CUP Fees	\$ 98,288	\$ 116,850	\$ 85,000	\$ 85,000	\$ 85,000
Subdivision Map Fees	8,665	11,830	3,000	9,000	9,000
Environmental Impact Fees	-	-	2,000	2,000	2,000
Plan Checking Fee	231,771	265,001	315,000	315,000	315,000
Vacation/Abandonment of ROW	-	150	500	500	500

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
Fund 101 - General Fund (continued)					
Source Reduction/Recycling	\$ 6,710	\$ 6,100	\$ 8,700	\$ 8,700	\$ 8,700
Special Policing Fees	509,778	492,307	400,000	400,000	400,000
Vehicle Storage/Impound Fees	391,260	262,940	375,000	325,000	325,000
Repo Vehicle Release Fee	2,640	2,565	2,000	2,000	2,000
DUI/Emergency Response	51,976	(8,249)	50,000	50,000	50,000
Jail Booking Fees - City	112,891	76,772	150,000	150,000	150,000
Police False Alarms	259,630	237,179	275,000	150,000	150,000
Fingerprinting	45,020	38,128	40,000	40,000	40,000
Animal Pound Fees	120	25	100	100	100
Fire Inspections	5,680	5,190	5,000	5,000	5,000
Hazmat Disclosure Fee	93,306	86,001	100,000	100,000	100,000
EMS - First Responder Fee	238,364	195,543	200,000	200,000	200,000
Paramedic Fee - Advanced	55,406	195,490	100,000	150,000	150,000
Medical Supply Reimbursement	97,066	97,302	100,000	100,000	100,000
Fire False Alarms	16,065	20,939	30,000	30,000	30,000
Accident Cost Recovery	45,339	76,519	60,000	60,000	60,000
Dispatch/Phone Svc. in 911 Center	8,493	9,188	7,400	7,400	7,400
Park Permits	35,740	42,375	35,000	35,000	35,000
Park Improvements	9,820	5,614	5,000	2,500	2,500
Youth Sports - Basketball & Football	24,942	605	26,300	26,300	-
Recreation - Aquatics	81,666	82,375	85,000	85,000	85,000
Recreation - Day Camp	147,190	147,141	170,000	170,000	170,000
Playgrounds	4,040	9,618	117,494	117,494	117,500
Special Events	38,833	32,693	650	25,000	25,000
Recreation - Early Childhood	133,536	128,523	120,000	120,000	120,000
Instructional Classes	575,927	552,582	600,000	600,000	600,000
Recreation - Basketball	29,672	40,624	45,000	45,000	45,000
Adult Open Gym	3,974	6,414	-	2,000	2,000
Recreation - Softball	132,260	134,315	130,000	130,000	130,000
Teen Camp	29,305	25,438	29,000	29,000	29,000
Family Night/Kids Night	(30)	-	-	-	-
Other Adult Sports	-	-	-	-	26,300
Photocopies	2,255	3,286	2,500	2,500	2,500

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
Fund 101 - General Fund (continued)					
Police Reports	\$ 31,386	\$ 21,899	\$ 33,000	\$ 33,000	\$ 33,000
Police Clearance Letters	4,620	3,780	3,000	3,000	3,000
Sale - Maps & Publications	13,392	13,640	12,500	12,500	12,500
Sale - Miscellaneous Supplies	775	1,147	750	750	750
Central Services Reimb	83,768	73,512	100,000	100,000	100,000
Charges for Other Services	8,392	8,927	15,000	15,000	15,000
Special Assessments	58,558	20,378	10,000	15,000	15,000
Total Fees & Charges	\$ 3,728,489	\$ 3,542,656	\$ 3,848,894	\$ 3,758,744	\$ 3,758,750
Contributions	\$ 5,600	\$ 2,750	\$ 2,500	\$ 2,500	\$ 2,500
Sponsorship Naming Rights	33,480	34,585	33,000	33,000	33,000
Reimb. - Const. Permit Insp. Fees	294,411	18,280	500	20,000	20,000
Reimb. - Overtime Construction	-	-	-	2,600	2,600
Damage to City Property	86,663	(15,765)	30,000	30,000	30,000
Civil Subpoena Costs	12,928	10,970	10,000	10,000	10,000
Other Reimbursements	919,171	223,905	300,000	300,000	300,000
Sale - Other Equipment	1,180	2,149	5,000	5,000	5,000
Other	505,154	528,774	300,000	300,000	300,000
Total Other Revenues	\$ 1,858,587	\$ 805,648	\$ 681,000	\$ 703,100	\$ 703,100
Total Revenues	\$ 89,450,225	\$ 93,241,711	\$ 94,727,204	\$ 95,210,985	\$ 101,174,935
Operating Transfers In	2,929,230	2,011,580	-	113,000	-
Total Other Financing Sources	\$ 2,929,230	\$ 2,011,580	\$ -	\$ 113,000	\$ -
Total Fund 101	\$ 92,379,455	\$ 95,253,291	\$ 94,727,204	\$ 95,323,985	\$ 101,174,935
Fund 201 - Gas Tax					
Investment Earnings	\$ 256,205	\$ 192,948	\$ 75,000	\$ 75,000	\$ 75,000
Gas Tax - 2103	-	1,006,668	1,180,000	1,180,000	1,272,000
Gas Tax - 2105	627,233	581,319	650,000	650,000	566,000
Gas Tax - 2106	396,565	366,285	425,000	425,000	384,000
Gas Tax - 2107.1	834,715	775,030	850,000	850,000	813,000
Gas Tax - 2107.5	10,000	4,844	10,000	10,000	10,000
Traffic Congestion Relief Fund	1,055,081	-	-	-	-
Total Fund 201	\$ 3,179,799	\$ 2,927,094	\$ 3,190,000	\$ 3,190,000	\$ 3,120,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
<u>Fund 202 - Prop 172</u>					
Investment Earnings	\$ 3,060	\$ 4,179	\$ 1,000	\$ 1,000	\$ 1,000
Sales Tax - Public Safety	750,513	779,510	825,000	825,000	860,000
Total Revenues	\$ 753,573	\$ 783,689	\$ 826,000	\$ 826,000	\$ 861,000
Operating Transfers In	650,000	-	-	-	-
Total Other Financing Sources	\$ 650,000	\$ -	\$ -	\$ -	\$ -
Total Fund 202	\$ 1,403,573	\$ 783,689	\$ 826,000	\$ 826,000	\$ 861,000
<u>Fund 203 - Air Quality</u>					
Investment Earnings	\$ 15,275	\$ 11,405	\$ 6,300	\$ 6,300	\$ 4,000
AB 2766 - AQMD	131,886	128,967	140,000	140,000	140,000
Other Reimbursements	-	33,740	-	-	-
Total Fund 203	\$ 147,161	\$ 174,112	\$ 146,300	\$ 146,300	\$ 144,000
<u>Fund 205 - HOME</u>					
Lien/Loan Repayment	\$ 148,479	\$ 40,164	\$ -	\$ -	\$ -
HOME Invest/Partnership Grant	716,241	326,481	846,670	846,670	665,085
Total Fund 205	\$ 864,720	\$ 366,645	\$ 846,670	\$ 846,670	\$ 665,085
<u>Fund 207 - CDBG</u>					
Investment Earnings	\$ 5,156	\$ 5,004	\$ -	\$ -	\$ -
Lien/Loan Repayment	20,048	10,000	-	-	-
Community Dev. Block Grant	1,583,843	1,641,542	1,204,217	1,204,217	1,230,892
Total Revenues	\$ 1,609,047	\$ 1,656,546	\$ 1,204,217	\$ 1,204,217	\$ 1,230,892
Operating Transfers In	94,868	88,991	-	-	-
Total Other Financing Sources	\$ 94,868	\$ 88,991	\$ -	\$ -	\$ -
Total Fund 207	\$ 1,703,915	\$ 1,745,537	\$ 1,204,217	\$ 1,204,217	\$ 1,230,892
<u>Fund 208 - Park Development</u>					
Investment Earnings	\$ 58,914	\$ 31,715	\$ 20,000	\$ 20,000	\$ 15,000
Park Development Fees	-	69,145	-	-	-
Total Fund 208	\$ 58,914	\$ 100,860	\$ 20,000	\$ 20,000	\$ 15,000

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
<u>Fund 209 - Drainage Fees</u>					
Investment Earnings	\$ 21,164	\$ 13,594	\$ 10,000	\$ 10,000	\$ 7,500
Drainage Assessment Fees	113,631	222,721	200,000	200,000	200,000
Total Fund 209	\$ 134,795	\$ 236,315	\$ 210,000	\$ 210,000	\$ 207,500
<u>Fund 213 - SLESF</u>					
Investment Earnings	\$ -	\$ 40	\$ -	\$ -	\$ -
Citizens' Option for Public Safety (COPS)	111,462	114,921	100,000	100,000	125,000
Total Revenues	\$ 111,462	\$ 114,961	\$ 100,000	\$ 100,000	\$ 125,000
Operating Transfers In	100,000	100,000	100,000	100,000	50,000
Total Other Financing Sources	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 50,000
Total Fund 213	\$ 211,462	\$ 214,961	\$ 200,000	\$ 200,000	\$ 175,000
<u>Fund 214 - Traffic Impact Fees</u>					
Investment Earnings	\$ 92,404	\$ 63,899	\$ 40,000	\$ 40,000	\$ 30,000
Traffic Impact Fees	(20,757)	122,572	150,000	150,000	150,000
Other Reimbursements	78	-	-	-	-
Total Fund 214	\$ 71,725	\$ 186,471	\$ 190,000	\$ 190,000	\$ 180,000
<u>Fund 216 - Rental Rehab</u>					
Other Reimbursements	\$ -	\$ 40,000	\$ -	\$ -	\$ -
Total Fund 216	\$ -	\$ 40,000	\$ -	\$ -	\$ -
<u>Fund 217 - Narcotic Seizure</u>					
Asset Forfeiture - US Treasury	\$ -	\$ 57,601	\$ -	\$ -	\$ -
Asset Forfeiture - DOJ	-	196,051	200,000	200,000	400,000
Asset Forfeiture - County/Other	-	107,421	100,000	100,000	75,000
Investment Earnings	-	2,120	4,500	4,500	7,250
High Intensity Drug Trafficking	-	-	5,000	5,000	-
Other Reimbursements	-	13,934	-	-	-
Total Fund 217	\$ -	\$ 377,127	\$ 309,500	\$ 309,500	\$ 482,250
<u>Fund 218 - Fire System Dev.</u>					
Investment Earnings	\$ 11,751	\$ 13,023	\$ 6,000	\$ 6,000	\$ 7,500
Fire Protection System Dev. Fees	-	264,210	-	-	-
Total Fund 218	\$ 11,751	\$ 277,233	\$ 6,000	\$ 6,000	\$ 7,500

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
<u>Fund 219 - LLEBG</u>					
Investment Earnings	\$ -	\$ 96	\$ -	\$ -	\$ -
Local Law Enforcement Block Grant	-	119,472	-	-	-
Total Fund 219	\$ -	\$ 119,568	\$ -	\$ -	\$ -
<u>Fund 220 - Office of Traffic Safety</u>					
Other Federal Grants	\$ -	\$ 2,196	\$ -	\$ -	\$ -
OTS Grant	-	329,434	-	-	-
Other State Grants	-	16,574	-	-	-
Other Governmental Agencies	-	1,098	-	-	-
Total Revenues	\$ -	\$ 349,302	\$ -	\$ -	\$ -
Operating Transfers In	-	975	-	-	-
Total Other Financing Sources	\$ -	\$ 975	\$ -	\$ -	\$ -
Total Fund 220	\$ -	\$ 350,277	\$ -	\$ -	\$ -
<u>Fund 221 - Homelessness Prevention</u>					
Other Federal Grants	\$ -	\$ 282,176	\$ -	\$ -	\$ -
Total Fund 221	\$ -	\$ 282,176	\$ -	\$ -	\$ -
<u>Fund 401 - Capital Outlay</u>					
Lien/Loan Repayment	\$ -	\$ 26,000	\$ -	\$ -	\$ -
Investment Earnings	27,782	24,687	15,000	15,000	3,000
Other Federal Grants	910,015	1,850,146	243,000	243,000	2,350,700
State Park Bond Act Grant	186,000	-	-	-	-
Other State Grants	725,512	496,940	1,024,600	1,024,600	1,836,250
Contributions	-	100,000	-	-	-
Other	432,000	6,715	-	-	-
Total Revenues	\$ 2,281,309	\$ 2,504,488	\$ 1,282,600	\$ 1,282,600	\$ 4,189,950
Operating Transfers In	-	-	-	-	15,329,322
Total Other Financing Sources	\$ -	\$ -	\$ -	\$ -	\$ 15,329,322
Total Fund 401	\$ 2,281,309	\$ 2,504,488	\$ 1,282,600	\$ 1,282,600	\$ 19,519,272
<u>Fund 403 - Measure M Regional</u>					
Investment Earnings	\$ 185,674	\$ 54,919	\$ 30,000	\$ 30,000	\$ -
Measure "M" Regional Grant	1,743,458	2,190,787	-	-	-
Other	-	1,948	-	-	-
Total Fund 403	\$ 1,929,132	\$ 2,247,654	\$ 30,000	\$ 30,000	\$ -

REVENUE & OTHER FINANCING SOURCES
FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
<u>Fund 414 - Measure M Turnback</u>					
Investment Earnings	\$ 50,668	\$ 58,520	\$ 25,000	\$ 25,000	\$ 5,000
State & Local Partnership Grant	-	265,964	-	-	-
Measure "M" Turnback	1,425,312	1,429,396	1,300,000	1,300,000	-
Total Revenues	\$ 1,475,980	\$ 1,753,880	\$ 1,325,000	\$ 1,325,000	\$ 5,000
Operating Transfers In	-	381,898	-	-	-
Total Other Financing Sources	\$ -	\$ 381,898	\$ -	\$ -	\$ -
Total Fund 414	\$ 1,475,980	\$ 2,135,778	\$ 1,325,000	\$ 1,325,000	\$ 5,000
<u>Fund 415 - Measure M2 Competitive</u>					
Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ 2,500
Measure "M2" Regional Grant	-	-	-	-	2,725,050
Total Fund 415	\$ -	\$ -	\$ -	\$ -	\$ 2,727,550
<u>Fund 416 - Measure M2 Fairshare</u>					
Investment Earnings	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Measure "M2" Fairshare	-	-	-	-	2,120,000
Total Fund 416	\$ -	\$ -	\$ -	\$ -	\$ 2,135,000
<u>Fund 409 - Veh Prkg Dist. 1</u>					
Property Tax - Secured	\$ -	\$ 405	\$ 425	\$ 425	\$ 435
Property Tax - Unsecured	-	16	25	25	25
Property Tax - Supplemental	-	4	5	5	5
Property Tax - Homeowners	-	4	3	3	3
Delinquent Tax - Penalties/Int	-	3	3	3	3
Investment Earnings	-	36	17	17	25
Total Fund 409	\$ -	\$ 468	\$ 478	\$ 478	\$ 496

CITY OF COSTA MESA, CALIFORNIA

REVENUE & OTHER FINANCING SOURCES
 FROM FISCAL YEAR 2009-2010 THROUGH FISCAL YEAR 2012-2013

FUND/ACCT DESCRIPTION	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Revised	FY 12-13 Preliminary
<u>Fund 410 - Veh Prkg Dist. 2</u>					
Property Tax - Secured	\$ -	\$ 336	\$ 375	\$ 375	\$ 385
Property Tax - Unsecured	-	14	25	25	25
Property Tax - Supplemental	-	4	5	5	5
Property Tax - Homeowners	-	3	3	3	3
Delinquent Tax - Penalties/Int	-	2	3	3	3
Investment Earnings	-	33	17	17	25
Total Fund 410	\$ -	\$ 392	\$ 428	\$ 428	\$ 446
<u>Fund 601 - Equipment Replacement</u>					
Investment Earnings	\$ 207,068	\$ 107,541	\$ 75,000	\$ 75,000	\$ 95,000
Rental of Automotive Equip	678,987	-	3,984,854	3,984,854	2,812,369
Damage to City Property	(4,094)	8,876	-	-	-
Sale of Automotive Equipment	43,806	16,358	10,000	10,000	10,000
Other	-	24,038	-	-	-
Total Fund 601	\$ 925,767	\$ 156,813	\$ 4,069,854	\$ 4,069,854	\$ 2,917,369
<u>Fund 602 - Self Insurance</u>					
Investment Earnings	\$ 228,074	\$ 108,066	\$ 90,000	\$ 90,000	\$ 110,000
General Liability Premiums	572,268	1,169,540	1,112,381	1,112,381	1,534,900
Workers' Comp. Premiums	1,135,406	2,001,356	1,940,484	1,940,484	2,339,900
Unemployment Premiums	24,383	46,453	41,018	41,018	40,700
Other Reimbursements	115,278	327,463	-	-	-
Total Fund 602	\$ 2,075,409	\$ 3,652,878	\$ 3,183,883	\$ 3,183,883	\$ 4,025,500
TOTAL REVENUES	\$ 105,080,769	\$ 111,550,383	\$ 111,668,134	\$ 112,151,915	\$ 124,214,473
TOTAL OTHER SOURCES	\$ 3,774,098	\$ 2,583,444	\$ 100,000	\$ 213,000	\$ 15,379,322
GRAND TOTAL ALL FUNDS	\$ 108,854,867	\$ 114,133,827	\$ 111,768,134	\$ 112,364,915	\$ 139,593,795

SALES & USE TAX

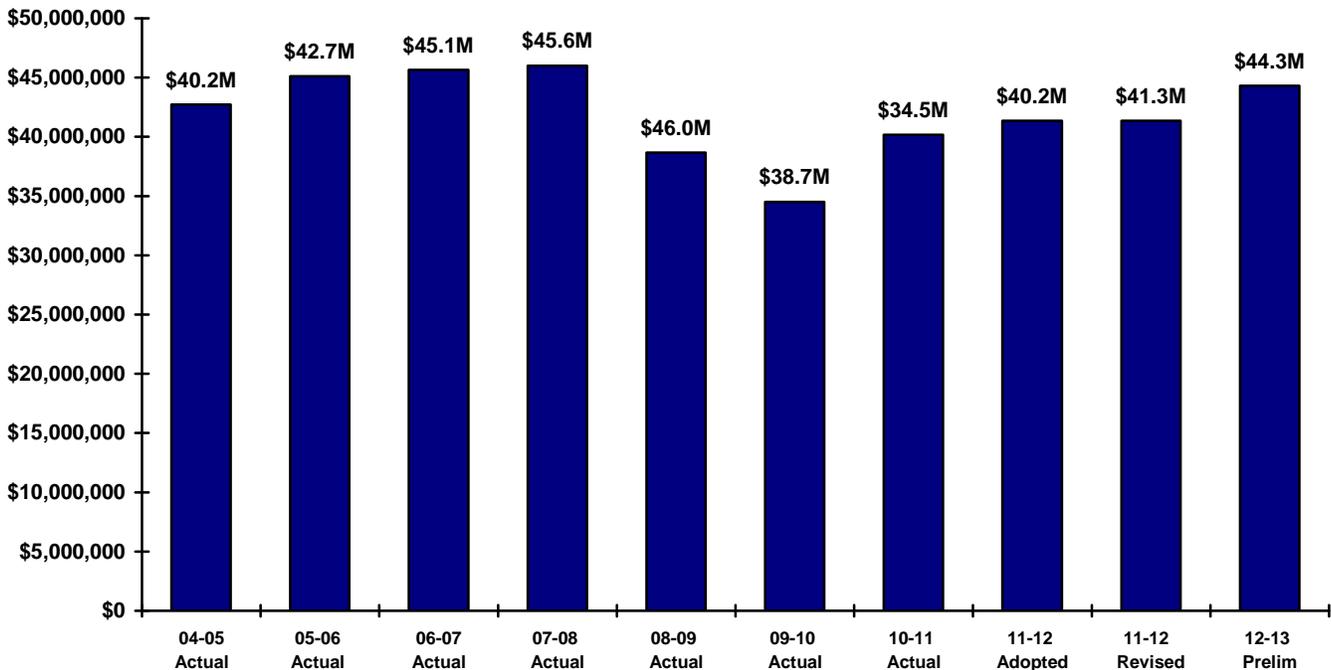
Sales Tax is imposed on retailers selling tangible personal property in California. The Use Tax is imposed on the user of a product purchased out-of-state and delivered for use in California. The Sales & Use Tax rate for Orange County is 7.75% and is broken down as follows:

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 and is estimated at \$44.3 million or 43.79% of the total General Fund revenues estimated for FY 12-13. This amount represents an increase of \$2.95 million or 7.13% from the adopted estimate in FY 11-12. This change in revenue is directly attributed to a continued increase in sales activity. The City has been experiencing increases in Sales Tax revenues for the last ten consecutive quarters, starting in the winter of 2009. This activity does represent continued "slow, low growth" for the City, consistent with the statewide and national economy.

Also, included as part of the \$44.3 million estimate is \$11.0 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 "triple flip" portion is remitted only twice a year, in January and May. Costa Mesa's sales tax base remains strong with South Coast Plaza; the Harbor 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.

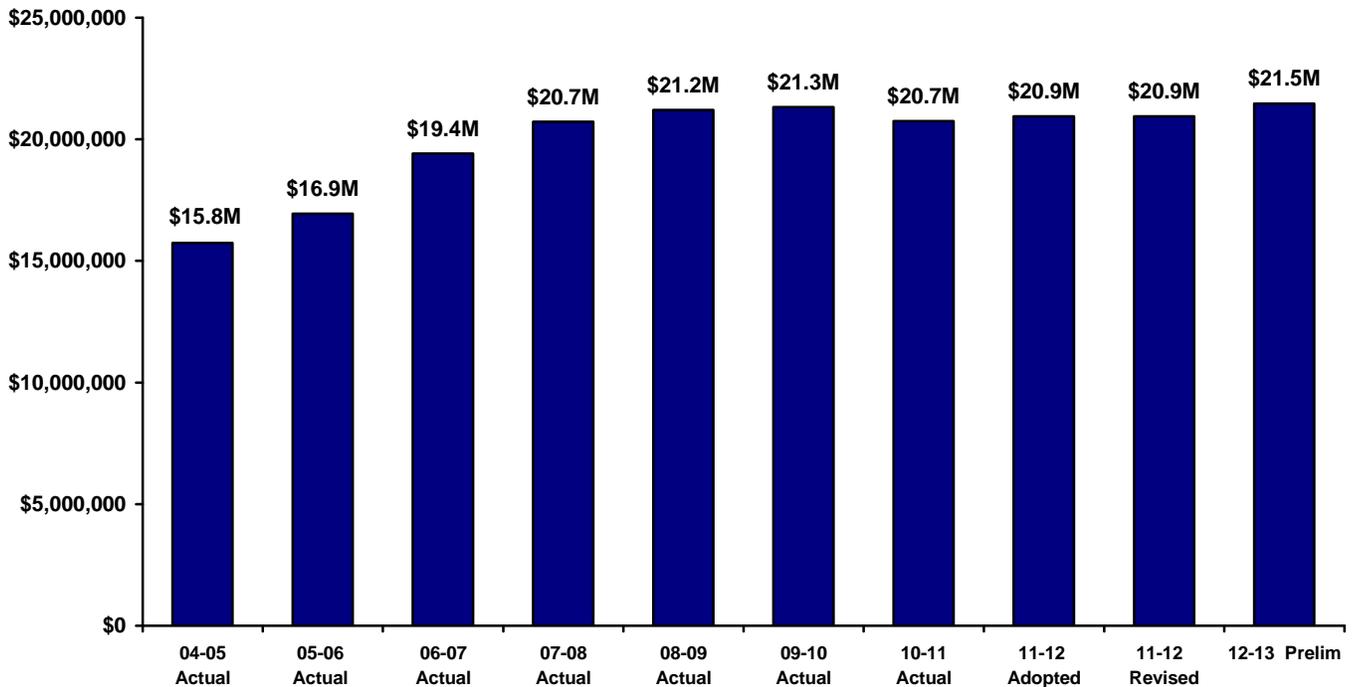


PROPERTY TAX

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

Costa Mesa's property tax base is made up of both residential and industrial properties. Many residential homes were built during the 1960's and 1970's, and include a large portion of long time residents. Because of this dynamic and the Prop 13 restriction to assessed values, the assessed value of many properties is still far less than market value. Over the last few years as market values have declined, the City has benefited from positive Prop 13 CPI adjustment factors to properties where the assessed value was still lower than the market value. These positive adjustments have balanced most reductions to properties previously assessed higher than the current market value. Last fiscal year, the CPI adjustment factor was a positive 0.753%, which marked the third straight year where the adjustment factor was less than 2%. This was the first time since Prop 13 was enacted (34 years ago) where the CPI adjustment factor was negative. For FY 12-13, the CPI adjustment factor is a positive 2.0%, the maximum allow under Prop 13.

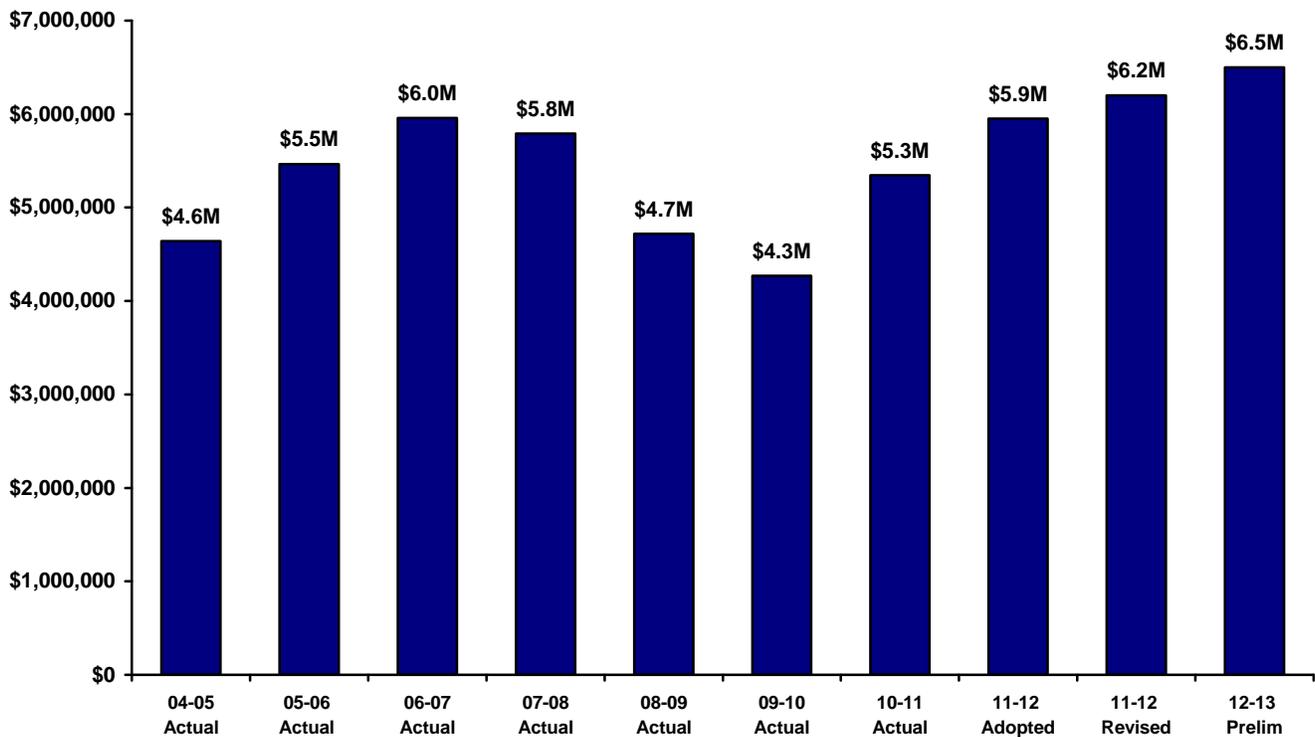
For FY 12-13, estimated revenue from Property Taxes is \$21.5 million, which represents 21.22% of the total General Fund revenue. This estimate is an increase of \$525,000 or 2.51% over the adopted revenue in FY 11-12. The City is expecting only a slight increase in revenue due to property values remaining consistent with prior year. Included in the estimates are Secured Property Tax at \$20.0 million, Unsecured Taxes at \$800,000, Supplemental Taxes at \$100,000; Homeowner's Exemption (\$7,000 of assessed value is exempt from property tax, which is made up by State subvention) at \$170,000, Delinquent Taxes at \$100,000; and \$300,000 derived from Property Transfers (assessed at 55 cents for every \$500 of market value at the time of transfer – half of this amount or 27.5 cents goes to the County).



TRANSIENT OCCUPANCY TAX

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

TOT is the City's fourth largest revenue source. For FY 12-13, estimated revenue from TOT is \$6.5 million, which represents 6.42% of the total General Fund revenue. The projected amount reflects an increase of \$550,000 or 9.24% from the adopted in FY 11-12, and an increase of \$300,000 or 4.84% from the mid-year revised estimate. Since the April 2010 (two years or 8 quarters), the City has seen a continued increase in TOT revenue when compared to the prior year.



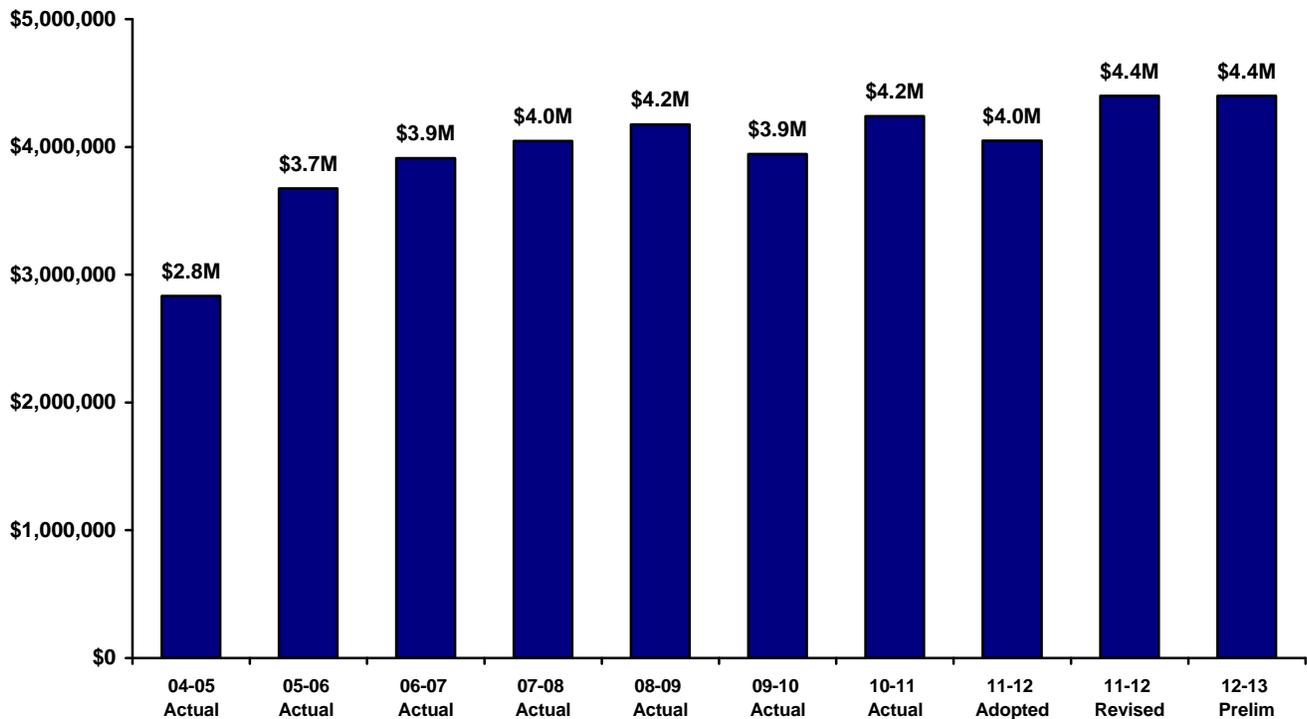
FRANCHISE FEES

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

On November 15, 2004, the City Council adopted an ordinance to implement a Solid Waste Hauler’s Franchise Fee to be effective January 1, 2005. So far, the City has granted non-exclusive franchises to 13 waste haulers. Currently, nine franchise holders fall into Class “A” – those pay a \$10,000 minimum franchise fee; while the remaining four franchisees fall into Class “B” – those pay a \$1,500 minimum franchise fee. The current franchise rate is 16% of gross receipts payable quarterly to the City.

For FY 12-13, estimated revenue from all Franchise Fees is \$4.4 million, which represents 4.35% of the total General Fund revenue. The projected amounts reflect an increase of \$350,000 or 8.64% from the adopted FY 11-12, however are essentially flat compared to the FY 11-12 mid-year revised.

The City also receives approximately \$200,000 from a PEG (Public, Education and Government) fee paid by the cable franchisee. This amount is received in the General Fund to support the operating costs for cable television services provided by the City.



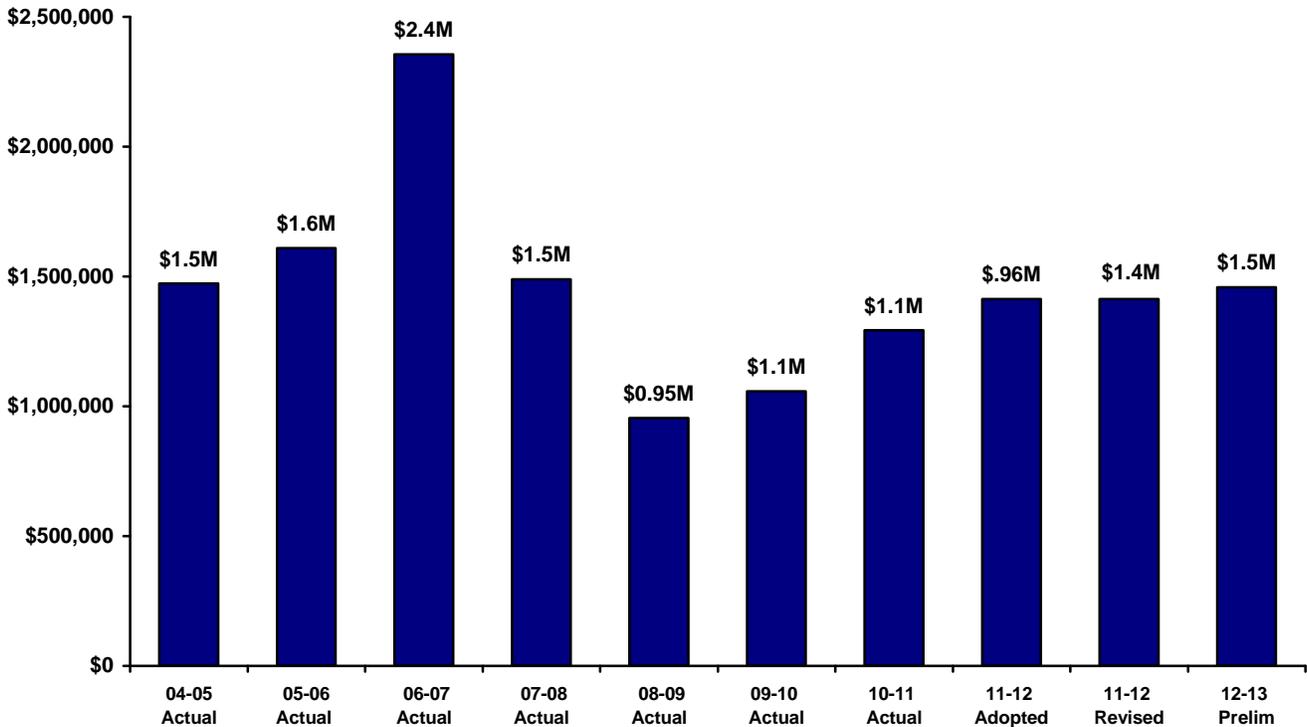
LICENSES & PERMITS

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

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

For FY 12-13, estimated revenue from Licenses & Permits is \$1.5 million, which represents 1.44% of the total General Fund revenue. This estimate reflects an increase of \$45,000 or 3.18% from the adopted revenue in FY 11-12. The largest component for this revenue source comes from building permits projected at \$850,000. The City estimates that increased activity from building permits will increase building permit revenue by 3.66%. However, if larger developments occur than building, electrical and plumbing permit revenue could increase above estimates.

Another component of this category includes revenue from Dog Licensing. In July 2010, City Council approved to increase the dog licenses fee, from \$10 to \$20 for Altered dogs and from \$20 to \$75 for Unaltered dogs. Since this increase occurred during FY 10-11, estimates for FY 12-13 remain consistent with FY 11-12.

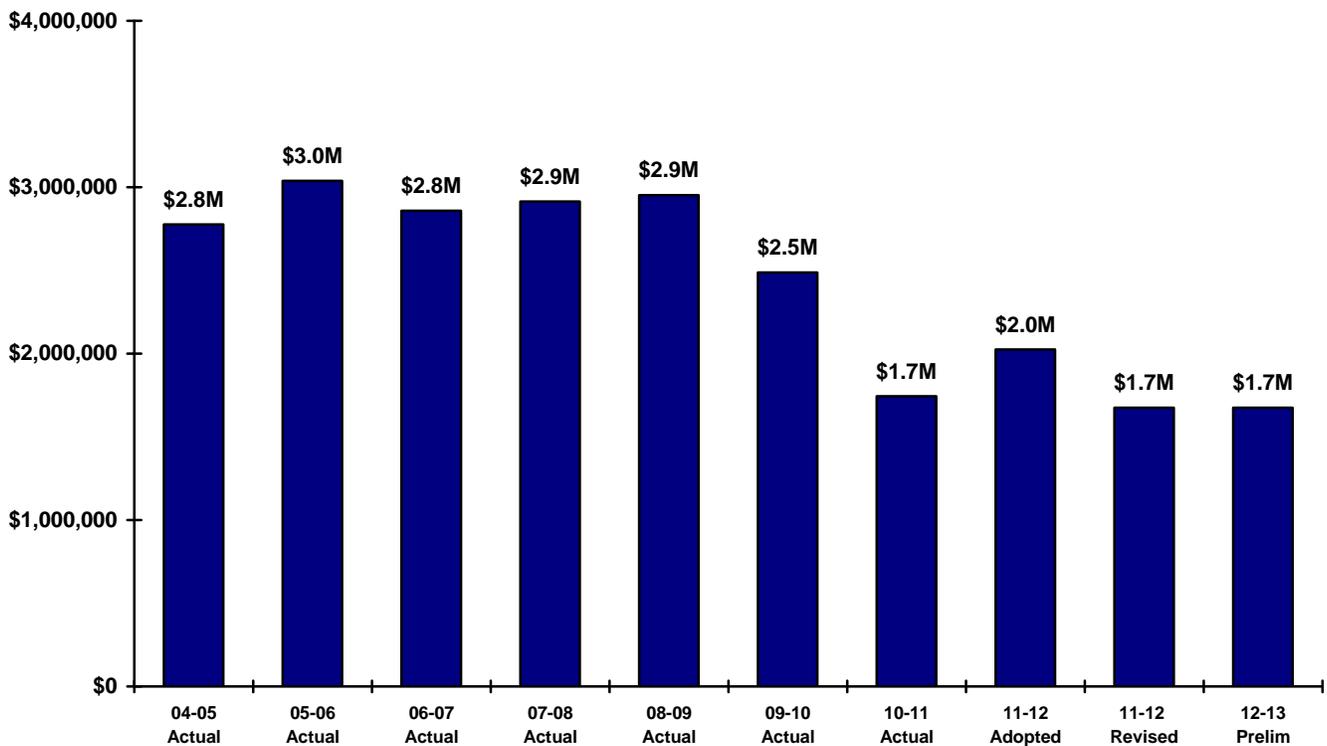


FINES & FORFEITURES

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 12-13, estimated revenue from Fines & Forfeitures is \$1.7 million, which represents 1.66% of the total General Fund revenue. The estimated amount reflects a decrease of \$350,000 or -17.28% from the adopted revenue in FY 11-12, however the same amount as the FY 11-12 mid year revised amount. The decrease is primarily attributed to the less projected revenue from Vehicle Code Violations and Parking Citations. With a reduction in Police Department staffing, activity related to these two revenue sources has declined. There has also been an increase in the base percentage collected for the County Courts as mandated by State law, which is reducing the revenue collected for cities – including Costa Mesa.



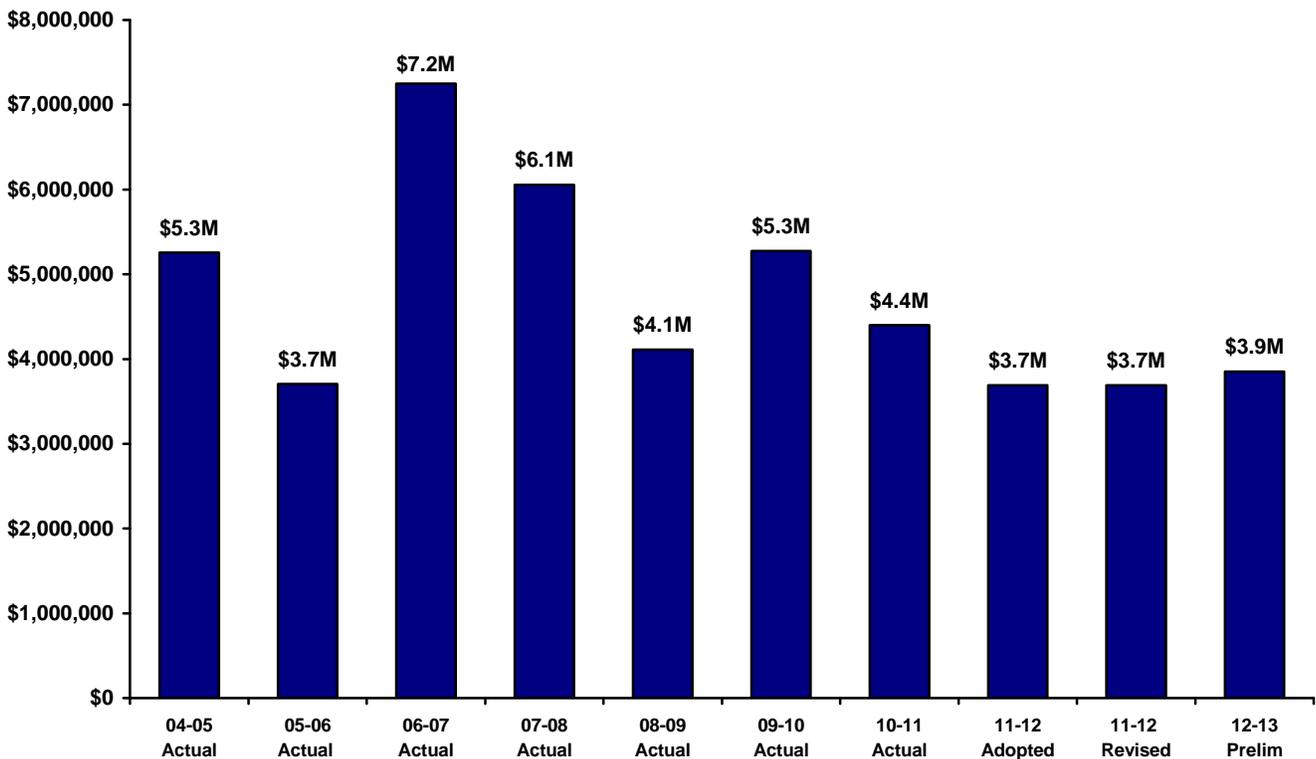
USE OF MONEY & PROPERTY

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

For FY 12-13, estimated revenue from Use of Money & Property is \$3.9 million or 3.81% of the total General Fund revenue. The estimated revenue reflects an increase of \$163,500 or 4.43% from the adopted amount in FY 11-12. The estimate includes projected investment earnings based on a weighted average rate of return (ROR) of 1.00% (same as prior year). The ROR reflects the continued reduction in the Federal Funds rate throughout the past year in an effort to continue to stabilize the economy. This rate reduces the rate of return on investment vehicles the City can purchase based on the City Investment Policy. Also, in recent years, the City's General Fund had utilized more Fund Balance to make up for declines in revenues. By doing so, the amount of available cash to invest has decreased, thereby decreasing overall investment earnings revenue.

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

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



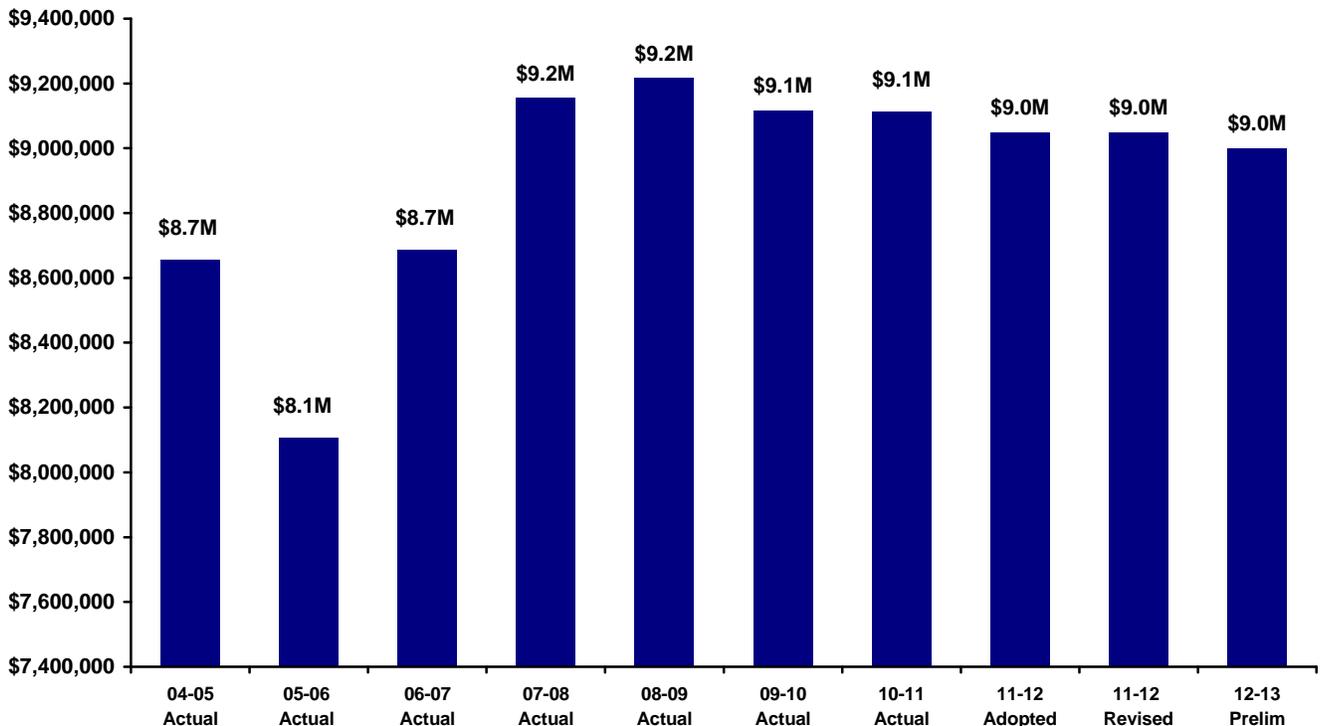
MOTOR VEHICLE LICENSE FEES

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

In 1998, legislation was passed to reduce the VLF paid by the taxpayers by 25% and again by 35% in 2002. (Subsequently, the VLF rate was permanently reduced to its current rate of 0.65%.) As a result of these reductions, cities and counties would have experienced a significant revenue loss. However, when Proposition 1A was passed in November 2004, the League of California Cities and the Governor reached an agreement that the backfill amount will be replaced with a like amount in the form of property taxes but still classified as VLF revenue. This backfill is tied directly to the growth or declines in property values.

Most recently the State legislature passed Senate Bill 89, which eliminates VLF revenue allocated to cities. Passage of this bill is being challenged by California cities, however most cities are not expecting to receive any amounts to VLF revenue. However, this bill didn't alter the allocation of the backfill amount

For FY 12-13, estimated revenue from VLF is \$9.0 million, which represents 8.90% of the total General Fund revenue. This estimate reflects a decrease of \$50,000 or -0.55% from the adopted revenue in FY 11-12. The decrease is due to the elimination of VLF revenue. However, the estimate from the VLF Swap includes an increase of \$250,000 because of the increases in assessed property values.



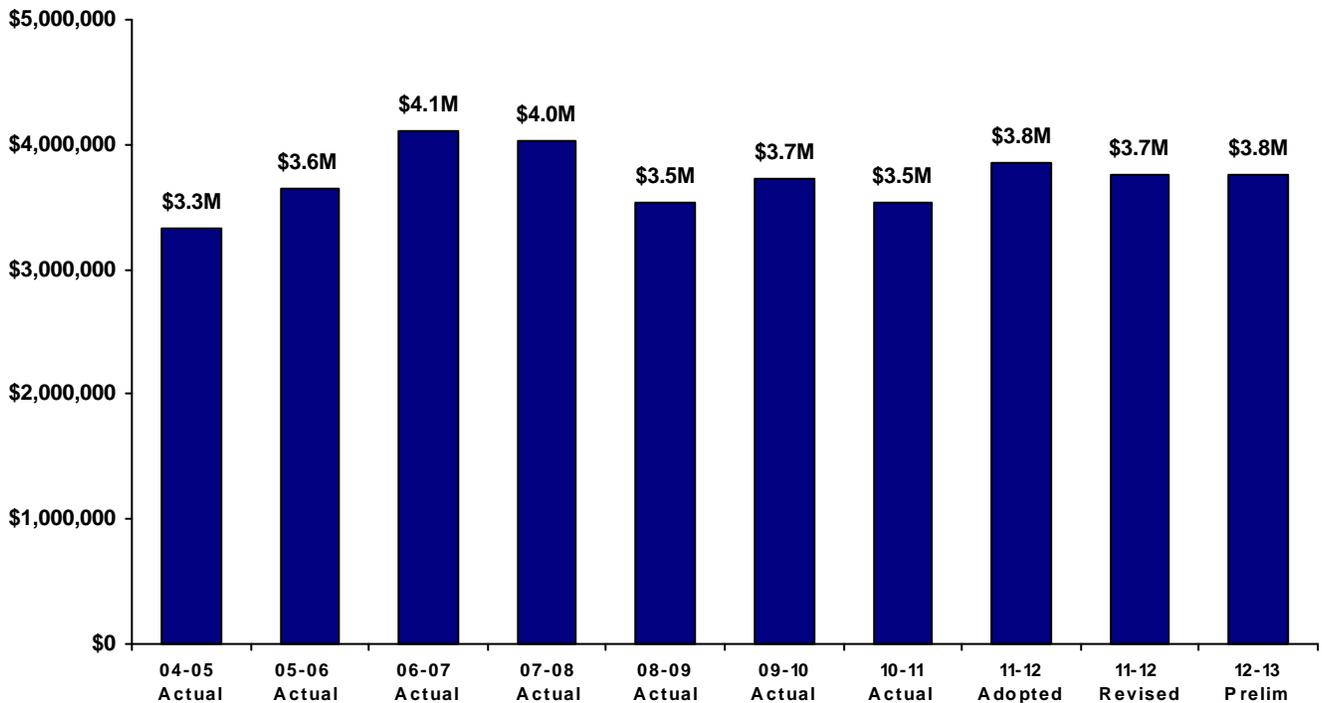
FEES & CHARGES FOR SERVICES

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

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

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

For FY 12-13, estimated revenue from Fees & Charges for Services is \$3.8 million, which represents 3.71% of the total General Fund revenue. The FY 12-13 estimated revenue amount reflects a decrease of \$90,144 or -2.34% over the adopted revenue in FY 11-12. The most notable decreases are in the Special Policing Fees, Vehicle Storage/Impound Fees, and Police False Alarm accounts.



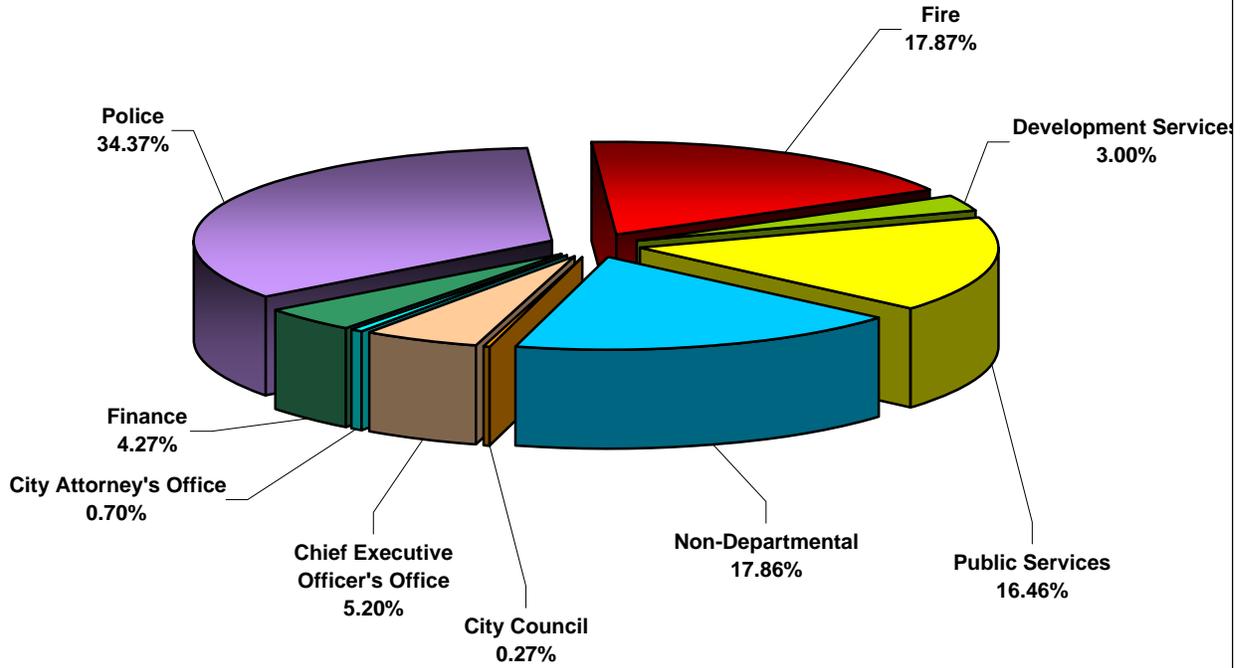


APPROPRIATIONS SUMMARIES

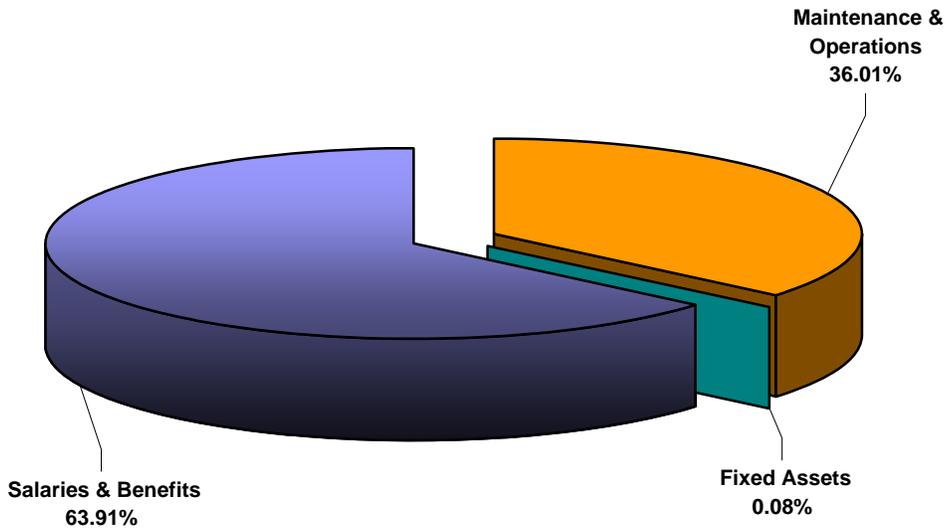
FISCAL YEAR 2012-2013

CITY OF COSTA MESA, CALIFORNIA
GENERAL FUND APPROPRIATIONS
 FISCAL YEAR 2012-2013

GENERAL FUND APPROPRIATIONS by DEPARTMENT
 Total \$114,320,748



GENERAL FUND APPROPRIATIONS by CATEGORY
 Total \$114,320,748



BUDGET COMPARISON BY FUND/BY DEPARTMENT

<u>Fund/Department</u>	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>
<u>General Fund (101)</u>				
City Council	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010
Chief Executive Officer's Office	1,303,168	1,445,606	1,545,107	5,946,685
City Attorney's Office	405,425	853,861	803,000	803,000
Finance	2,470,347	2,067,667	2,317,430	4,881,835
Administrative Services	14,242,746	12,543,389	13,858,389	-
Police	36,891,418	33,609,649	34,517,561	39,287,587
Fire	20,853,094	19,258,130	19,745,467	20,425,313
Development Services	3,470,224	2,674,959	3,277,207	3,429,089
Public Services	13,540,988	12,659,146	14,266,546	18,813,215
Non-Departmental	5,986,513	5,939,692	4,109,831	20,421,013
Subtotal Fund 101	\$ 99,416,799	\$ 91,242,785	\$ 94,650,182	\$ 114,320,748
<u>Gas Tax Fund (201)</u>				
Capital Improvement Projects	\$ 1,835,000	\$ 1,128,646	\$ 6,141,000	\$ 3,860,000
Public Services	-	-	335,404	502,844
Subtotal Fund 201	\$ 1,835,000	\$ 1,128,646	\$ 6,476,404	\$ 4,362,844
<u>Prop 172 Fund (202)</u>				
Police	\$ 1,031,129	\$ 700,377	\$ 1,228,043	\$ 824,723
Fire	-	3,090	5,000	57,634
Subtotal Fund 202	\$ 1,031,129	\$ 703,467	\$ 1,233,043	\$ 882,357
<u>AQMD Fund (203)</u>				
Capital Improvement Projects	\$ 87,000	\$ 174,442	\$ 75,000	\$ 352,200
Public Services	5,887	5,057	20,000	15,000
Subtotal Fund 203	\$ 92,887	\$ 179,499	\$ 95,000	\$ 367,200
<u>HOME Fund (205)</u>				
Chief Executive Officer's Office	\$ 541,782	\$ 423,809	\$ 846,670	\$ -
Development Services	-	-	-	460,780
Subtotal Fund 205	\$ 541,782	\$ 423,809	\$ 846,670	\$ 460,780
<u>CDBG Fund (207)</u>				
Chief Executive Officer's Office	\$ 520,704	\$ 580,152	\$ 561,377	\$ -
Development Services	257,151	351,990	292,842	778,078
Public Services	-	16,963	-	-
Capital Improvement Projects	520,000	824,521	350,000	570,000
Subtotal Fund 207	\$ 1,297,855	\$ 1,773,627	\$ 1,204,218	\$ 1,348,078
<u>Park Dev Fees Fund (208)</u>				
Capital Improvement Projects	\$ -	\$ 99,782	\$ -	\$ 624,250
Non-Departmental	243,845	243,832	-	-
Subtotal Fund 208	\$ 243,845	\$ 343,614	\$ -	\$ 624,250

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>
<u>Drainage Fees Fund (209)</u>				
Capital Improvement Projects	\$ 200,000	\$ 44,300	\$ 300,000	\$ 500,000
Subtotal Fund 209	\$ 200,000	\$ 44,300	\$ 300,000	\$ 500,000
<u>SLESF Fund (213)</u>				
Police	\$ 205,036	\$ 212,888	\$ 208,529	\$ 212,615
Subtotal Fund 213	\$ 205,036	\$ 212,888	\$ 208,529	\$ 212,615
<u>Traffic Impact Fees Fund (214)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 1,353,150
Subtotal Fund 214	\$ -	\$ -	\$ -	\$ 1,353,150
<u>Narcotics Forfeiture Fund (217)</u>				
Police	\$ 113,047	\$ 352,943	\$ 397,000	\$ 513,300
Non-Departmental	335,862	-	-	-
Subtotal Fund 217	\$ 448,909	\$ 352,943	\$ 397,000	\$ 513,300
<u>Capital Outlay Fund (401)</u>				
Capital Improvement Projects	\$ 172,020	\$ 3,271,211	\$ 1,477,600	\$ 19,691,272
Public Services	-	8,037	-	-
Non-Departmental	2,548,331	-	-	-
Subtotal Fund 401	\$ 2,720,351	\$ 3,279,248	\$ 1,477,600	\$ 19,691,272
<u>Measure M Fund (403)</u>				
Capital Improvement Projects	\$ 2,050,000	\$ 1,017,051	\$ -	\$ 3,000,000
Public Services	68,530	21,407	97,857	413,027
Subtotal 403 Fund	\$ 2,118,530	\$ 1,038,458	\$ 97,857	\$ 3,413,027
<u>Vehicle Prk Dist 1 Fund (409)</u>				
Non-Departmental	\$ 45	\$ 36	\$ -	\$ -
Subtotal Fund 409	\$ 45	\$ 36	\$ -	\$ -
<u>Vehicle Prk Dist 2 Fund (410)</u>				
Non-Departmental	\$ 44	\$ 34	\$ -	\$ -
Subtotal Fund 410	\$ 44	\$ 34	\$ -	\$ -
<u>Police Depart Exp Fund (412)</u>				
Non-Departmental	\$ -	\$ 1,583,005	\$ -	\$ -
Subtotal Fund 412	\$ -	\$ 1,583,005	\$ -	\$ -
<u>Golf Course Improvement Fund (413)</u>				
Non-Departmental	\$ -	\$ 190,000	\$ -	\$ -
Subtotal Fund 413	\$ -	\$ 190,000	\$ -	\$ -
<u>Measure M Turnback Fund (414)</u>				
Capital Improvement Projects	\$ -	\$ 382,968	\$ 2,105,522	\$ -
Public Services	672,982	47,603	620,556	-
Subtotal Fund 414	\$ 672,982	\$ 430,571	\$ 2,726,078	\$ -

**BUDGET COMPARISON
BY FUND/BY DEPARTMENT**

<u>Fund/Department</u>	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>
<u>Measure M 2 (415)</u>				
Capital Improvement Projects	\$ -	\$ 843	\$ -	\$ 2,625,386
Public Services	-	-	-	99,664
Subtotal Fund 415	\$ -	\$ 843	\$ -	\$ 2,725,050
<u>Measure M 2 Fair Share (416)</u>				
Capital Improvement Projects	\$ -	\$ -	\$ -	\$ 500,000
Public Services	-	-	-	92,333
Subtotal Fund 416	\$ -	\$ -	\$ -	\$ 592,333
<u>Vehicle Repl Fund (601)</u>				
Public Services	\$ 2,546,097	\$ 2,595,855	\$ 1,941,047	\$ 2,555,049
Non-Departmental	234,065	122,429	219,641	219,642
Subtotal Fund 601	\$ 2,780,162	\$ 2,718,284	\$ 2,160,688	\$ 2,774,691
<u>Self-Insurance Fund (602)</u>				
Chief Executive Officer's Office	\$ -	\$ -	\$ -	\$ 4,104,795
Administrative Services	5,585,578	3,224,806	3,042,782	-
Non-Departmental	273,210	116,076	-	-
Subtotal Fund 602	\$ 5,858,788	\$ 3,340,882	\$ 3,042,782	\$ 4,104,795
Grand Total	\$ 119,464,144	\$ 108,986,939	\$ 114,916,050	\$ 158,246,489

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

Description	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Preliminary
Regular Salaries - Sworn	\$ 24,757,602	\$ 22,585,383	\$ 22,537,445	\$ 22,548,870
Regular Salaries - Non-Sworn	21,342,804	18,004,224	16,540,017	17,322,139
Regular Salaries - Part-Time	2,315,875	1,714,994	2,150,808	2,453,378
Overtime	4,725,929	5,149,944	4,258,388	4,370,957
Accrual Payoff - Excess Max.	360,236	265,958	232,254	229,293
Vacation/Comp. Time Cash Out	132,363	356,215	149,216	135,069
Holiday Allowance	961,819	610,030	504,578	457,884
Separation Pay-Off	1,097,887	843,057	-	2,490
Other Compensation	2,440,917	2,420,620	2,686,385	2,694,753
Cafeteria Plan	4,937,977	3,958,001	4,250,916	4,269,026
Medicare	723,124	673,593	690,321	703,397
Retirement	16,129,517	14,122,469	14,674,741	16,827,289
Longevity	4,027	2,052	2,304	2,304
Professional Development	251,925	195,300	259,599	334,471
Auto Allowance	18,742	21,823	16,350	10,800
Unemployment	64,663	411,458	41,018	290,700
Workers' Compensation	3,036,735	3,764,132	3,583,737	4,378,053
Employer Contr.Retirees' Med.	1,571,025	1,800,412	1,799,500	1,871,600
Salaries & Benefits	\$ 84,873,167	\$ 76,899,665	\$ 74,377,578	\$ 78,902,472
Stationery and Office	\$ 131,168	\$ 113,743	\$ 156,450	\$ 171,062
Multi-Media, Promos, Subscript.	173,800	151,350	228,915	267,956
Small Tools and Equipment	226,835	208,899	322,989	447,533
Uniforms and Clothing	264,909	249,634	335,265	306,310
Safety and Health	351,887	299,277	419,342	365,020
Maintenance and Construction	882,668	772,905	1,003,055	958,330
Agriculture	42,970	55,198	84,000	139,000
Fuel	639,726	622,182	700,200	700,200
Electricity - Buildings & Fac.	547,799	545,233	555,200	556,300
Electricity - Power	203,324	214,996	210,500	215,000
Electricity - Street Lights	1,040,667	1,039,671	1,100,000	1,100,000
Gas	46,626	47,950	41,300	47,300
Water - Domestic	59,223	55,660	83,800	92,400
Water - Parks and Parkways	511,391	495,336	490,000	590,000
Waste Disposal	154,232	153,669	159,750	204,458
Janitorial and Housekeeping	321,767	296,362	337,600	345,900
Postage	91,085	81,849	100,675	98,240
Legal Advertising/Filing Fees	206,010	230,874	257,569	269,600
Advertising and Public Info.	49,056	6,590	13,805	13,950
Telephone/Radio/Communications	279,686	216,864	369,150	298,100
Meetings and Conferences	357	493	-	-
Mileage Reimbursement	1,671	2,011	5,245	4,245
Board Member Fees	27,250	27,990	27,000	27,000
Buildings and Structures	80,846	104,350	260,350	595,475
Landscaping and Sprinklers	1,056,483	875,858	1,207,450	1,366,600
Underground Lines	2,046	70,865	5,000	5,000
Automotive Equipment	121,559	175,908	125,000	125,000
Subtotal Maint. & Operations	\$ 7,515,041	\$ 7,115,716	\$ 8,599,610	\$ 9,309,979

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

Description	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 11-12 Preliminary
Office Furniture	\$ 908	\$ 250	\$ 1,600	\$ 2,350
Office Equipment	705,785	661,232	844,145	919,167
Other Equipment	808,933	741,960	876,674	921,656
Streets, Alleys and Sidewalks	127,167	64,152	232,750	332,750
Employment	27,472	68,443	29,500	16,000
Consulting	1,319,435	1,471,154	2,079,249	2,307,606
Legal	191,420	363,086	382,993	413,000
Engineering and Architectural	106,753	199,882	377,000	602,120
Financial & Information Svcs.	89,459	88,255	171,400	175,400
Medical and Health Inspection	118,660	131,176	190,091	187,147
Law Enforcement	1,361,128	842,049	528,975	530,272
Recreation	516,349	468,132	542,020	511,820
Principal Payments	3,434,842	3,760,904	4,182,926	4,061,179
Interest Payments	2,507,831	1,939,748	1,626,546	1,450,154
External Rent	599,586	527,972	554,394	673,532
Grants, Loans and Subsidies	784,936	762,598	1,102,040	637,906
Depreciation	735,237	757,294	-	-
Central Services	82,476	70,722	109,650	107,750
Internal Rent - Maint. Charges	678,987	-	1,899,374	1,864,883
Internal Rent - Repl.Cost	-	-	1,719,878	1,000,000
General Liability	3,791,508	1,891,198	2,044,389	2,598,978
Special Liability	11,208	14,298	11,000	12,000
Buildings & Personal Property	306,476	274,257	315,346	355,049
Faithful Performance Bonds	12,868	-	7,800	7,800
Taxes and Assessments	126,939	152,291	125,155	83,975
Contingency	-	-	970,000	1,000,000
Other Costs	4,283	4,002	-	-
Operating Transfers Out	3,679,228	2,494,452	100,000	15,379,322
Maintenance & Operations	\$ 29,644,914	\$ 24,865,221	\$ 29,624,505	\$ 45,461,795
Automotive Equipment	\$ -	\$ -	\$ -	\$ 643,000
Office Furniture	-	8,826	-	-
Office Equipment	5,193	-	-	12,150
Other Equipment	76,849	269,463	464,845	150,814
Fixed Assets	\$ 82,042	\$ 278,289	\$ 464,845	\$ 805,964
Total Operating	\$114,600,123	\$102,043,175	\$104,466,928	\$125,170,231
Capital Improvements	\$ 12,476,391	\$ 6,943,764	\$ 10,449,122	\$ 33,076,258
Total Appropriations	\$127,076,514	\$108,986,939	\$114,916,050	\$158,246,489

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 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Police Protection				
Police Administration - 50001	\$ 2,670,671	\$ 2,992,964	\$ 3,218,672	\$ 3,332,669
Field Area Policing - 10111	17,401,868	16,727,821	17,839,267	16,815,933
Helicopter Patrol - 10112	1,958,601	1,287,463	362,545	300,000
Traffic Enforcement - 10113	4,284,000	3,145,762	3,355,819	3,372,047
Contract & Special Event Policing - 10114	596,806	615,702	761,946	721,599
Crime Investigation - 10120	3,777,521	3,387,554	3,583,185	3,487,255
Vice and Narcotics - 10125	54,342	-	-	-
Special Investigation Unit - 10127	-	-	-	1,684,358
Records / Information Systems - 10131	2,005,812	1,962,546	2,109,418	2,091,417
Crime Scene Inv./Photographic Svcs - 10132	628,510	400,515	499,597	567,375
Training - 10133	874,756	686,633	793,283	564,010
Community Services - 10134	202,089	12,980	-	-
Youth Crime Intervention - 10135	1,642,627	1,571,958	1,612,069	1,651,650
Property and Evidence - 10136	318,859	286,944	354,270	337,300
Jail - 10137	1,308,152	1,362,275	1,402,309	1,405,032
Equipment Maintenance - 10138	21,305	20,113	47,705	45,894
Animal Control - 10139	454,404	404,002	358,934	349,389
RAID - 10143	34,922	10,725	52,115	42,620
Recruitment - 10146	5,384	-	-	-
Total Police Protection	\$ 38,240,630	\$ 34,875,957	\$ 36,351,132	\$ 36,768,551
Fire Protection				
Fire Administration - 50001	\$ 1,418,401	\$ 1,347,890	\$ 1,332,968	\$ 1,523,738
Response and Control - 10210	17,629,224	16,170,338	17,130,160	17,652,212
Fire Prevention - 10220	806,242	441,326	449,534	445,722
Emergency Medical Aid - 10230	999,226	1,301,666	837,805	861,275
Total Fire Protection	\$ 20,853,094	\$ 19,261,220	\$ 19,750,467	\$ 20,482,947
Other Public Safety Services				
Building Safety - 20410	\$ 1,471,817	\$ 1,058,320	\$ 1,271,386	\$ 1,116,912
Total Other Public Safety Services	\$ 1,471,817	\$ 1,058,320	\$ 1,271,386	\$ 1,116,912
Total Protection of Persons and Property	\$ 60,565,540	\$ 55,195,497	\$ 57,372,984	\$ 58,368,411

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 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Beautification				
Parkway and Median Maintenance - 20111	\$ 922,425	\$ 785,471	\$ 959,014	\$ 1,068,204
Street Cleaning - 20120	442,673	348,619	593,779	566,507
Graffiti Abatement - 20130	136,011	198,087	229,406	231,577
Park Maintenance - 40111	3,041,051	2,446,506	3,275,608	3,444,619
Park Development - 40112	297,840	289,750	292,007	306,519
Total Beautification	\$ 4,840,000	\$ 4,068,434	\$ 5,349,813	\$ 5,617,426
Sanitation				
Recycling - 20230	\$ 69,006	\$ 33,703	\$ 39,000	\$ 39,000
Water Quality - 20510	394,263	438,601	458,021	478,698
Total Sanitation	\$ 463,268	\$ 472,303	\$ 497,021	\$ 517,698
Planning				
Development Services Admin. - 50001	\$ 414,770	\$ 502,251	\$ 449,510	\$ 588,127
Advance Planning - 20310	-	1,200	-	-
Current Planning - 20320	911,476	803,995	1,117,176	1,015,477
Code Enforcement - 20350	905,033	637,385	707,377	633,972
Planning Commission - 20360	24,179	23,798	24,600	24,600
Economic Development - 20370	-	-	-	50,000
Total Planning	\$ 2,255,459	\$ 1,968,628	\$ 2,298,662	\$ 2,312,176
Housing and Community Development				
Code Enforcement - 20350	\$ 14,726	\$ 13,474	\$ 26,499	\$ 323,220
Public Service Programs - 20421	188,217	218,699	184,248	157,502
Single Family Housing Rehabilitation - 20422	179,594	213,002	400,000	100,000
Neighborhood Improvement Program - 20425	291,480	166,940	250,000	170,585
Neighbors for Neighbors - 20426	77,783	90,550	92,966	83,853
CDBG Administration - 20427	239,929	255,048	245,664	210,003
CDBG Tool Rental Program - 20430	-	625	12,000	3,500
HOME Program -20440	70,756	43,867	93,880	136,077
HOME Projects -20445	-	-	102,790	54,118
CDBG Recovery Act - 20452	-	1,756	-	-
Total Housing & Community Dev	\$ 1,062,485	\$ 1,003,961	\$ 1,408,046	\$ 1,238,858
Total Community Health & Environment	\$ 8,621,213	\$ 7,513,327	\$ 9,553,543	\$ 9,686,159

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 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Administration				
Development - 30310	\$ -	\$ 92,093	\$ 99,057	\$ 100,947
Real Estate - 30320	-	97,208	109,406	111,484
Public Services Admin. - 50001	783,915	1,122,268	1,098,162	1,524,014
Construction Management - 50002	653,512	654,555	715,552	728,006
Total Administration	\$ 1,437,427	\$ 1,966,124	\$ 2,022,176	\$ 2,464,451
Traveled Ways				
Street Maintenance - 30111	\$ 1,098,775	\$ 840,136	\$ 1,377,511	\$ 1,328,569
Street Improvements - 30112	1,131,069	419,674	428,035	461,137
Storm Drain Maintenance - 30121	157,222	157,374	186,003	180,088
Storm Drain Improvements - 30122	235,725	207,165	234,142	197,867
Total Traveled Ways	\$ 2,622,792	\$ 1,624,350	\$ 2,225,691	\$ 2,167,661
Traffic Safety				
Traffic Planning - 30210	\$ 385,175	\$ 307,997	\$ 381,586	\$ 405,945
Traffic Operations - 30241	2,013,591	1,988,638	2,096,947	2,078,841
Signs and Markings - 30243	343,432	252,700	432,613	508,265
Total Traffic Safety	\$ 2,742,198	\$ 2,549,335	\$ 2,911,146	\$ 2,993,052
Total Transportation	\$ 6,802,416	\$ 6,139,809	\$ 7,159,014	\$ 7,625,164

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 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Community Facilities				
Downtown Recreation Center - 40121	\$ 202,580	\$ 208,589	\$ 185,246	\$ 190,861
Balearic Community Center - 40122	176,859	56,845	80,997	174,520
Neighborhood Community Center - 40123	297,111	281,009	289,522	281,691
Total Community Facilities	\$ 676,550	\$ 546,442	\$ 555,764	\$ 647,072
Community Programs				
Recreation Administration - 50001	\$ 650,800	\$ 396,009	\$ 580,980	\$ 566,188
Aquatics - 40212	209,371	201,794	167,585	130,276
Tennis - 40213	2,386	23,929	27,525	25,525
Adult Sports Basketball and Volleyball - 40214	46,160	56,344	47,255	43,924
Adult Sports Softball - 40215	75,272	85,191	78,561	75,012
Adult Sports Misc/Field Ambassadors - 40216	327,002	319,594	338,446	355,792
Youth Sports Basketball/Cheerleading - 40218	33,032	9,126	-	-
Youth Sports Football/Cheer/Soccer- 40219	28,577	10,127	-	-
Senior Citizens - 40231	342,829	315,281	355,078	348,395
Day Camp - 40232	173,278	162,345	174,551	170,953
Playgrounds - 40233	398,152	223,371	335,785	351,393
Youth and Family Programs - 40235	76	-	-	-
Teen Programs - 40236	76,612	87,059	105,835	105,332
Concert Programs - 40237	12,010	9,983	17,166	5,900
Early Childhood - 40241	120,387	104,813	124,887	133,577
Adult Instructional Classes - 40242	115,561	87,238	122,984	113,886
Youth Instructional Classes - 40243	411,946	317,860	402,764	395,374
Special Recreation Events - 40244	331	-	-	-
Mobile Recreation - 40245	453	115	-	-
Total Community Programs	\$ 3,024,234	\$ 2,410,180	\$ 2,879,403	\$ 2,821,526
Total Leisure and Community Services	\$ 3,700,785	\$ 2,956,623	\$ 3,435,167	\$ 3,468,598

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 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Representation				
City Council - 50110	\$ 297,932	\$ 235,409	\$ 254,698	\$ 313,010
Elections - 50120	706	82,891	-	122,230
Parks & Recreation Comm. - 50125	3,215	4,168	3,650	3,650
Child Care and Youth Services - 50140	28	-	-	-
Cultural Arts Committee - 50190	4,819	1,396	-	-
Historic Resources Committee - 50191	4,171	882	-	-
Total Representation	\$ 310,871	\$ 324,746	\$ 258,348	\$ 438,890
Policy Formulation & Implementation				
Chief Executive Officer - 50210	\$ 940,502	\$ 1,023,105	\$ 907,248	\$ 1,273,360
Nondepartmental - 50240	9,621,903	8,195,104	4,329,472	20,640,655
Public Communications - 51030	280,177	269,088	273,360	521,486
Total Policy Formulation & Implement	\$ 10,842,581	\$ 9,487,298	\$ 5,510,081	\$ 22,435,501
Legal Services				
General Legal Services - 50320	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000
Total Legal Services	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000
City Clerk				
City Council Meetings - 50410	\$ 240,695	\$ 235,691	\$ 257,768	\$ 316,625
Public Records - 50420	76,211	59,195	61,678	126,941
Total City Clerk	\$ 316,906	\$ 294,886	\$ 319,446	\$ 443,567
Financial Services				
Finance Administration - 50001	\$ 263,517	\$ 211,560	\$ 376,081	\$ 483,855
Accounting - 50510	858,881	718,799	803,042	822,404
Budget and Research - 50520	299,927	251,619	248,848	288,005
Purchasing - 50530	413,797	324,592	325,119	265,418
Treasury - 50540	634,224	561,096	564,340	566,013
Total Financial Services	\$ 2,470,347	\$ 2,067,667	\$ 2,317,430	\$ 2,425,695

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

(Excludes CIP)

	<u>FY 09-10</u> <u>Actual</u>	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Adopted</u>	<u>FY 12-13</u> <u>Preliminary</u>
Personnel Services				
Administrative Services Admin. - 50001	\$ 476,927	\$ 615,595	\$ 616,284	\$ -
Human Resources Administration - 50610	647,805	566,507	743,337	819,391
Employee Benefit Administration - 50630	185,815	446,669	132,841	250,000
Post Employment Benefits - 50650	1,596,644	1,795,260	1,874,450	1,944,956
Insurance Administration - 50661	440,406	369,837	429,979	430,318
General Liability - 50662	3,353,993	861,078	1,088,136	1,529,927
Workers' Compensation- 50663	2,329,139	2,144,594	2,107,660	2,324,868
Total Personnel Services	\$ 9,030,729	\$ 6,799,541	\$ 6,992,687	\$ 7,299,460
Computer Services				
Computer Operations - 50710	\$ 1,702,234	\$ 1,331,645	\$ 1,600,788	\$ 1,695,560
Computer Systems Development - 50720	986,427	729,242	744,612	760,581
Total Computer Services	\$ 2,688,661	\$ 2,060,887	\$ 2,345,400	\$ 2,456,141
Central Services				
Printing and Graphics - 50810	\$ 324,353	\$ 315,337	\$ 310,654	\$ 255,246
Photocopying - 50820	184,335	96,466	98,133	98,201
Mailing and Delivery - 50840	115,707	32,760	38,814	37,930
Total Central Services	\$ 624,395	\$ 444,563	\$ 447,602	\$ 391,378
Maintenance Services				
Maintenance Services Admin. - 50001	\$ 276,519	\$ 282,232	\$ 286,819	\$ 293,733
Facility Maintenance - 50910	1,906,007	1,798,811	2,047,696	2,409,814
Fleet Services - 50920	2,546,285	2,592,479	1,941,047	2,555,049
Total Maintenance Services	\$ 4,728,811	\$ 4,673,522	\$ 4,275,562	\$ 5,258,595
Telecommunications				
Operations - 51010	\$ 2,812,739	\$ 2,673,628	\$ 3,100,596	\$ 3,365,963
Technical Support and Maintenance - 51020	489,309	480,068	529,705	463,519
Emergency Services - 51040	189,296	77,352	46,363	240,193
Total Telecommunications	\$ 3,491,345	\$ 3,231,048	\$ 3,676,665	\$ 4,069,674
Total General Government Support	\$ 34,910,071	\$ 30,238,019	\$ 26,946,220	\$ 46,021,900

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>City Council</u>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	-	-	-	1.00
Total City Council	5.00	5.00	5.00	6.00
<u>Chief Executive Officer's Office</u>				
Chief Executive Officer	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Administrative Services Director	1.00	1.00	1.00	-
Benefits Coordinator	1.00	-	-	-
Central Services Supervisor	1.00	1.00	1.00	1.00
City Clerk	1.00	1.00	1.00	1.00
Executive Secretary	3.00	2.00	2.00	2.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Graphics Designer	2.00	2.00	2.00	1.00
Human Resources Administrator	2.00	2.00	2.00	-
Human Resources Analyst	3.00	3.00	3.00	2.00
Human Resources Manager	1.00	1.00	1.00	1.00
Human Resources Office Specialist II	-	1.00	1.00	1.00
Human Resources Secretary	1.00	-	-	-
Legislative & Public Affairs Manager	1.00	-	-	-
Management Analyst	5.00	4.00	4.00	1.00
Messenger	1.00	-	-	-
Office Specialist II	2.00	1.00	1.00	1.00
Offset Press Operator II	1.00	1.00	1.00	1.00
Principal Human Resources Analyst	1.00	1.00	1.00	2.00
Public Affairs Manager	-	-	-	2.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
Total City Manager's Office	33.00	27.00	27.00	22.00
<u>Finance & IT Department</u>				
Director of Finance and Information Technology	1.00	1.00	1.00	1.00
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	4.00	3.00	3.00	3.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Administrative Secretary	-	-	-	1.00
Assistant Finance Director	1.00	1.00	1.00	1.00
Budget & Research Officer	1.00	1.00	1.00	-
Budget Analyst	1.00	-	-	1.00
Budget Specialist	1.00	1.00	1.00	1.00
Business License Inspector	1.00	-	-	-
Buyer	1.00	-	-	-
Computer Operations & Networking Sup.	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Grant Administrator	1.00	-	-	-
Information Technology Manager	1.00	1.00	1.00	1.00
Network Administrator	5.00	3.00	3.00	3.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Finance & IT Department (continued)</u>				
Payroll Coordinator	1.00	1.00	1.00	1.00
Permit Processing Specialist	1.00	1.00	1.00	1.00
Programmer Analyst I	1.00	-	-	-
Programmer Analyst II	2.00	-	-	-
Purchasing Supervisor	1.00	1.00	1.00	1.00
Revenue Investment Specialist	1.00	-	-	-
Revenue Supervisor	1.00	1.00	1.00	1.00
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
Storekeeper	1.00	1.00	1.00	1.00
Tax Auditing Specialist	1.00	1.00	1.00	1.00
Total Finance Department	37.00	26.00	26.00	27.00
<u>Police Department</u>				
Police Chief	1.00	1.00	1.00	1.00
Administrative Secretary	2.00	2.00	2.00	1.00
Animal Control Officer	3.00	3.00	3.00	2.00
Civilian Investigator	2.00	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
Communications Supervisor	3.00	4.00	4.00	4.00
Community Services Specialist	15.00	6.00	11.00	11.00
Corporal	2.00	1.00	1.00	1.00
Crime Analyst	1.00	1.00	1.00	1.00
Crime Prevention Specialist	2.00	-	-	1.00
Crime Scene Investigator Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	5.00	2.00	3.00	3.00
Custody Officer	11.00	11.00	11.00	11.00
Electronics Technician	1.00	1.00	1.00	1.00
Emergency Services Training Specialist	1.00	-	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Logistical Support Manager	-	-	1.00	1.00
Management Analyst	1.00	-	-	-
Office Specialist II	4.00	2.00	2.00	2.00
Police Administrative Svcs Commander	1.00	1.00	1.00	-
Police Captain	2.00	2.00	2.00	2.00
Police Helicopter Pilot	4.00	3.00	-	-
Police Helicopter Sergeant	1.00	1.00	1.00	-
Police Lieutenant	8.00	8.00	8.00	7.00
Police Officer	108.00	100.00	96.00	87.00
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	25.00	22.00	22.00	23.00
Police Training Assistant	1.00	1.00	1.00	1.00
Police Training Administrator	1.00	-	-	-
Property Evidence Specialist	1.00	1.00	1.00	1.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00

FOUR-YEAR PERSONNEL SUMMARY BY DEPARTMENT

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Police Department (continued)</u>				
Range Master	1.00	1.00	1.00	1.00
Senior Police Officer	13.00	11.00	13.00	13.00
Senior Police Records Technician	18.00	16.00	16.00	16.00
Senior Communications Officer	3.00	2.00	2.00	2.00
Senior Communications Supervisor	1.00	1.00	1.00	1.00
Special Events Coordinator	-	-	1.00	1.00
Telecommunications Manager	1.00	1.00	1.00	-
Volunteer Coordinator	-	-	1.00	-
Total Police Department	267.00	230.00	234.00	220.00
<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	1.00	-	-
Deputy Fire Chief/Operations	1.00	1.00	1.00	1.00 *
Emergency Medical Services Coordinator	1.00	1.00	1.00	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Administrative Battalion Chief	1.00	1.00	-	-
Fire Captain	24.00	21.00	21.00	21.00
Fire Engineer	24.00	24.00	24.00	24.00
Fire Protection Analyst	2.00	1.00	1.00	1.00
Fire Protection Specialist	2.00	2.00	2.00	2.00
Firefighter	48.00	39.00	39.00	39.00
Management Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	-	-	-
Total Fire Department	111.00	97.00	95.00	94.00
<u>Development Services Department</u>				
Economic & Development Services Director	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Assistant Development Services Director	1.00	-	-	1.00
Assistant Planner	2.00	1.00	1.00	1.00
Associate Planner	1.00	1.00	1.00	1.00
Building Inspector	2.00	-	-	-
Building Official	1.00	1.00	1.00	1.00
Building Technician	1.00	1.00	1.00	1.00
Building Technician II	1.00	-	-	-
Chief of Code Enforcement	1.00	-	-	1.00
Chief of Inspection	1.00	1.00	1.00	-
Chief Electrical Inspector	-	-	-	-
Chief Plans Examiner	1.00	1.00	-	-
Code Enforcement Officer	8.00	4.00	4.00	4.00
Combination Inspector	2.00	1.00	1.00	-
Executive Secretary	1.00	1.00	1.00	2.00
Management Analyst	1.00	1.00	1.00	4.00
Neighborhood Improvement Manager	1.00	1.00	1.00	-
Office Coordinator	1.00	1.00	1.00	-
Office Specialist II	6.00	4.00	4.00	3.00

* Position authorized, but unfunded

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Development Services Department (continued)</u>				
Permit Processing Specialist	1.00	-	-	-
Plan Check Engineer	2.00	1.00	1.00	1.00
Plan Checker	1.00	1.00	-	-
Principal Planner	2.00	2.00	2.00	1.00
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	-	-
Total Development Services Department	44.00	29.00	26.00	26.00
<u>Public Services Department</u>				
Director of Public Services	1.00	1.00	1.00	1.00
Administrative Secretary	5.00	5.00	5.00	4.00
Assistant Engineer	6.00	4.00	4.00	4.00
Assistant Recreation Supervisor	2.00	2.00	2.00	2.00
Assistant Street Superintendent	1.00	1.00	1.00	1.00
Associate Engineer	3.00	2.00	2.00	2.00
Chief Construction Inspector	1.00	-	-	-
City Engineer	1.00	1.00	1.00	1.00
Construction Inspector	2.00	1.00	1.00	1.00
Contract Administrator	-	1.00	1.00	1.00
Engineering Technician I	1.00	-	-	-
Engineering Technician II	5.00	4.00	4.00	4.00
Engineering Technician III	3.00	2.00	2.00	2.00
Equipment Mechanic II	3.00	2.00	2.00	2.00
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	2.00	2.00	2.00
Lead Maintenance Worker	8.00	6.00	6.00	6.00
Maintenance Services Manager	1.00	1.00	1.00	1.00
Maintenance Supervisor	5.00	5.00	5.00	5.00
Maintenance Worker	19.00	11.00	12.00	12.00
Management Analyst	2.00	2.00	2.00	2.00
Office Specialist I	1.00	-	-	-
Office Specialist II	5.00	1.00	1.00	1.00
Recreation Coordinator	2.00	2.00	1.00	1.00
Recreation Manager	1.00	1.00	1.00	1.00
Recreation Specialist	1.00	1.00	-	-
Recreation Supervisor	2.00	1.00	1.00	1.00
Senior Engineer	3.00	3.00	3.00	3.00
Senior Maintenance Supervisor	1.00	1.00	1.00	1.00
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	19.00	14.00	15.00	15.00
Transportation Services Manager	1.00	1.00	1.00	1.00
Total Public Services Department	114.00	84.00	84.00	83.00
Total Full-time Employees	611.00	498.00	497.00	478.00

**FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT**

	FY 09-10	FY 10-11	FY 11-12	FY 12-13
	Actual	Actual	Adopted	Preliminary
<u>Part-time Employees FTE's (Full-time Equivalents)</u>				
City Council	0.50	-	-	-
CEO's Office	-	0.50	0.75	1.00
Finance Department	1.42	0.75	0.75	1.21
Administrative Services Department**	42.68	43.05	40.47	-
Police Department	14.63	9.88	12.68	19.60
Fire Department	1.92	1.44	1.44	1.44
Development Services Department	1.50	1.50	1.00	3.16
Public Services Department	9.96	2.50	3.25	36.99
Redevelopment	-	0.50	0.50	0.14
Total Part-time FTE's	72.61	60.12	60.84	63.54

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

SUMMARY OF REQUESTED FIXED ASSETS
FISCAL YEAR 2012-2013

<u>DEPARTMENT/Division</u>	<u>Qty</u>	<u>Description</u>	<u>Amount</u>
CEO			
Public Communications	1	Automated Playback System	\$ 24,750
	1	Audio/Video Edit System	12,500
	1	Character Generator	10,000
Total CEO			\$ 47,250
Finance / IT			
Information Technology	1	Server "City 1"	\$ 10,925
	1	Server "City 3"	10,925
	1	HP Linear Tape Open (LTO) Tape Library	13,080
	1	Malware Repair Software	12,150
Total Finance / IT			\$ 47,080
Police			
Support Services	1	Digital Imaging System	\$ 16,000
Total Police			\$ 16,000
Fire			
Operations/EMS	1	Hurst Tool Replacement	\$ 36,518
	1	Auto Pulse Device (Mechanical Chest Compressions)	16,116
Total Fire			\$ 52,634
Total Requested Fixed Assets			\$ 162,964

SUMMARY OF REQUESTED NEW/REPLACEMENT VEHICLES
FISCAL YEAR 2012-13

<u>Unit Number</u>	<u>Description of Current Unit</u>	<u>Description of Requested Unit</u>	<u>Purchase Cost</u>
tbd	Patrol Unit (10)	Patrol Unit (10)	\$ 320,000
	Total Police - Field Operations		\$ 320,000
tbd	BMW RT1150 Motorcycle (6)	Honda Motorcycle (6)	\$ 150,000
tbd	Astro Van (2)	Ford Transit Connect (2)	49,000
735	1997 Oldsmobile	Hybrid Sedan/SUV	25,000
769	1998 Ford Mustang	Hybrid Sedan/SUV	25,000
	Total Police - Support Services		\$ 249,000
tbd	n/a	Hybrid Sedan/SUV	\$ 25,000
	Total Public Services - Administration		\$ 25,000
191A	1991 Olathe Brush Chipper	Vermeer Brush Chipper	\$ 49,000
	Total Public Services - Maintenance Services		\$ 49,000
	Total Requested New/Replacement Vehicles		\$ 643,000

tbd - to be determined

SUMMARY OF REQUESTED MAINTENANCE PROJECTS
FISCAL YEAR 2012-2013

	Requested Project Description	Cost
<u>FACILITIES:</u>		
Civic Center	Design of generic HVAC controls for City Hall & Police Dept.	\$ 28,000
City Hall	Replace sewer plumbing - 1 floor per year	15,000
	Design & install exterior electrical supply for special events	15,000
	Replace 20 louvered window sets in accessible locations	8,000
	Replace damaged lobby window tint with seismic safe tint	6,500
Police Dept	Replace glass / sill flashing on Atrium	24,000
	Replace outdated UST leak detection system for PD generator	5,500
Old Corp Yard	NPDES cover for tires, battery, "e" and haz-mat waste	7,000
New Corp Yard	Automate front entry gate to Corporation Yards	28,500
	Remove failing tile floor in conference room; treat & polish concrete	7,500
Fire Station #1	Replace emergency generator	29,000
Fire Station #2	Automate rear access gate	28,500
Fire Station #5	Replace front apparatus doors (2)	29,000
Mesa Verde Library	Paint restrooms	3,000
Balearic Center	Replace 220 feet of failing sewer line	22,000
NCC	Install generic HVAC control system	20,000
	Remove parking lot railing, construct ADA ramp	15,000
	Tint six (6) double doors in smaller meeting rooms in lieu of blinds	1,500
Senior Center	Sun Room: Replace carpet with laminate floor	10,000
	Senior Center building signage	6,000
<u>PARKS:</u>		
Balearic Center	Install Flowmeter/Master valve on irrigation mainline	5,000
	Replace Early Childhood Program Area Fence	4,000
Canyon Park	Install ADA access to Tot Lot	15,000
Del Mesa Park	Sports Court Resurfacing (1 Basketball)	3,500
Estancia Park	Install Additional Privacy Partition In Men's Restroom	1,500
Jack Hammet Sports Complex	Install New Light Timers for Parking Lot Lights	7,500
	Install Quick Coupler Valves on irrigation system	5,000

SUMMARY OF REQUESTED MAINTENANCE PROJECTS
FISCAL YEAR 2012-2013

	Requested Project Description	Cost
<u>PARKS (continued):</u>		
Gisler Park	Install Gate on West End of Park	\$ 12,000
	Replace damaged concrete sidewalk	5,000
Harper Park	Install new concrete walkway	10,000
Lions Park	Davis Field Bleacher Building: waterproof exterior	2,500
Shiffer Park	Sports Court Resurfacing (Handball & Basketball)	6,000
Smallwood Park	Replace chain link material on backstop & dugouts	20,000
	Sports Court Resurfacing (1 Basketball)	3,500
	Replace Wood on Backstop	2,500
Suburbia II Park	Install ADA accessible bench & sidewalk	2,000
Tanager Park	Sports Court Resurfacing (2 Basketball)	7,000
Tennis Center	Add Spectator Fencing	8,000
TeWinkle Park	Raise reclaimed water service	5,000
TW Bark Park	Install Injector on irrigation system	18,000
Wimbledon Park	Sports Court Resurfacing (1 Basketball)	3,500
Various Locations	-Replace Benches, Tables and Trashcans -Parkway & median irrigation controller replacements -Replace deteriorated irrigation controller cabinets -Install Stainless Steel Toilets in Restrooms -Install Photo Cell By-Pass Switches -Replace 10 picnic tables with recycled plastic tables	50,000
	Total Requested Maintenance Projects	\$ 505,500

SUMMARY OF REQUESTED CAPITAL IMPROVEMENT PROJECTS
FISCAL YEAR 2012-2013

Improvement Category	Total
Parkway & Median Improvements, Program #20111	
Harbor Boulevard Beautification	\$ 610,000
Harbor Boulevard Bike Trail Improvements	360,000
Street Improvements, Program #30112	
Westside Improvements	250,000
CDBG Alley Improvement - Gisler Avenue (No. 031)	570,000
Citywide Street Improvements	6,500,000
Harbor Boulevard Improvements	540,000
Citywide Unimproved Alley (Alley No.'s 048,049, 050)	350,000
Storm Drain Improvements, Program #30122	
Pomona Avenue/Industrial Way Water Quality & Storm Drain Design	500,000
Curbs and Sidewalks, Program #30130	
Citywide Sidewalk Repair	510,000
New Sidewalk/Missing Link Program	100,000
Parkway Improvement Program	250,000
Priority Sidewalk Repair	50,000
Traffic Planning, Program #30210	
Anton/Sunflower Signal Improvements	258,500
Citywide Safe Routes to School	796,200
East 17th Street Landscape Enhancement	750,000
East 19th Street Safe Routes to School	85,000
Fairview Road/Wilson Street Improvements	300,036
Harbor Boulevard/Adams Avenue Improvements	3,898,200
Harbor Boulevard Widening (Law Court to Sunflower)	971,500
Harbor Boulevard/Wilson Street Improvements	340,000
West 19th Street Pedestrian Improvements	264,000
Park Maintenance, Program #40111	
Concrete Walkway Replacement- Various Parks	50,000
Del Mesa Park - Replace Shelter	65,000
TeWinkle Park - Installation of Isolation Valves	30,000
Wilson Park - Replace Picnic Shelter	60,000
Park Development, Program #40112	
Brentwood Park Improvements	588,500
Fairview Park Improvements	250,000
Fairview Park - Placentia Avenue Connector Trail	500,000
Historical Society - Wrought Iron Fence Installation	80,000
Recreation Use Concept Plans - Various Properties	50,000
Fairview Developmental Center Parking Lot Rehabilitation	90,000
Building Maintenance, Program #50910	
Balearic Community Center - Replace Electrical Service	45,000
Connect New Corporate Yard Clarifier to Sewer (NPDES)	35,000
Mesa Verde Library - Replace Carpet/Repaint Interior	50,000
Total FY 12-13 Requested Capital Improvement Projects	\$ 20,146,936



CITY COUNCIL

The City Council is a General Government Support function. There are five Council Members. In November 2012, a general municipal election will held to select three Council Members. Each year, the Council Members may elect the Mayor and the Mayor Pro-Tem. This department is comprised of one division with one program bearing the same title.

CITY COUNCIL

City Council - Program 50110

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

BUDGET NARRATIVE

The FY 12-13 preliminary budget for the City Council is \$313,010, an increase of \$103,365 or 49.3% as compared to the adopted budget for FY 11-12. The increase is primarily attributed to the addition of an Executive Secretary position and member dues for the Association of California Cities – Orange County Division.

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.

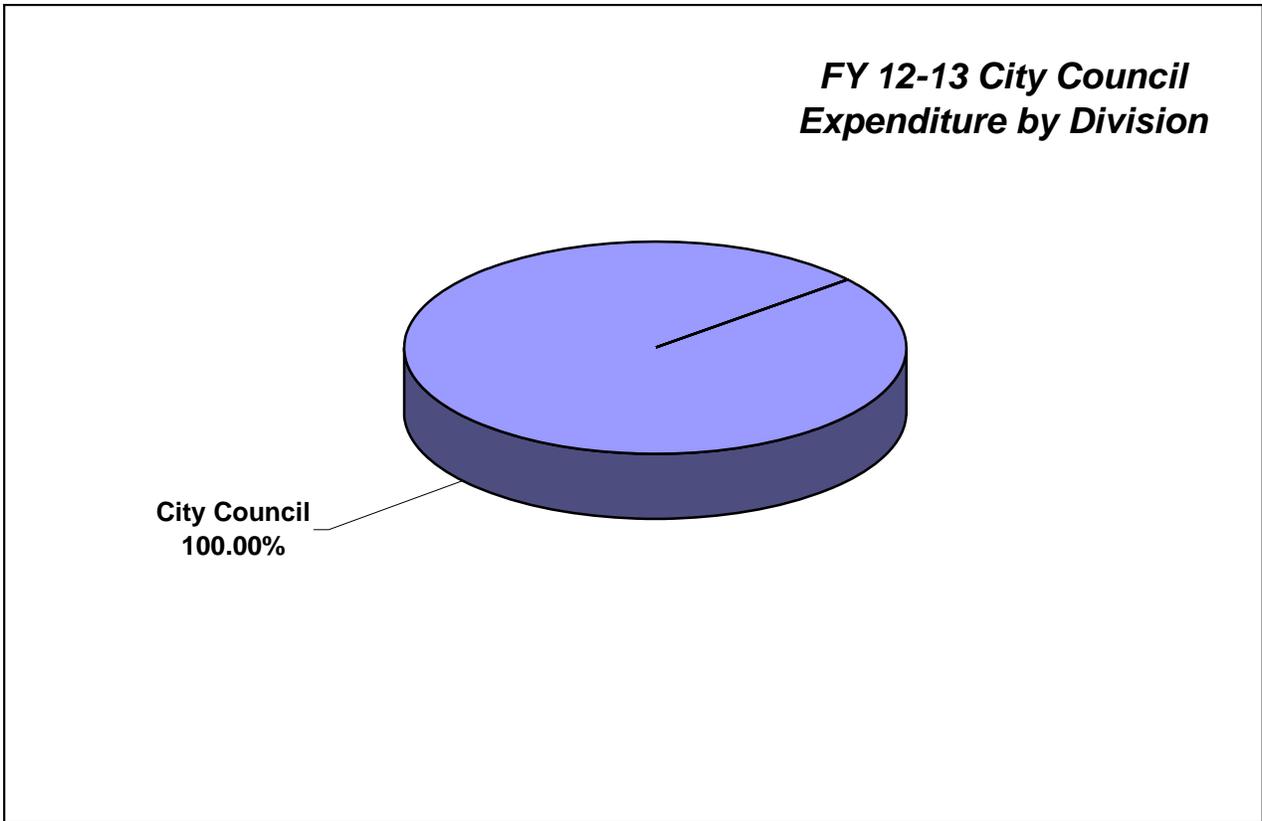


**CITY COUNCIL
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>City Council - 10100</u>				
Council Member	5.00	5.00	5.00	5.00
Executive Secretary	-	-	-	1.00
<i>Subtotal City Council - 50110</i>	5.00	5.00	5.00	6.00
Total Department Full-time Positions	5.00	5.00	5.00	6.00
Total Department Part-time Positions (in FTE's)	0.50	-	-	-
TOTAL DEPARTMENT	5.50	5.00	5.00	6.00

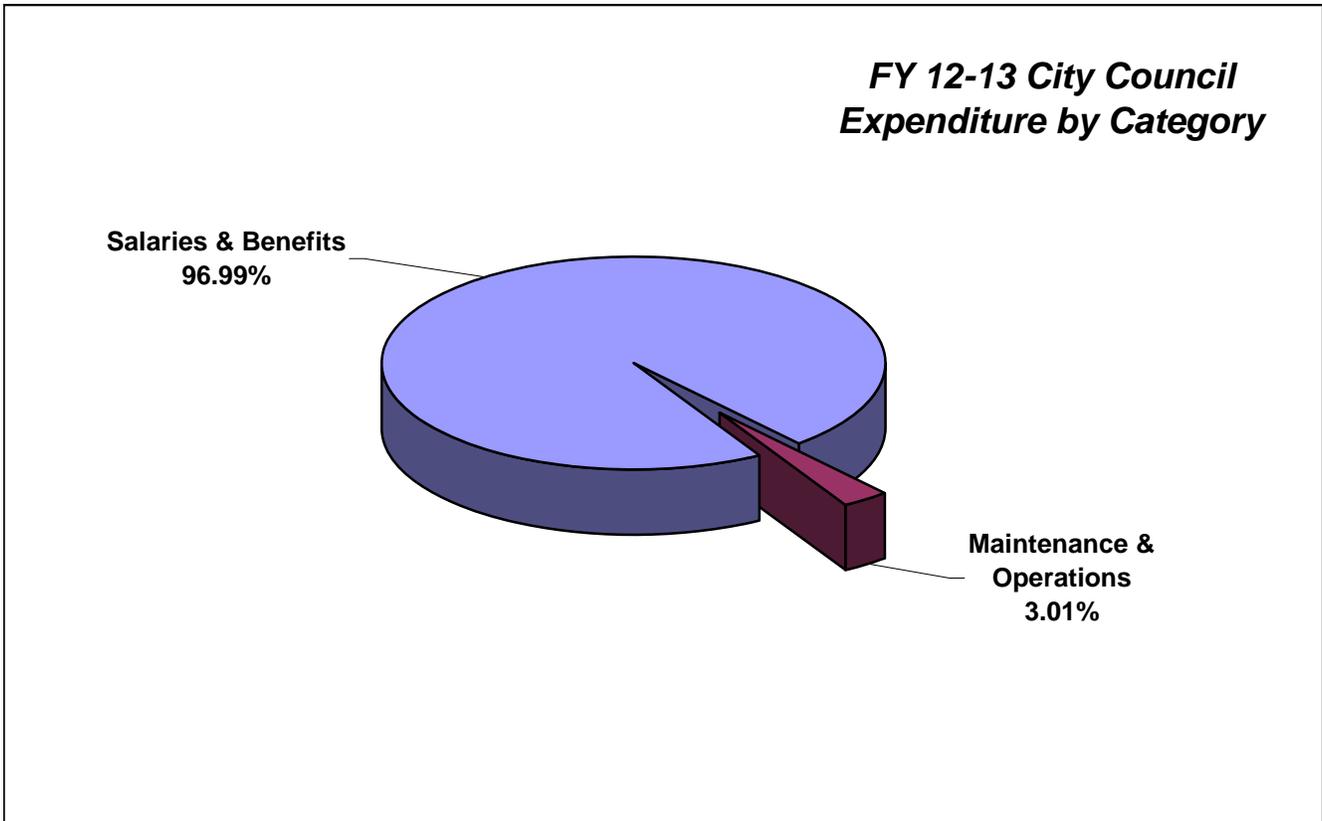
**CITY COUNCIL
EXPENDITURE SUMMARY BY DIVISION**

<u>Expenditure by Division:</u>	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
City Council - 10100	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	49.30%
Total Expenditures	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	49.30%



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

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 247,330	\$ 185,751	\$ 199,920	\$ 303,585	51.85%
Maintenance & Operations	5,547	4,934	9,725	9,425	-3.08%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	49.30%



	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	100.00%
Total Funding Sources	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	100.00%

CITY OF COSTA MESA, CALIFORNIA

**CITY COUNCIL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account #	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 58,218	\$ 55,472	\$ 54,264	\$ 119,646	120%
Regular Salaries - Part time	501300	21,236	-	-	-	0%
Cafeteria Plan	505100	90,466	79,946	95,700	105,288	10%
Medicare	505200	2,347	1,682	787	1,735	120%
Retirement	505300	8,692	6,906	8,705	24,882	186%
Professional Development	505500	66,371	41,744	40,464	52,034	29%
Subtotal Salaries & Benefits		\$ 247,330	\$ 185,751	\$ 199,920	\$ 303,585	52%
Stationery and Office	510100	\$ 431	\$ 282	\$ 1,250	\$ 1,250	0%
Multi-Media, Promotions and Subs	510200	-	285	1,875	1,875	0%
Small Tools and Equipment	510300	252	-	2,000	2,000	0%
Uniform & Clothing	510400	954	494	500	500	0%
Postage	520100	278	312	600	600	0%
Telephone/Radio/Communications	520400	693	376	1,000	700	-30%
Board Member Fees	520800	750	990	-	-	0%
Office Equipment	525700	30	-	500	500	0%
External Rent	535400	508	560	500	500	0%
Central Services	535800	1,649	1,635	1,500	1,500	0%
Other Costs	540900	2	1	-	-	0%
Subtotal Maintenance & Operations		\$ 5,547	\$ 4,934	\$ 9,725	\$ 9,425	-3%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	49%

**CITY COUNCIL
EXPENDITURE SUMMARY BY PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
CITY COUNCIL - 10100					
City Council - 50110					
Salaries & Benefits	\$ 247,330	\$ 185,751	\$ 199,920	\$ 303,585	52%
Maintenance & Operations	5,547	4,934	9,725	9,425	-3%
Fixed Assets	-	-	-	-	0%
Subtotal City Council	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	49%
Total Expenditures	\$ 252,877	\$ 190,685	\$ 209,645	\$ 313,010	49%



CHIEF EXECUTIVE OFFICER'S OFFICE

CHIEF EXECUTIVE OFFICER'S OFFICE

The Chief Executive Officer's Office is a General Government Support function. During FY 11-12, the Administrative Services Department was reorganized. Some divisions previously allocated to that department (Human Resources, Central Services and Risk Management), were combined with the CEO's Office. The Department is now comprised of five divisions, split into different programs and has 23 full-time staff members composed of eight management, eleven professional, and four clerical positions. The five divisions are as follows:

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

ADMINISTRATION - 11100

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.

Chief Executive Officer - 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.

Public Communications - 51030

Previously located under the Administrative Services Department/Telecommunications Division. 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.

CITY CLERK - 11200

Elections - 50120

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

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.

CHIEF EXECUTIVE OFFICER'S OFFICE

HUMAN RESOURCES - 14100

Human Resources Administration - 50610

Provides Human Resources support including recruitment, testing and selection in accordance with job standards, personnel rules; and the law; ; collaborates with departments to compose challenging promotional examinations; establishes eligibility lists of qualified candidates; coordinates the City's volunteer program; , reviews and maintains the City's job classification and compensation system; initiates, conducts and monitors employee relations activities involving represented, unrepresented and confidential employees including labor contract (Memorandum of Understanding) administration; provides proactive labor counseling to limit grievances/disciplinary actions; and coordinates training programs and insures compliance with mandated training under state and federal law.

CENTRAL SERVICES - 14200

Printing and Graphics - 50810

This program provides centralized offset printing and graphics services for the administrative needs of the city's day to day operations. We supply a variety of support services for City wide publications including design and layout of periodicals as well as the creation and revision of all master forms used throughout the city in addition to providing marketing materials for all City sponsored events. We provide graphic design and print consultation to ensure the best possible results with minimal cost by tailoring projects around the equipment we have available. We produce Flyers, Stationery, Business cards, Posters, Labels, signs, brochures, catalogs, recruitment brochures, carbonless forms and online forms. We also provide bindery services including bookbinding, punching, tabbing, laminating, numbering, perforating, scoring, mounting and folding.

Photocopying - 50820

This program is responsible for providing centralized high volume photocopy and high speed digital scanning including full service binding and finishing. This program is responsible for producing Planning, Council and Parks and Recreation Commission reports as well as producing all the daily copy needs for day to day operations and a wide range of other city publications, training manuals, information packets, master plan documents, building specification sheets, RFP bid specification documents, agendas, Power Point presentations, annual city budget and financial reports etc. Online ordering capabilities and oversize plotter printing and mounting are also available.

Mail Services - 50840

This program provides centralized mail services, including sorting, processing and metering of all incoming and outgoing mail, in addition to the receiving and distribution of incoming and outgoing courier shipments. Mail services provides consultation and planning for large city wide bulk mailings, targeted area mailings and survey projects for public outreach and feedback. The mail services division also maintains all licenses, permit fees, P.O. box fees, postage due accounts and bulk mail accounts with the Post Office and also provides detailed monthly account breakdown of charges incurred by each specific department to Finance

RISK MANAGEMENT - 14400

Employee Benefits Administration - 50630

Administers group health and welfare benefits and retirement plans for active employees and retirees. Evaluates and makes recommendations on ways to improve benefits, such as utilizing wellness programs, flexible spending accounts and long-term disability insurance; oversees required/optional industrial medical examinations; and the Employee Assistance Program (EAP). Serve as staff/advisor to Benefits Review Committee consisting of labor and management representatives who meet to review and discuss relevant issues related to employee benefits/programs and appropriate cost-effective spending of benefit dollars.

CHIEF EXECUTIVE OFFICER'S OFFICE

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; evaluate levels of coverage for appropriate protection of assets.

Liability - 50662

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

Workers' Compensation - 50663

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 infection control program. Provides training to departments to assist in cost containment/appropriate use of this program.

BUDGET NARRATIVE

The FY 12-13 preliminary budget for the C.E.O.'s Office is \$10,051,480, an increase of \$1,066,084 or 11.86%, compared to the adopted budget for FY 11-12. Increases in salary and benefit costs of \$774,726, are partially due to recent staffing changes due to the reorganization of the Administrative Services Department and increased service demands. The largest part of the increases is for unemployment, worker's compensation and employee's retiree medical – amounting to \$524,689. Other changes were the addition of: two Public Affairs Manager positions, an Executive Secretary position and no allocations to the previous Redevelopment Agency in the Administration Division, an Office Specialist position in the City Clerk Division; and a part-time Office Specialist II in the Human Resources/Risk Management Divisions. These additions are offset by reductions in staff: the Administrative Services Director position, a Human Resources Administrator position in the Human Resources/Risk Management Divisions and one Graphics Designer position in the Central Services Division. Total full time positions compared to FY 11-12 only increased one-half of a position and total staff cost increases related to these changes is approximately \$215,000.

Increases in maintenance and operations accounts primarily consist of costs for the upcoming General Municipal Election in November 2012, and expected increases in insurance premiums. Increases in fixed asset costs are to upgrade critical video equipment.

As is noted above, the C.E.O.'s Office now oversees several divisions from the previous Administrative Services Department: Human Resources, Central Services, and Risk Management. Costs related to these functions total \$7,690,837 of the C.E.O.'s Department total budget.



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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Chief Executive Officer - 11100</u>				
Executive Secretary	0.50	0.50	0.50	-
<i>Subtotal City Council - 50110</i>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>	<u>-</u>
Chief Executive Officer/CEO	1.00	1.00	1.00	1.00
Assistant Chief Executive Officer	0.88	0.88	1.00	1.00
Executive Secretary	0.50	0.50	0.50	1.00
Executive Assistant to the Chief Executive Officer	1.00	1.00	1.00	1.00
Legislative & Public Affairs Manager	1.00	-	-	-
Management Analyst	1.33	0.23	0.50	1.00
Public Affairs Manager	-	-	-	1.00
<i>Subtotal City Manager - 50210</i>	<u>5.71</u>	<u>3.61</u>	<u>4.00</u>	<u>6.00</u>
Telecommunications Manager	0.10	0.10	-	-
Administrative Secretary	0.10	0.10	-	-
Public Affairs Manager	-	-	-	1.00
Video Production Coordinator	1.00	1.00	1.00	1.00
Video Production Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Public Communications - 51030</i>	<u>2.20</u>	<u>2.20</u>	<u>2.00</u>	<u>3.00</u>
Total Chief Executive Officer Full-time Positions	<u>8.41</u>	<u>6.31</u>	<u>6.50</u>	<u>9.00</u>
<u>City Clerk - 11200</u>				
City Clerk	-	0.10	-	0.10
Administrative Secretary	-	0.10	-	-
<i>Subtotal Elections - 50120</i>	<u>-</u>	<u>0.20</u>	<u>-</u>	<u>0.10</u>
City Clerk	0.80	0.70	0.80	0.70
Administrative Secretary	0.80	0.70	0.80	0.80
Executive Secretary	-	-	-	0.80
Office Specialist II	0.80	-	-	0.40
<i>Subtotal City Council Meetings - 50410</i>	<u>2.40</u>	<u>1.40</u>	<u>1.60</u>	<u>2.70</u>
City Clerk	0.20	0.20	0.20	0.20
Administrative Secretary	0.20	0.20	0.20	0.20
Executive Secretary	-	-	-	0.20
Office Specialist II	0.20	-	-	0.60
<i>Subtotal Public Records - 50420</i>	<u>0.60</u>	<u>0.40</u>	<u>0.40</u>	<u>1.20</u>
Total City Clerk Full-time Positions	<u>3.00</u>	<u>2.00</u>	<u>2.00</u>	<u>4.00</u>
Total City Clerk Part-time Positions (in FTE's)	<u>-</u>	<u>0.50</u>	<u>0.75</u>	<u>0.50</u>
<u>Administrative Services Administration - 14050</u>				
Administrative Services Director	1.00	1.00	1.00	-
Executive Secretary	1.00	-	-	-
<i>Subtotal Administration - 50001</i>	<u>2.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>
Total Admin Svcs Admin Full-time Positions	<u>2.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>

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

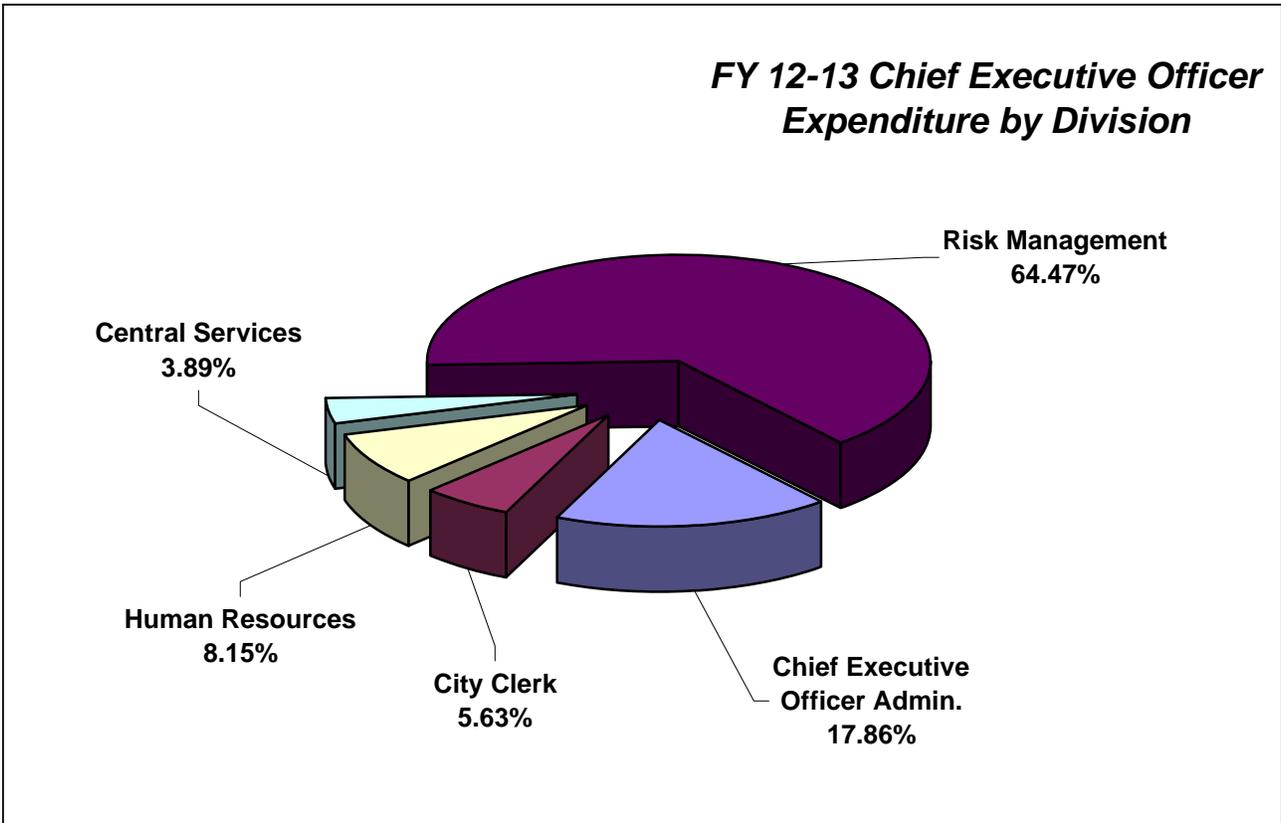
	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Human Resources - 14100				
Human Resources Manager	0.60	0.60	0.60	0.60
Human Resources Administrator	1.00	1.00	1.00	-
Human Resources Analyst	1.00	1.00	1.00	1.00
Human Resources Secretary	0.70	-	-	-
Human Resources Office Specialist II	1.00	1.00	1.00	0.70
Principal Human Resources Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Human Resources Admin - 50610</i>	<u>5.30</u>	<u>4.60</u>	<u>4.60</u>	<u>3.30</u>
Total Human Resources Full-Time Positions	5.30	4.60	4.60	3.30
Central Services - 14200				
Central Services Supervisor	0.25	0.25	0.25	0.25
Graphics Designer	2.00	2.00	2.00	1.00
Offset Press Operator II	1.00	1.00	1.00	1.00
<i>Subtotal Printing & Graphics - 50810</i>	<u>3.25</u>	<u>3.25</u>	<u>3.25</u>	<u>2.25</u>
Central Services Supervisor	0.50	0.50	0.50	0.50
Office Specialist II	1.00	-	-	-
<i>Subtotal Reprographics - 50820</i>	<u>1.50</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
Central Services Supervisor	0.25	0.25	0.25	0.25
Messenger	1.00	-	-	-
<i>Subtotal Mail & Delivery - 50840</i>	<u>1.25</u>	<u>0.25</u>	<u>0.25</u>	<u>0.25</u>
Total Central Services Full-time Positions	6.00	4.00	4.00	3.00
Total Central Svcs Part-time Positions (in FTE's)	0.63	-	-	-
Risk Management - 14400				
Human Resources Manager	0.10	0.10	0.10	-
Human Resources Administrator	0.15	0.15	0.15	-
Human Resources Analyst	0.25	0.25	0.65	-
Benefits Coordinator	0.75	-	-	-
<i>Subtotal Employee Benefit Admin - 50630</i>	<u>1.25</u>	<u>0.50</u>	<u>0.90</u>	<u>-</u>
Human Resources Manager	0.05	0.05	0.05	0.40
Human Resources Administrator	0.35	0.35	0.35	-
Human Resources Analyst	0.25	0.25	0.25	1.00
Human Resources Secretary	0.30	-	-	-
Human Resources Office Specialist II	-	-	-	0.30
Principal Human Resources Analyst	-	-	-	1.00
Benefits Coordinator	0.15	-	-	-
<i>Subtotal Risk Management Admin - 50661</i>	<u>1.10</u>	<u>0.65</u>	<u>0.65</u>	<u>2.70</u>
Human Resources Manager	0.15	0.15	0.15	-
Human Resources Administrator	0.10	0.10	0.10	-
Human Resources Analyst	0.75	0.75	0.35	-
<i>Subtotal Liability - 50662</i>	<u>1.00</u>	<u>1.00</u>	<u>0.60</u>	<u>-</u>

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

	FY 09-10	FY 10-11	FY 11-12	FY 12-13
	Actual	Actual	Adopted	Preliminary
<u>Risk Management - 14400 continued</u>				
Human Resources Manager	0.10	0.10	0.10	-
Human Resources Administrator	0.40	0.40	0.40	-
Human Resources Analyst	0.75	0.75	0.75	-
Benefits Coordinator	0.10	-	-	-
<i>Subtotal Workers' Compensation - 50663</i>	1.35	1.25	1.25	-
Total Risk Management Full-time Positions	4.70	3.40	3.40	2.70
Total Risk Mgmt Part-time Positions (in FTE's)	-	-	-	0.50
Total Department Full-time Positions	29.41	21.31	21.50	22.00
Total Department Part-time Positions (in FTE's)	0.63	0.50	0.75	1.00
TOTAL DEPARTMENT	30.04	21.81	22.25	23.00

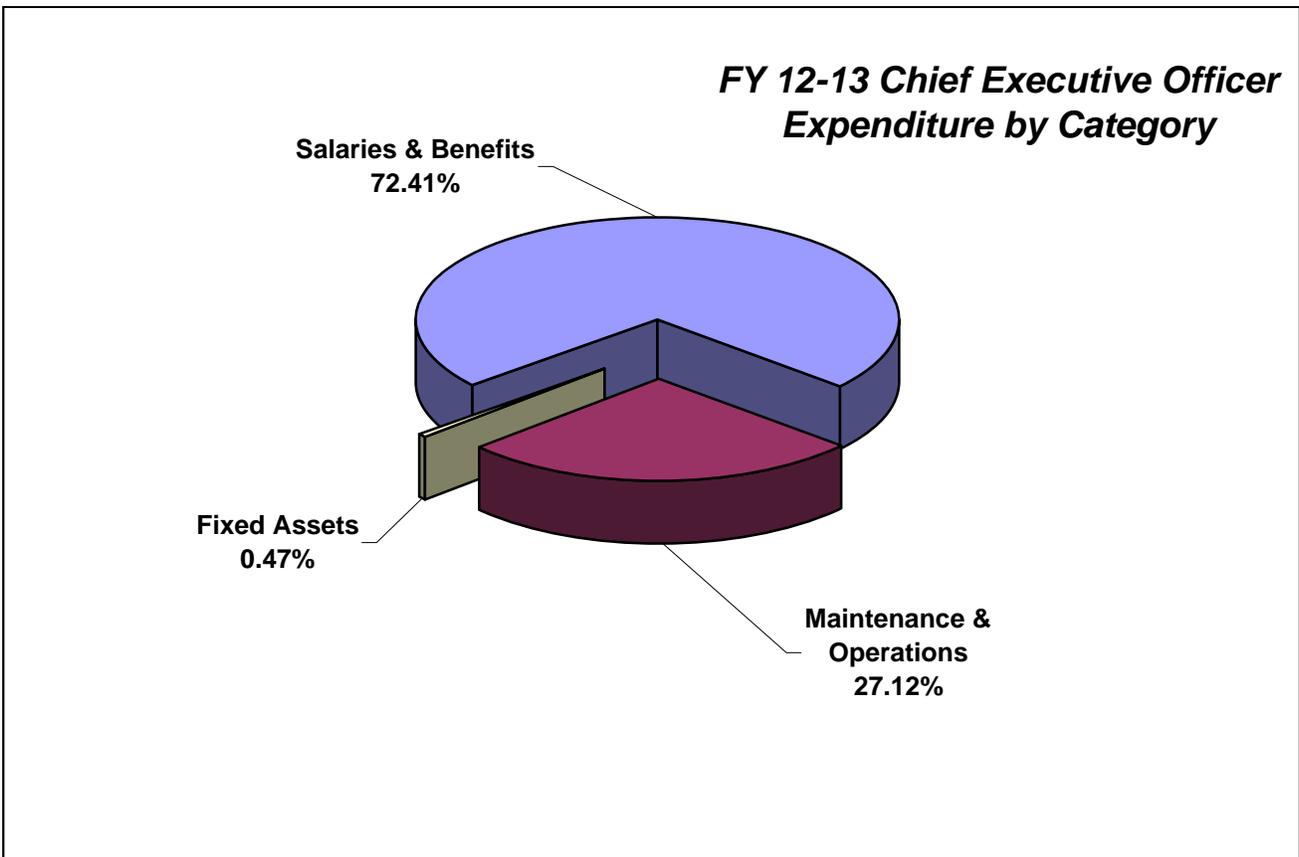
**CHIEF EXECUTIVE OFFICER'S OFFICE
EXPENDITURE SUMMARY BY DIVISION**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Expenditure by Division:					
CEO Admin. - 11100	\$ 1,265,733	\$ 1,336,917	\$ 1,225,661	\$ 1,794,846	46.44%
City Clerk - 11200	317,612	377,777	319,446	565,797	77.12%
Admin Svs. Admin. - 14050	476,927	615,595	616,284	-	-100.00%
Human Resources - 14100	647,805	566,507	743,337	819,391	10.23%
Central Services - 14200	624,395	444,563	447,602	391,378	-12.56%
Risk Management -14400	7,905,997	5,617,439	5,633,066	6,480,069	15.04%
Total Expenditures	\$ 11,238,470	\$ 8,958,798	\$ 8,985,396	\$ 10,051,480	11.86%



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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 6,957,439	\$ 6,971,388	\$ 6,503,933	\$ 7,278,660	11.91%
Maintenance & Operations	4,281,031	1,987,410	2,474,213	2,725,571	10.16%
Fixed Assets	-	-	7,250	47,250	551.72%
Total Expenditures	\$ 11,238,470	\$ 8,958,798	\$ 8,985,396	\$ 10,051,480	11.86%



	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 5,652,892	\$ 5,733,992	\$ 5,942,615	\$ 5,946,685	59.16%
Self-Insurance Fund - 602	5,585,578	3,224,806	3,042,782	4,104,795	40.85%
Total Funding Sources	\$ 11,238,470	\$ 8,958,798	\$ 8,985,396	\$ 10,051,480	100.00%

CITY OF COSTA MESA, CALIFORNIA

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

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,302,283	\$ 1,863,588	\$ 2,009,200	\$ 2,122,413	6%
Regular Salaries - Part time	501300	42,786	118,340	34,367	36,368	6%
Overtime	501400	14,960	19,984	11,150	23,500	111%
Accrual Payoff - Excess Maximum	501500	12,484	12,149	4,553	3,400	-25%
Vacation/Comp. Time Cash Out	501600	9,815	18,950	5,269	11,200	113%
Holiday Allowance	501700	13,902	11,668	3,200	-	-100%
Separation Pay-Off	501800	57,817	121,210	-	-	0%
Other Compensation	501900	7,063	5,803	3,421	7,593	122%
Cafeteria Plan	505100	295,357	217,601	229,488	259,572	13%
Medicare	505200	29,018	27,563	29,843	31,753	6%
Retirement	505300	560,224	428,481	464,653	535,953	15%
Professional Development	505500	4,654	8,024	8,675	27,655	219%
Auto Allowance	505600	15,883	16,035	16,350	10,800	-34%
Unemployment	505800	43,603	371,380	5,539	251,900	4448%
Workers' Compensation	505900	2,038,298	2,005,673	1,878,725	2,084,953	11%
Employer Contr.Retirees' Med.	506100	1,509,292	1,724,936	1,799,500	1,871,600	4%
Subtotal Salaries & Benefits		\$ 6,957,439	\$ 6,971,388	\$ 6,503,933	\$ 7,278,660	12%
Stationery and Office	510100	\$ 9,639	\$ 8,627	\$ 11,550	\$ 13,450	16%
Multi-Media, Promotions and Subs	510200	61,800	50,820	67,125	98,600	47%
Small Tools and Equipment	510300	6,199	2,298	8,650	19,000	120%
Uniform & Clothing	510400	68	36	800	800	0%
Safety and Health	510500	-	-	250	250	0%
Maintenance & Construction	510600	-	446	500	500	0%
Waste Disposal	515700	2,561	2,054	2,000	2,000	0%
Janitorial and Housekeeping	515800	390	304	400	400	0%
Postage	520100	8,471	13,875	12,375	10,025	-19%
Legal Advertising/Filing Fees	520200	6,948	16,914	7,500	7,500	0%
Advertising and Public Info.	520300	19,721	3,218	5,855	5,300	-9%
Telephone/Radio/Communications	520400	210	181	500	300	-40%
Mileage Reimbursement	520600	77	-	925	925	0%
Office Furniture	525600	-	-	500	500	0%
Office Equipment	525700	62	26	800	800	0%
Other Equipment	525800	7,202	8,511	15,000	14,500	-3%
Employment	530100	22,001	9,272	17,000	16,000	-6%
Consulting	530200	286,505	457,373	514,537	649,885	26%
Legal	530300	60,718	44,568	58,000	58,000	0%
Medical and Health Inspection	530600	30,328	34,437	74,951	75,840	1%
Law Enforcement	530700	9,173	8,556	39,700	48,550	22%
External Rent	535400	55,911	42,238	42,055	44,320	5%
Grants, Loans and Subsidies	535500	187	-	-	-	0%
Central Services	535800	12,071	11,937	14,650	12,150	-17%
Internal Rent - Maint. Charges	536100	2,321	-	5,839	4,849	-17%
Internal Rent - Repl.Cost	536200	-	-	5,767	4,100	-29%
General Liability	540100	3,305,653	928,082	1,172,838	1,202,178	3%
Special Liability	540200	11,208	14,298	11,000	12,000	9%
Buildings & Personal Property	540500	306,476	274,257	315,346	355,049	13%
Faithful Performance Bonds	540600	12,868	-	7,800	7,800	0%
Taxes & Assessments	540700	42,223	55,028	60,000	60,000	0%
Other Costs	540900	41	55	-	-	0%
Subtotal Maintenance & Operations		\$ 4,281,031	\$ 1,987,410	\$ 2,474,213	\$ 2,725,571	10%
Other Equipment	590800	\$ -	\$ -	\$ 7,250	\$ 47,250	552%
Subtotal Fixed Assets		\$ -	\$ -	\$ 7,250	\$ 47,250	552%
Total Expenditures		\$ 11,238,470	\$ 8,958,798	\$ 8,985,396	\$ 10,051,480	12%

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

	<u>FY 09-10</u> <u>Actual</u>	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Adopted</u>	<u>FY 12-13</u> <u>Preliminary</u>	<u>Percent</u> <u>Change</u>
<u>ADMINISTRATION - 11100</u>					
<u>City Council - 50110</u>					
Salaries & Benefits	\$ 45,054	\$ 44,724	\$ 45,053	\$ -	-100%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal City Council</i>	\$ 45,054	\$ 44,724	\$ 45,053	\$ -	-100%
<u>City Manager - 50210</u>					
Salaries & Benefits	\$ 886,735	\$ 798,205	\$ 761,146	\$ 1,083,460	42%
Maintenance & Operations	53,767	224,900	146,102	189,900	30%
Fixed Assets	-	-	-	-	0%
<i>Subtotal City Manager</i>	\$ 940,502	\$ 1,023,105	\$ 907,248	\$ 1,273,360	40%
<u>Public Communications - 51030</u>					
Salaries & Benefits	\$ 254,783	\$ 247,345	\$ 220,226	\$ 425,792	93%
Maintenance & Operations	25,394	21,743	45,884	48,444	6%
Fixed Assets	-	-	7,250	47,250	552%
<i>Subtotal City Manager</i>	\$ 280,177	\$ 269,088	\$ 273,360	\$ 521,486	91%
<u>CITY CLERK - 11200</u>					
<u>Elections - 50120</u>					
Salaries & Benefits	\$ 587	\$ 24,661	\$ -	\$ 16,930	0%
Maintenance & Operations	120	58,231	-	105,300	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Elections</i>	\$ 706	\$ 82,891	\$ -	\$ 122,230	0%
<u>City Council Meetings - 50410</u>					
Salaries & Benefits	\$ 228,821	\$ 213,236	\$ 245,568	\$ 305,925	25%
Maintenance & Operations	11,874	22,455	12,200	10,700	-12%
Fixed Assets	-	-	-	-	0%
<i>Subtotal City Council Meetings</i>	\$ 240,695	\$ 235,691	\$ 257,768	\$ 316,625	23%
<u>Public Records - 50420</u>					
Salaries & Benefits	\$ 57,037	\$ 49,520	\$ 49,778	\$ 114,801	131%
Maintenance & Operations	19,175	9,674	11,900	12,140	2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Public Records</i>	\$ 76,211	\$ 59,195	\$ 61,678	\$ 126,941	106%

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

	<u>FY 09-10</u> <u>Actual</u>	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Adopted</u>	<u>FY 12-13</u> <u>Preliminary</u>	<u>Percent</u> <u>Change</u>
ADMIN SVCS ADMIN - 14050					
<u>Administrative Svcs Admin - 50001</u>					
Salaries & Benefits	\$ 411,135	\$ 445,495	\$ 448,951	\$ -	-100%
Maintenance & Operations	65,792	170,100	167,333	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Admin Svcs Admin	\$ 476,927	\$ 615,595	\$ 616,284	\$ -	-100%
HUMAN RESOURCES - 14100					
<u>Human Resources Administration - 50610</u>					
Salaries & Benefits	\$ 524,935	\$ 470,893	\$ 472,510	\$ 437,621	-7%
Maintenance & Operations	122,871	95,614	270,827	381,770	41%
Fixed Assets	-	-	-	-	0%
Subtotal Human Resources Admin	\$ 647,805	\$ 566,507	\$ 743,337	\$ 819,391	10%
CENTRAL SERVICES - 14200					
<u>Printing & Graphics - 50810</u>					
Salaries & Benefits	\$ 295,512	\$ 288,056	\$ 286,054	\$ 201,296	-30%
Maintenance & Operations	28,841	27,281	24,600	53,950	119%
Fixed Assets	-	-	-	-	0%
Subtotal Printing & Graphics	\$ 324,353	\$ 315,337	\$ 310,654	\$ 255,246	-18%
<u>Photocopying - 50820</u>					
Salaries & Benefits	\$ 125,490	\$ 53,656	\$ 53,933	\$ 55,001	2%
Maintenance & Operations	58,845	42,810	44,200	43,200	-2%
Fixed Assets	-	-	-	-	0%
Subtotal Reprographics	\$ 184,335	\$ 96,466	\$ 98,133	\$ 98,201	0%
<u>Mail & Delivery - 50840</u>					
Salaries & Benefits	\$ 108,232	\$ 26,827	\$ 26,967	\$ 27,501	2%
Maintenance & Operations	7,475	5,934	11,847	10,430	-12%
Fixed Assets	-	-	-	-	0%
Subtotal Mail & Delivery	\$ 115,707	\$ 32,760	\$ 38,814	\$ 37,930	-2%
RISK MANAGEMENT - 14400					
<u>Employee Benefit Admin - 50630</u>					
Salaries & Benefits	\$ 158,277	\$ 419,250	\$ 96,941	\$ 250,000	158%
Maintenance & Operations	27,538	27,420	35,900	-	-100%
Fixed Assets	-	-	-	-	0%
Subtotal Employee Benefit Admin	\$ 185,815	\$ 446,669	\$ 132,841	\$ 250,000	88%

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

	<u>FY 09-10</u> <u>Actual</u>	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Adopted</u>	<u>FY 12-13</u> <u>Preliminary</u>	<u>Percent</u> <u>Change</u>
<u>Post-Employment Benefits - 50650</u>					
Salaries & Benefits	\$ 1,595,419	\$ 1,794,635	\$ 1,873,550	\$ 1,944,056	4%
Maintenance & Operations	1,225	625	900	900	0%
Fixed Assets	-	-	-	-	0%
Subtotal Post Employment Benefits	\$ 1,596,644	\$ 1,795,260	\$ 1,874,450	\$ 1,944,956	4%
<u>Risk Mgmt Admin - 50661</u>					
Salaries & Benefits	\$ 113,573	\$ 82,347	\$ 78,778	\$ 378,123	380%
Maintenance & Operations	326,833	287,490	351,201	52,195	-85%
Fixed Assets	-	-	-	-	0%
Subtotal Risk Mgmt Admin	\$ 440,406	\$ 369,837	\$ 429,979	\$ 430,318	0%
<u>Liability - 50662</u>					
Salaries & Benefits	\$ 92,155	\$ 95,032	\$ 54,128	\$ -	-100%
Maintenance & Operations	3,261,838	766,046	1,034,008	1,529,927	48%
Fixed Assets	-	-	-	-	0%
Subtotal Liability	\$ 3,353,993	\$ 861,078	\$ 1,088,136	\$ 1,529,927	41%
<u>Workers' Comp - 50663</u>					
Salaries & Benefits	\$ 2,059,695	\$ 1,917,506	\$ 1,790,349	\$ 2,038,153	14%
Maintenance & Operations	269,444	227,088	317,311	286,715	-10%
Fixed Assets	-	-	-	-	0%
Subtotal Workers' Comp	\$ 2,329,139	\$ 2,144,594	\$ 2,107,660	\$ 2,324,868	10%
Total Expenditures	\$ 11,238,470	\$ 8,958,798	\$ 8,985,396	\$ 10,051,480	12%





CITY ATTORNEY'S OFFICE

The City Attorney's Office is classified as a General Government Support function. The City Attorney is a contracted service with the legal firm of Jones & Mayer.

CITY ATTORNEY - 12100

Legal Services - Program 50320

Provides legal counsel and advice during official meetings and study sessions of the City Council and Planning Commission; serves as a legal advisor to City staff; prepares and reviews City ordinances, resolutions, contracts and legal documents; represents the City in civil and criminal litigation; oversees the work of outside private counsel when hired to assist in litigation; and coordinates/reviews claims filed against or for the City with Risk Management.

BUDGET NARRATIVE

The FY 12-13 preliminary budget for the City Attorney's Office is \$803,000, which is consistent with the FY 11-12 adopted budget. This amount consists of \$500,000 for consulting as the City's Attorney, and \$300,000 for legal costs, related civil and criminal litigation.



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

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
City Attorney - 12100	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	0.00%
Total Expenditures	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	0.00%

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

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	-
Maintenance & Operations	405,425	853,861	803,000	803,000	0.00%
Fixed Assets	-	-	-	-	-
Total Expenditures	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	0.00%

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	100.00%
Self-Insurance Fund - 602	-	-	-	-	0.00%
Total Funding Sources	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	100.00%

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

Account Description	Account #	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Adopted	FY 11-12 Preliminary	Percent Chg
Subtotal Salaries & Benefits		\$ -	\$ -	\$ -	\$ -	0%
Multi-Media, Promotions and Subs	510200	2,839	3,555	3,000	3,000	0%
Postage	520100	-	-	-	-	0%
Meetings & Conferences	520500	328	493	-	-	0%
Office Equipment	525700	-	-	-	-	0%
Consulting	530200	281,193	541,414	500,000	500,000	0%
Legal	530300	121,064	308,399	300,000	300,000	0%
Sanitation	530900	-	-	-	-	0%
Subtotal Maintenance & Operations		\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	0%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	0%

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

	FY 08-09 Actual	FY 09-10 Actual	FY 10-11 Adopted	FY 11-12 Preliminary	Percent Change
CITY ATTORNEY'S OFFICE - 12100					
Legal Services - 50320					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	405,425	853,861	803,000	803,000	0%
Fixed Assets	-	-	-	-	0%
Subtotal Legal Services					
	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	0%
Total Expenditures					
	\$ 405,425	\$ 853,861	\$ 803,000	\$ 803,000	0%



FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT

The Finance Department is a General Government Support function. During FY 11-12, the Administrative Services Department was reorganized. The Information Technology division, previously allocated to that department, is combined with the Finance Department. The Department now has 27 full-time staff members composed of four management, five supervisory, and 18 professional/clerical positions, plus two part-time positions to assist in the purchasing and budget functions and is comprised of four divisions and each division is further split into different programs. The four divisions are as follows:

- * **Finance Administration**
- * **Financial Operations**
- * **Financial Planning**
- * **Information Technology**

FINANCE ADMINISTRATION - 13100

Administration - 50001

Provides the Department's overall administrative direction and policy implementation; advises the C.E.O. and the City Council on financial issues; and reports to the 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 Successor Agency of the previous Redevelopment Agency, the new Housing Authority, and the Costa Mesa Community Foundation; coordinates applications and implementation of grants received by the City.

Treasury - 50540

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

FINANCIAL PLANNING - 13300

Budget & Research - 50520

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

Purchasing - 50530

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

FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT

INFORMATION TECHNOLOGY - 14600

Computer Operations - 50710

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

Computer Systems Development - 50720

Previously part of the Administrative Services Department, supports and enhances applications for Public Safety and general City services. Coordinates systems implementations, maintenance, and processing solutions for ad hoc data processing requests in networked client-server and internet/intranet environments.

BUDGET NARRATIVE

The FY 12-13 preliminary budget for the Finance Department is \$4,881,835, an increase of \$219,005 or 4.70% compared to the adopted budget for FY 11-12. The increase in salaries and benefit accounts of \$113,676 is largely attributed to the need for part-time budget assistance (\$54,720), retirement costs for all personnel (\$54,152) and funding of workers compensation costs (\$60,612).

The increase in operations and maintenance accounts of \$83,129 is mostly due to maintenance contracts for information technology (\$47,572) and funding of the department's share of general liability costs (\$34,976). Fixed assets increased costs are for necessary information technology equipment upgrades, such as malware repair software and network servers for additional capacity.

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<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>	2.00	2.00	2.00	2.00
Total Finance Administration Full-time Positions	2.00	2.00	2.00	2.00
<u>Financial Operations - 13200</u>				
Assistant Finance Director	0.65	0.65	0.65	0.65
Accountant	1.00	1.00	1.00	1.00
Accounting Specialist II	3.00	2.00	2.00	2.00
Accounting Supervisor	1.00	1.00	1.00	1.00
Grant Administrator	1.00	-	-	-
Payroll Coordinator	1.00	1.00	1.00	1.00
Revenue Investment Specialist	0.10	-	-	-
<i>Subtotal Accounting - 50510</i>	7.75	5.65	5.65	5.65
Assistant Finance Director	0.35	0.35	0.35	0.35
Accounting Specialist I	1.00	1.00	1.00	1.00
Accounting Specialist II	1.00	1.00	1.00	1.00
Business License Inspector	1.00	-	-	-
Permit Processing Specialist	1.00	1.00	1.00	1.00
Revenue Investment Specialist	0.90	-	-	-
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>	7.25	5.35	5.35	5.35
Total Financial Operations Full-time Positions	15.00	11.00	11.00	11.00
<u>Financial Planning - 13300</u>				
Budget & Research Officer	0.75	0.75	0.75	-
Budget Analyst	1.00	-	-	1.00
Budget Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Budget & Research - 50520</i>	2.75	1.75	1.75	2.00
Budget & Research Officer	0.25	0.25	0.25	-
Buyer	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>	3.25	2.25	2.25	2.00
Total Financial Planning Full-time Positions	6.00	4.00	4.00	4.00
Total Fin Planning Part-time Positions (in FTE's)	1.42	0.75	0.75	1.21

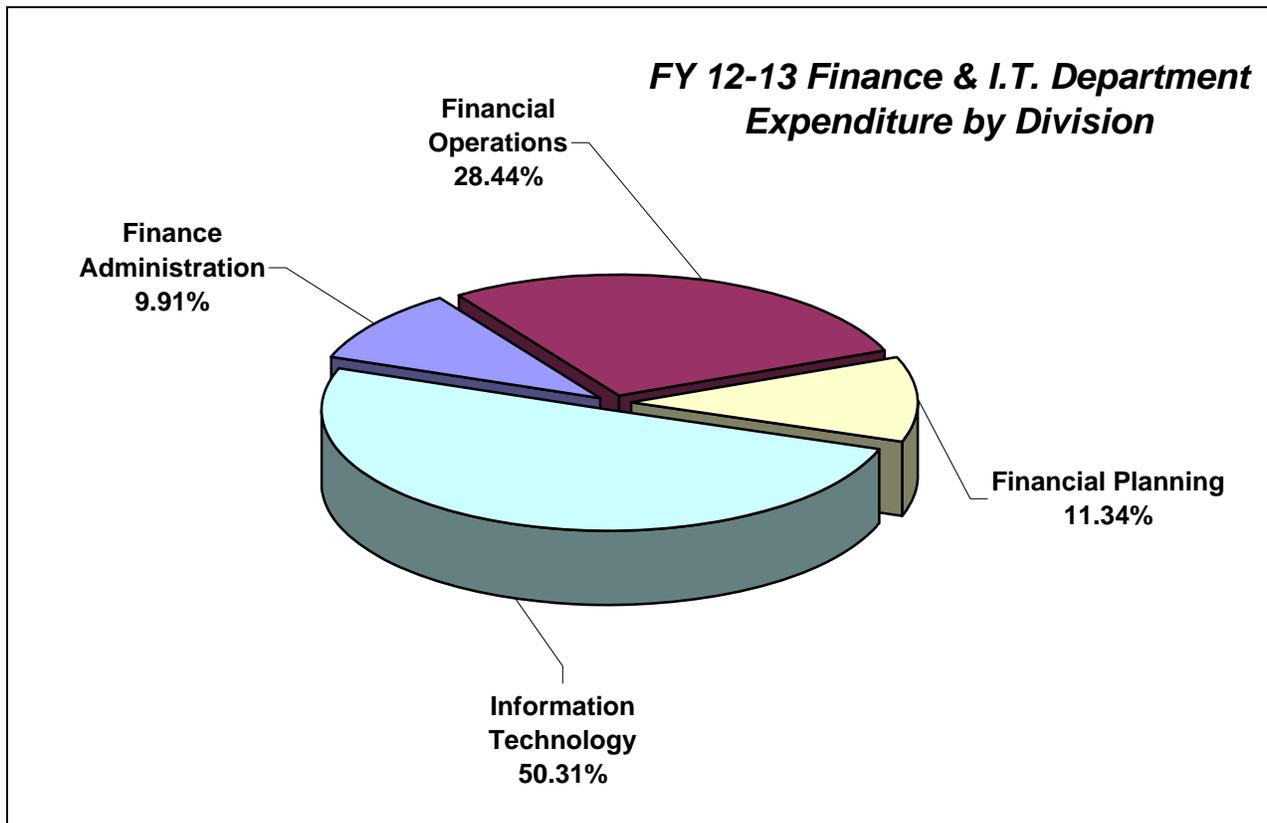


**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Information Technology - 14600</u>				
Information Technology Manager	0.50	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	5.00	3.00	3.00	3.00
<i>Subtotal Computer Operations - 50710</i>	<u>7.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Information Technology Manager	0.50	0.50	0.50	0.50
Administrative Secretary	0.50	0.50	0.50	0.50
Programmer Analyst I	1.00	-	-	-
Programmer Analyst II	2.00	-	-	-
Senior Programmer Analyst	3.00	3.00	3.00	3.00
Systems & Programming Supervisor	1.00	1.00	1.00	1.00
<i>Subtotal Computer Systems Devel - 50720</i>	<u>8.00</u>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>
Total Information Technology Full-time Positions	<u>15.00</u>	<u>10.00</u>	<u>10.00</u>	<u>10.00</u>
Total Department Full-time Positions	<u>38.00</u>	<u>27.00</u>	<u>27.00</u>	<u>27.00</u>
Total Department Part-time Positions (in FTE's)	<u>1.42</u>	<u>0.75</u>	<u>0.75</u>	<u>1.21</u>
TOTAL DEPARTMENT	<u><u>39.42</u></u>	<u><u>27.75</u></u>	<u><u>27.75</u></u>	<u><u>28.21</u></u>

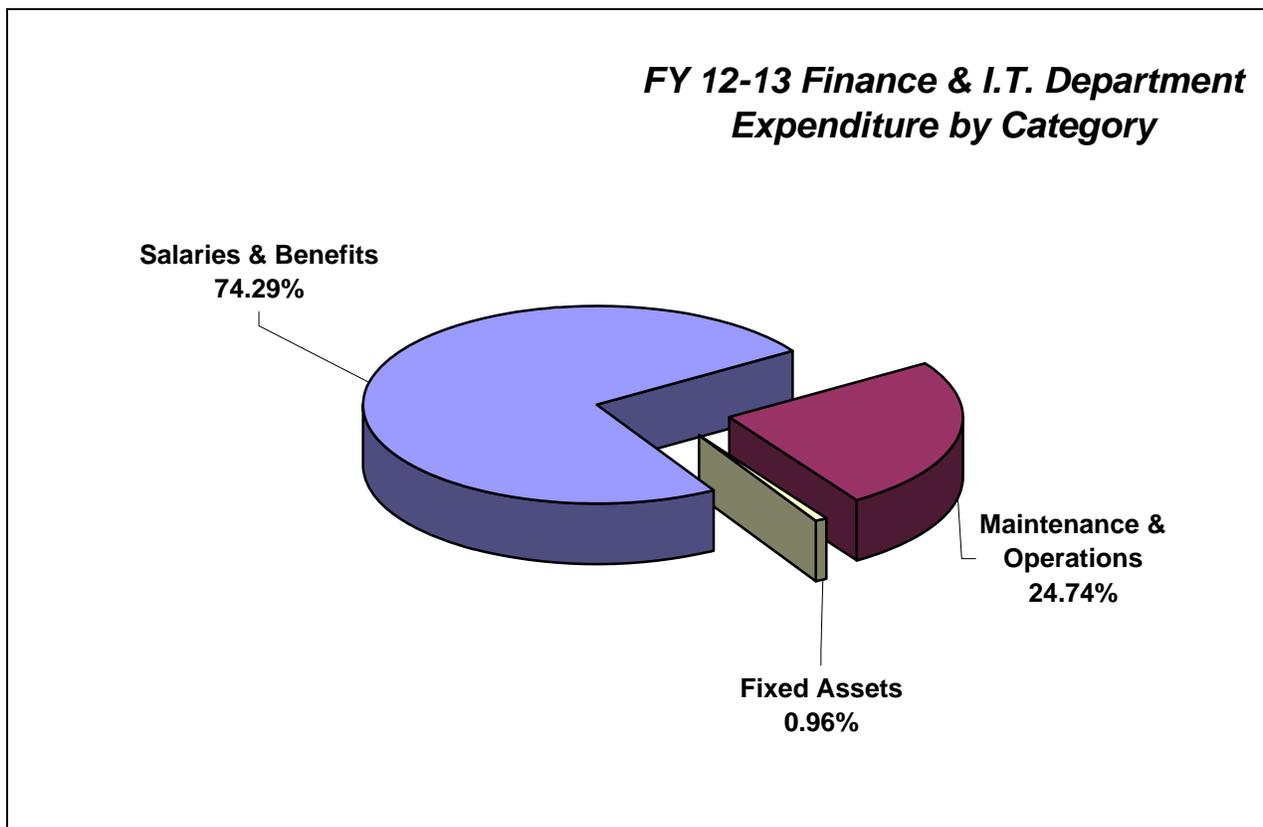
**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Expenditure by Division:</u>					
Finance Admin. - 13100	\$ 263,517	\$ 211,560	\$ 376,081	\$ 483,855	28.66%
Financial Operations - 13200	1,493,106	1,279,895	1,367,382	1,388,417	1.54%
Financial Planning - 13300	713,724	576,212	573,967	553,423	-3.58%
Information Technology - 14600	2,688,661	2,060,887	2,345,400	2,456,141	4.72%
Total Expenditures	\$ 5,159,007	\$ 4,128,554	\$ 4,662,830	\$ 4,881,835	4.70%



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

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 4,228,491	\$ 3,265,795	\$ 3,513,070	\$ 3,626,747	3.24%
Maintenance & Operations	874,048	838,641	1,124,880	1,208,009	7.39%
Fixed Assets	56,469	24,118	24,880	47,080	89.23%
Total Expenditures	\$ 5,159,007	\$ 4,128,554	\$ 4,662,830	\$ 4,881,835	4.70%



	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 5,159,007	\$ 4,128,554	\$ 4,662,830	\$ 4,881,835	100.00%
Total Funding Sources	\$ 5,159,007	\$ 4,128,554	\$ 4,662,830	\$ 4,881,835	100.00%

FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Chg
Regular Salaries - Non Sworn	501200	\$ 2,974,562	\$ 2,320,869	\$ 2,507,952	\$ 2,437,476	-3%
Regular Salaries - Part time	501300	56,995	54,750	40,170	94,890	136%
Overtime	501400	45,408	37,411	91,573	92,956	2%
Accrual Payoff - Excess Maximum	501500	11,065	10,107	-	-	0%
Vacation/Comp. Time Cash Out	501600	11,500	15,146	6,919	6,919	0%
Holiday Allowance	501700	14,600	10,142	-	-	0%
Separation Pay-Off	501800	70,564	25,750	-	-	0%
Other Compensation	501900	13,232	11,349	12,135	11,482	-5%
Cafeteria Plan	505100	352,806	269,691	291,198	283,194	-3%
Medicare	505200	43,188	32,909	36,656	36,438	-1%
Retirement	505300	601,183	422,385	488,495	542,647	11%
Professional Development	505500	5,404	2,448	3,655	24,645	574%
Auto Allowance	505600	1,211	1,541	-	-	0%
Unemployment	505800	924	1,721	1,329	2,500	88%
Workers' Compensation	505900	21,589	45,031	32,988	93,600	184%
Employer Contr.Retirees' Med.	506100	4,260	4,544	-	-	0%
Subtotal Salaries & Benefits		\$ 4,228,491	\$ 3,265,795	\$ 3,513,070	\$ 3,626,747	3%
Stationery and Office	510100	\$ 11,365	\$ 7,483	\$ 15,350	\$ 15,336	0%
Multi-Media, Promotions and Subs	510200	318	897	1,785	2,035	14%
Small Tools and Equipment	510300	31,654	16,933	36,206	46,923	30%
Uniform & Clothing	510400	211	142	250	250	0%
Safety and Health	510500	-	383	-	-	0%
Waste Disposal	515700	165	-	300	200	-33%
Postage	520100	20,105	23,756	23,200	23,200	0%
Legal Advertising/Filing Fees	520200	309	461	500	500	0%
Telephone/Radio/Communications	520400	2,998	2,877	4,000	3,000	-25%
Mileage Reimbursement	520600	99	-	-	-	0%
Office Equipment	525700	697,615	637,849	821,820	869,392	6%
Employment	530100	-	37,740	-	-	0%
Consulting	530200	1,400	150	8,698	-	-100%
Financial & Information Svcs	530500	88,809	87,370	170,600	174,600	2%
External Rent	535400	4,480	4,904	9,144	8,697	-5%
Central Services	535800	6,865	10,350	10,100	10,100	0%
Internal Rent - Maint. Charges	536100	1,286	-	5,254	4,476	-15%
Internal Rent - Repl.Cost	536200	-	-	6,549	3,200	-51%
General Liability	540100	5,723	7,017	11,124	46,100	314%
Other Costs	540900	646	330	-	-	0%
Subtotal Maintenance & Operations		\$ 874,048	\$ 838,641	\$ 1,124,880	\$ 1,208,009	7%
Office Furniture	590600	\$ -	\$ 8,826	\$ -	\$ -	0%
Office Equipment	590700	-	-	-	12,150	0%
Other Equipment	590800	56,469	15,292	24,880	34,930	40%
Subtotal Fixed Assets		\$ 56,469	\$ 24,118	\$ 24,880	\$ 47,080	89%
Total Expenditures		\$ 5,159,007	\$ 4,128,554	\$ 4,662,830	\$ 4,881,835	5%

**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 09-10</u> Actual	<u>FY 10-11</u> Actual	<u>FY 11-12</u> Adopted	<u>FY 12-13</u> Preliminary	<u>Percent</u> <u>Change</u>
FINANCE ADMINISTRATION - 13100					
<u>Finance Admin - 50001</u>					
Salaries & Benefits	\$ 224,093	\$ 155,711	\$ 319,407	\$ 392,305	23%
Maintenance & Operations	39,424	47,024	56,674	91,550	62%
Fixed Assets	-	8,826	-	-	0%
Subtotal Finance Administration	\$ 263,517	\$ 211,560	\$ 376,081	\$ 483,855	29%
FINANCIAL OPERATIONS - 13200					
<u>Acctg. & Financial Rprt. - 50510</u>					
Salaries & Benefits	\$ 786,306	\$ 650,613	\$ 649,542	\$ 664,704	2%
Maintenance & Operations	72,576	68,186	153,500	157,700	3%
Fixed Assets	-	-	-	-	0%
Subtotal Acct. & Financial Rprt.	\$ 858,881	\$ 718,799	\$ 803,042	\$ 822,404	2%
<u>Treasury - 50540</u>					
Salaries & Benefits	\$ 619,823	\$ 547,126	\$ 549,690	\$ 551,213	0%
Maintenance & Operations	14,401	13,970	14,650	14,800	1%
Fixed Assets	-	-	-	-	0%
Subtotal Treasury	\$ 634,224	\$ 561,096	\$ 564,340	\$ 566,013	0%
FINANCIAL PLANNING - 13300					
<u>Budget & Research - 50520</u>					
Salaries & Benefits	\$ 288,027	\$ 239,619	\$ 236,798	\$ 275,955	17%
Maintenance & Operations	11,900	12,000	12,050	12,050	0%
Fixed Assets	-	-	-	-	0%
Subtotal Budget & Research	\$ 299,927	\$ 251,619	\$ 248,848	\$ 288,005	16%
<u>Purchasing - 50530</u>					
Salaries & Benefits	\$ 410,950	\$ 285,830	\$ 311,316	\$ 255,742	-18%
Maintenance & Operations	2,847	38,763	13,803	9,676	-30%
Fixed Assets	-	-	-	-	0%
Subtotal Purchasing	\$ 413,797	\$ 324,592	\$ 325,119	\$ 265,418	-18%

**FINANCE AND INFORMATION TECHNOLOGY DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<i>INFORMATION TECHNOLOGY - 14600</i>					
<u>Computer Operations - 50710</u>					
Salaries & Benefits	\$ 912,922	\$ 657,654	\$ 701,705	\$ 726,247	3%
Maintenance & Operations	732,843	658,699	874,203	922,233	5%
Fixed Assets	56,469	15,292	24,880	47,080	89%
<i>Subtotal Computer Operations</i>	<u>\$1,702,234</u>	<u>\$1,331,645</u>	<u>\$1,600,788</u>	<u>\$1,695,560</u>	<u>6%</u>
<u>Computer Systems Development - 50720</u>					
Salaries & Benefits	\$ 986,369	\$ 729,242	\$ 744,612	\$ 760,581	2%
Maintenance & Operations	58	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Computer Systems Dev</i>	<u>\$ 986,427</u>	<u>\$ 729,242</u>	<u>\$ 744,612</u>	<u>\$ 760,581</u>	<u>2%</u>
Total Expenditures	<u>\$5,159,007</u>	<u>\$4,128,554</u>	<u>\$4,662,830</u>	<u>\$4,881,835</u>	<u>5%</u>



POLICE DEPARTMENT

The Police Department is tasked with protecting life and property while preserving the peace. During FY 11-12, the Administrative Services Department was reorganized. The Telecommunications division, previously allocated to that department, is combined with the Police Department. The Department now has 220 full-time positions, of which 134 are sworn (including the Police Chief and two Captains) and 86 are professional and clerical staff. Full-time staffing is composed of 10 management positions, 35 supervisory, and 175 line-level and clerical positions. Part-time staffing consists of 19.60 full-time equivalents. The Department is comprised of three divisions and each division is further split into different programs. The three divisions are as follows:

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

POLICE ADMINISTRATION – 15100

Police Administration - 50001

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

Training - 10133

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

Recruitment – 10146

This program was discontinued in FY 2010 – 2011.

POLICE FIELD OPERATIONS – 15300

Field Operations - 10111

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

Traffic Safety - 10113

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

Contract and Special Events - 10114

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

Community Services – 10134

This program was discontinued in FY 2010 – 2011.

POLICE DEPARTMENT

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.

Animal Control - 10139

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

RAID – 10143

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

POLICE SUPPORT SERVICES - 15400

Administration – 50001

Provides essential logistical support services to the Police Department including but not limited to the following:

- Communications
- Technical Services
- Records & Information Systems
- Crime Scene Investigations - Photographic Services
- Property & Evidence
- Court Liaison Services
- Building Equipment & Maintenance

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

Helicopter Patrol - 10112

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

Crime Investigation - 10120

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

Vice & Narcotics - 10125

This program was discontinued in FY 2010 – 2011.

POLICE DEPARTMENT

Special Investigations Unit - 10127

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

Records/Information Systems - 10131

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

Crime Scene Investigation/Photos - 10132

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

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.

Property & Evidence - 10136

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

Equipment Maintenance - 10138

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

Telecommunications Operations - 51010

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

Technical Support & Maintenance - 51020

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

Emergency Services - 51040

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

POLICE DEPARTMENT

BUDGET NARRATIVE

The FY 12-13 preliminary budget for the Police Department totals \$40,838,225, which reflects an increase of \$810,428 or 2.02% compared to the FY 11-12 adopted budget. While salaries and benefit accounts increased by \$1,034,016, maintenance & operation (M&O) and fixed asset accounts decreased by \$224,186. The increase in salary and benefits is largely attributed to the department's share of workers compensation funding (\$197,261), retirement costs for all personnel (\$562,184), and overtime in the Narcotics Forfeiture Fund (\$106,486).

Changes in full-time staffing include the reduction of nine (9) Police Officers positions, one (1) Volunteer Coordinator position, one (1) Lieutenant position, one (1) Animal Control Officer position, one (1) Administrative Services Commander position, one (1) Helicopter Sergeant position, one (1) Telecommunications Manager position, one (1) Administrative Secretary position, and the addition of one (1) Crime Prevention Specialist position and one (1) Sergeant position.

The M&O budget is comparable to the prior year, increase of \$48,814, while fixed asset requests declined. The increase in the consulting budget is due to a full year funding of Police Helicopter support from the City of Huntington Beach.

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

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Police Administration - 15100</u>				
Police Chief	1.00	1.00	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Sergeant	2.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
Management Analyst	1.00	-	-	-
<i>Subtotal Administration - 50001</i>	6.00	4.00	4.00	4.00
Police Training Administrator	1.00	-	-	-
Police Training Assistant	1.00	1.00	1.00	1.00
Range Master	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	-
Office Specialist II	1.00	-	-	-
<i>Subtotal Training - 10133</i>	6.00	4.00	4.00	3.00
Total Police Administration Full-time Positions	12.00	8.00	8.00	7.00
Total Police Admin Part-time Positions (in FTE's)	1.25	-	-	-
<u>Police Field Operations - 15300</u>				
Police Captain	0.80	1.00	1.00	1.00
Community Services Specialist	4.00	3.00	7.00	10.00
Corporal	2.00	1.00	1.00	1.00
Crime Prevention Specialist	-	-	-	1.00
Police Lieutenant	4.00	4.00	4.00	4.00
Police Officer	73.00	70.00	64.00	51.00
Police Sergeant	15.00	14.00	14.00	13.00
Senior Police Officer	6.00	4.00	8.00	9.00
Volunteer Coordinator	-	-	1.00	-
<i>Subtotal Field Area Policing - 10111</i>	104.80	97.00	100.00	90.00
Community Services Specialist	10.00	3.00	4.00	-
Office Specialist II	1.00	1.00	-	-
Police Lieutenant	1.00	1.00	1.00	-
Police Officer	14.00	12.00	12.00	12.00
Police Sergeant	2.00	2.00	1.00	2.00
Senior Police Officer	2.00	-	-	-
<i>Subtotal Traffic Enforcement - 10113</i>	30.00	19.00	18.00	14.00
Police Officer	1.00	-	-	-
Police Sergeant	1.00	1.00	1.00	-
Senior Police Officer	-	1.00	1.00	1.00
Special Events Coordinator	-	-	1.00	1.00
<i>Subtotal Contract & Special Events - 10114</i>	2.00	2.00	3.00	2.00
Crime Prevention Specialist	2.00	-	-	-
<i>Subtotal Community Services - 10134</i>	2.00	-	-	-

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

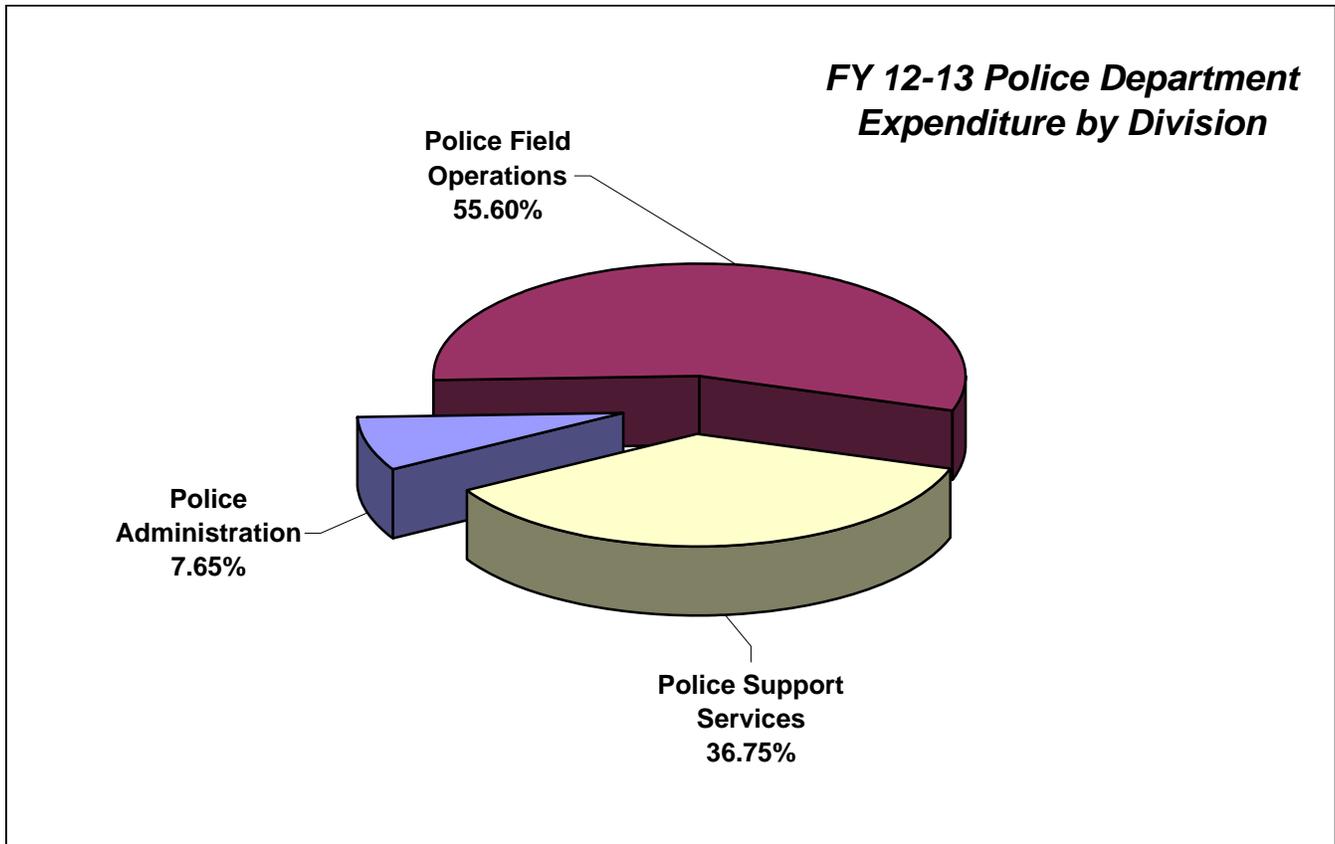
	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Police Field Operations - 15300 continued</u>				
Police Sergeant	1.00	1.00	1.00	1.00
Custody Officer	11.00	11.00	11.00	11.00
<i>Subtotal Jail - 10137</i>	12.00	12.00	12.00	12.00
Animal Control Officer	3.00	3.00	3.00	2.00
<i>Subtotal Animal Control - 10139</i>	3.00	3.00	3.00	2.00
Total Police Field Operations Full-time Positions	153.80	133.00	136.00	120.00
Total Police Fld Ops Part-time Positions (in FTE's)	2.00	2.50	6.05	10.05
<u>Police Support Services - 15400</u>				
Police Administrative Svcs Commander	1.00	1.00	1.00	-
Police Captain	1.00	1.00	1.00	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Logistical Support Manager	-	-	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	-
<i>Subtotal Administration - 50001</i>	4.00	4.00	5.00	3.00
Police Helicopter Sergeant	1.00	1.00	1.00	-
Police Helicopter Pilot	4.00	3.00	-	-
<i>Subtotal Helicopter Patrol - 10112</i>	5.00	4.00	1.00	-
Civilian Investigator	2.00	1.00	1.00	1.00
Community Services Specialist	1.00	-	-	-
Crime Analyst	1.00	1.00	1.00	1.00
Office Specialist II	1.00	-	1.00	1.00
Police Lieutenant	1.00	1.00	1.00	1.00
Police Officer	12.00	11.00	12.00	12.00
Police Sergeant	2.00	1.00	2.00	2.00
Senior Police Officer	4.00	4.00	3.00	2.00
<i>Subtotal Crime Investigation - 10120</i>	24.00	19.00	21.00	20.00
Community Services Specialist	-	-	-	1.00
Police Officer	-	-	-	5.00
Police Sergeant	-	-	-	1.00
<i>Subtotal Special Investigation Unit - 10127</i>	-	-	-	7.00
Police Records Bureau Supervisor	1.00	1.00	1.00	1.00
Police Records Administrator	1.00	1.00	1.00	1.00
Police Records Bureau Shift Supervisor	3.00	3.00	3.00	3.00
Senior Police Records Technician	18.00	16.00	16.00	16.00
<i>Subtotal Records/Info Systems - 10131</i>	23.00	21.00	21.00	21.00
Crime Scene Investigator Supervisor	1.00	1.00	1.00	1.00
Crime Scene Specialist	5.00	2.00	3.00	3.00
<i>Subtotal Crime Scene Invest/Photos - 10132</i>	6.00	3.00	4.00	4.00

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Police Support Services - 15400 continued</u>				
Police Captain	0.20	-	-	-
Office Specialist II	1.00	1.00	1.00	1.00
Police Officer	7.00	7.00	7.00	7.00
Police Sergeant	1.00	1.00	1.00	1.00
Senior Police Officer	1.00	1.00	1.00	1.00
<i>Subtotal Youth Crime Intervention - 10135</i>	10.20	10.00	10.00	10.00
Property Evidence Supervisor	1.00	1.00	1.00	1.00
Property Evidence Specialist	1.00	1.00	1.00	1.00
<i>Subtotal Property & Evidence - 10136</i>	2.00	2.00	2.00	2.00
Police Lieutenant	-	-	-	1.00
Telecommunications Manager	0.30	0.30	0.40	-
Communications Officer	15.00	15.00	15.00	15.00
Communications Supervisor	3.00	4.00	4.00	4.00
Administrative Secretary	0.50	0.50	0.60	-
Senior Communications Officer	3.00	2.00	2.00	2.00
Senior Communications Supervisor	0.80	0.80	0.80	1.00
<i>Subtotal Telecomm Operations - 51010</i>	22.60	22.60	22.80	23.00
Telecommunications Manager	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
Administrative Secretary	0.30	0.30	0.30	-
Senior Communications Supervisor	0.10	0.10	0.10	-
<i>Subtotal Technical Support/Maint - 51020</i>	2.70	2.70	2.70	2.00
Police Sergeant	-	-	-	1.00
Telecommunications Manager	0.30	0.30	0.30	-
Emergency Services Training Specialist	1.00	-	-	-
Administrative Secretary	0.10	0.10	0.10	-
Senior Communications Supervisor	0.10	0.10	0.10	-
<i>Subtotal Emergency Services - 51040</i>	1.50	0.50	0.50	1.00
Total Police Support Services Full-time Positions	101.00	88.80	90.00	93.00
Total Police Supt Svcs Part-time Positions (in FTE's)	14.93	10.26	11.91	9.55
Total Department Full-time Positions	266.80	229.80	234.00	220.00
Total Department Part-time Positions (in FTE's)	18.18	12.76	17.96	19.60
TOTAL DEPARTMENT	284.98	242.56	251.96	239.60

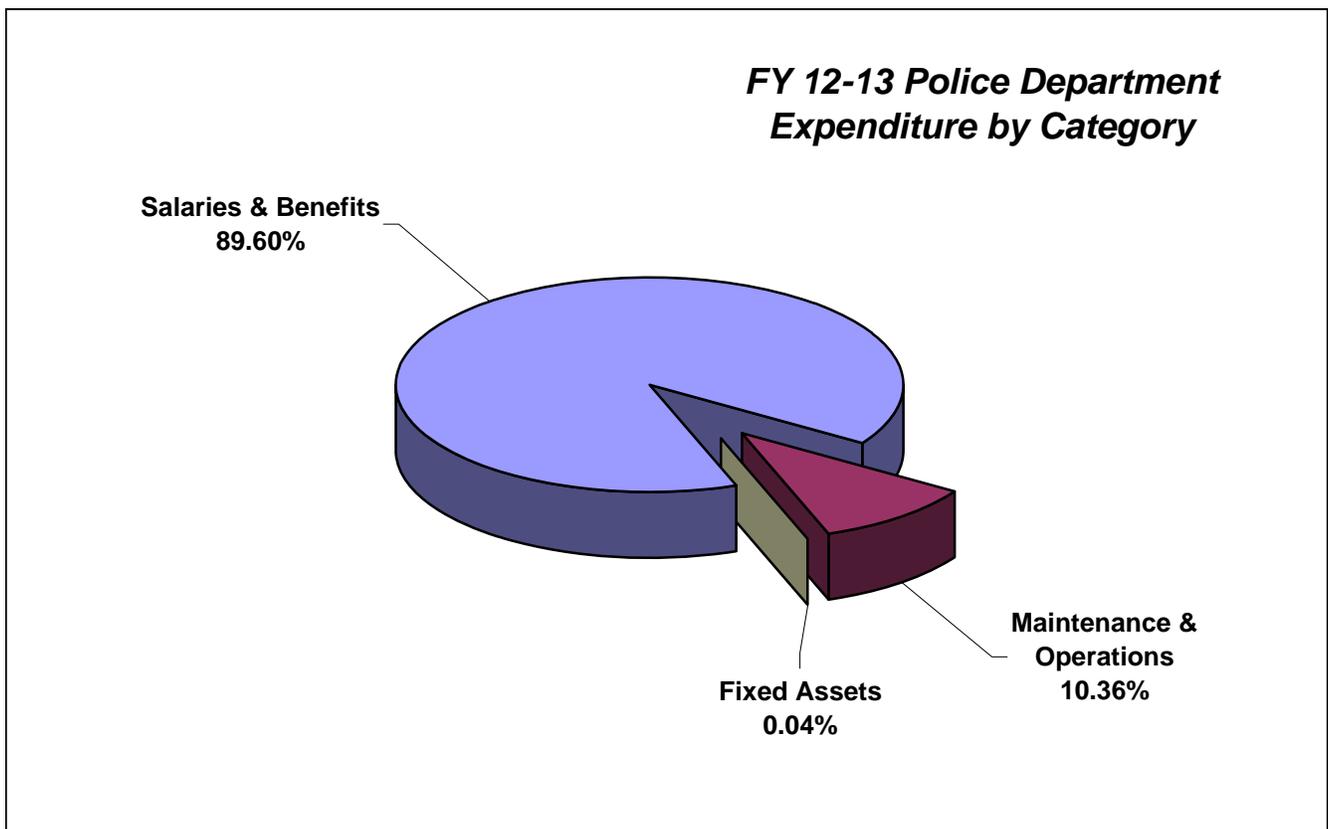
**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
Expenditure by Division:					
Police Administration - 15100	\$ 3,274,045	\$ 3,475,077	\$ 3,635,295	\$ 3,125,915	-14.01%
Police Field Operations - 15300	24,282,241	22,279,267	23,770,389	22,706,621	-4.48%
Police Support Services - 15400	14,175,689	12,352,661	12,622,113	15,005,689	18.88%
Total Expenditures	\$ 41,731,975	\$ 38,107,005	\$ 40,027,797	\$ 40,838,225	2.02%



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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 38,418,671	\$ 35,683,147	\$ 35,556,498	\$ 36,591,112	2.91%
Maintenance & Operations	3,287,731	2,399,334	4,182,299	4,231,113	1.17%
Fixed Assets	25,574	24,525	289,000	16,000	-94.46%
Total Expenditures	\$ 41,731,975	\$ 38,107,005	\$ 40,027,797	\$ 40,838,225	2.02%



	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 40,382,763	\$ 36,840,797	\$ 38,194,225	\$ 39,287,587	95.42%
Prop 172 Fund - 202	1,031,129	700,377	1,228,043	824,722	3.07%
SLESF Fund - 213	205,036	212,888	208,529	212,615	0.52%
Narcotics Forfeiture Fund - 217	113,047	352,943	397,000	513,300	0.99%
Total Funding Sources	\$ 41,731,975	\$ 38,107,005	\$ 40,027,797	\$ 40,838,225	100.00%

CITY OF COSTA MESA, CALIFORNIA

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Regular Salaries - Sworn	501100	\$ 14,740,363	\$ 14,464,655	\$ 13,817,177	\$ 13,794,720	0%
Regular Salaries - Non Sworn	501200	6,250,811	5,331,774	5,707,840	5,788,627	1%
Regular Salaries - Part time	501300	725,957	562,155	871,479	954,647	10%
Overtime	501400	2,052,123	1,787,202	1,983,015	2,089,501	5%
Accrual Payoff - Excess Maximum	501500	250,832	166,815	180,100	182,600	1%
Vacation/Comp. Time Cash Out	501600	60,694	236,656	87,428	79,550	-9%
Holiday Allowance	501700	468,638	201,249	95,863	93,800	-2%
Separation Pay-Off	501800	437,792	127,959	-	-	0%
Other Compensation	501900	1,811,116	1,868,681	2,003,136	2,013,143	0%
Cafeteria Plan	505100	2,118,905	1,850,292	1,848,985	1,857,582	0%
Medicare	505200	341,566	322,122	323,533	330,861	2%
Retirement	505300	8,513,090	7,720,564	7,628,509	8,190,692	7%
Professional Development	505500	89,027	86,374	111,868	119,808	7%
Unemployment	505800	10,132	20,002	18,526	19,280	4%
Workers' Compensation	505900	518,133	898,008	879,039	1,076,300	22%
Employer Contr.Retirees' Med.	506100	29,492	38,639	-	-	0%
Subtotal Salaries & Benefits		\$ 38,418,671	\$ 35,683,147	\$ 35,556,498	\$ 36,591,112	3%
Stationery and Office	510100	\$ 55,766	\$ 53,455	\$ 72,700	\$ 62,000	-15%
Multi-Media, Promotions and Subs	510200	43,741	40,289	76,204	59,870	-21%
Small Tools and Equipment	510300	62,717	51,204	89,885	200,850	123%
Uniform & Clothing	510400	93,820	85,564	168,910	147,600	-13%
Safety and Health	510500	211,984	143,502	245,287	195,695	-20%
Maintenance & Construction	510600	38,288	49,000	47,025	6,250	-87%
Gas	515400	271	308	300	300	0%
Water - Domestic	515500	1,348	1,296	1,500	1,400	-7%
Waste Disposal	515700	2,034	1,177	2,750	700	-75%
Janitorial and Housekeeping	515800	95,323	95,744	98,000	97,000	-1%
Postage	520100	18,601	9,101	19,250	15,420	-20%
Legal Advertising/Filing Fees	520200	-	-	100	100	0%
Telephone/Radio/Communications	520400	226,165	172,044	315,000	240,000	-24%
Mileage Reimbursement	520600	750	1,373	3,100	1,100	-65%
Buildings and Structures	525100	2,930	19,244	7,050	3,750	-47%
Office Furniture	525600	-	250	250	250	0%
Office Equipment	525700	1,785	3,113	12,125	38,450	217%
Other Equipment	525800	158,729	144,963	198,880	211,000	6%
Consulting	530200	158,068	9,080	242,500	431,500	78%
Financial & Information Svcs	530500	650	885	800	800	0%
Medical and Health Inspection	530600	87,955	96,362	114,100	110,500	-3%
Law Enforcement	530700	1,351,955	833,493	489,275	481,722	-2%
External Rent	535400	170,766	184,732	197,795	246,715	25%
Central Services	535800	11,273	8,616	23,000	21,000	-9%
Internal Rent - Maint. Charges	536100	323,255	-	888,969	884,141	-1%
Internal Rent - Repl.Cost	536200	-	-	556,077	281,800	-49%
General Liability	540100	168,819	394,134	311,467	491,200	58%
Other Costs	540900	736	406	-	-	0%
Subtotal Maintenance & Operations		\$ 3,287,731	\$ 2,399,334	\$ 4,182,299	\$ 4,231,113	1%
Office Equipment	590700	\$ 5,193	\$ -	\$ -	\$ -	0%
Other Equipment	590800	20,381	24,525	289,000	16,000	-94%
Subtotal Fixed Assets		\$ 25,574	\$ 24,525	\$ 289,000	\$ 16,000	-94%
Total Expenditures		\$ 41,731,975	\$ 38,107,005	\$ 40,027,797	\$ 40,838,225	2%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<i>POLICE ADMINISTRATION - 15100</i>					
<u>Police Administration - 50001</u>					
Salaries & Benefits	\$ 2,033,739	\$ 2,238,425	\$ 2,183,037	\$ 1,945,117	-11%
Maintenance & Operations	360,166	550,019	658,975	616,788	-6%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 2,393,905	\$ 2,788,443	\$ 2,842,012	\$ 2,561,905	-10%
<u>Training - 10133</u>					
Salaries & Benefits	\$ 769,642	\$ 625,416	\$ 658,834	\$ 500,174	-24%
Maintenance & Operations	97,614	61,217	134,449	63,835	-53%
Fixed Assets	7,499	-	-	-	0%
<i>Subtotal Training</i>	\$ 874,756	\$ 686,633	\$ 793,283	\$ 564,010	-29%
<u>Recruitment - 10146</u>					
Salaries & Benefits	\$ 5,384	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Recruitment</i>	\$ 5,384	\$ -	\$ -	\$ -	0%
<i>POLICE FIELD OPERATIONS - 15300</i>					
<u>Field Area Policing - 10111</u>					
Salaries & Benefits	\$ 17,001,026	\$ 16,463,170	\$ 16,430,368	\$ 15,967,863	-3%
Maintenance & Operations	387,960	264,651	1,119,899	848,070	-24%
Fixed Assets	12,881	-	289,000	-	-100%
<i>Subtotal Field Area Policing</i>	\$ 17,401,868	\$ 16,727,821	\$ 17,839,267	\$ 16,815,933	-6%
<u>Traffic Enforcement - 10113</u>					
Salaries & Benefits	\$ 3,692,670	\$ 2,811,279	\$ 2,605,395	\$ 2,689,067	3%
Maintenance & Operations	591,330	334,483	750,424	682,980	-9%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Traffic Enforcement</i>	\$ 4,284,000	\$ 3,145,762	\$ 3,355,819	\$ 3,372,047	0%
<u>Contract & Special Events - 10114</u>					
Salaries & Benefits	\$ 596,806	\$ 615,702	\$ 761,946	\$ 721,599	-5%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Contract & Special Events</i>	\$ 596,806	\$ 615,702	\$ 761,946	\$ 721,599	-5%
<u>Community Services - 10134</u>					
Salaries & Benefits	\$ 186,998	\$ 1,095	\$ -	\$ -	0%
Maintenance & Operations	15,091	1,296	-	-	0%
Fixed Assets	-	10,589	-	-	0%
<i>Subtotal Community Services</i>	\$ 202,089	\$ 12,980	\$ -	\$ -	0%

**POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Jail - 10137</u>					
Salaries & Benefits	\$ 1,265,112	\$ 1,334,799	\$ 1,343,504	\$ 1,346,789	0%
Maintenance & Operations	43,040	27,477	58,805	58,244	-1%
Fixed Assets	-	-	-	-	0%
Subtotal Jail	\$ 1,308,152	\$ 1,362,275	\$ 1,402,309	\$ 1,405,032	0%
<u>Animal Control - 10139</u>					
Salaries & Benefits	\$ 366,353	\$ 326,215	\$ 238,095	\$ 233,583	-2%
Maintenance & Operations	88,051	77,787	120,839	115,807	-4%
Fixed Assets	-	-	-	-	0%
Subtotal Animal Control	\$ 454,404	\$ 404,002	\$ 358,934	\$ 349,389	-3%
<u>RAID - 10143</u>					
Salaries & Benefits	\$ 4,019	\$ 3,165	\$ -	\$ -	0%
Maintenance & Operations	30,903	7,560	52,115	42,620	-18%
Fixed Assets	-	-	-	-	0%
Subtotal RAID	\$ 34,922	\$ 10,725	\$ 52,115	\$ 42,620	-18%
<u>POLICE SUPPORT SERVICES - 15400</u>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 275,154	\$ 204,521	\$ 365,365	\$ 569,312	56%
Maintenance & Operations	1,612	-	11,295	201,451	1684%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 276,767	\$ 204,521	\$ 376,660	\$ 770,764	105%
<u>Helicopter Patrol - 10112</u>					
Salaries & Benefits	\$ 973,273	\$ 797,208	\$ 212,545	\$ -	-100%
Maintenance & Operations	985,328	490,255	150,000	300,000	100%
Fixed Assets	-	-	-	-	0%
Subtotal Helicopter Patrol	\$ 1,958,601	\$ 1,287,463	\$ 362,545	\$ 300,000	-17%
<u>Crime Investigation - 10120</u>					
Salaries & Benefits	\$ 3,714,281	\$ 3,321,952	\$ 3,435,108	\$ 3,352,923	-2%
Maintenance & Operations	63,240	65,602	148,077	134,333	-9%
Fixed Assets	-	-	-	-	0%
Subtotal Crime Investigation	\$ 3,777,521	\$ 3,387,554	\$ 3,583,185	\$ 3,487,255	-3%
<u>Vice & Narcotics - 10125</u>					
Salaries & Benefits	\$ 42,994	\$ -	\$ -	\$ -	0%
Maintenance & Operations	11,348	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Vice & Narcotics	\$ 54,342	\$ -	\$ -	\$ -	0%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Special Investigation Unit - 10127</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ 1,365,958	0%
Maintenance & Operations	-	-	-	302,400	0%
Fixed Assets	-	-	-	16,000	0%
Subtotal Vice & Narcotics	\$ -	\$ -	\$ -	\$ 1,684,358	0%
<u>Records/Information Systems - 10131</u>					
Salaries & Benefits	\$ 1,885,466	\$ 1,857,716	\$ 1,926,619	\$ 1,957,667	2%
Maintenance & Operations	115,153	104,830	182,799	133,750	-27%
Fixed Assets	5,193	-	-	-	0%
Subtotal Records/Info Systems	\$ 2,005,812	\$ 1,962,546	\$ 2,109,418	\$ 2,091,417	-1%
<u>Crime Scene Investigation/Photos - 10132</u>					
Salaries & Benefits	\$ 593,827	\$ 364,909	\$ 398,609	\$ 501,751	26%
Maintenance & Operations	34,684	35,606	100,988	65,624	-35%
Fixed Assets	-	-	-	-	0%
Subtotal Crime Scene Inv/Photos	\$ 628,510	\$ 400,515	\$ 499,597	\$ 567,375	14%
<u>Youth Crime Intervention - 10135</u>					
Salaries & Benefits	\$ 1,636,193	\$ 1,571,258	\$ 1,583,310	\$ 1,622,677	2%
Maintenance & Operations	6,434	700	28,759	28,973	1%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Crime Intervention	\$ 1,642,627	\$ 1,571,958	\$ 1,612,069	\$ 1,651,650	2%
<u>Property & Evidence - 10136</u>					
Salaries & Benefits	\$ 272,138	\$ 237,306	\$ 277,920	\$ 287,080	3%
Maintenance & Operations	46,722	35,703	76,350	50,221	-34%
Fixed Assets	-	13,936	-	-	0%
Subtotal Property & Evidence	\$ 318,859	\$ 286,944	\$ 354,270	\$ 337,300	-5%
<u>Equipment Maintenance - 10138</u>					
Salaries & Benefits	\$ 16,007	\$ 19,861	\$ 23,439	\$ 24,167	3%
Maintenance & Operations	5,298	252	24,266	21,727	-10%
Fixed Assets	-	-	-	-	0%
Subtotal Equipment Maintenance	\$ 21,305	\$ 20,113	\$ 47,705	\$ 45,894	-4%
<u>Telecomm Operations - 51010</u>					
Salaries & Benefits	\$ 2,618,944	\$ 2,515,716	\$ 2,801,276	\$ 3,090,743	10%
Maintenance & Operations	193,795	157,912	299,320	275,220	-8%
Fixed Assets	-	-	-	-	0%
Subtotal Telecomm Operations	\$ 2,812,739	\$ 2,673,628	\$ 3,100,596	\$ 3,365,963	9%

POLICE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Technical Support/Maint - 51020</u>					
Salaries & Benefits	\$ 292,938	\$ 299,581	\$ 275,616	\$ 213,300	-23%
Maintenance & Operations	196,372	180,487	254,089	250,219	-2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Tech Support/Maint</i>	\$ 489,309	\$ 480,068	\$ 529,705	\$ 463,519	-12%
<u>Emergency Services - 51040</u>					
Salaries & Benefits	\$ 175,707	\$ 73,854	\$ 35,513	\$ 201,343	467%
Maintenance & Operations	13,589	3,498	10,850	38,850	258%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Emergency Services</i>	\$ 189,296	\$ 77,352	\$ 46,363	\$ 240,193	418%
Total Expenditures	\$ 41,731,975	\$ 38,107,005	\$ 40,027,797	\$ 40,838,225	2%



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, the Department aggressively identifies, prevents, mitigates, and corrects all forms of misfortune, large or small - natural or manmade, and rapidly responds 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 is comprised of 94 full-time staff members, 89 sworn positions, 5 non-sworn positions. Part-time staffing consists of 1.44 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 Operations/EMS***
- * ***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 Chief Executive Officer or the City Council.

FIRE OPERATIONS/EMS - 16200

Operations – 10210

Manages the operations and training of seven (7) 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 Services - 10230

Provides both BLS (Basic Life Support) and ALS (Advanced Life Support) level pre-hospital emergency medical care, as well as all associated education, training, equipment, supplies, and quality control in support of the EMS mission.

FIRE PREVENTION - 16300

Fire Prevention - 10220

Develops and enforces local fire, life safety, and property/environmental protection standards. Enforces State adopted fire & life safety codes. Reviews building construction plans; conducts building construction & business inspections; investigates citizen complaints. Manage the city's hazardous materials disclosure program. Provides training to other department divisions in regard to fire & life safety codes, and assist professional trades with technical fire code requirements.

FIRE DEPARTMENT

BUDGET NARRATIVE –

The FY 12-13 preliminary budget for the Fire Department totals \$20.5 million, an increase of \$732,480 or 3.71%, compared to the FY 11-12 adopted budget. The increase in salary and benefits accounts of \$893,329 is mostly attributed to the department's share of workers compensation funding (\$145,195), and retirement costs for all personnel (\$766,458). Offsetting this increase is a decrease in maintenance and operations costs budget items, and a reduced allocation for vehicle replacements. Fixed asset budget items increased a modest amount to replace and purchase important life-saving equipment.

The Fire Department continues to seek grant funding to help support operations and firefighter safety.

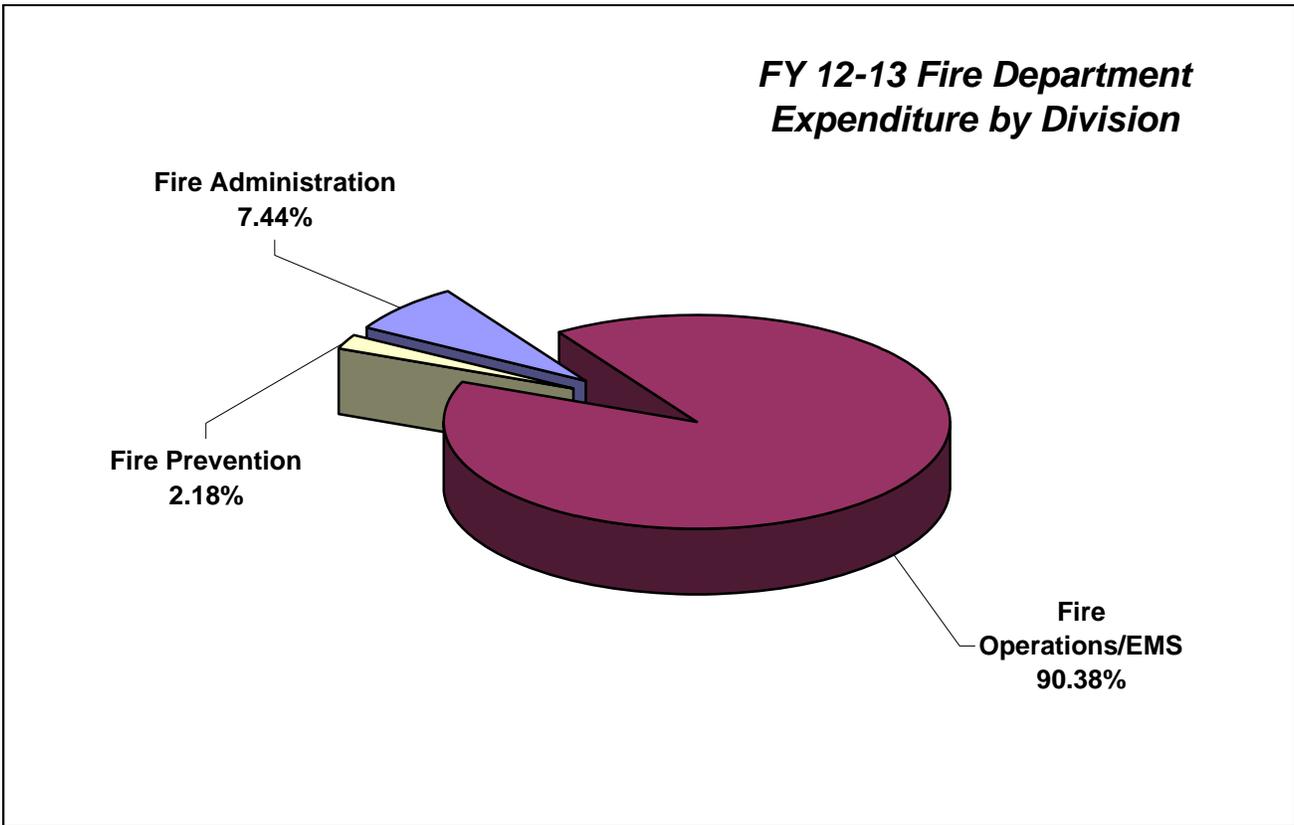
**FIRE DEPARTMENT
FOUR-YEAR PERSONNEL SUMMARY
BY DEPARTMENT/DIVISION/PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<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	1.00	-	-
Executive Secretary	1.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	1.00	1.00	1.00
Management Analyst	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>6.00</u>	<u>6.00</u>	<u>5.00</u>	<u>5.00</u>
Emergency Medical Services Coordinator	1.00	1.00	1.00	-
<i>Subtotal Emergency Medical Services - 10230</i>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>	<u>-</u>
Total Fire Administration Full-time Positions	7.00	7.00	6.00	5.00
Total Fire Admin Part-time Positions (in FTE's)	0.96	0.96	0.96	0.96
<u>Fire Operations/EMS - 16200</u>				
Battalion Chief	3.00	3.00	3.00	3.00
Fire Captain	24.00	21.00	21.00	21.00
Fire Engineer	24.00	24.00	24.00	24.00
Firefighter	44.00	35.00	35.00	35.00
<i>Subtotal Operations - 10210</i>	<u>95.00</u>	<u>83.00</u>	<u>83.00</u>	<u>83.00</u>
Firefighter	4.00	4.00	4.00	4.00
<i>Subtotal Emergency Medical Services - 10230</i>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>
Total Fire Operations/EMS Full-time Positions	99.00	87.00	87.00	87.00
<u>Fire Prevention - 16300</u>				
Deputy Fire Chief - Fire Marshal	1.00	1.00	-	-
Fire Protection Analyst	2.00	1.00	1.00	1.00
Fire Protection Specialist	1.00	1.00	1.00	1.00
Office Specialist II	1.00	-	-	-
<i>Subtotal Fire Prevention - 10220</i>	<u>5.00</u>	<u>3.00</u>	<u>2.00</u>	<u>2.00</u>
Total Fire Prevention Full-time Positions	5.00	3.00	2.00	2.00
Total Fire Prevention Part-time Positions (in FTE's)	0.96	0.48	0.48	0.48
Total Department Full-time Positions	111.00	97.00	95.00	94.00
Total Department Part-time Positions (in FTE's)	1.92	1.44	1.44	1.44
TOTAL DEPARTMENT	<u>112.92</u>	<u>98.44</u>	<u>96.44</u>	<u>95.44</u>

* Position authorized, but unfunded

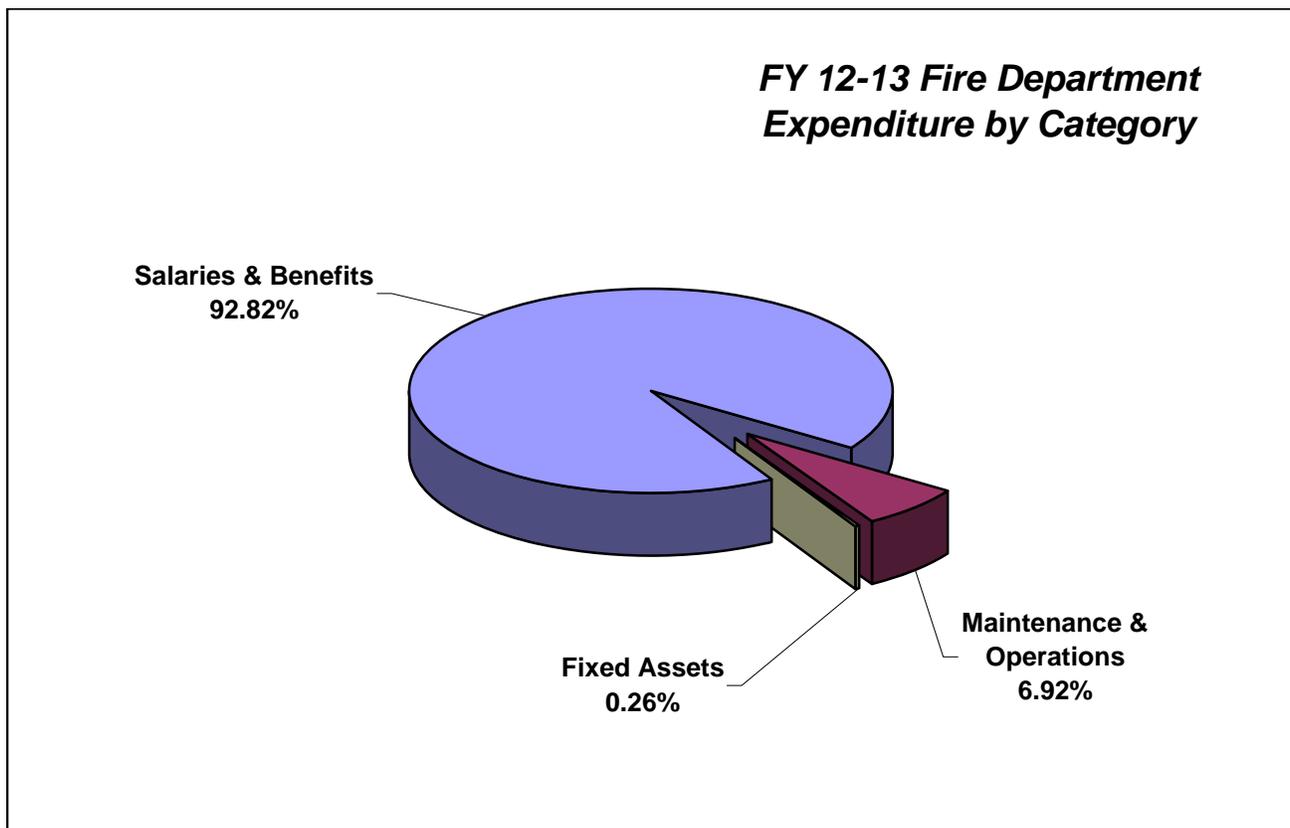
**FIRE DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Expenditure by Division:</u>					
Fire Administration - 16100	\$ 1,556,910	\$ 1,487,745	\$ 1,344,653	\$ 1,523,738	13.32%
Fire Operations/EMS - 16200	18,489,942	17,332,149	17,956,280	18,513,487	3.10%
Fire Prevention - 16300	806,242	441,326	449,534	445,722	-0.85%
Total Expenditures	\$ 20,853,094	\$ 19,261,220	\$ 19,750,467	\$ 20,482,947	3.71%



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

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 20,177,326	\$ 18,418,751	\$ 18,120,166	\$ 19,013,494	4.93%
Maintenance & Operations	675,768	613,340	1,606,586	1,416,819	-11.81%
Fixed Assets	-	229,130	23,715	52,634	121.94%
Total Expenditures	\$ 20,853,094	\$ 19,261,220	\$ 19,750,467	\$ 20,482,947	3.71%



	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 20,853,094	\$ 19,258,130	\$ 19,745,467	\$ 20,425,313	99.72%
Prop. 172 Fund - 202	-	3,090	5,000	57,634	0.28%
Total Funding Sources	\$ 20,853,094	\$ 19,261,220	\$ 19,750,467	\$ 20,482,947	100.00%

CITY OF COSTA MESA, CALIFORNIA

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Regular Salaries - Sworn	501100	\$ 10,017,239	\$ 8,120,728	\$ 8,720,268	\$ 8,754,150	0%
Regular Salaries - Non Sworn	501200	620,630	495,700	400,109	391,080	-2%
Regular Salaries - Part time	501300	43,034	42,005	50,130	51,115	2%
Overtime	501400	2,512,626	3,229,367	2,102,000	2,102,000	0%
Accrual Payoff - Excess Maximum	501500	25,552	26,568	23,940	19,950	-17%
Vacation/Comp. Time Cash Out	501600	23,814	28,405	25,900	20,700	-20%
Holiday Allowance	501700	414,920	345,529	394,015	358,184	-9%
Separation Pay-Off	501800	163,748	405,583	-	-	0%
Other Compensation	501900	511,737	451,520	564,507	564,913	0%
Cafeteria Plan	505100	810,043	491,973	679,861	679,062	0%
Medicare	505200	168,779	169,978	170,933	171,044	0%
Retirement	505300	4,477,239	4,019,179	4,328,478	5,094,936	18%
Longevity	505400	4,027	2,052	2,304	2,304	0%
Professional Development	505500	60,920	40,538	68,311	69,536	2%
Unemployment	505800	5,136	10,399	9,204	9,120	-1%
Workers' Compensation	505900	303,380	522,354	580,205	725,400	25%
Employer Contr.Retirees' Med.	506100	14,501	16,873	-	-	0%
Subtotal Salaries & Benefits		\$ 20,177,326	\$ 18,418,751	\$ 18,120,166	\$ 19,013,494	5%
Stationery and Office	510100	\$ 11,375	\$ 7,177	\$ 12,000	\$ 12,000	0%
Multi-Media, Promotions and Subs	510200	22,345	24,292	37,466	37,466	0%
Small Tools and Equipment	510300	58,935	69,581	78,171	70,171	-10%
Uniform & Clothing	510400	130,122	130,708	120,000	110,000	-8%
Safety and Health	510500	126,444	147,978	160,555	156,425	-3%
Maintenance & Construction	510600	32,936	23,792	32,500	32,500	0%
Fuel	510800	221	-	200	200	0%
Waste Disposal	515700	1,945	569	2,000	1,500	-25%
Janitorial and Housekeeping	515800	8,992	7,241	9,000	7,500	-17%
Postage	520100	1,508	1,278	1,500	1,500	0%
Advertising and Public Info.	520300	-	-	250	250	0%
Telephone/Radio/Communications	520400	14,570	10,511	15,000	20,000	33%
Meetings & Conferences	520500	29	-	-	-	0%
Buildings and Structures	525100	2,115	427	500	500	0%
Landscaping and Sprinklers	525200	-	100	-	-	0%
Office Furniture	525600	95	-	-	-	0%
Office Equipment	525700	1,098	15,885	800	1,100	38%
Other Equipment	525800	11,862	9,307	17,885	29,480	65%
Consulting	530200	110,599	105,958	120,200	120,200	0%
Engineering and Architectural	530400	-	-	75,000	75,000	0%
Central Services	535800	11,225	5,565	11,200	11,200	0%
Internal Rent - Maint. Charges	536100	94,541	-	296,193	292,227	-1%
Internal Rent - Repl.Cost	536200	-	-	567,153	350,100	-38%
General Liability	540100	22,890	39,764	38,933	76,700	97%
Taxes & Assessments	540700	10,346	11,904	10,080	10,800	7%
Other Costs	540900	1,574	1,303	-	-	0%
Subtotal Maintenance & Operations		\$ 675,768	\$ 613,340	\$ 1,606,586	\$ 1,416,819	-12%
Other Equipment	590800	\$ -	\$ 229,130	\$ 23,715	\$ 52,634	122%
Subtotal Fixed Assets		\$ -	\$ 229,130	\$ 23,715	\$ 52,634	122%
Total Expenditures		\$ 20,853,094	\$ 19,261,220	\$ 19,750,467	\$ 20,482,947	4%

FIRE DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<i>FIRE ADMINISTRATION - 16100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 1,346,117	\$ 1,280,903	\$ 1,232,176	\$ 1,383,927	12%
Maintenance & Operations	72,284	66,987	100,792	139,812	39%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 1,418,401	\$ 1,347,890	\$ 1,332,968	\$ 1,523,738	14%
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 138,509	\$ 139,855	\$ 11,685	\$ -	-100%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Emergency Medical Aid</i>	\$ 138,509	\$ 139,855	\$ 11,685	\$ -	-100%
<i>FIRE OPERATIONS/EMS - 16200</i>					
<u>Response & Control - 10210</u>					
Salaries & Benefits	\$ 17,214,593	\$ 15,872,801	\$ 15,961,090	\$ 16,680,430	5%
Maintenance & Operations	414,631	297,537	1,169,070	935,263	-20%
Fixed Assets	-	-	-	36,518	0%
<i>Subtotal Response & Control</i>	\$ 17,629,224	\$ 16,170,338	\$ 17,130,160	\$ 17,652,212	3%
<u>Emergency Medical Aid - 10230</u>					
Salaries & Benefits	\$ 760,613	\$ 791,399	\$ 672,121	\$ 705,199	5%
Maintenance & Operations	100,104	141,283	130,284	139,960	7%
Fixed Assets	-	229,130	23,715	16,116	-32%
<i>Subtotal Emergency Medical Aid</i>	\$ 860,718	\$ 1,161,811	\$ 826,120	\$ 861,275	4%
<i>FIRE PREVENTION - 16300</i>					
<u>Fire Prevention - 10220</u>					
Salaries & Benefits	\$ 717,494	\$ 333,794	\$ 243,094	\$ 243,939	0%
Maintenance & Operations	88,748	107,532	206,440	201,784	-2%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Fire Prevention</i>	\$ 806,242	\$ 441,326	\$ 449,534	\$ 445,722	-1%
Total Expenditures	\$ 20,853,094	\$ 19,261,220	\$ 19,750,467	\$ 20,482,947	4%





Costa Mesa

DEVELOPMENT SERVICES DEPARTMENT

DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department is a community health and environment function. During FY 11-12, the CEO's Office Department was reorganized. The Housing and Community Development Division, previously allocated to that department is combined with the Development Services Department. The Department now has 26 full-time positions composed of three management, one supervisory, 18 professional, and four clerical positions and is comprised of four divisions and each division is split into different programs. The four divisions are as follows:

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

ADMINISTRATION - 18100

Development Services Administration - 50001

Directs and coordinates the Department's activities; provides support to the City Manager; and serves as a liaison to the City Council, Planning Commission, 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 provides comprehensive planning services in both advance and current planning. Advance Planning functions involve General Plan amendments, rezones, ordinance preparation, environmental review, urban plan preparation, socio-economic data collection and analysis, and Federal Flood Insurance Program implementation.

Current Planning functions relate to interpretation of City Council policies, the Zoning Code, and State and Federal laws. This is accomplished by providing land use information to developers, property owners and citizens, and processing development applications and plans.

Planning Commission – 20360

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

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.

DEVELOPMENT SERVICES DEPARTMENT

Building Safety - 20410

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

HOUSING AND COMMUNITY DEVELOPMENT – 11310/11320

Code Enforcement - 20350

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.

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 \$40,000 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 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.

CDBG Tool Rental Program - 20430

The Tool Rental program offers low income homeowners in the City a grant of up to \$500 for the purpose of renting tools and supplies to complete minor exterior home improvements.

HOME Administration - 20440

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

DEVELOPMENT SERVICES DEPARTMENT

HOME Projects - 20445

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

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 12-13 preliminary budget for the Development Services Department totals \$4.7 million, a decrease of \$310,147 or 6.23% compared to the FY 11-12 adopted budget. While the overall increase in salaries and benefits is minimal (\$40,892), quite a few changes are reflected in the preliminary budget. Notable changes include the addition of an Assistant Development Services Director position, Chief of Code Enforcement position, and the elimination of two (2) Office Specialist II's positions and one (1) Principal Planner position.

The preliminary budget for maintenance and operations costs decreased \$231,040 compared to FY 11-12. This reduction was mostly due to reductions in loans and subsidies in the federally funded HOME and CDBG Programs. These two funding sources have reduced in recent years as the federal government has evaluated available funding. There are increases proposed for the consultant line item related to expected plan checks and building inspections.

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

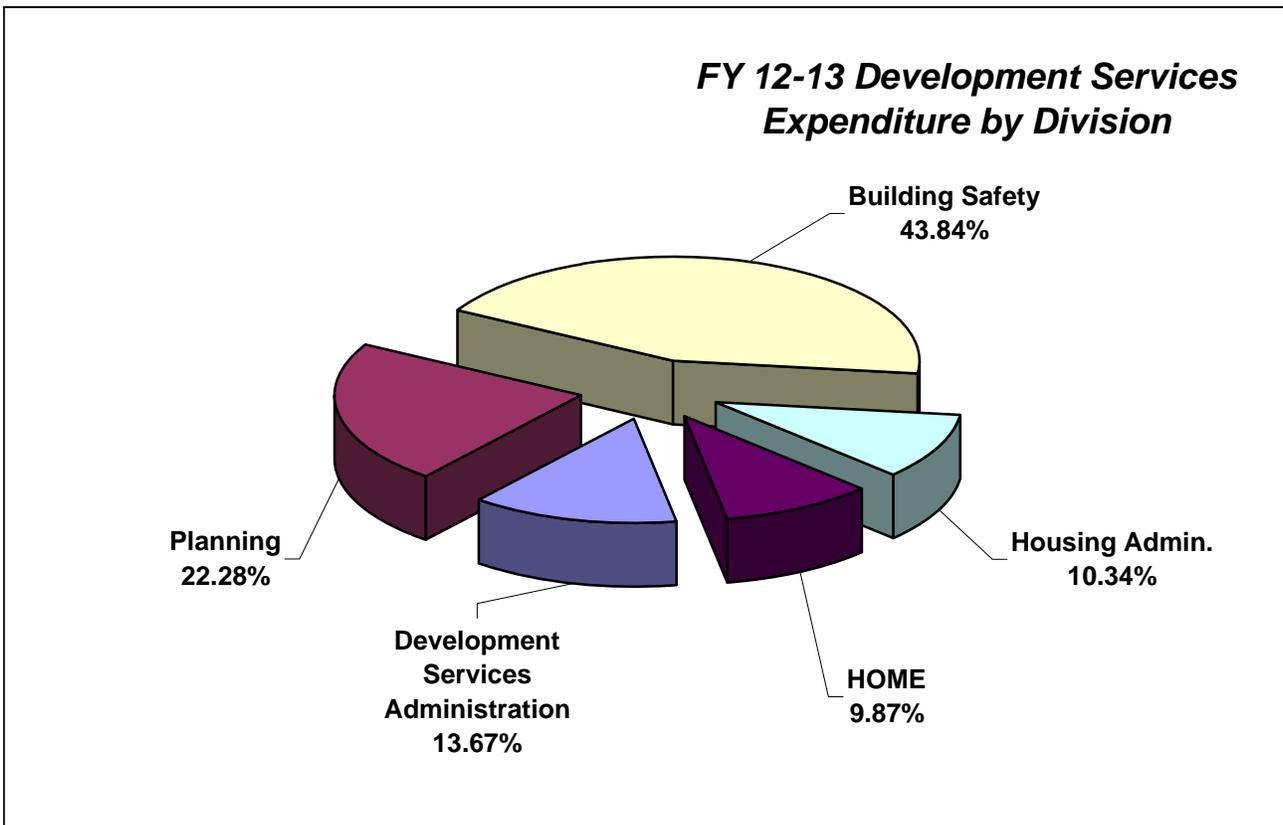
	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Development Svcs Admin - 18100</u>				
Economic & Development Services Director	0.75	0.75	0.75	1.00
Administrative Secretary	1.00	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>	<u>3.00</u>
Total Development Svcs Admin Full-time Positions	2.75	2.75	2.75	3.00
Total Devel Svcs Admin PT Positions (in FTE's)	-	-	-	0.23
<u>Planning - 18200</u>				
Assistant Development Services Director	1.00	-	-	1.00
Assistant Planner	2.00	0.97	0.97	1.00
Associate Planner	1.00	0.97	0.97	1.00
Management Analyst	0.40	0.40	0.40	0.40
Office Specialist II	2.00	1.00	1.00	-
Principal Planner	2.00	1.72	1.72	1.00
Senior Planner	2.00	1.94	1.94	2.00
<i>Subtotal Planning - 20320</i>	<u>10.40</u>	<u>7.00</u>	<u>7.00</u>	<u>6.40</u>
Total Planning Full-time Positions	10.40	7.00	7.00	6.40
Total Planning Part-time Positions (in FTE's)	0.50	0.50	-	0.50
<u>Building Safety - 18300</u>				
Chief of Code Enforcement	1.00	-	-	1.00
Code Enforcement Officer	8.00	4.00	4.00	4.00
Office Specialist II	3.00	3.00	3.00	3.00
<i>Subtotal Code Enforcement - 20350</i>	<u>12.00</u>	<u>7.00</u>	<u>7.00</u>	<u>8.00</u>
Building Official	1.00	0.87	0.87	1.00
Building Inspector	2.00	-	-	-
Building Technician	1.00	0.97	0.97	1.00
Building Technician II	1.00	-	-	-
Chief of Inspection	1.00	0.97	0.97	-
Chief Plans Examiner	1.00	1.00	-	-
Combination Inspector	2.00	0.97	0.97	-
Office Coordinator	1.00	1.00	1.00	-
Office Specialist II	1.00	-	-	-
Permit Processing Specialist	1.00	-	-	-
Plan Check Engineer	2.00	0.97	0.97	1.00
Plan Checker	1.00	0.97	-	-
Senior Electrical Inspector	1.00	0.97	0.97	1.00
Senior Plumbing/Mechanical Inspector	1.00	0.97	-	-
<i>Subtotal Building Safety - 20410</i>	<u>17.00</u>	<u>9.66</u>	<u>6.72</u>	<u>4.00</u>
Total Building Safety Full-time Positions	29.00	16.66	13.72	12.00
Total Building Safety Part-time Positions (in FTE's)	1.00	1.00	1.00	2.34

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Housing & Community Development - 11310/11320</u>				
Executive Secretary	0.05	0.05	0.10	0.10
Office Specialist II	0.21	0.21	0.25	-
<i>Subtotal Code Enforcement - 20350</i>	<u>0.26</u>	<u>0.26</u>	<u>0.35</u>	<u>0.10</u>
Management Analyst	0.73	0.73	0.85	0.85
<i>Subtotal Neighborhood Improvement - 20425</i>	<u>0.73</u>	<u>0.73</u>	<u>0.85</u>	<u>0.85</u>
Assistant Chief Executive Officer	0.03	0.03	-	-
Neighborhood Improvement Manager	0.05	0.05	0.05	-
Management Analyst	0.49	0.49	0.45	0.45
Office Specialist II	-	-	0.10	-
<i>Subtotal Neighbors for Neighbors - 20426</i>	<u>0.57</u>	<u>0.57</u>	<u>0.60</u>	<u>0.45</u>
Neighborhood Improvement Manager	0.25	0.25	0.15	-
Executive Secretary	0.15	0.15	0.10	0.10
Management Analyst	0.60	0.60	0.40	0.40
<i>Subtotal CDBG Administration - 20427</i>	<u>1.00</u>	<u>1.00</u>	<u>0.65</u>	<u>0.50</u>
Neighborhood Improvement Manager	0.25	0.25	0.30	-
Management Analyst	0.07	0.07	0.05	0.05
Office Specialist II	0.21	0.21	0.05	-
<i>Subtotal HOME Administration - 20440</i>	<u>0.53</u>	<u>0.53</u>	<u>0.40</u>	<u>0.05</u>
Executive Secretary	0.60	0.60	0.60	0.60
Management Analyst	0.75	0.75	0.75	0.75
Principal Planner	-	0.28	0.28	-
<i>Subtotal Redevelopment Admin - 60100</i>	<u>1.35</u>	<u>1.63</u>	<u>1.63</u>	<u>1.35</u>
Management Analyst	1.38	1.48	0.95	0.65
Office Specialist II	0.58	0.58	0.60	-
<i>Subtotal RDA Low/Mod Projects - 60300</i>	<u>1.96</u>	<u>2.06</u>	<u>1.55</u>	<u>0.65</u>
Assistant Chief Executive Officer	0.04	0.04	-	-
Neighborhood Improvement Manager	0.30	0.30	0.35	-
Executive Secretary	0.20	0.20	0.20	0.20
Management Analyst	0.25	0.25	0.65	0.45
<i>Subtotal RDA Low/Mod Administration - 60500</i>	<u>0.79</u>	<u>0.79</u>	<u>1.20</u>	<u>0.65</u>
Total Housing & Comm Devel Full-time Positions	7.19	7.57	7.23	4.60
Total HCD Part-time Positions (in FTE's)	-	-	-	0.09
Total Department Full-time Positions	49.34	33.98	30.70	26.00
Total Department Part-time Positions (in FTE's)	1.50	1.50	1.00	3.16
TOTAL DEPARTMENT	50.84	35.48	31.70	29.16

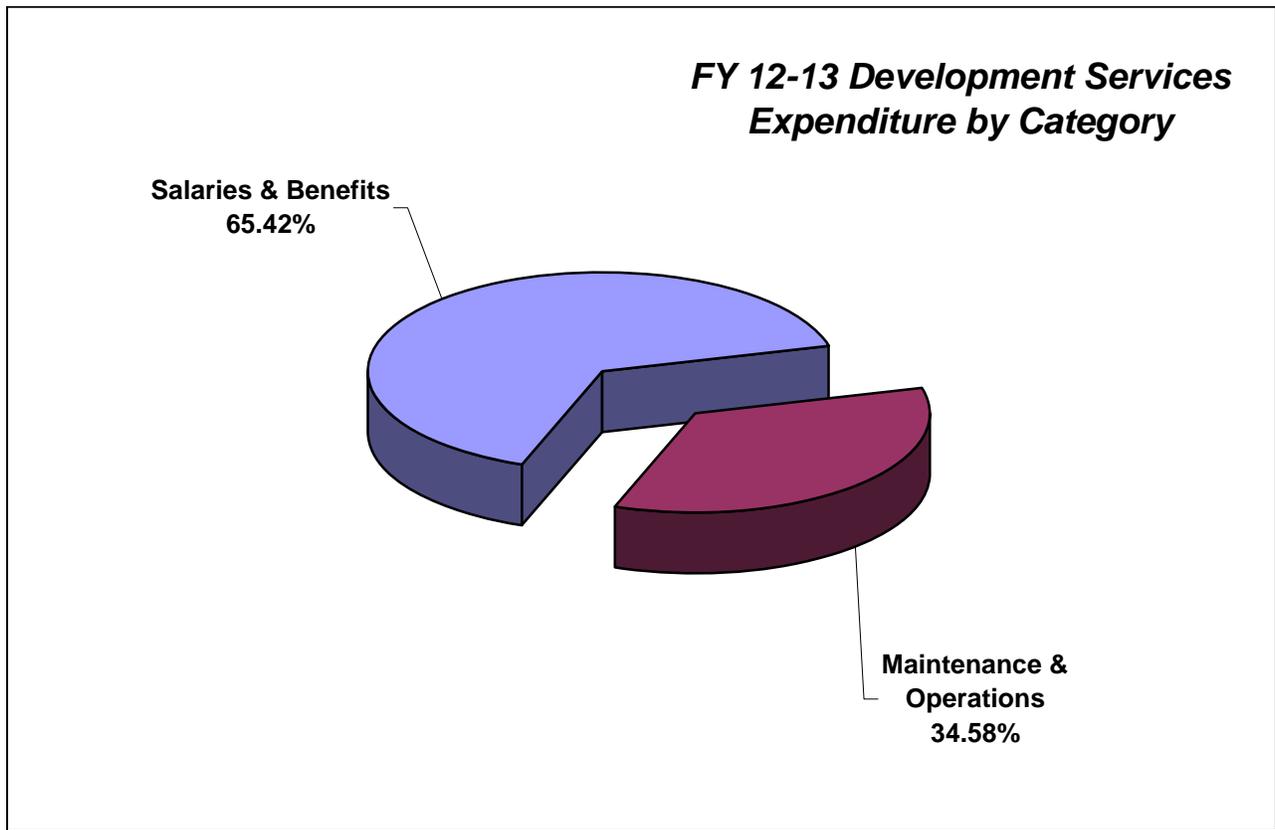
**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Expenditure by Division:					
Dev. Svcs. Admin. - 18100	\$ 414,770	\$ 502,251	\$ 449,510	\$ 638,127	41.96%
Planning - 18200	935,755	828,992	1,141,776	1,040,077	-8.91%
Building Safety - 18300	2,376,850	1,695,705	1,978,763	2,046,408	3.42%
Housing Admin. - 11310	520,655	580,098	561,377	482,555	-14.04%
HOME - 11320	541,830	423,809	846,670	460,780	-45.58%
Total Expenditures	\$ 4,789,861	\$ 4,030,856	\$ 4,978,094	\$ 4,667,947	-6.23%



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

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 3,826,112	\$ 3,041,695	\$ 3,012,675	\$ 3,053,568	1.36%
Maintenance & Operations	963,749	989,161	1,845,419	1,614,379	-12.52%
Fixed Assets	-	-	120,000	-	-100.00%
Total Expenditures	\$ 4,789,861	\$ 4,030,856	\$ 4,978,094	\$ 4,667,947	-6.23%



	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent of Total</u>
<u>Funding Sources:</u>					
General Fund - 101	\$ 3,470,224	\$ 2,674,959	\$ 3,277,207	\$ 3,429,089	73.46%
HOME Fund - 205	541,830	423,809	846,670	460,780	9.87%
CDBG Fund - 207	777,806	932,089	854,218	778,078	16.67%
Total Funding Sources	\$ 4,789,861	\$ 4,030,856	\$ 4,978,094	\$ 4,667,947	100.00%

DEVELOPMENT SERVICES DEPARTMENT EXPENDITURE SUMMARY BY ACCOUNT

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 2,603,683	\$ 2,089,470	\$ 2,143,634	\$ 1,998,508	-7%
Regular Salaries - Part time	501300	53,979	64,295	41,662	213,530	413%
Overtime	501400	37,939	14,008	26,000	16,200	-38%
Accrual Payoff - Excess Maximum	501500	10,888	7,240	-	-	0%
Vacation/Comp. Time Cash Out	501600	7,095	8,226	-	-	0%
Holiday Allowance	501700	11,808	8,767	-	-	0%
Separation Pay-Off	501800	122,431	59,959	-	-	0%
Other Compensation	501900	26,328	22,396	26,221	16,025	-39%
Cafeteria Plan	505100	329,311	260,873	269,554	248,198	-8%
Medicare	505200	38,875	31,435	31,273	30,981	-1%
Retirement	505300	525,890	380,178	415,395	445,051	7%
Longevity	505400	-	14	-	-	0%
Professional Development	505500	5,436	4,468	6,975	12,725	82%
Auto Allowance	505600	1,648	4,247	-	-	0%
Unemployment	505800	1,742	3,058	2,182	2,150	-1%
Workers' Compensation	505900	45,119	78,921	49,779	70,200	41%
Employer Contr.Retirees' Med.	506100	3,941	4,138	-	-	0%
Subtotal Salaries & Benefits		\$ 3,826,112	\$ 3,041,695	\$ 3,012,675	\$ 3,053,568	1%
Stationery and Office	510100	\$ 16,116	\$ 17,212	\$ 18,900	\$ 39,226	108%
Multi-Media, Promotions and Subs	510200	1,042	7,197	7,400	18,250	147%
Small Tools and Equipment	510300	6,180	7,271	14,733	16,862	14%
Uniform & Clothing	510400	1,212	2,206	3,750	4,700	25%
Maintenance & Construction	510600	-	3,199	3,200	2,500	-22%
Postage	520100	8,988	10,807	10,500	11,945	14%
Legal Advertising/Filing Fees	520200	3,062	4,332	5,000	6,500	30%
Advertising and Public Info.	520300	807	1,634	7,500	8,200	9%
Telephone/Radio/Communications	520400	12,788	10,609	9,650	11,500	19%
Mileage Reimbursement	520600	457	318	1,100	2,100	91%
Board Member Fees	520800	23,600	23,200	24,000	24,000	0%
Office Furniture	525600	-	-	100	850	750%
Office Equipment	525700	1,255	1,313	600	600	0%
Other Equipment	525800	3,184	540	-	-	0%
Employment	530100	5,471	21,431	12,500	-	-100%
Consulting	530200	198,626	120,697	447,814	385,521	-14%
Legal	530300	9,637	10,119	24,993	55,000	120%
Engineering and Architectural	530400	70,536	175,628	238,000	461,120	94%
External Rent	535400	508	1,653	2,700	1,000	-63%
Grants, Loans and Subsidies	535500	544,936	522,598	862,040	397,906	-54%
Central Services	535800	14,288	13,780	27,250	29,850	10%
Internal Rent - Maint. Charges	536100	24,413	-	58,577	53,149	-9%
Internal Rent - Repl.Cost	536200	-	-	33,409	22,200	-34%
General Liability	540100	16,596	33,333	31,703	61,400	94%
Other Costs	540900	45	86	-	-	0%
Subtotal Maintenance & Operations		\$ 963,749	\$ 989,161	\$ 1,845,419	\$ 1,614,379	-13%
Other Equipment	590800	\$ -	\$ -	\$ 120,000	\$ -	-100%
Subtotal Fixed Assets		\$ -	\$ -	\$ 120,000	\$ -	-100%
Total Expenditures		\$ 4,789,861	\$ 4,030,856	\$ 4,978,094	\$ 4,667,947	-6%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 09-10</u> Actual	<u>FY 10-11</u> Actual	<u>FY 11-12</u> Adopted	<u>FY 12-13</u> Preliminary	<u>Percent</u> Change
<i>DEVELOPMENT SERVICES ADMINISTRATION - 18100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 380,692	\$ 460,378	\$ 396,410	\$ 502,927	27%
Maintenance & Operations	34,078	41,873	53,100	85,200	60%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	\$ 414,770	\$ 502,251	\$ 449,510	\$ 588,127	31%
<u>Economic Development - 20370</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	50,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Economic Development</i>	\$ -	\$ -	\$ -	\$ 50,000	0%
<i>PLANNING - 18200</i>					
<u>Planning - 20320</u>					
Salaries & Benefits	\$ 908,394	\$ 800,474	\$ 803,376	\$ 834,377	4%
Maintenance & Operations	3,182	4,721	313,800	181,100	-42%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Planning</i>	\$ 911,576	\$ 805,195	\$ 1,117,176	\$ 1,015,477	-9%
<u>Planning Commission - 20360</u>					
Salaries & Benefits	\$ 348	\$ 598	\$ 600	\$ 600	0%
Maintenance & Operations	23,831	23,200	24,000	24,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Planning Commission</i>	\$ 24,179	\$ 23,798	\$ 24,600	\$ 24,600	0%
<i>BUILDING SAFETY - 18300</i>					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 886,504	\$ 636,713	\$ 650,853	\$ 884,326	36%
Maintenance & Operations	18,529	673	56,524	45,169	-20%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Code Enforcement</i>	\$ 905,033	\$ 637,385	\$ 707,377	\$ 929,496	31%
<u>Building Safety - 20410</u>					
Salaries & Benefits	\$ 1,322,310	\$ 846,382	\$ 834,288	\$ 578,217	-31%
Maintenance & Operations	149,507	211,938	317,098	538,696	70%
Fixed Assets	-	-	120,000	-	-100%
<i>Subtotal Building Safety</i>	\$ 1,471,817	\$ 1,058,320	\$ 1,271,386	\$ 1,116,912	-12%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>HOUSING & COMMUNITY DEV - 11310/11320</u>					
<u>Code Enforcement - 20350</u>					
Salaries & Benefits	\$ 13,988	\$ 13,474	\$ 26,016	\$ 10,317	-60%
Maintenance & Operations	738	-	483	17,380	3498%
Fixed Assets	-	-	-	-	0%
Subtotal Code Enforcement	\$ 14,726	\$ 13,474	\$ 26,499	\$ 27,697	5%
<u>Public Service Programs - 20421</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	188,217	218,699	184,248	157,502	-15%
Fixed Assets	-	-	-	-	0%
Subtotal Public Service Programs	\$ 188,217	\$ 218,699	\$ 184,248	\$ 157,502	-15%
<u>Single Family Housing Rehab. - 20422</u>					
Salaries & Benefits	\$ 266	\$ -	\$ -	\$ -	0%
Maintenance & Operations	179,328	213,002	400,000	100,000	-75%
Fixed Assets	-	-	-	-	0%
Subtotal Sgl. Fam. Housing Rehab.	\$ 179,594	\$ 213,002	\$ 400,000	\$ 100,000	-75%
<u>Neighborhood Imp. - 20425</u>					
Salaries & Benefits	\$ 82,284	\$ 79,795	\$ 89,998	\$ 97,963	9%
Maintenance & Operations	209,197	87,145	160,002	72,622	-55%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Imp.	\$ 291,480	\$ 166,940	\$ 250,000	\$ 170,585	-32%
<u>Neighbors for Neighbors - 20426</u>					
Salaries & Benefits	\$ 76,386	\$ 75,684	\$ 71,266	\$ 60,189	-16%
Maintenance & Operations	1,397	14,867	21,700	23,664	9%
Fixed Assets	-	-	-	-	0%
Subtotal Neighbors for Neighbors	\$ 77,783	\$ 90,550	\$ 92,966	\$ 83,853	-10%
<u>CDBG Admin. - 20427</u>					
Salaries & Benefits	\$ 111,863	\$ 107,561	\$ 84,739	\$ 72,512	-14%
Maintenance & Operations	128,065	149,189	160,925	137,491	-15%
Fixed Assets	-	-	-	-	0%
Subtotal CDBG Admin.	\$ 239,929	\$ 256,750	\$ 245,664	\$ 210,003	-15%
<u>CDBG Tool Rental Program - 20430</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	625	12,000	3,500	-71%
Fixed Assets	-	-	-	-	0%
Subtotal CDBG Tool Rental Program	\$ -	\$ 625	\$ 12,000	\$ 3,500	-71%

**DEVELOPMENT SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 09-10</u> <u>Actual</u>	<u>FY 10-11</u> <u>Actual</u>	<u>FY 11-12</u> <u>Adopted</u>	<u>FY 12-13</u> <u>Preliminary</u>	<u>Percent</u> <u>Change</u>
<u>HOME - 20440</u>					
Salaries & Benefits	\$ 43,076	\$ 20,638	\$ 55,131	\$ 12,140	-78%
Maintenance & Operations	27,680	23,229	38,749	123,937	220%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME</i>	\$ 70,756	\$ 43,867	\$ 93,880	\$ 136,077	45%
<u>HOME Projects - 20445</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	102,790	54,118	-47%
Fixed Assets	-	-	-	-	0%
<i>Subtotal HOME Projects</i>	\$ -	\$ -	\$ 102,790	\$ 54,118	-47%
Total Expenditures	\$ 4,789,861	\$ 4,030,856	\$ 4,978,094	\$ 4,667,947	-6%





PUBLIC SERVICES DEPARTMENT

The Public Services Department provides services related to engineering, transportation, street, park and city facilities maintenance, public health, water quality, recycling, and recreation (previously a division of the Administrative Services Department). During FY 11-12, the Administrative Services Department was reorganized. The Recreation division, previously allocated to that department, is combined with the Public Services Department. The Department now has 83 full time staff members, composed of five management, 11 supervisory, and 67 technical/clerical positions. Part time staffing consists of 36.99 full time equivalents, mostly in the Recreation Division. The Department is comprised of five divisions, which are structured by programs. The five divisions are as follows:

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

PUBLIC SERVICES ADMINISTRATION - 19100

Public Services Administration – 50001

Public Services Administration provides the overall coordination of the Department that includes four divisions and 76 employees. Administrative management includes developing the budget, managing personnel, securing and implementing grant programs, and providing commercial waste and recycling services. In addition, the Public Services Administration oversees the operation and conduct of the Parks and Recreation Commission and manages the development of Fairview Park.

Recycling – 20230

Implements and monitors the City's compliance to Integrated Waste Management Act 1989 for the commercial and multi-family sectors of Costa Mesa. Administer Franchise Permit Hauling Program and manages the City's recycling programs including the Used Oil Grant, Beverage Container Grant, and AB 939 Sharps and Fluorescents Grant.

ENGINEERING - 19200

The Engineering Division is responsible for the design and construction of the City's Capital Improvement Program. The Division is also responsible for the procurement of Real Property and Public Right-of-Way, the design and development of all parks and open space facilities, and the administration of Water Quality Regulations. The Engineering Division is organized into seven sections.

Construction Management - 50002

Administers construction contracts. Manages and inspects construction activities and projects in the public right-of-way, City-owned buildings, and facilities. Manages the construction and implementation of the City's Capital Improvement Program. Administers compliance with Federal and State Labor Laws including Prevailing Wage Regulations, Disadvantaged Business Participation, Equal Opportunity Employment Practices, and Public Contract Laws.

Water Quality - 20510

Implements and monitors the City's compliance with the National Pollutant Discharge Elimination System (NPDES). Coordinates and implements the Santa Ana Regional Water Quality Board directives for compliance with the Water Quality Act as it relates to City draining into the Santa Ana River and the Newport Bay. Prepares City's Annual Program Effectiveness Assessment (PES) and coordinates compliance with Newport Bay Total Maximum Daily Load (TMDL) regulations.

PUBLIC SERVICES DEPARTMENT

Street Design - 30112

Prepares the design plans and writes specifications for construction and maintenance of City Capital Improvement Projects. Administers the Pavement Management Program. Administers design consultant contracts. Reviews and approves engineering submittals, including improvement plans, material reports, utility work, engineering estimates, and ADA accessibility. Secures street improvement competitive grant funding

Storm Drain Improvements - 30122

Designs and manages the construction of the City's Storm Drain System (approximately 42 miles of storm drain), as it relates to the implementation of the Master Drainage Plan.

Development Review – 30310

Conducts development review of private development submittals. Permits work in the public right-of-way. Identifies development conditions for Planning Commission hearings. Administers Subdivision Map Act Requirements. Provides staff support to the Planning Commission.

Real Estate – 30320

Responsible for land acquisition, vacation, and abandonment of right-of-way. Conducts acquisition negotiations and manages agreements. Responsible for preparing Real Property documents and administering consultant services related to the acquisition and relinquishment of Real Property.

Park Development - 40112

Acquires, develops, and renovates park facilities. Manages the design and construction of new park projects and renovation of existing park facilities. Responsible for master planning new park and open space facilities and managing compliance of Capital Improvement Projects with the Open Space Master Plan and Master Plan of Parks and Recreation. Secures park and open space development grants.

TRANSPORTATION- 19300

The Transportation Services Division is responsible for the operation and maintenance of the transportation infrastructure in the City, implementation of the General Plan Circulation Element, and transportation planning activities within the City. Administers programs and projects to promote safe and efficient movement of people and goods throughout the City. Manages the private contract for school crossing guards, in order to enhance the safety of elementary school students walking to and from school. Transportation Services includes the following two programs:

Traffic Planning – 30210

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

Traffic Operation – 30241

Maintains, operates, and updates the automated traffic controls, traffic signals, closed circuit television (CCTV) system, traffic control devices, and streetlights in the City. Manages the City's overall traffic flow/movement through signal coordination and a centralized traffic operations center. Designs and implements traffic operations improvements such as radar speed feedback and in-pavement flashing cross-walks.

PUBLIC SERVICES DEPARTMENT

MAINTENANCE SERVICES- 19500

The Maintenance Services Division is responsible for is responsible for the care, maintenance, repair and alteration of the City's municipal facilities. This also includes the maintenance of vehicles and equipment, parks and parkways, trees, traffic signs and markings, street sweeping, storm water systems, graffiti abatement and roadways. The Maintenance Services Division is structured in ten programs listed below:

Maintenance Services Administration - 50001

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

Parkway & Median Maintenance – 20111

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

Street Cleaning – 20120

Sweeps and cleans approximately 400 miles of residential, commercial and arterial roadway lanes in the City.

Graffiti Abatement – 20130

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

Street Maintenance – 30111

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

Storm Drain Maintenance – 30121

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

Signs and Markings – 30243

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

Park Maintenance – 40111

Maintains the City's 29 parks, sports fields and related facilities

Facility Maintenance – 50910

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

Fleet Services - 50920

Maintains, repairs, and rehabilitates 319 City vehicles and pieces of equipment required by various City departments.

PUBLIC SERVICES DEPARTMENT

RECREATION - 14300

Recreation Administration - 50001

Serves as the administrator of recreation programs and activities. Provides staff support to the Parks and Recreation Commission, the Cultural Arts Committee, the Historic Preservation Committee, the Costa Mesa Senior Center, and the Youth Sports Council.

Downtown Recreation Center (DRC) - 40121

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.

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.

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 seasonally operated aquatics program including swim instruction, lap swim, senior aquatics, recreational swimming and water safety activities. This program also provides American Red Cross-certified First Aid and Cardiopulmonary Resuscitation (CPR) training as well as Title 22 training to Recreation program staff.

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 the TeWinkle Park Athletic Complex.

Fields/Field Ambassadors – 40216

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

PUBLIC SERVICES DEPARTMENT

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. The Senior Mobility Transportation Program, a demand-driven transportation service for Costa Mesa seniors funded by a grant from the Orange County Transportation Authority (OCTA), is also administered under this program.

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 7 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.

Teen Programs – 40236

Provides free and fee-based activities designed for teens that are fun and affordable.

Concerts - 40237

Provides free live summer concerts for the community at Fairview Park. Costs are funded by Community Foundation sponsorships.

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.

Parks & Recreation Commission - 50125

Provides staff support to the Park and Recreation Commission, a five-member advisory board to the City Council on parks and recreation related issues.

Cultural Arts Committee – 50190

Maintains, educates, enriches, and promotes cultural arts programs and resources throughout the City. In Fiscal Year 2010-2011 funding for committee projects and activities is provided by donations and sponsorships

PUBLIC SERVICES DEPARTMENT

Historical Preservation Committee - 50191

Maintains, educates, enriches, and promotes historical programs and resources throughout the City. In FY 10-11 funding for committee projects and activities is provided by donations and sponsorships.

BUDGET NARRATIVE

The FY 12-13 preliminary budget for the Public Services Department totals \$22.5 million, an increase of \$1.7 million or 8.55% compared to the FY 11-12 adopted budget. The increase in salary and benefit costs of \$263,991 are mostly attributed to the department's share of workers compensation funding (\$164,599), and retirement costs for all personnel (\$152,622). The increase in the maintenance and operations budget of \$863,913 is due to a variety of factors. Several functions have been restored to full-service levels including fertilization of four sport facilities, fire station maintenance, median and parkway maintenance, tree root pruning and root barriers, and maintenance of parks, sports, and other facilities. In addition, a contract for road line striping and crosswalks, maintenance of the Joann Bike Trail, Mesa Verde median improvements, and increased funding of general liability costs are reflected. Fixed asset costs represent proposed vehicle replacements, primarily for police operations (ten patrol units, six motorcycles, four other vehicles) with two purchases in the Public Services Department (one brush chipper and one vehicle).

The FY 2012-13 preliminary budget for the Equipment Replacement Fund is \$2.5 million, including \$643,000 for vehicle replacements as noted above. However, the City has continued to include internal rent charges for both maintenance and replacement of city vehicles as charges to applicable departmental budgets.

There are 34 projects in the Preliminary Capital Improvement Plan for FY 12-13 that total \$20.1 million. These projects include two parkway and median projects totaling \$970,000, five street improvement projects totaling \$8.2 million, one storm drain project for \$500,000, four curb and sidewalk projects totaling \$910,000, nine traffic related projects totaling \$7.7 million, four park maintenance projects totaling \$205,000, six park development projects totaling \$1.6 million, and three building maintenance projects totaling \$130,000. Many of these projects are funded by designated funds or specific grants applied for and awarded to the City.

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

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<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	0.75	0.75	0.75
Engineering Technician II	1.50	1.00	1.00	1.00
Engineering Technician III	1.50	0.50	0.50	0.50
Office Specialist I	0.50	-	-	-
Senior Engineer	0.50	0.50	0.50	0.50
<i>Subtotal Street Improvements - 30112</i>	<u>6.08</u>	<u>3.08</u>	<u>3.08</u>	<u>3.08</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	-	-	-
Engineering Technician III	1.50	0.50	0.50	0.50
Senior Engineer	0.50	0.50	0.50	0.50
Office Specialist I	0.50	-	-	-
<i>Subtotal Storm Drain Improvements - 30122</i>	<u>3.58</u>	<u>1.58</u>	<u>1.58</u>	<u>1.58</u>
Engineering Technician II	-	1.00	1.00	1.00
<i>Subtotal Development - 30310</i>	<u>-</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Engineering Technician III	-	1.00	1.00	1.00
<i>Subtotal Real Property - 30320</i>	<u>-</u>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
Contract Administrator	-	1.00	1.00	1.00
Engineering Technician I	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	1.00	1.00
Assistant Engineer	2.00	2.00	2.00	2.00
Chief Construction Inspector	1.00	-	-	-
Construction Inspector	2.00	1.00	1.00	1.00
Engineering Technician II	1.00	1.00	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>6.00</u>	<u>6.00</u>	<u>6.00</u>
Total Engineering Full-time Positions	<u>21.00</u>	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>
Total Engineering Part-time Positions (in FTE's)	<u>3.75</u>	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<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	0.25	0.25	0.25
Associate Engineer	1.00	0.25	0.25	0.25
Engineering Technician II	1.00	0.25	0.25	0.25
<i>Subtotal Traffic Planning - 30210</i>	<u>4.25</u>	<u>2.00</u>	<u>2.00</u>	<u>2.00</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	0.75	0.75	0.75
Associate Engineer	1.00	0.75	0.75	0.75
Engineering Technician II	1.00	0.75	0.75	0.75
<i>Subtotal Traffic Operations - 30241</i>	<u>3.75</u>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>
Total Transportation Full-time Positions	8.00	5.00	5.00	5.00
Total Transportation Part-time Positions (in FTE's)	0.96	0.50	0.50	0.75
<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	-	-	-
Senior Maintenance Worker	4.25	3.25	3.25	3.25
<i>Subtotal Street Cleaning - 20120</i>	<u>4.75</u>	<u>3.50</u>	<u>3.50</u>	<u>3.50</u>
Maintenance Worker	-	-	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>1.25</u>	<u>2.25</u>	<u>2.25</u>
Assistant Street Superintendent	0.75	0.75	0.75	0.75
Lead Maintenance Worker	1.75	1.00	1.00	1.00
Maintenance Worker	0.25	0.25	0.25	0.25
Senior Maintenance Worker	4.25	4.25	4.25	4.25
<i>Subtotal Street Maintenance - 30111</i>	<u>7.00</u>	<u>6.25</u>	<u>6.25</u>	<u>6.25</u>
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	0.75	0.75	0.75	0.75
<i>Subtotal Storm Drain Maintenance - 30121</i>	<u>2.00</u>	<u>1.75</u>	<u>1.75</u>	<u>1.75</u>

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
<u>Maintenance Services - 19500</u> (continued)				
Maintenance Supervisor	0.75	0.75	0.75	0.75
Lead Maintenance Worker	0.75	-	-	-
Maintenance Worker	2.00	-	-	-
Senior Maintenance Technician	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.75	0.75	0.75	0.75
<i>Subtotal Signs & Markings - 30243</i>	6.25	2.50	2.50	2.50
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	12.00	6.00	6.00	6.00
Senior Maintenance Worker	7.00	4.00	5.00	5.00
<i>Subtotal Park Maintenance - 40111</i>	26.50	17.50	18.50	18.50
Facilities & Equipment Supervisor	0.50	0.50	0.50	0.50
Facility Maintenance Technician	3.00	2.00	2.00	2.00
Maintenance Supervisor	1.00	1.00	1.00	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	7.75	7.75	7.75
Facilities & Equipment Supervisor	0.50	0.50	0.50	0.50
Maintenance Supervisor	1.00	1.00	1.00	1.00
Equipment Mechanic II	3.00	2.00	2.00	2.00
Equipment Mechanic III	3.00	3.00	3.00	3.00
Office Specialist II	0.75	0.75	0.75	0.75
<i>Subtotal Equipment Maintenance - 50920</i>	8.25	7.25	7.25	7.25
Total Maintenance Services Full-time Positions	67.00	50.00	52.00	52.00
Total Maint Svcs Part-time Positions (in FTE's)	5.25	1.50	2.25	2.25
<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	-	-	-
Recreation Supervisor	2.00	1.00	1.00	1.00
<i>Subtotal Administration - 50001</i>	6.00	4.00	4.00	4.00
Assistant Recreation Supervisor	0.25	0.25	0.20	0.20
Recreation Coordinator	-	-	-	-
<i>Subtotal Downtown Recreation Center - 40121</i>	0.25	0.25	0.20	0.20
Assistant Recreation Supervisor	-	-	0.10	0.40
Recreation Coordinator	0.20	0.20	-	-
<i>Subtotal Balearic Community Center - 40122</i>	0.20	0.20	0.10	0.40

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

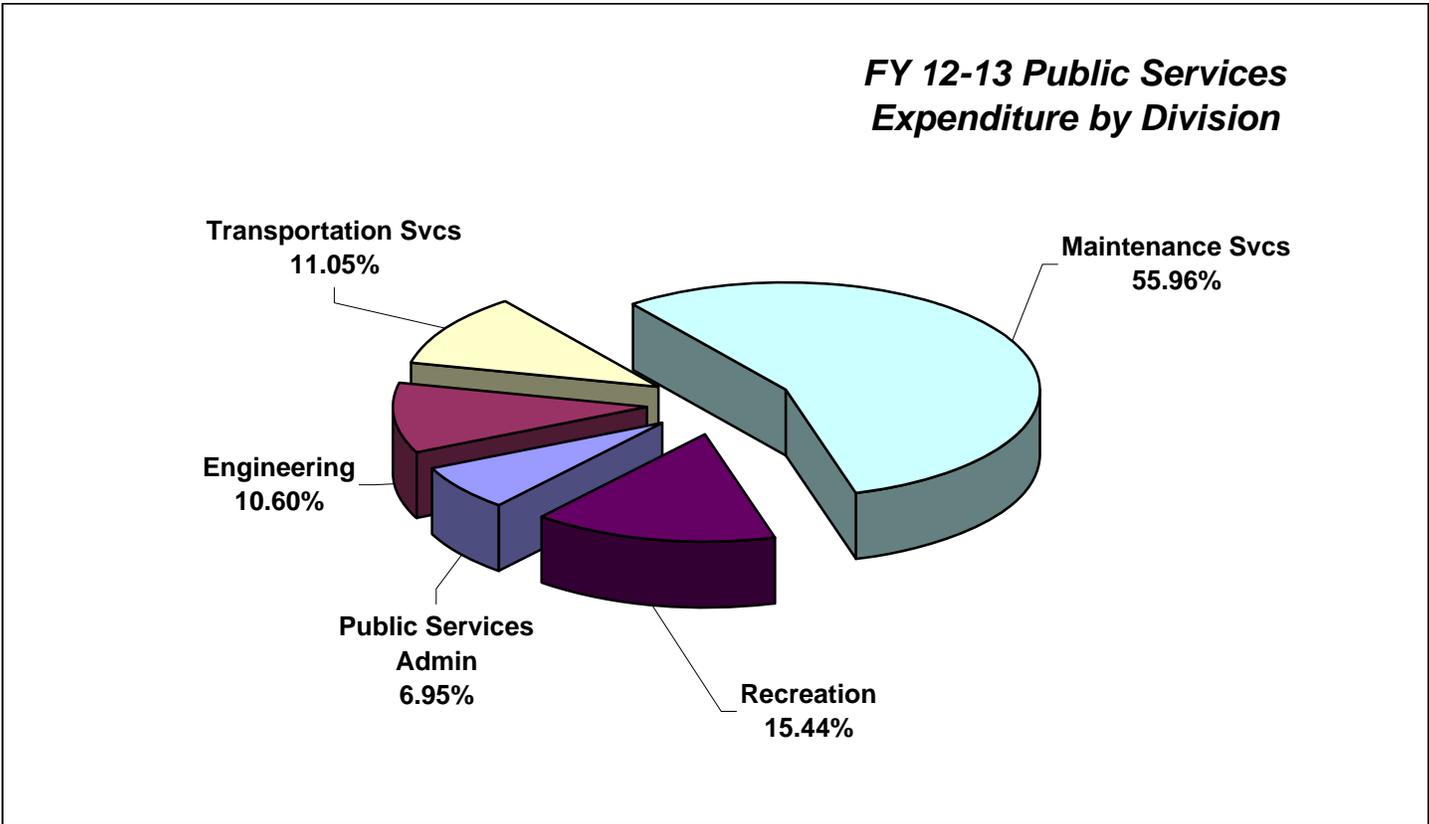
	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Recreation (continued)				
Assistant Recreation Supervisor	-	-	0.05	-
Office Specialist II	1.00	-	-	-
Recreation Coordinator	0.40	0.50	0.80	0.60
<i>Subtotal Neighborhood Community Ctr - 40213</i>	<u>1.40</u>	<u>0.50</u>	<u>0.85</u>	<u>0.60</u>
Assistant Recreation Supervisor	0.25	0.25	0.10	0.10
Recreation Specialist	1.00	1.00	-	-
<i>Subtotal Aquatics - 40212</i>	<u>1.25</u>	<u>1.25</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.25	0.25	0.10	0.10
<i>Subtotal Adult Basketball&Volleyball - 40214</i>	<u>0.25</u>	<u>0.25</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.20	0.20	0.10	0.10
<i>Subtotal Adult Sports Softball - 40215</i>	<u>0.20</u>	<u>0.20</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	0.60	0.60	0.30	0.50
<i>Subtotal Fields/Field Ambassadors - 40216</i>	<u>0.60</u>	<u>0.60</u>	<u>0.30</u>	<u>0.50</u>
Assistant Recreation Supervisor	0.10	0.10	-	-
<i>Subtotal Youth Basketball/Cheerleading - 40218</i>	<u>0.10</u>	<u>0.10</u>	<u>-</u>	<u>-</u>
Assistant Recreation Supervisor	0.10	0.10	-	-
<i>Subtotal Youth Football/Cheer/Soccer - 40219</i>	<u>0.10</u>	<u>0.10</u>	<u>-</u>	<u>-</u>
Assistant Recreation Supervisor	-	-	0.10	0.10
Recreation Coordinator	0.20	0.20	-	-
<i>Subtotal Day Camp - 40232</i>	<u>0.20</u>	<u>0.20</u>	<u>0.10</u>	<u>0.10</u>
Assistant Recreation Supervisor	-	-	0.25	0.25
Recreation Coordinator	0.40	0.40	-	-
<i>Subtotal Playgrounds - 40233</i>	<u>0.40</u>	<u>0.40</u>	<u>0.25</u>	<u>0.25</u>
Assistant Recreation Supervisor	0.25	0.25	0.10	0.10
Recreation Coordinator	-	-	-	-
<i>Subtotal Teen Programs - 40236</i>	<u>0.25</u>	<u>0.25</u>	<u>0.10</u>	<u>0.10</u>
Recreation Coordinator	0.10	-	-	-
<i>Subtotal Concerts - 40237</i>	<u>0.10</u>	<u>-</u>	<u>-</u>	<u>-</u>
Assistant Recreation Supervisor	-	-	0.15	0.15
Recreation Coordinator	0.20	0.20	-	-
<i>Subtotal Early Childhood - 40241</i>	<u>0.20</u>	<u>0.20</u>	<u>0.15</u>	<u>0.15</u>
Assistant Recreation Supervisor	-	-	0.20	-
Recreation Coordinator	0.25	0.25	0.10	0.20
<i>Subtotal Adult Instructional Classes - 40242</i>	<u>0.25</u>	<u>0.25</u>	<u>0.30</u>	<u>0.20</u>

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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary
Recreation (continued)				
Assistant Recreation Supervisor	-	-	0.25	-
Recreation Coordinator	0.25	0.25	0.10	0.20
<i>Subtotal Youth Instructional Classes - 40243</i>	0.25	0.25	0.35	0.20
Total Recreation Full-time Positions	12.00	9.00	7.00	7.00
Total Recreation Part-time Positions (in FTE's)	41.68	40.17	35.19	33.49
Total Department Full-time Positions	111.00	83.00	83.00	83.00
Total Department Part-time Positions (in FTE's)	54.64	45.67	41.44	36.99
TOTAL DEPARTMENT	165.64	128.67	124.44	119.99

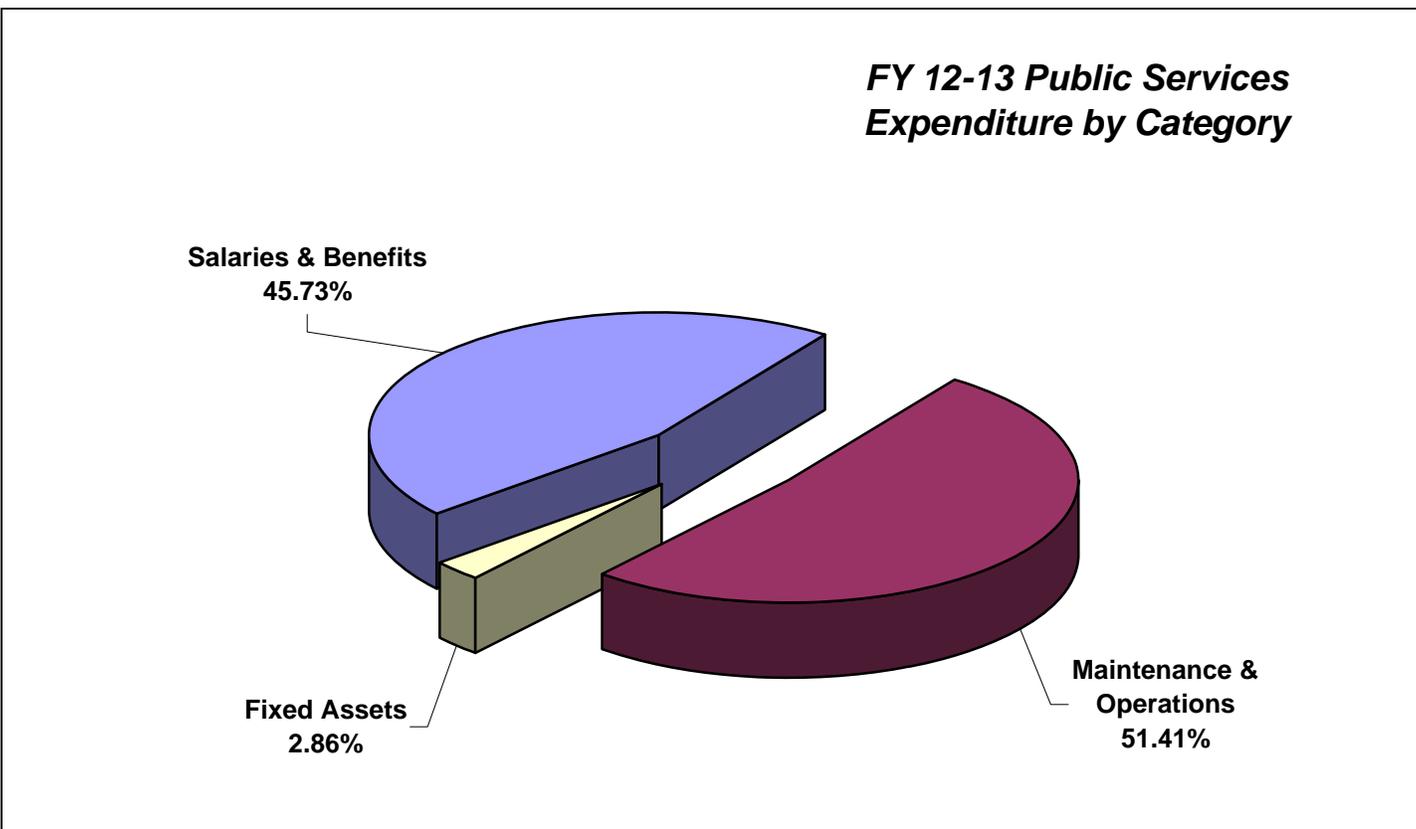
**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY DIVISION**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Expenditure by Division:					
Public Services Admin. - 19100	\$ 852,921	\$ 1,155,970	\$ 1,137,162	\$ 1,563,014	37.45%
Engineering - 19200	2,712,109	2,199,046	2,336,219	2,384,658	2.07%
Transportation Svcs - 19300	2,398,765	2,296,635	2,478,533	2,484,786	0.25%
Maintenance Svcs - 19500	10,870,400	9,702,417	11,329,496	12,586,423	11.09%
Recreation - 14300	3,713,017	2,963,069	3,438,817	3,472,248	0.97%
Total Expenditures	\$ 20,547,213	\$ 18,317,136	\$ 20,720,226	\$ 22,491,131	8.55%



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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ 11,017,498	\$ 9,333,185	\$ 10,021,315	\$ 10,285,307	2.63%
Maintenance & Operations	9,529,715	8,983,435	10,698,911	11,562,824	8.07%
Fixed Assets	-	517	-	643,000	0.00%
Total Expenditures	\$ 20,547,213	\$ 18,317,136	\$ 20,720,226	\$ 22,491,131	8.55%



	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 17,253,718	\$ 15,647,215	\$ 17,705,363	\$ 18,813,215	83.65%
Gas Tax Fund - 201	-	-	335,404	502,844	2.24%
Air Quality Imp. Fund - 203	5,886	5,057	20,000	15,000	0.07%
Measure M Fund - 403	68,530	21,407	97,857	413,027	1.84%
Measure M Fund - 414	672,982	47,603	620,556	-	0.00%
Measure M Fund - 415	-	-	-	99,664	100.00%
Measure M Fund - 416	-	-	-	92,333	100.00%
Equipment Replacement - 601	2,546,097	2,595,855	1,941,047	2,555,049	11.36%
Total Funding Sources	\$ 20,547,213	\$ 18,317,136	\$ 20,720,226	\$ 22,491,131	299.15%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ 6,532,616	\$ 5,847,295	\$ 6,267,018	\$ 6,214,389	-1%
Regular Salaries - Part time	501300	1,371,887	873,449	1,113,000	1,102,828	-1%
Overtime	501400	62,873	61,971	44,650	46,800	5%
Accrual Payoff - Excess Maximum	501500	49,415	43,079	23,661	23,343	-1%
Vacation/Comp. Time Cash Out	501600	19,445	48,832	23,700	16,700	-30%
Holiday Allowance	501700	37,952	32,674	11,500	5,900	-49%
Separation Pay-Off	501800	245,535	102,596	-	2,490	0%
Other Compensation	501900	71,441	60,971	76,964	81,596	6%
Cafeteria Plan	505100	941,087	787,624	836,130	836,130	0%
Medicare	505200	99,351	87,904	97,297	100,585	3%
Retirement	505300	1,442,898	1,144,775	1,340,506	1,493,128	11%
Professional Development	505500	20,113	11,703	19,651	28,068	43%
Unemployment	505800	3,127	4,884	4,238	5,750	36%
Workers' Compensation	505900	110,217	214,145	163,001	327,600	101%
Employer Contr.Retirees' Med.	506100	9,539	11,281	-	-	0%
Subtotal Salaries & Benefits		\$ 11,017,498	\$ 9,333,185	\$ 10,021,315	\$ 10,285,307	3%
Stationery and Office	510100	\$ 26,476	\$ 19,509	\$ 24,700	\$ 27,800	13%
Multi-Media, Promotions and Subs	510200	41,714	24,015	34,060	46,860	38%
Small Tools and Equipment	510300	60,898	61,612	93,344	91,727	-2%
Uniform & Clothing	510400	38,523	30,483	41,055	42,460	3%
Safety and Health	510500	13,459	7,413	13,250	12,650	-5%
Maintenance & Construction	510600	811,444	693,091	919,830	916,580	0%
Agriculture	510700	42,970	58,573	84,000	139,000	65%
Fuel	510800	639,504	622,182	700,000	700,000	0%
Electricity - Buildings & Fac.	515100	547,799	545,233	555,200	556,300	0%
Electricity - Power	515200	203,324	214,996	210,500	215,000	2%
Electricity - Street Lights	515300	1,040,667	1,039,671	1,100,000	1,100,000	0%
Gas	515400	46,354	47,642	41,000	47,000	15%
Water - Domestic	515500	57,875	54,363	82,300	91,000	11%
Water - Parks and Parkways	515600	511,391	495,336	490,000	590,000	20%
Waste Disposal	515700	147,527	149,868	152,700	200,058	31%
Janitorial and Housekeeping	515800	217,062	193,072	230,200	241,000	5%
Postage	520100	33,132	24,766	33,250	35,550	7%
Legal Advertising/Filing Fees	520200	195,690	207,121	244,469	255,000	4%
Advertising and Public Info.	520300	28,528	1,739	200	200	0%
Telephone/Radio/Communications	520400	22,263	20,267	24,000	22,600	-6%
Mileage Reimbursement	520600	288	320	120	120	0%
Board Member Fees	520800	2,900	3,800	3,000	3,000	0%
Buildings and Structures	525100	75,801	84,679	252,800	591,225	134%
Landscaping and Sprinklers	525200	1,056,483	875,758	1,207,450	1,366,600	13%
Underground Lines	525300	2,046	70,865	5,000	5,000	0%
Automotive Equipment	525400	121,559	175,908	125,000	125,000	0%
Office Furniture	525600	813	-	750	750	0%
Office Equipment	525700	3,940	3,047	7,500	8,325	11%
Other Equipment	525800	627,957	578,640	644,909	666,676	3%
Streets, Alleys and Sidewalks	525900	127,167	64,152	232,750	332,750	43%
Consulting	530200	283,044	236,482	245,500	220,500	-10%
Engineering and Architectural	530400	36,217	24,253	64,000	66,000	3%
Medical and Health Inspection	530600	377	377	1,040	807	-22%
Recreation	530800	516,349	468,132	542,020	511,820	-6%
External Rent	535400	367,412	293,886	302,200	372,300	23%
Grants, Loans and Subsidies	535500	240,000	240,000	240,000	240,000	0%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Depreciation	535600	735,237	757,294	-	-	0%
Central Services	535800	24,917	18,840	21,950	21,950	0%
Internal Rent - Maint. Charges	536100	233,170	-	644,542	626,041	-3%
Internal Rent - Repl.Cost	536200	-	-	550,923	338,600	-39%
General Liability	540100	271,827	488,868	478,324	721,400	51%
Taxes & Assessments	540700	74,371	85,358	55,075	13,175	-76%
Other Costs	540900	1,239	1,822	-	-	0%
Subtotal Maintenance & Operations		\$ 9,529,715	\$ 8,983,435	\$ 10,698,911	\$ 11,562,824	8%
Automotive Equipment	590500	\$ -	\$ -	\$ -	\$ 643,000	0%
Other Equipment	590800	-	517	-	-	0%
Subtotal Fixed Assets		\$ -	\$ 517	\$ -	\$ 643,000	0%
Total Expenditures		\$ 20,547,213	\$ 18,317,136	\$ 20,720,226	\$ 22,491,131	9%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<i>PUBLIC SERVICES ADMINISTRATION - 19100</i>					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 503,108	\$ 627,047	\$ 608,112	\$ 787,633	30%
Maintenance & Operations	280,807	495,220	490,050	736,381	50%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Administration</i>	<u>\$ 783,915</u>	<u>\$ 1,122,268</u>	<u>\$ 1,098,162</u>	<u>\$ 1,524,014</u>	<u>39%</u>
<u>Recycling - 20230</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	69,006	33,703	39,000	39,000	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Recycling</i>	<u>\$ 69,006</u>	<u>\$ 33,703</u>	<u>\$ 39,000</u>	<u>\$ 39,000</u>	<u>0%</u>
<i>ENGINEERING - 19200</i>					
<u>Construction Management - 50002</u>					
Salaries & Benefits	\$ 639,748	\$ 649,948	\$ 673,107	\$ 691,221	3%
Maintenance & Operations	13,764	4,607	42,445	36,786	-13%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Construction Mgmt</i>	<u>\$ 653,512</u>	<u>\$ 654,555</u>	<u>\$ 715,552</u>	<u>\$ 728,006</u>	<u>2%</u>
<u>Water Quality - 20510</u>					
Salaries & Benefits	\$ 167,880	\$ 200,590	\$ 206,452	\$ 211,598	2%
Maintenance & Operations	226,383	238,010	251,569	267,100	6%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Water Quality</i>	<u>\$ 394,263</u>	<u>\$ 438,601</u>	<u>\$ 458,021</u>	<u>\$ 478,698</u>	<u>5%</u>
<u>Street Improvements - 30112</u>					
Salaries & Benefits	\$ 1,123,433	\$ 414,361	\$ 408,563	\$ 442,467	8%
Maintenance & Operations	7,636	5,313	19,472	18,670	-4%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Improvements</i>	<u>\$ 1,131,069</u>	<u>\$ 419,674</u>	<u>\$ 428,035</u>	<u>\$ 461,137</u>	<u>8%</u>
<u>Storm Drain Improvements - 30122</u>					
Salaries & Benefits	\$ 226,064	\$ 202,970	\$ 225,192	\$ 188,917	-16%
Maintenance & Operations	9,361	4,196	8,950	8,950	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Storm Drain Imprvmnts</i>	<u>\$ 235,425</u>	<u>\$ 207,165</u>	<u>\$ 234,142</u>	<u>\$ 197,867</u>	<u>-15%</u>
<u>Development - 30310</u>					
Salaries & Benefits	\$ -	\$ 91,790	\$ 97,207	\$ 99,097	2%
Maintenance & Operations	-	303	1,850	1,850	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Development</i>	<u>\$ -</u>	<u>\$ 92,093</u>	<u>\$ 99,057</u>	<u>\$ 100,947</u>	<u>2%</u>

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Real Property - 30320</u>					
Salaries & Benefits	\$ -	\$ 96,643	\$ 105,856	\$ 107,934	2%
Maintenance & Operations	-	565	3,550	3,550	0%
Fixed Assets	-	-	-	-	0%
Subtotal Real Property	\$ -	\$ 97,208	\$ 109,406	\$ 111,484	2%
<u>Park Development - 40112</u>					
Salaries & Benefits	\$ 294,837	\$ 287,434	\$ 288,907	\$ 303,419	5%
Maintenance & Operations	3,004	2,316	3,100	3,100	0%
Fixed Assets	-	-	-	-	0%
Subtotal Park Development	\$ 297,840	\$ 289,750	\$ 292,007	\$ 306,519	5%
TRANSPORTATION SERVICES - 19300					
<u>Traffic Planning - 30210</u>					
Salaries & Benefits	\$ 361,733	\$ 288,149	\$ 316,816	\$ 345,611	9%
Maintenance & Operations	23,442	19,848	64,770	60,334	-7%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Planning	\$ 385,174	\$ 307,997	\$ 381,586	\$ 405,945	6%
<u>Traffic Operations - 30241</u>					
Salaries & Benefits	\$ 315,962	\$ 297,209	\$ 357,427	\$ 364,966	2%
Maintenance & Operations	1,697,629	1,691,429	1,739,520	1,713,875	-1%
Fixed Assets	-	-	-	-	0%
Subtotal Traffic Operations	\$ 2,013,591	\$ 1,988,638	\$ 2,096,947	\$ 2,078,841	-1%
MAINTENANCE SERVICES - 19500					
<u>Administration - 50001</u>					
Salaries & Benefits	\$ 263,049	\$ 268,782	\$ 270,316	\$ 268,908	-1%
Maintenance & Operations	13,470	13,450	16,503	24,824	50%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 276,519	\$ 282,232	\$ 286,819	\$ 293,733	2%
<u>Parkway & Median Maint - 20111</u>					
Salaries & Benefits	\$ 31,418	\$ 32,049	\$ 32,314	\$ 28,754	-11%
Maintenance & Operations	891,007	753,422	926,700	1,039,450	12%
Fixed Assets	-	-	-	-	0%
Subtotal Pkwy & Median Maint	\$ 922,425	\$ 785,471	\$ 959,014	\$ 1,068,204	11%
<u>Street Cleaning - 20120</u>					
Salaries & Benefits	\$ 333,372	\$ 305,435	\$ 273,939	\$ 277,241	1%
Maintenance & Operations	109,301	43,185	319,840	289,266	-10%
Fixed Assets	-	-	-	-	0%
Subtotal Street Cleaning	\$ 442,673	\$ 348,619	\$ 593,779	\$ 566,507	-5%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Graffiti Abatement - 20130</u>					
Salaries & Benefits	\$ 116,656	\$ 187,628	\$ 191,318	\$ 196,656	3%
Maintenance & Operations	19,355	10,460	38,088	34,922	-8%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Graffiti Abatement</i>	\$ 136,011	\$ 198,087	\$ 229,406	\$ 231,577	1%
<u>Street Maintenance - 30111</u>					
Salaries & Benefits	\$ 647,773	\$ 584,751	\$ 599,518	\$ 596,736	0%
Maintenance & Operations	451,003	255,385	777,993	731,832	-6%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Street Maintenance</i>	\$ 1,098,775	\$ 840,136	\$ 1,377,511	\$ 1,328,569	-4%
<u>Storm Drain Maint - 30121</u>					
Salaries & Benefits	\$ 153,098	\$ 157,374	\$ 154,194	\$ 159,180	3%
Maintenance & Operations	4,124	-	31,809	20,908	-34%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Storm Drain Maint</i>	\$ 157,222	\$ 157,374	\$ 186,003	\$ 180,088	-3%
<u>Signs & Markings - 30243</u>					
Salaries & Benefits	\$ 292,124	\$ 210,432	\$ 223,483	\$ 241,692	8%
Maintenance & Operations	51,308	42,269	209,130	266,573	27%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Signs & Markings</i>	\$ 343,432	\$ 252,700	\$ 432,613	\$ 508,265	17%
<u>Park Maintenance - 40111</u>					
Salaries & Benefits	\$ 1,929,965	\$ 1,509,911	\$ 1,720,741	\$ 1,739,892	1%
Maintenance & Operations	1,111,086	936,594	1,554,867	1,704,727	10%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Park Maintenance</i>	\$ 3,041,051	\$ 2,446,506	\$ 3,275,608	\$ 3,444,619	5%
<u>Facility Maintenance - 50910</u>					
Salaries & Benefits	\$ 723,237	\$ 627,676	\$ 672,293	\$ 677,931	1%
Maintenance & Operations	1,182,771	1,171,135	1,375,403	1,731,882	26%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Facility Maintenance</i>	\$ 1,906,007	\$ 1,798,811	\$ 2,047,696	\$ 2,409,814	18%
<u>Fleet Services - 50920</u>					
Salaries & Benefits	\$ 712,995	\$ 690,234	\$ 709,529	\$ 699,535	-1%
Maintenance & Operations	1,833,290	1,901,729	1,231,518	1,212,514	-2%
Fixed Assets	-	517	-	643,000	0%
<i>Subtotal Fleet Services</i>	\$ 2,546,285	\$ 2,592,479	\$ 1,941,047	\$ 2,555,049	32%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>RECREATION - 14300</u>					
<u>Recreation Admin - 50001</u>					
Salaries & Benefits	\$ 622,286	\$ 371,069	\$ 523,185	\$ 529,028	1%
Maintenance & Operations	28,514	24,940	57,795	37,160	-36%
Fixed Assets	-	-	-	-	0%
Subtotal Administration	\$ 650,800	\$ 396,009	\$ 580,980	\$ 566,188	-3%
<u>Downtown Recreation Ctr - 40121</u>					
Salaries & Benefits	\$ 96,774	\$ 106,867	\$ 76,590	\$ 81,164	6%
Maintenance & Operations	105,806	101,722	108,656	109,697	1%
Fixed Assets	-	-	-	-	0%
Subtotal Downtown Rec Ctr	\$ 202,580	\$ 208,589	\$ 185,246	\$ 190,861	3%
<u>Balearic Community Ctr - 40122</u>					
Salaries & Benefits	\$ 77,419	\$ 30,012	\$ 43,872	\$ 66,083	51%
Maintenance & Operations	99,440	26,832	37,125	108,437	192%
Fixed Assets	-	-	-	-	0%
Subtotal Balearic Community Ctr	\$ 176,859	\$ 56,845	\$ 80,997	\$ 174,520	115%
<u>Neighborhood Comm Ctr - 40123</u>					
Salaries & Benefits	\$ 218,218	\$ 185,455	\$ 201,793	\$ 184,212	-9%
Maintenance & Operations	78,893	95,554	87,729	97,479	11%
Fixed Assets	-	-	-	-	0%
Subtotal Neighborhood Comm Ctr	\$ 297,111	\$ 281,009	\$ 289,522	\$ 281,691	-3%
<u>Aquatics - 40212</u>					
Salaries & Benefits	\$ 206,873	\$ 193,397	\$ 159,260	\$ 121,951	-23%
Maintenance & Operations	2,498	8,398	8,325	8,325	0%
Fixed Assets	-	-	-	-	0%
Subtotal Aquatics	\$ 209,371	\$ 201,794	\$ 167,585	\$ 130,276	-22%
<u>Tennis - 40213</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	2,386	23,929	27,525	25,525	-7%
Fixed Assets	-	-	-	-	0%
Subtotal Tennis	\$ 2,386	\$ 23,929	\$ 27,525	\$ 25,525	-7%
<u>Adult Sports Basketball/Volleyball - 40214</u>					
Salaries & Benefits	\$ 31,729	\$ 40,445	\$ 28,345	\$ 27,054	-5%
Maintenance & Operations	14,431	15,899	18,910	16,870	-11%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Basketball/Volleyball	\$ 46,160	\$ 56,344	\$ 47,255	\$ 43,924	-7%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Adult Sports Softball - 40215</u>					
Salaries & Benefits	\$ 35,746	\$ 30,229	\$ 31,626	\$ 30,382	-4%
Maintenance & Operations	39,526	54,962	46,935	44,630	-5%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Sports Softball	\$ 75,272	\$ 85,191	\$ 78,561	\$ 75,012	-5%
<u>Fields/Field Ambassadors - 40216</u>					
Salaries & Benefits	\$ 124,146	\$ 124,424	\$ 111,744	\$ 129,791	16%
Maintenance & Operations	202,857	195,170	226,702	226,002	0%
Fixed Assets	-	-	-	-	0%
Subtotal Fields/Field Ambassadors	\$ 327,002	\$ 319,594	\$ 338,446	\$ 355,792	5%
<u>Youth Sports Basketball/Cheerleading - 40218</u>					
Salaries & Benefits	\$ 30,217	\$ 9,126	\$ -	\$ -	0%
Maintenance & Operations	2,815	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Basketball/Cheer	\$ 33,032	\$ 9,126	\$ -	\$ -	0%
<u>Youth Sports Flag Football/Cheerleading/Soccer - 40219</u>					
Salaries & Benefits	\$ 26,216	\$ 10,127	\$ -	\$ -	0%
Maintenance & Operations	2,361	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Sports FF/C/S	\$ 28,577	\$ 10,127	\$ -	\$ -	0%
<u>Senior Citizens Center - 40231</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	342,829	315,281	355,078	348,395	-2%
Fixed Assets	-	-	-	-	0%
Subtotal Senior Citizens Center	\$ 342,829	\$ 315,281	\$ 355,078	\$ 348,395	-2%
<u>Day Camp - 40232</u>					
Salaries & Benefits	\$ 103,218	\$ 80,914	\$ 102,431	\$ 98,833	-4%
Maintenance & Operations	70,060	81,431	72,120	72,120	0%
Fixed Assets	-	-	-	-	0%
Subtotal Day Camp	\$ 173,278	\$ 162,345	\$ 174,551	\$ 170,953	-2%
<u>Playgrounds - 40233</u>					
Salaries & Benefits	\$ 378,714	\$ 214,715	\$ 316,901	\$ 321,904	2%
Maintenance & Operations	19,438	8,657	18,884	29,489	56%
Fixed Assets	-	-	-	-	0%
Subtotal Playgrounds	\$ 398,152	\$ 223,371	\$ 335,785	\$ 351,393	5%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Youth & Family - 40235</u>					
Salaries & Benefits	\$ 76	\$ -	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Youth & Family	\$ 76	\$ -	\$ -	\$ -	0%
<u>Teen Programs - 40236</u>					
Salaries & Benefits	\$ 57,525	\$ 68,035	\$ 81,585	\$ 81,382	0%
Maintenance & Operations	19,087	19,024	24,250	23,950	-1%
Fixed Assets	-	-	-	-	0%
Subtotal Teen Programs	\$ 76,612	\$ 87,059	\$ 105,835	\$ 105,332	0%
<u>Concerts - 40237</u>					
Salaries & Benefits	\$ 1,510	\$ 3,765	\$ 3,666	\$ -	-100%
Maintenance & Operations	10,500	6,218	13,500	5,900	-56%
Fixed Assets	-	-	-	-	0%
Subtotal Concerts	\$ 12,010	\$ 9,983	\$ 17,166	\$ 5,900	-66%
<u>Early Childhood - 40241</u>					
Salaries & Benefits	\$ 112,143	\$ 101,396	\$ 117,037	\$ 125,727	7%
Maintenance & Operations	8,245	3,417	7,850	7,850	0%
Fixed Assets	-	-	-	-	0%
Subtotal Early Childhood	\$ 120,387	\$ 104,813	\$ 124,887	\$ 133,577	7%
<u>Adult Instructional Classes - 40242</u>					
Salaries & Benefits	\$ 20,843	\$ 7,453	\$ 32,134	\$ 21,236	-34%
Maintenance & Operations	94,718	79,785	90,850	92,650	2%
Fixed Assets	-	-	-	-	0%
Subtotal Adult Instructional	\$ 115,561	\$ 87,238	\$ 122,984	\$ 113,886	-7%
<u>Youth Instructional Classes - 40243</u>					
Salaries & Benefits	\$ 36,720	\$ 25,051	\$ 55,664	\$ 36,974	-34%
Maintenance & Operations	375,226	292,809	347,100	358,400	3%
Fixed Assets	-	-	-	-	0%
Subtotal Youth Instructional	\$ 411,946	\$ 317,860	\$ 402,764	\$ 395,374	-2%
<u>Special Recreation Events - 40244</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	331	-	-	-	0%
Fixed Assets	-	-	-	-	0%
Subtotal Special Recreation Events	\$ 331	\$ -	\$ -	\$ -	0%

**PUBLIC SERVICES DEPARTMENT
EXPENDITURE SUMMARY BY PROGRAM**

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Mobile Recreation - 40245</u>					
Salaries & Benefits	\$ 453	\$ 115	\$ -	\$ -	0%
Maintenance & Operations	-	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Mobile Recreation</i>	\$ 453	\$ 115	\$ -	\$ -	0%
<u>Parks & Recreation Commission - 50125</u>					
Salaries & Benefits	\$ 175	\$ 175	\$ 200	\$ 200	0%
Maintenance & Operations	3,040	3,993	3,450	3,450	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Parks & Recreation Comm.</i>	\$ 3,215	\$ 4,168	\$ 3,650	\$ 3,650	0%
<u>Child Care/Youth Services Comm - 50140</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	28	-	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Child Care/Youth Comm</i>	\$ 28	\$ -	\$ -	\$ -	0%
<u>Cultural Arts Committee - 50190</u>					
Salaries & Benefits	\$ 50	\$ -	\$ -	\$ -	0%
Maintenance & Operations	4,769	1,396	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Cultural Arts Committee</i>	\$ 4,819	\$ 1,396	\$ -	\$ -	0%
<u>Historical Preservation Committee - 50191</u>					
Salaries & Benefits	\$ -	\$ -	\$ -	\$ -	0%
Maintenance & Operations	4,171	882	-	-	0%
Fixed Assets	-	-	-	-	0%
<i>Subtotal Historic Resources Comm</i>	\$ 4,171	\$ 882	\$ -	\$ -	0%
Total Expenditures	\$ 20,547,213	\$ 18,317,136	\$ 20,720,226	\$ 22,491,131	9%



NON-DEPARTMENTAL

For accounting and budgeting purposes only, the Non-Departmental serves as a cost center to house charges and appropriations that are not assigned or chargeable to a specific department or function. It is categorized as a General Government Support function. A "Division 90000" and a "Program 50240" are assigned to this "department" bearing the same description as Non-Departmental.

Typically, this cost center reflects the budget for general salary adjustment for the coming year. After the budget is adopted and labor negotiations are completed, the appropriations for general salary adjustment are moved to each department, as appropriate. Hence, the "actual" columns for salaries and benefits account reflect a zero amount.

Also included in the FY 12-13 Non-Departmental preliminary budget are the debt service requirements, a payment towards reducing the unfunded liability for retirement costs, and interfund transfers planned for during the fiscal year.

For FY 12-13, the preliminary budget for Non-Departmental includes the following:

Debt Service:

1998 Revenue Bonds	\$1,281,250
2003 Refunding Certificates of Participation (COPs)	1,255,864
2005 TeWinkle Park Ball Fields Project	262,062
2006 Refunding Revenue Bonds	221,012
2007 Certificates of Participation – Police Facility Expansion	2,271,504
2009 Fire Truck Lease – Equipment Replacement Fund	219,641
Total Debt Service	<u>\$5,511,333</u>

Interfund Transfers:

General Fund to the Capital Improvement Fund	\$15,329,322
General Fund to the Supplemental Law Enforcement Fund	50,000
Total Transfers Out	<u>\$15,379,322</u>

Other:

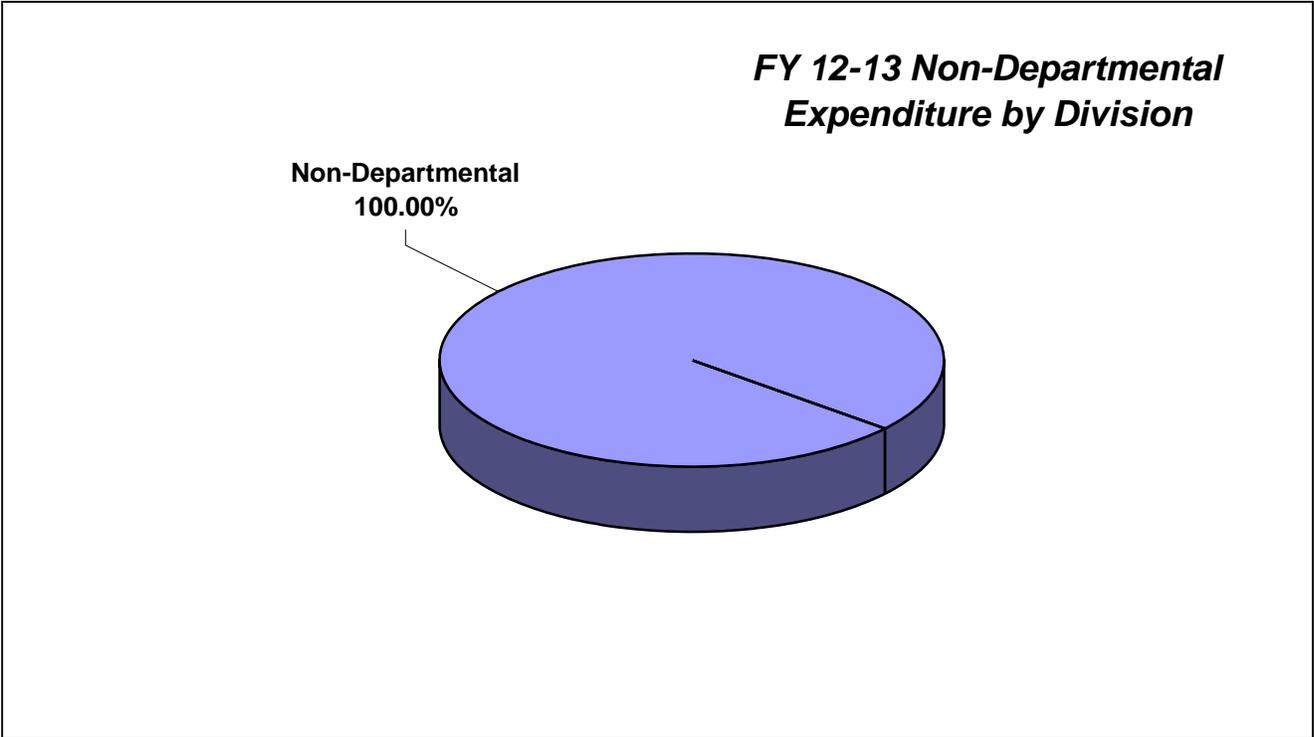
Regular Salaries	(\$1,750,000)
Unfunded Liability Retirement Payment	500,000
Contingency	1,000,000
Total Other	<u>(\$250,000)</u>

Total Non-Department Preliminary Budget **\$20,640,655**

A Schedule of Interfund Transfers is found on page 16.

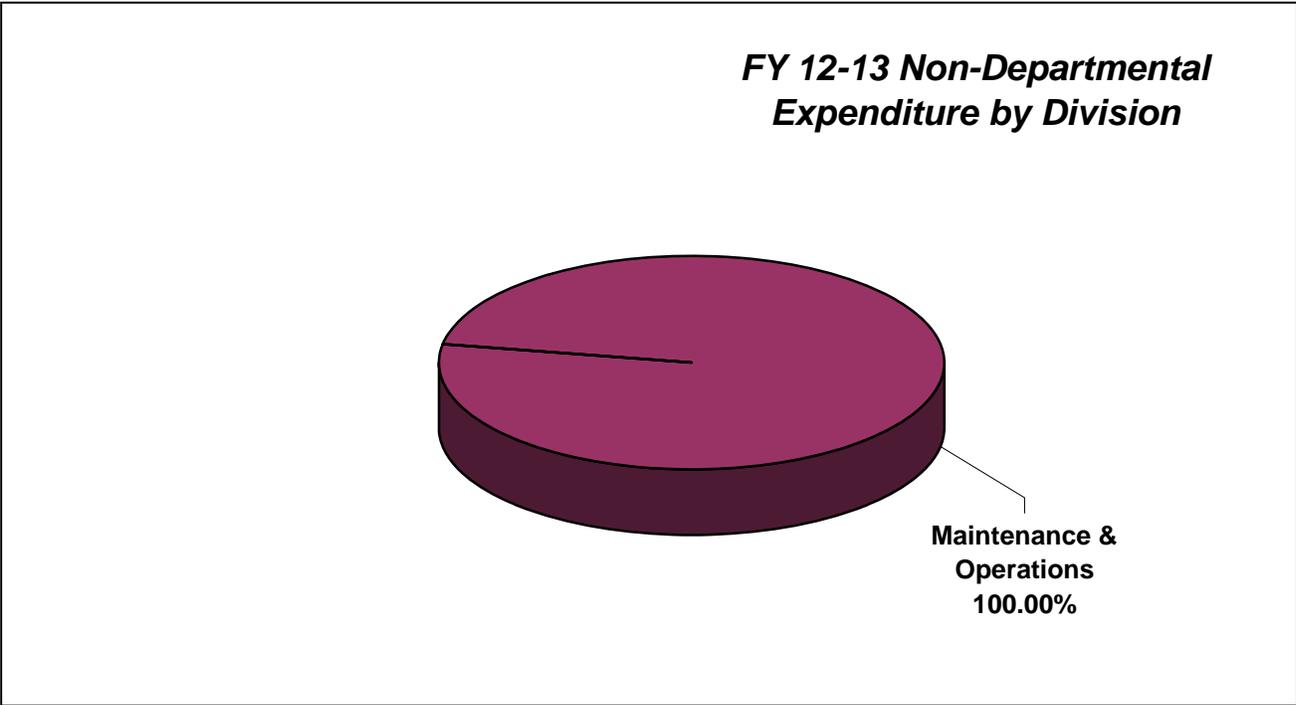
**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY DIVISION**

	<u>FY 09-10 Actual</u>	<u>FY 10-11 Actual</u>	<u>FY 11-12 Adopted</u>	<u>FY 12-13 Preliminary</u>	<u>Percent Change</u>
<u>Expenditure by Division:</u>					
Non-Departmental - 90000	\$ 9,621,903	\$ 8,195,104	\$ 4,329,472	\$ 20,640,655	376.75%
Total Expenditures	\$ 9,621,903	\$ 8,195,104	\$ 4,329,472	\$ 20,640,655	376.75%



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

	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
<u>Expenditure by Category:</u>					
Salaries & Benefits	\$ -	\$ -	\$ (2,550,000)	\$ (1,250,000)	-50.98%
Maintenance & Operations	9,621,903	8,195,104	6,879,472	21,890,655	218.20%
Fixed Assets	-	-	-	-	0.00%
Total Expenditures	\$ 9,621,903	\$ 8,195,104	\$ 4,329,472	\$ 20,640,655	376.75%



	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent of Total
<u>Funding Sources:</u>					
General Fund - 101	\$ 5,986,513	\$ 5,939,692	\$ 4,109,831	\$ 20,421,013	98.94%
Park Devel Fees Fund - 208	243,832	243,832	-	-	0.00%
Narcotic Forfeiture Fund - 217	335,862	-	-	-	0.00%
Capital Outlay Fund - 401	2,548,331	1,773,005	-	-	0.00%
Vehicle Prking. Dist. #1 - 409	45	36	-	-	0.00%
Vehicle Prking. Dist. #2 - 410	44	34	-	-	0.00%
Equip. Replacement Fund - 601	234,065	122,429	219,641	219,642	1.06%
Self-Insurance Fund - 602	273,210	116,076	-	-	0.00%
Total Funding Sources	\$ 9,621,903	\$ 8,195,104	\$ 4,329,472	\$ 20,640,655	100.00%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY ACCOUNT**

Account Description	Account Number	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Regular Salaries - Non Sworn	501200	\$ -	\$ -	\$(2,550,000)	\$ (1,750,000)	-31%
Retirement	505300	-	-	-	500,000	0%
Subtotal Salaries & Benefits		\$ -	\$ -	\$(2,550,000)	\$ (1,250,000)	-51%
Principal Payments	535100	\$ 3,434,842	\$ 3,760,904	\$ 4,182,926	\$ 4,061,179	-3%
Interest Payments	535200	2,507,831	1,939,748	1,626,546	1,450,154	-11%
Contingency	540800	-	-	970,000	1,000,000	3%
Operating Transfers Out	595100	3,679,230	2,494,452	100,000	15,379,322	15279%
Subtotal Maintenance & Operations		\$ 9,621,903	\$ 8,195,104	\$ 6,879,472	\$ 21,890,655	218%
Subtotal Fixed Assets		\$ -	\$ -	\$ -	\$ -	0%
Total Expenditures		\$ 9,621,903	\$ 8,195,104	\$ 4,329,472	\$ 20,640,655	377%

**NON-DEPARTMENTAL
EXPENDITURE SUMMARY BY PROGRAM**

Account Description	FY 09-10 Actual	FY 10-11 Actual	FY 11-12 Adopted	FY 12-13 Preliminary	Percent Change
Non-Departmental - 50240					
Salaries & Benefits	\$ -	\$ -	\$(2,550,000)	\$ (1,250,000)	-51%
Maintenance & Operations	9,621,903	8,195,104	6,879,472	21,890,655	218%
Fixed Assets	-	-	-	-	0%
Subtotal Non-Departmental	\$ 9,621,903	\$ 8,195,104	\$ 4,329,472	\$ 20,640,655	377%
Total Expenditures	\$ 9,621,903	\$ 8,195,104	\$ 4,329,472	\$ 20,640,655	377%



Costa Mesa

CAPITAL IMPROVEMENT PROGRAM

CAPITAL
IMPROVEMENT
PROGRAM
FISCAL YEAR 2012-2013

SUMMARY OF PRELIMINARY CAPITAL IMPROVEMENT PROJECTS

by Funding Source

FISCAL YEAR 2012-2013

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Development Fund 208	Drainage Fund 209
Parkway & Median Improvements, Program #20111						
1	Harbor Boulevard Beautification	\$ 110,000	\$ -	\$ -	\$ -	\$ -
2	Harbor Boulevard Bike Trail Improvements	-	-	-	-	-
Street Improvements, Program #30112						
3	Westside Improvements	-	-	-	-	-
4	CDBG Alley Improvement - Gisler Avenue	-	-	570,000	-	-
5	Citywide Street Improvements	3,000,000	-	-	-	-
6	Harbor Boulevard Improvements	-	-	-	-	-
7	Citywide Unimproved Alley	350,000	-	-	-	-
Storm Drain Improvements, Program #30122						
8	Pomona Avenue/Industrial Way Water Quality & Storm Drain Design	-	-	-	-	500,000
Curbs and Sidewalks, Program #30130						
9	Citywide Sidewalk Repair	-	-	-	-	-
10	New Sidewalk/Missing Link Program	100,000	-	-	-	-
11	Parkway Improvement Program	250,000	-	-	-	-
12	Priority Sidewalk Repair	50,000	-	-	-	-
Traffic Planning, Program #30210						
13	Anton/Sunflower Signal Improvements	-	26,000	-	-	-
14	Citywide Safe Routes to School	-	-	-	-	-
15	East 17th Street Landscape Enhancement	-	150,000	-	-	-
16	East 19th Street Safe Routes to School	-	-	-	-	-
17	Fairview Road/Wilson Street Improvements	-	-	-	-	-
18	Harbor Boulevard/Adams Avenue Improvements	-	-	-	-	-
19	Harbor Boulevard Widening (Law Court to Sunflower)	-	109,200	-	-	-
20	Harbor Boulevard/Wilson Street Improvements	-	40,000	-	-	-
21	West 19th Street Pedestrian Improvements	-	27,000	-	-	-
Park Maintenance, Program #40111						
22	Concrete Walkway Replacement- Various Parks	-	-	-	-	-
23	Del Mesa Park - Replace Shelter	-	-	-	-	-
24	TeWinkle Park - Installation of Isolation Valves	-	-	-	-	-
25	Wilson Park - Replace Picnic Shelter	-	-	-	-	-
Park Development, Program #40112						
26	Brentwood Park Improvements	-	-	-	294,250	-
27	Fairview Park Improvements	-	-	-	250,000	-
28	Fairview Park - Placentia Avenue Connector Trail	-	-	-	-	-
29	Historical Society - Wrought Iron Fence Installation	-	-	-	-	-
30	Recreation Use Concept Plans - Various Properties	-	-	-	50,000	-
31	Fairview Developmental Center Parking Lot Rehab	-	-	-	30,000	-

continued to next page

CITY OF COSTA MESA, CALIFORNIA

Req Nbr	Program/Project Name	Traffic Impact Fees Fund 214	Capital Improvement Fund 401	Measure M Funds 403/415/416	Total
Parkway & Median Improvements, Program #20111					
1	Harbor Boulevard Beautification	\$ -	\$ 500,000 *	\$ -	\$ 610,000
2	Harbor Boulevard Bike Trail Improvements	-	360,000	-	360,000
Street Improvement, Program #30112					
3	Westside Improvements	-	250,000	-	250,000
4	CDBG Alley Improvement - Gisler Avenue	-	-	-	570,000
5	Citywide Street Improvements	-	-	3,500,000	6,500,000
6	Harbor Boulevard Improvements	-	540,000	-	540,000
7	Citywide Unimproved Alley	-	-	-	350,000
Storm Drain Improvement, Program #30122					
8	Pomona Avenue/Industrial Way Water Quality & Storm Drain Design	-	-	-	500,000
Curbs and Sidewalks, Program #30130					
9	Citywide Sidewalk Repair	-	510,000	-	510,000
10	New Sidewalk/Missing Link Program	-	-	-	100,000
11	Parkway Improvement Program	-	-	-	250,000
12	Priority Sidewalk Repair	-	-	-	50,000
Traffic Planning, Program #30210					
13	Anton/Sunflower Signal Improvements	-	232,500 *	-	258,500
14	Citywide Safe Routes to School	-	796,200 *	-	796,200
15	East 17th Street Landscape Enhancement	100,000	500,000 *	-	750,000
16	East 19th Street Safe Routes to School	-	85,000 *	-	85,000
17	Fairview Road/Wilson Street Improvements	77,250	-	222,786	300,036
18	Harbor Boulevard/Adams Avenue Improvements	988,000	1,482,000 *	1,428,200	3,898,200
19	Harbor Boulevard Widening (Law Court to Sunflower)	140,400	-	721,900	971,500
20	Harbor Boulevard/Wilson Street Improvements	47,500	-	252,500	340,000
21	West 19th Street Pedestrian Improvements	-	237,000 *	-	264,000
Park Maintenance, Program #40111					
22	Concrete Walkway Replacement- Various Parks	-	50,000	-	50,000
23	Del Mesa Park - Replace Shelter	-	65,000	-	65,000
24	TeWinkle Park - Installation of Isolation Valves	-	30,000	-	30,000
25	Wilson Park - Replace Picnic Shelter	-	60,000	-	60,000
Park Development, Program #40112					
26	Brentwood Park Improvements	-	294,250 *	-	588,500
27	Fairview Park Improvements	-	-	-	250,000
28	Fairview Park - Placentia Avenue Connector Trail	-	500,000	-	500,000
29	Historical Society - Wrought Iron Fence Installation	-	80,000	-	80,000
30	Recreation Use Concept Plans - Various Properties	-	-	-	50,000
31	Fairview Developmental Center Parking Lot Rehab	-	60,000 *	-	90,000

*Grant Funded Project

continued to next page

SUMMARY OF PRELIMINARY CAPITAL IMPROVEMENT PROJECTS

by Funding Source
FISCAL YEAR 2012-2013

Req Nbr	Program/Project Name	Gas Tax Fund 201	AQMD Fund 203	CDBG Fund 207	Park Development Fund 208	Drainage Fund 209
continued from previous page						
Building Maintenance, Program #50910						
32	Balearic Community Center - Replace Electrical Serv	\$ -	\$ -	\$ -	\$ -	\$ -
33	Connect New Corp Yard Clarifier to Sewer (NPDES)	-	-	-	-	-
34	Mesa Verde Library - Replace Carpet/Repaint Interio	-	-	-	-	-
Other City Council Priorities						
	Replenishment of GF Fund Balance	-	-	-	-	-
	Replenishment of Equip Replace Fund Balance	-	-	-	-	-
	Alleys - Citywide	-	-	-	-	-
	IT Upgrades	-	-	-	-	-
	Medical Reimbursement Unfunded Liability	-	-	-	-	-
	Youth Sports - CM United	-	-	-	-	-
	Library Upgrades	-	-	-	-	-
	Sports Fields Master Plan	-	-	-	-	-
	Fairview Park Master Plan	-	-	-	-	-
	Problem Properties	-	-	-	-	-
	Capital Program for Trees	-	-	-	-	-
	Replacement of Fire Station #1	-	-	-	-	-
	Drainage Master Plan/Improvements	-	-	-	-	-
	Westside Improvements	-	-	-	-	-
Total FY 12-13 Preliminary CIPs		\$ 3,860,000	\$ 352,200	\$ 570,000	\$ 624,250	\$ 500,000

CITY OF COSTA MESA, CALIFORNIA

Req Nbr	Program/Project Name	Traffic Impact Fees Fund 214	Capital Improvement Fund 401	Measure M Funds 403/415/416	Total
continued from previous page					
Building Maintenance, Program #50910					
32	Balearic Community Center - Replace Electrical Service	\$ -	\$ 45,000	-	\$ 45,000
33	Connect New Corp Yard Clarifier to Sewer (NPDES)	-	35,000	-	35,000
34	Mesa Verde Library - Replace Carpet/Repaint Interior	-	50,000	-	50,000
Other City Council Priorities					
	Replenishment of GF Fund Balance	-	50,000	-	50,000
	Replenishment of Equip Replace Fund Balance	-	857,322	-	857,322
	Alleys - Citywide	-	1,400,000	-	1,400,000
	IT Upgrades	-	900,000	-	900,000
	Medical Reimbursement Unfunded Liability	-	50,000	-	50,000
	Youth Sports - CM United	-	100,000	-	100,000
	Library Upgrades	-	100,000	-	100,000
	Sports Fields Master Plan	-	2,000,000	-	2,000,000
	Fairview Park Master Plan	-	1,840,000	-	1,840,000
	Problem Properties	-	1,000,000	-	1,000,000
	Capital Program for Trees	-	121,000	-	121,000
	Replacement of Fire Station #1	-	442,000	-	442,000
	Drainage Master Plan/Improvements	-	3,819,000	-	3,819,000
	Westside Improvements	-	250,000	-	250,000
Total FY 12-13 Preliminary CIPs		\$ 1,353,150	\$ 19,691,272	\$ 6,125,386	\$ 33,076,258
*Grant Funded Project					

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering			PROGRAM Parkway and Median Improvements, 20111			
PROJECT TITLE Harbor Boulevard Beautification				PROJECT MANAGER Bart Mejia, x - 5291		ITEM 1	
PROJECT ACCOUNT STRING:	Account 500000 500000	Fund 201 401	Org 19500 19500	Program 20111 20111	Project 350017 350017	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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	610,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 610,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax	110,000	-	-	-	-	-	-
TE Grant	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 610,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ 16,627		
<p>The City received a \$500,000 Transportation Enhancement (TE) grant for the design and construction of beautification improvements on Harbor Boulevard that includes the planting of new trees per the approved plant palette for this corridor and the installation of a new entry monument sign south of MacArthur Boulevard.</p> <p>The amount requested this fiscal year will fund the construction phase of the project. The TE grant reimburses up to 74% of all qualifying expenditures.</p>							
GENERAL PLAN CONSISTENCY	GOAL:		POLICY:		OBJECTIVE:		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Parkway and Median Improvements, 20111
PROJECT TITLE Harbor Boulevard Bike Trail Improvements		PROJECT MANAGER Bart Mejia, x - 5291
PROJECT ACCOUNT STRING:		ITEM 2
Account	Fund	Org
500000	401	19500
Program	Project	
20111		
		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 12-13	FY 13-14
	FY 14-15	FY 15-16
	FY 16-17	FY 17-18
	FY 18-19	
Description of Expenditures		
Architect Fees	35,000	-
Construction	325,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 360,000	\$ -
Description of Resources		
Capital Outlay Fund	360,000	-
	-	-
	-	-
Total	\$ 360,000	\$ -
Project Justification	Operating Impact: \$ 6,500	
The existing bicycle trail in the west parkway of Harbor Boulevard between Fair Drive and Merrimac Way does not currently have safety lighting. As a result of the successful completion of the bike trail south of Fair Drive, it is proposed to utilize the same low-level lighting to maintain uniformity, increase safety and beautify this very important corridor. The amount requested will fund the design and construction of a new energy-efficient lighting system for this segment.		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Street Improvements, 30112		
PROJECT TITLE Westside Improvements				PROJECT MANAGER Fariba Fazeli, x - 5378		ITEM 3	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 30112	Project	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	180,000	250,000	500,000	500,000	500,000	500,000	-
Engineering Fees	70,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 250,000	\$ 250,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ -
Description of Resources							
Capital Outlay	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>This project will provide a master plan for implementation of the following streetscape improvements on 19th Street from Harbor Boulevard to westerly city limits:</p> <ol style="list-style-type: none"> 1) Decorative crosswalks 2) Decorative sidewalks 3) Parkway landscaping including planting trees 4) Street furnishings such as benches, trash receptacles, news racks, etc... 							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Alley Improvements, 30112
PROJECT TITLE CDBG Alley Improvement- Gisler Avenue Alley (No. 031)		PROJECT MANAGER Fariba Fazeli, x - 5378
PROJECT ACCOUNT STRING:		ITEM 4
	Account 500000	Fund 207
	Org 19200	Program 30112
	Project	
		New Project ▼
Priority Classification:		
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.		
	FY 12-13	FY 13-14
	FY 14-15	FY 15-16
	FY 16-17	FY 17-18
	FY 18-19	
Description of Expenditures		
Architect Fees	-	-
Construction	570,000	-
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 570,000	\$ -
Description of Resources		
Community Development Block Grant	570,000	-
	-	-
Total	\$ 570,000	\$ -
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 priorities and recommendations in the report and directed staff to improve the alleys in order as recommended per the 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 Gisler Avenue Alley (Alley No. 31) from Coriander to Cinnamon Avenue.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Street Improvements, 30112		
PROJECT TITLE Citywide Street Improvements				PROJECT MANAGER Fariba Fazeli, x - 5378		ITEM 5	
PROJECT ACCOUNT STRING:	Account 500000 500000 500000	Fund 201 403 416	Org 19200 19200 19200	Program 30112 30112 30112	Project 400015 400015 400015	Existing Project ▼	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	6,500,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 6,500,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000	\$ 3,000,000
Description of Resources							
Gas Tax	3,000,000	-	-	-	-	-	-
Measure "M" Construction	3,000,000	-	-	-	-	-	-
Measure "M2" Fairshare	500,000	-	-	-	-	-	-
Total	\$ 6,500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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. This program meets the City Council's Goal and Objective No. 98-B9 "Street Repairs Need Greater Effort."</p> <p>These funds will be used towards rehabilitation of the following streets: Red Hill Avenue (Paularino Avenue to Bristol Avenue), Airport Loop Drive (Red Hill Avenue to Cul-de-sac), Airway Avenue (Clinton Avenue to Airport Loop Drive), Baker Street (Airway Avenue to Newport Boulevard northbound), Briggs Avenue (Pullman Street to Red Hill Avenue), Bristol Street (Santa Ana Avenue to easterly City Limits), Clinton Avenue (Red Hill Avenue to Cul-de-sac), Fischer Avenue (Airway Avenue to Pullman Street), Kalmus Drive (Airway Avenue to Pullman Street), Lear Avenue (Red Hill Avenue to Airway Avenue), McCormick Avenue (Pullman Street to Airway Avenue), Paularino Avenue (Airway Avenue to Newport Boulevard northbound), Pullman Avenue (Paularino Avenue to Red Hill Avenue & Kalmus Road to Baker Street), The Masters Circle (Newport Boulevard to Cul-de-sac)</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 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Street Improvements, 30112
PROJECT TITLE Harbor Boulevard Improvements		PROJECT MANAGER Fariba Fazeli, x- 5378
PROJECT ACCOUNT STRING:		ITEM 6
Account	Fund	Org
500000	401	19200
Program	Project	
30112		
		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 12-13	FY 13-14
	FY 14-15	FY 15-16
	FY 16-17	FY 17-18
	FY 18-19	
Description of Expenditures		
Architect Fees	-	-
Construction	540,000	560,000
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 540,000	\$ 560,000
Description of Resources		
Capital Outlay	540,000	-
	-	-
	-	-
Total	\$ 540,000	\$ -
Project Justification	Operating Impact: \$ -	
This project consists of installation of decorative crosswalks at the intersections of Harbor Boulevard at Baker Street, and Date Place. It also includes construction of a colored concrete intersection at Harbor Boulevard and Baker Street.		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Alley Improvements, 30112		
PROJECT TITLE Citywide Unimproved Alley (Alley No.'s 048, 049,050)				PROJECT MANAGER Fariba Fazeli, x - 5378		ITEM 7	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30112	Project 400012	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	350,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Gas Tax	350,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>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 priorities and recommendations in the report and directed staff to improve the alleys in order as recommended per the priority list.</p> <p>These funds will be used towards rehabilitation of the following three Alleys:</p> <ol style="list-style-type: none"> 1) Alley No. 048, Fillmore Way Alley, between Coolidge Avenue and Fillmore Way, from Paularino Avenue to Albany Street 2) Alley No. 049, Fillmore Way Alley, between Coolidge Avenue and Fillmore Way, from Albany Street to Baker Street 3) Alley No. 050, Garfield Avenue Alley, between Fillmore Way and Garfield Avenue, from Paularino Avenue to Baker Street 							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Engineering	PROGRAM Storm Drain Improvements, 30122
PROJECT TITLE Pomona Avenue/Industrial Way Water Quality & Storm Drain Design		PROJECT MANAGER Fariba Fazeli, x - 5378
PROJECT ACCOUNT STRING:		ITEM 8
Account	Fund	Org
500000	209	19200
Program	Project	
30122	550017	
		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 12-13	FY 13-14
Description of Expenditures		
Architect Fees	-	-
Construction	500,000	500,000
Engineering Fees	-	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other Costs (please identify)	-	-
Total	\$ 500,000	\$ 500,000
Description of Resources		
Drainage Fees	500,000	-
	-	-
	-	-
Total	\$ 500,000	\$ -
Project Justification		Operating Impact: \$ -
<p>A comprehensive study was conducted Citywide to provide information about the storm drain system and the cost to upgrade and/or construct a new underground system. The City Council approved the priorities and recommendations in the report and directed staff to upgrade and/or construct storm drain systems as recommended.</p> <p>These funds will be used towards the construction of Pomona Avenue/Industrial Way Water Quality and Storm Drain Improvements from 19th Street and Anaheim Avenue to Newport Boulevard.</p>		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130		
PROJECT TITLE Citywide Sidewalk Repair				PROJECT MANAGER Fariba Fazeli, x - 5378		ITEM 9	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19200	Program 30130	Project	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	510,000	100,000	290,000	300,000	300,000	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 510,000	\$ 100,000	\$ 290,000	\$ 300,000	\$ 300,000	\$ -	\$ -
Description of Resources							
Capital Outlay	510,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 510,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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 repair uplifted sidewalks throughout the city.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130		
PROJECT TITLE New Sidewalk/Missing Link Program				PROJECT MANAGER Fariba Fazeli, x - 5378		ITEM 10	
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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
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 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130		
PROJECT TITLE Parkway Improvement Program				PROJECT MANAGER Fariba Fazeli, x - 5378		ITEM 11	
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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Description of Resources							
Gas Tax	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>A parkway maintenance program is essential to remove and replace damaged curbs, gutters, and sidewalks which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform necessary parkway repairs in anticipation of the residential street maintenance program for the following year. Additionally, Americans With Disabilities Act 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 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Curbs & Sidewalks, 30130		
PROJECT TITLE Priority Sidewalk Repair				PROJECT MANAGER Fariba Fazeli, x - 5378		ITEM 12	
PROJECT ACCOUNT STRING:		Account 500000	Fund 201	Org 19200	Program 30130	Project 500017	Existing Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
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 curbs, gutters, and sidewalks which eliminates the City's liability associated with pedestrian accidents. This program is intended to provide funds to permanently repair damaged concrete improvements within the City right-of-way.</p> <p>These funds will be used to perform the necessary parkway repairs where staff has been directed to remove trees by the Parks and Recreation Commission. Additionally, Americans With Disabilities Act 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 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Street Improvements, 30210		
PROJECT TITLE Anton/Sunflower Signal Improvements				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 13	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 203	Org 19300 19300	Program 30210 30210	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	258,500	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 258,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Federal HSIP Grant	232,500	-	-	-	-	-	-
Air Quality Management District	26,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 258,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily at the Anton-Sunflower Intersection. The City applied for and received a Highway Safety Improvement Program (HSIP) Grant for this project to construct improvements at the intersection. The traffic signal improvements include protected-permissive left turn signal phasing, enhanced safety lighting, various bicycle and pedestrian improvements, radar speed signs, and other engineered improvements. These improvements are needed to address the intersection safety because of the adjacent freeway on-ramp and the high volume of traffic in the morning and afternoon peak hours.</p> <p>The HSIP Grant total project allocation is \$232,500. The City is required to provide a 10% match share. The \$26,000 in match share funding will be allocated from Air Quality Management District (AQMD) funds. The HSIP Federal Funds are allocated from HSIP cycle 4. Design will be completed by in-house staff. Construction is scheduled for Fiscal Year 2012-13.</p>							
GENERAL PLAN CONSISTENCY	GOAL:	CIR-2	POLICY:	CIR-2A	OBJECTIVE:	CIR-2A.2,4	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Transportation Services	PROGRAM Street Improvements, 30210
PROJECT TITLE Citywide Safe Routes to School		PROJECT MANAGER Raja Sethuraman, x - 5032
PROJECT ACCOUNT STRING:		ITEM 14
Account	Fund	Org
500000	401	19300
Program	Project	
30210	-	
		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 12-13	FY 13-14
Description of Expenditures	FY 14-15	FY 15-16
FY 16-17	FY 17-18	FY 18-19
Architect Fees	-	-
Construction	736,200	-
Engineering Fees	60,000	-
Equipment	-	-
Inspection	-	-
Land Acquisition	-	-
Other	-	-
Total	\$ 796,200	\$ -
Description of Resources	FY 14-15	FY 15-16
FY 16-17	FY 17-18	FY 18-19
Federal SRTS Grant	796,200	-
	-	-
	-	-
Total	\$ 796,200	\$ -
Project Justification		Operating Impact: \$ -
<p>The intent of the project is to improve school zone safety with the installation of speed feedback signs, pedestrian countdown timers, school zone flashers, and minor striping and signing improvements citywide in Costa Mesa. The Federal Safe Routes to School project includes traffic calming to improve the safety of pedestrians traversing arterial routes and create a consistent approach to school zones. A total of 22 speed feed back signs, 6 school zone flashers, 40 intersections with pedestrian countdown timers, as well as minor striping will be the provided at various schools with this project. The project is 100% Federal Grant funded and there is no City match required.</p> <p>The speed feedback signs and school zone flashers will be "green" technology using solar powered and intelligent programming. The improvements will include the ability to collect data on speed and volume in school zones as well as traffic information. The devices will be able to be activated and programmed from a central location, thus eliminating the need for field visits to program the devices. The project will also include the necessary equipment to update all City speed feedback signs with remote activation and programming technology.</p> <p>The City secured a Safe Routes to School grant in the amount of \$796,200, towards the purchase, installation, education and construction phases of the project. Engineering and construction are scheduled for Fiscal Year 2012-13.</p>		
GENERAL PLAN CONSISTENCY	GOAL: CIR-1	POLICY: CIR-1A
		OBJECTIVE: CIR-1A-3,15

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Transportation Services	PROGRAM Street Improvements, 30210																				
PROJECT TITLE East 17th Street Landscape Enhancement		PROJECT MANAGER Raja Sethuraman, x - 5032																				
		ITEM 15																				
PROJECT ACCOUNT STRING:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Account</td> <td style="text-align: right;">Fund</td> <td style="text-align: right;">Org</td> <td style="text-align: right;">Program</td> <td style="text-align: right;">Project</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">401</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td></td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">203</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td></td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: right;">214</td> <td style="text-align: right;">19300</td> <td style="text-align: right;">30210</td> <td></td> </tr> </table>	Account	Fund	Org	Program	Project	500000	401	19300	30210		500000	203	19300	30210		500000	214	19300	30210		<div style="border: 1px solid black; padding: 2px;"> Existing Project ▼ </div>
Account	Fund	Org	Program	Project																		
500000	401	19300	30210																			
500000	203	19300	30210																			
500000	214	19300	30210																			
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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19															
Description of Expenditures																						
Architect Fees	-	-	-	-	-	-	-															
Construction	750,000	-	-	-	-	-	-															
Engineering Fees	-	-	-	-	-	-	-															
Equipment	-	-	-	-	-	-	-															
Inspection	-	-	-	-	-	-	-															
Land Acquisition	-	-	-	-	-	-	-															
Other Costs (please identify)	-	-	-	-	-	-	-															
Total	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -															
Description of Resources																						
Federal TEA Grant	500,000	-	-	-	-	-	-															
Air Quality Management District	150,000	-	-	-	-	-	-															
Traffic Impact Fees	100,000	-	-	-	-	-	-															
Total	\$ 750,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -															
Project Justification	Operating Impact:						\$ -															
<p>The intent of the subject improvement project is to enhance the streetscape along East 17th Street between Tustiin Avenue and Irvine Avenue. The proposed improvements will continue the streetscape already improved between Orange Avenue and Santa Ana Avenue to the remaining portion of East 17th Street. Decorative crosswalks, sidewalks, landscaped medians, decorative streetlights, and parkway trees will be installed as part of this enhancement project. The project will also implement right-turn lanes at the intersection of East 17th Street and Tustin Avenue, in accordance with the General Plan Circulation Element.</p> <p>The City secured a Federal Transportation Enhancement Activities (TEA) grant in the amount of \$500,000 towards the implementation of this project. The project match funding will be derived from Air Quality Management District (AQMD) funds.</p>																						
GENERAL PLAN CONSISTENCY	GOAL:	CIR-1, CD-1	POLICY:	OBJECTIVE:				CIR-1A.11, CD-1A.4														

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Street Improvements, 30210		
PROJECT TITLE East 19th Street Safe Routes to School				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 16	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19300	Program 30210	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	770,900	-	-	-	-	-
Engineering Fees	85,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 85,000	\$ 770,900	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Federal SRTS Grant	85,000	770,900	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 85,000	\$ 770,900	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>This project provides for implementation of "traffic calming" on East 19th Street between Newport Boulevard and Irvine Avenue. The project includes chokers to be constructed at intersections and chokers/medians at select mid-block locations along East 19th Street. Landscaping will be incorporated into the traffic calming devices to provide vertical features and the visual effect of a narrower street. These measures will address speeding concerns by narrowing the street and enhancing its residential nature. Entry monument signs at Fullerton Avenue and Irvine Avenue are also proposed to enhance identification of "Eastside" Costa Mesa. Since East 19th Street is a direct route through the Eastside, the high speed of traffic has become a primary safety concern.</p> <p>The City secured a Safe Routes to School Federal Grant in the amount of \$855,900 towards the design and construction of the project. The Grant is 100% of the total project cost and no City match share is required. The design phase is scheduled for Fiscal Year 2012-13 and construction is scheduled for Fiscal Year 2013-14.</p>							
GENERAL PLAN CONSISTENCY	GOAL:	CIR-1	POLICY:	CIR-1A	OBJECTIVE:	CIR-1A.3,15	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Street Improvements, 30210		
PROJECT TITLE Fairview Road/Wilson Street Improvements				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 17	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 415 214	Org 19300 19300	Program 30210 30210	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Engineering Fees	309,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 309,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Measure M2 Competitive	231,750	-	-	-	-	-	-
Traffic Impact Fees	77,250	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 309,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>Wilson Street is used by commuters to access the SR-55 Freeway. The overall Level of Service (LOS) of the intersection is significantly degraded during peak hours due to freeway oriented traffic. In addition, there are several apartments and retail shopping center that have direct access to Wilson Street. During the morning peak hour period, the intersection operates at LOS C, and during the evening peak hour period the intersection operates at LOS D. However, there are challenges to traffic operations due to the narrow width of Wilson Street; the use of the street by transit buses and significant auto, pedestrian and bicycle traffic. Based on review of critical movements, the improvements required to mitigate the traffic conditions include constructing Wilson Street to Master Plan standards with two through lanes in each direction and bicycle lanes.</p> <p>The City of Costa Mesa received funding from the Measure M2 program to design improvements for widening Wilson Street between SR-55 Freeway and Fairview Road. As part of this funding, the City will be using \$8,964 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$231,750 above and the \$222,786 shown on the summary page.</p>							
GENERAL PLAN CONSISTENCY		GOAL: CIR-1		POLICY:		OBJECTIVE: CIR-1A.11	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Transportation Services	PROGRAM Street Improvements, 30210																						
PROJECT TITLE Harbor Boulevard/Adams Avenue Improvements		PROJECT MANAGER Raja Sethuraman, x - 5032																						
		ITEM 18																						
PROJECT ACCOUNT STRING:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Account</td> <td style="text-align: center;">Fund</td> <td style="text-align: center;">Org</td> <td style="text-align: center;">Program</td> <td style="text-align: center;">Project</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: center;">415</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">300129</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: center;">401</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">300129</td> </tr> <tr> <td style="text-align: right;">500000</td> <td style="text-align: center;">214</td> <td style="text-align: center;">19300</td> <td style="text-align: center;">30210</td> <td style="text-align: center;">300129</td> </tr> </table>	Account	Fund	Org	Program	Project	500000	415	19300	30210	300129	500000	401	19300	30210	300129	500000	214	19300	30210	300129	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black;">Existing Project</td> <td style="text-align: center;">▼</td> </tr> </table>	Existing Project	▼
Account	Fund	Org	Program	Project																				
500000	415	19300	30210	300129																				
500000	401	19300	30210	300129																				
500000	214	19300	30210	300129																				
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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19																	
Description of Expenditures																								
Architect Fees	-	-	-	-	-	-	-																	
Construction	3,952,000	-	-	-	-	-	-																	
Engineering Fees	-	-	-	-	-	-	-																	
Equipment	-	-	-	-	-	-	-																	
Inspection	-	-	-	-	-	-	-																	
Land Acquisition	-	-	-	-	-	-	-																	
Other Costs (please identify)	-	-	-	-	-	-	-																	
Total	\$ 3,952,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -																	
Description of Resources																								
Measure M2 Competitive	1,482,000	-	-	-	-	-	-																	
SLPP (State) Grant	1,482,000	-	-	-	-	-	-																	
Traffic Impact Fees	988,000	-	-	-	-	-	-																	
Total	\$ 3,952,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -																	
Project Justification	Operating Impact:						\$ -																	
<p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily at the Harbor Boulevard-Adams Avenue intersection and also to mitigate impacts associated with the removal of the Garfield Avenue/Gisler Avenue bridge from the Orange County Transportation Authority (OCTA) Master Plan of Arterial Highways (MPAH). The scope of the project includes the construction of a third eastbound left-turn lane on Adams Avenue and a southbound right-turn lane on Harbor Boulevard. In addition, the project includes construction of a bus turnout on northbound Harbor Boulevard and consolidation of bus stops and driveways on southbound Harbor Boulevard. The project also includes streetscape enhancements including, decorative sidewalks and crosswalks and enhanced landscaping.</p> <p>The City secured Measure M2 and SLPP grants from OCTA in the amount of \$2,964,000, towards construction phase of the project. The right-of-way phase is currently underway with \$300,000 funding from Measure M2, and construction is scheduled for Fiscal Year 2012-13. As part of this funding, the City will be using \$53,800 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$1,482,000 above and the \$1,428,200 shown on the summary page.</p>																								
GENERAL PLAN CONSISTENCY	GOAL:	CIR-1, CD-1	POLICY:	OBJECTIVE:				CIR-1A.11, CD-1A.4																

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Street Improvements, 30210		
PROJECT TITLE Harbor Boulevard Widening (Law Court to Sunflower)				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 19	
PROJECT ACCOUNT STRING:		Account 500000 500000 500000	Fund 415 203 214	Org 19300 19300 19300	Program 30210 30210 30210	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	998,400	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 998,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Measure M2 Competitive	748,800	-	-	-	-	-	-
Air Quality Management District	109,200	-	-	-	-	-	-
Traffic Impact Fees	140,400	-	-	-	-	-	-
Total	\$ 998,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily along Harbor Boulevard between South Coast Drive and Sunflower Avenue. The project is comprised of widening northbound Harbor Boulevard from north of South Coast Drive to Sunflower to provide an additional through lane. At Sunflower Avenue, the fourth northbound through lane becomes a right-turn lane. The project will also include required signal modifications at Harbor Boulevard – Law Court and Harbor Boulevard – Sunflower Avenue intersections to accommodate the proposed widening.</p> <p>The City of Costa Mesa received funding from the Measure M2 program to design improvements for widening Harbor Boulevard between Law Court and Sunflower Avenue. As part of this funding, the City will be using \$26,900 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$748,800 above and the \$721,900 shown on the summary page.</p>							
GENERAL PLAN CONSISTENCY		GOAL: CIR-1		POLICY:		OBJECTIVE: CIR-1A.11	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Street Improvements, 30210		
PROJECT TITLE Harbor Boulevard/Wilson Street Improvements				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 20	
PROJECT ACCOUNT STRING:		Account 500000 500000 500000	Fund 415 203 214	Org 19300 19300 19300	Program 30210 30210 30210	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	350,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Measure M2 Competitive	262,500	-	-	-	-	-	-
Air Quality Management District	40,000	-	-	-	-	-	-
Traffic Impact Fees	47,500	-	-	-	-	-	-
Total	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>The intent of the subject improvement project is to mitigate current congestion and operational problems occurring daily at the Harbor Boulevard – Wilson Street intersection, especially during the evening peak hour period. The project scope includes the widening of the west leg of the intersection to provide a right-turn lane from westbound Wilson Street, and reconstructing the east leg of the intersection by removing large median markers and installing a concrete median. The project will also include traffic signal modifications at Harbor Boulevard - Wilson Street required for the project.</p> <p>The City of Costa Mesa received funding from the Measure M2 program to design street and intersection improvements at Harbor Boulevard and Wilson Street. As part of this funding, the City will be using \$10,000 for staff costs related to the project. Those costs will be accounted for as salaries in Fund 415 and not specifically against the project account. This is the reason for the difference between the \$262,500 above and the \$252,500 shown on the summary page.</p>							
GENERAL PLAN CONSISTENCY		GOAL: CIR-1		POLICY:		OBJECTIVE: CIR-1A.11	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Transportation Services			PROGRAM Street Improvements, 30210		
PROJECT TITLE West 19th Street Pedestrian Improvements				PROJECT MANAGER Raja Sethuraman, x - 5032		ITEM 21	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 401 203	Org 19300 19300	Program 30210 30210	Project	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	264,000						
Engineering Fees		-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 264,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Federal HSIP Grant	237,000	-	-	-	-	-	-
Air Quality Management District	27,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 264,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>The intent of the subject improvement project is to mitigate current safety, congestion and operational issues occurring on 19th Street between Harbor Boulevard and Placentia Avenue. The scope of the project includes the intallation of crosswalks, pedestrian countdown timer signal heads, advance warning signs, and safety lighting. All new facilities will meet engineering warrants and design requirements.</p> <p>The City secured a Highway Safety Improvement Program (HSIP) Grant for \$237,000. The Grant requires city match share funds of 10%. The City will allocate Air Quality Management District (AQMD) funds in the amount of \$27,000 to meet the match share. The total project is \$264,000. The design phase, by city staff will occur in Fiscal Year 2011-12. Construction is scheduled for Fiscal Year 2012-13.</p>							
GENERAL PLAN CONSISTENCY	GOAL: CIR-1		POLICY: CIR-1A		OBJECTIVE: CIR-1A.3, 15		

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Maintenance Services	PROGRAM Park Maintenance, 40111
PROJECT TITLE Concrete Walkway Replacement - Various Parks		PROJECT MANAGER Bruce Hartley, x - 5164
PROJECT ACCOUNT STRING:		ITEM 22
Account	Fund	Org
500000	401	19500
Program	Project	
40111	-	
		New Project ▼
Priority Classification:		
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.		
	FY 12-13	FY 13-14
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 Fund	50,000	-
	-	-
	-	-
Total	\$ 50,000	\$ -
Project Justification	Operating Impact: \$ -	
Replace sections of raised, cracked and/or deteriorating concrete walkways within six parks.		
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:
		OBJECTIVE:

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Maintenance Services	PROGRAM Park Maintenance, 40111					
PROJECT TITLE Del Mesa Park - Replace Shelter		PROJECT MANAGER Jim Ortiz, x - 7490					
PROJECT ACCOUNT STRING:		ITEM 23					
	Account	Fund	Org	Program	Project		
	500000	401	19500	40111	-	New Project ▼	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	60,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Outlay Fund	65,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 65,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact:		
					\$ -		
<p>The existing wood shelter is in need of replacement due to deterioration from dry rot and termites. This wood structure was repaired in the previous fiscal year to eliminate dangerous conditions and allow for time to budget for its replacement. It is the only picnic structure at this park and is reserved by patrons for events through the Recreation Division.</p> <p>The requested funds will replace the shelter with a structurally sound shelter that will allow for continued programming, generating additional funding for the City.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE TeWinkle Park - Installation of Isolation Valves				PROJECT MANAGER Jim Ortiz, x - 7490		ITEM 24	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	30,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Outlay Fund	30,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 30,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>The installation of isolation valves at TeWinkle Park will allow staff to better manage the irrigation system by making it possible to isolate areas with damaged irrigation components during repair, while maintaining full operation of the remainder of the system.</p> <p>Currently, the water supply to the entire irrigation system must be shut down to complete a repair. Typically, repairs on a main irrigation line of the size found in TeWinkle Park require a 24 hour cure time, impacting irrigation to other parts of the park and the water supply to the TeWinkle Athletic Complex. In addition, when the point of connection to large irrigation systems are turned on and off, additional damage frequently occurs.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Park Maintenance, 40111		
PROJECT TITLE Wilson Park - Replace Picnic Shelter				PROJECT MANAGER Jim Ortiz, x - 7490		ITEM 25	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40111	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	55,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Outlay Fund	60,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 60,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
The existing shelter is in need of replacement due to deterioration from dry rot and extensive termite damage. This wooden structure is the only structure at this park and is reserved for events through the Recreation Division. The requested funds will replace the shelter with a structurally sound shelter.							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112		
PROJECT TITLE Brentwood Park Improvements				PROJECT MANAGER Bart Mejia, x - 5291		ITEM 26	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 208 401	Org 19500 19500	Program 40112 40112	Project 700077 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	65,000	-	-	-	-	-	-
Construction	523,500	250,000	500,000	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 588,500	\$ 250,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development Fund	294,250	250,000	500,000	-	-	-	-
LWCF Grant	294,250	-	-	-	-	-	-
Total	\$ 588,500	\$ 250,000	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ 8,600		
<p>Brentwood Park was expanded after the purchase of Park School. Subsequent to this acquisition and after extensive public input, the Brentwood Park Master Plan was prepared to not only add the new parcel, but to address the needs of the community by incorporating additional park features and modernizing existing amenities. Due to the magnitude of the proposed improvements, the Brentwood Park Master Plan is being implemented in phases determined by available funding. The existing Park School structures have been removed, and the parcel has been graded, landscaped and opened for public use. These interim improvements were completed in October 2010 and included the necessary infrastructure to allow for the implementation of the remaining master planned improvements.</p> <p>The City successfully obtained a Land and Water Conservation Fund (LWCF) Program grant in the amount of \$294,250 for the design and construction of decomposed granite trails, fitness stations, park furniture, safety lighting, hardscape improvements, bio swale, and continuation of landscape and irrigation improvements. Unencumbered Park Development Funds are proposed to be utilized for the 50% match.</p> <p>This request recognizes the LWCF grant and authorizes the use of General Fund Balance to front the amount of the grant.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112		
PROJECT TITLE Fairview Park Improvements				PROJECT MANAGER Bart Mejia, x - 5291		ITEM 27	
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19500	Program 40112	Project 700029	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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	250,000	250,000	250,000	250,000	250,000	250,000	250,000
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
Description of Resources							
Park Development Fund	250,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
The funds requested will be used to continue the planning and construction of park improvements pursuant to the Fairview Park Master Plan.							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
 FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112		
PROJECT TITLE Fairview Park - Placentia Avenue Connector Trail				PROJECT MANAGER Bart Mejia, x - 5291		ITEM 28	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40112	Project 700029	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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
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 Fund	500,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ 1,000		
The portion of the paved trail between Placentia Avenue and Talbert Nature Preserve within Fairview Park is in need of rehabilitation to correct drainage problems and to repair the old asphalt concrete trail. Staff proposes to replace the existing asphalt concrete trail with color concrete for a longer service life and reduced maintenance.							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112		
PROJECT TITLE Historical Society- Wrought Iron Fence Installation				PROJECT MANAGER Bart Mejia, x - 5291		ITEM 29	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 40112	Project	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input checked="" type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	80,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Outlay Fund	80,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>The number of complaints and incidents associated with the transient population at and around the Historical Society building site has increased. Frequently, they congregate around the building during and after business hours to drink alcoholic beverages and smoke, which at times results in fist-fighting incidents. Both Historical Society administration staff and patrons have requested the City provide the means to prevent the transients from approaching the building in order to provide added security and safety.</p> <p>This project consists of the installation of wrought iron fencing along the perimeter of the Historical Society building. The fence will be gated at two locations and will provide access to a handicap ramp and the building parking lot for compliance with Americans with Disabilities Act (ADA) guidelines. The scope of work also includes modifications to the existing irrigation system and an HVAC enclosure to accommodate the proposed fence and construction of a concrete pad on the north side of the building to accommodate a future ten-foot (10') by twelve-foot (12') storage container.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112		
PROJECT TITLE Recreation Use Concept Plans - Various Properties				PROJECT MANAGER Bart Mejia, x - 5291		ITEM 30	
PROJECT ACCOUNT STRING:		Account 500000	Fund 208	Org 19500	Program 40112	Project 700066	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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	50,000	50,000	50,000	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development Fund	50,000	50,000	50,000	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>At the recommendation of the Parks and Recreation Commission, City Council directed staff to conduct feasibility and concept studies for active recreational uses on parcels within the City that are owned by public or private entities. The intent is to proactively determine whether these properties could be utilized by the City in the future for active recreational use if they became available for purchase or lease.</p> <p>The requested funding will be utilized to conduct preliminary studies and concept plans for properties that may come up for sale or that are identified as possible opportunities for acquisition and/or partnerships.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Engineering			PROGRAM Park Improvements, 40112		
PROJECT TITLE Fairview Developmental Center Parking Lot Rehabilitation				PROJECT MANAGER Bart Mejia, x - 5291		ITEM 31	
PROJECT ACCOUNT STRING:		Account 500000 500000	Fund 208 401	Org 19200 19200	Program 40112 40112	Project 700062 700062	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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	-	-	-	-	-	-	-
Construction	85,000	-	-	-	-	-	-
Engineering Fees	5,000	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Park Development	30,000	-	-	-	-	-	-
Donations and State Share	60,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 90,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ 1,600		
<p>In March 2012, the City entered into an MOU and a five-year Ground Lease with the State of California for the improvement, maintenance and use of two soccer fields located on the FDC property. In the ground lease, the City and State identified certain site specific improvements to be completed at the site. One of the project items is the rehabilitation of the parking lot at the playing field location. The State and AYSO have agreed to finance two thirds of the costs and the City pays for the remaining one-third of the costs.</p> <p>This request recognizes the 2/3 share to be reimbursed by the State and AYSO and authorizes the use of General Fund Balance to front these contributions. The amount requested this fiscal year will fund the design and construction phases of the project.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Balearic Community Center- Replace Electrical Service				PROJECT MANAGER John Aguilar, x - 7483		ITEM 32	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input checked="" type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input type="checkbox"/> Class IV Provides a new facility or asset or improves an existing standard of service. Provides programs to increase public convenience or comfort or projects having primary social, cultural, historic or aesthetic value.							
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	40,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Outlay Fund	45,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification					Operating Impact: \$ -		
<p>This project replaces the existing electrical distribution equipment and cabinet that exists in the turf area northwest of the Balearic Community Center. This metal cabinet is badly deteriorated due to rust and corrosion; it is not in condition to be safely seismically secured, and is potentially a health hazard. Its replacement is supported by the 3DI Building Assessment previously conducted in City facilities. The project would underground the utilities into the building and move electrical service into the building where it would not be subject to weather and irrigation.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES	DIVISION Maintenance Services	PROGRAM Building Maintenance, 50910					
PROJECT TITLE Connect New Corporate Yard Clarifier to Sewer (NPDES)		PROJECT MANAGER John Aguilar, x - 7483					
PROJECT ACCOUNT STRING:		ITEM 33					
	Account	Fund	Org	Program	Project		
	500000	401	19500	50910	-	New Project ▼	
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input type="checkbox"/> Class II Eliminates a hazard to public health or safety. Replaces an obsolete facility or maintains or better utilizes an existing facility. Benefits the City's economic base. Results in reduced operating costs or better service. <input checked="" type="checkbox"/> Class III Prevents a substantial reduction in an existing standard of City service due to population growth. Eliminates potential hazard to health or safety, or eliminates nuisance conditions. <input 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
Description of Expenditures							
Architect Fees	5,000	-	-	-	-	-	-
Construction	30,000	-	-	-	-	-	-
Engineering Fees	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Inspection	-	-	-	-	-	-	-
Land Acquisition	-	-	-	-	-	-	-
Other Costs (please identify)	-	-	-	-	-	-	-
Total	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Description of Resources							
Capital Outlay Fund	35,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 35,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact:	
<p>The existing wash rack in the parks and golf course maintenance side of the City's Corporation Yard is connected to a three stage clarifier that drains to the storm drain. This is no longer a permissible discharge per NPDES regulations. As a result of a Notice of Violation, this facility is no longer used to clean vehicles and equipment. Parks staff must utilize the wash rack in the public works side of the Corporation Yard to clean equipment; often times finding the facility busy with street sweepers and other equipment. Golf course personnel are encouraged to use the same facility, but typically clean equipment out on the golf courses. Connecting the wash facility to the sewer would allow park and golf course operations to once again use this important facility and would improve efficiencies and eliminate pollution.</p>						\$ -	
GENERAL PLAN CONSISTENCY	GOAL:	POLICY:	OBJECTIVE:				

CITY OF COSTA MESA, CALIFORNIA
CAPITAL IMPROVEMENT PROJECT
FISCAL YEAR 2012-2013

DEPARTMENT PUBLIC SERVICES		DIVISION Maintenance Services			PROGRAM Building Maintenance, 50910		
PROJECT TITLE Mesa Verde Library- Replace Carpet/Repaint Interior				PROJECT MANAGER John Aguilar, x - 7483		ITEM 34	
PROJECT ACCOUNT STRING:		Account 500000	Fund 401	Org 19500	Program 50910	Project -	New Project ▼
Priority Classification:							
<input type="checkbox"/> Class I Required by action of the City Council or legislation of another governmental agency. <input 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 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19
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 Fund	50,000	-	-	-	-	-	-
	-	-	-	-	-	-	-
	-	-	-	-	-	-	-
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Project Justification						Operating Impact: \$ -	
<p>The Mesa Verde Library lease agreement with the County of Orange, dated October 1, 2007, Page 4 of 12, Item #10 calls for carpet replacement within 60 days after March 1, 2011. This project was postponed in the previous budget at the request of the City and approval by the County. The cost of temporarily removing and storing furniture and literature inventory, for removing and disposing of 7,040 square feet of carpet is included in this cost.</p>							
GENERAL PLAN CONSISTENCY		GOAL:		POLICY:		OBJECTIVE:	



HISTORY OF COSTA MESA

Located on the "coastal tableland" above Newport Bay, Costa Mesa was once grazing grounds for cattle belonging to the Mission San Juan Capistrano. At the beginning of the 19th Century, missionaries built an adobe way station or "estancia" for the vaqueros who tended the herds. This structure still stands at 1900 Adams Avenue and was recently restored and transformed by the City into a museum. In 1810, this same area was a part of the Spanish land grant of Santiago del Santa Ana made to Jose Antonio Yorba. By 1880, settlers had begun buying portions of the rancho from Yorba's heirs and in the same decade established the town of Fairview. A school house and church were built near the present intersection of Harbor and Adams, and a 25-room hotel accommodated visitors to the nearby hot sulfur springs. But in early 1889, a storm washed out the railroad and brought financial disaster to the community which soon reverted to a farming country.

By this time, the little town of Harper, named after a nearby rancher, had emerged on a siding of the Santa Ana and Newport Railroad. Its first business, Ozment's General Store, stood on the corner of Newport and 18th Streets and contained the City's first post office, established in 1909. On May 11, 1920, Harper officially changed its name to Costa Mesa, which means "coastal tableland" in Spanish, and continued as an agricultural community, growing sweet potatoes, corn, tomatoes, strawberries, and apples.

Building and oil drilling industries were just beginning to bring new growth to the City when the depression hit Southern California. Industries collapsed and the local bank closed. More disaster followed when the 1933 earthquake shook the town, damaging businesses and the Main School. But, the school was soon rebuilt and continued in operation as the Clara McNally School. These buildings are now used for school administrative and service purposes.

World War II brought many thousands of people to the area for training at the Santa Ana Army Air Base, located on what is now the Orange County Fairgrounds, Orange Coast College, and the present site of the Civic Center. When the war ended, many of these men returned with their families to begin a population boom in the City.

On June 29, 1953, the City was incorporated and a City Council-Manager form of government was chosen. The new City had an area of 3.5 square miles and a population of 16,840. The City has an area of 16.8 square miles and the population has risen to 109,960, as of January 1, 2010.

Today, Costa Mesa is a major commercial and industrial center of Orange County. The City, which formally adopted the slogan "The City of the Arts" in late 1984, is home to the Orange County Performing Arts Center and the Tony Award-winning South Coast Repertory Theatre. The Center includes a 3,000-seat facility, which was completed in 1985. And in September 2006, the 2,000-seat Henry and Renee Segerstrom Concert Hall and 500-seat Samueli Theatre opened with great success. The Concert Hall is the new home to the Orange County's Pacific Symphony and Pacific Chorale.

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

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

MISCELLANEOUS STATISTICS
Fiscal Year 2012-2013

General

Date of Incorporation	June 29, 1953
Form of Government	Council-Manager
Classification	General Law
Area (in square miles)	16.8
Population	109,960
Acres Zoned for Industry	1,146
Acres of Open Space	1,957
Post Offices	2
Number of Full-Time Employees	478

Fire Protection

Number of Fire Stations	6
Number of Sworn Fire Fighters	89
Fire Insurance Rating	Class 2

Police Protection

Number of Sworn Police Officers	131
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Streets, Parks and Sanitation

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

Education Facilities

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

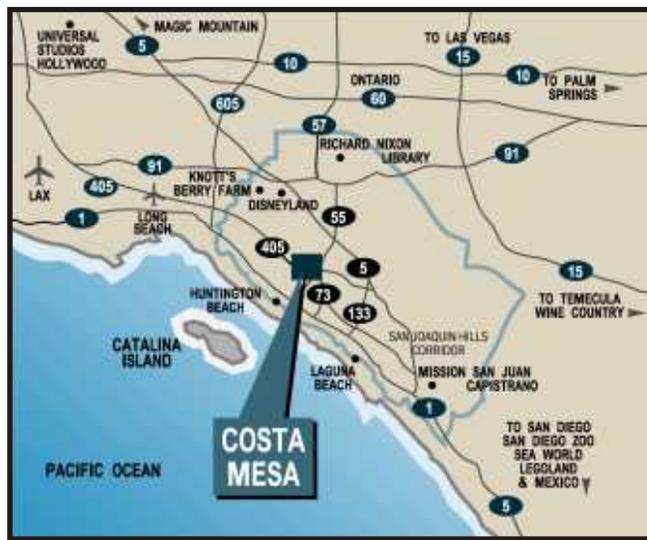
Costa Mesa



This is an annual publication prepared by the Development Services Department including Planning, Building and Code Enforcement Divisions. For any questions regarding current or future development, please contact the department at (714) 754-5245.

Location

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



Climate

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

Average temperature: January high 69°, low 41°
July high 81°, low 60°

Average rainfall: 14.5 inches, humidity- 71%

City Hall

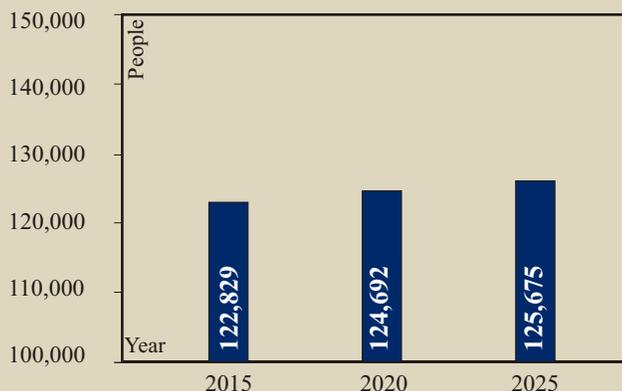
Incorporated in June, 1953, Costa Mesa has a Council/City Manager form of government. The 9.5 acre Civic Center is located at 77 Fair Drive. City Hall is a five-story building where the primary City administrative functions are conducted. The Civic Center complex also includes the Council Chambers, the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

Population Characteristics

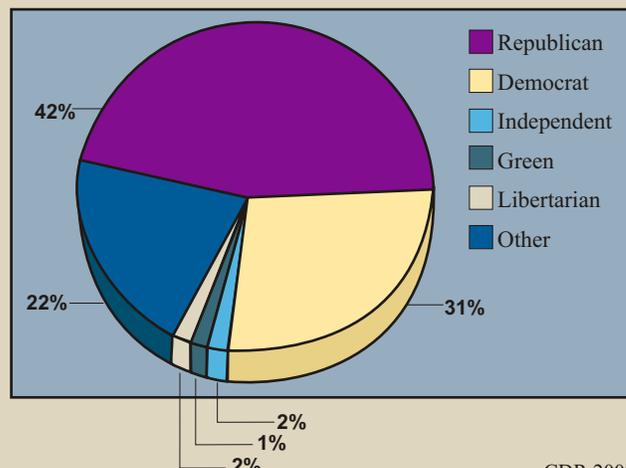
Population:	109,960
Median Age:	33
Average Household Size:	2.69
Average Family Size:	3.30

Source: 2010 U. S. Census

POPULATION PROJECTIONS



VOTER REGISTRATION



CDR 2008

Growth and Trends

	1980	1999	2010	2015	2020
Population Orange County¹	1,932,709	2,788,767	3,010,232	3,451,757	3,533,935
Population Costa Mesa	82,562	106,103	109,960	122,829	124,692
Costa Mesa Retail Sales Tax Revenue²	\$11.2 million	\$30.3 million	\$40.9 million	—	—

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

Land Use

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

3. Costa Mesa General Plan (2000)

Home Sales Price in Costa Mesa⁴ on the market (2012)

Costa Mesa - 92626

Homes Listed	40
Highest	\$ 1,075,000
Lowest	\$ 251,750
Median	\$ 550,953

Condos Listed	9
Highest	\$ 554,900
Lowest	\$ 219,900
Median	\$ 331,711

Costa Mesa - 92627

Homes Listed	48
Highest	\$ 1,400,000
Lowest	\$ 290,000
Median	\$ 591,233

Condos Listed	20
Highest	\$ 689,000
Lowest	\$ 124,900
Median	\$ 356,648

4. Torelli Realty

2010 Housing Units Distribution⁵

	Units	%
Single Detached:	16,005	38.2%
Single Attached:	4,296	10.2%
2 to 4 units/ structure:	6,107	14.6%
5+ units/ structure:	14,320	34.1%
Mobile homes:	1,141	2.7%
Other	72	.2%
Total housing units:	41,941	100.0%
Occupied units:	39,946	94.8%
Vacant units:	2,174	5.2%
Persons per unit:	2.69	

5. US Census

Orange County Fair Market Rental Rates⁶

Studio apartments	\$ 1,226
One-bedroom apartments	\$ 1,384
Two-bedroom apartments	\$ 1,652

6. Department of Housing and Urban Development (2010)

2010 Households⁷

	Units	%
Owner occupied	15,799	39.55%
Renter occupied	24,147	60.45%

7. Center for Demographic Research (2010)

Property Valuation

In 2010-2011, the total assessed property valuation for the City was \$14.03 billion. The total valuation for the City may be broken down into the following categories⁸.

Single family	\$ 6.0 billion
Multi-family	\$ 2.1 billion
Commercial	\$ 4.1 billion
Industrial	\$ 1.2 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.



2010 Income

Median Household Income \$64,864

Income Distribution

Income and benefits
(In 2010 inflation-adjusted dollars)

Income Range	Number	Percentage
Less than \$ 10,000	1,688	4.2%
\$10,000 to \$14,999	1,407	3.5%
\$15,000 to \$24,999	3,318	8.3%
\$25,000 to \$34,999	2,939	7.3%
\$35,000 to \$49,999	5,466	13.6%
\$50,000 to \$74,999	8,113	20.2%
\$75,000 to \$99,999	5,714	14.2%
\$100,000 to \$149,999	6,352	15.8%
\$150,000 to \$199,999	2,639	6.6%
\$200,000 or more	2,468	6.2%

1. U.S. Census Bureau (2010)

Education (No. of schools)

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

Labor Market²

Agriculture	less than 1.0%
Mining	less than 1.0%
Transportation & Public Utilities	3.0%
Construction	4.0%
Self-employed	6.0%
Finance, Insurance & Real Estate	8.0%
Government	9.0%
Manufacturing	12.0%
Trade	27.0%
Services	28.0%

2. Center for Demographic Research (2010)

Major Employers

Name of Company	Estimated Employees
Auto Club of Southern California	2,300
Experian Information Solutions	3,700
Associated Students of Orange	2,500
Coast Community College District	3,044
White Cap Construction Supply	2,200

3. Center for Demographic Research (2010)

	Number	Percent of Total
Employed	59,885	92.74%
Unemployed	4,687	7.26%
Total Labor Force	64,572	100%

4. US Census Bureau (2010)

Major Development Projects/Areas

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

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

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

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

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

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

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



Sakioka Farms Lot 1^s (40 acres) – east of Sakioka Dr., north of Anton Blvd., and south of Sunflower Ave.

Sakioka Farms Lot 2^s (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 2011-2012 is \$114,916,050. The General Fund portion of the budget is \$94,650,182. The approved budget is effective from July 1, 2011 through June 30, 2012.

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

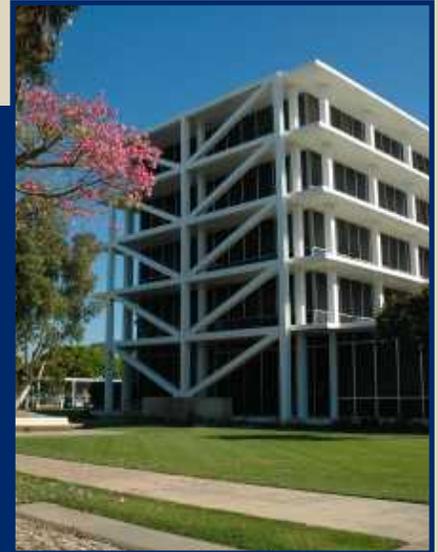
Newport Mesa Unified School District (714) 424-5000

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

Orange County Dept. of Education (714) 966-4000



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



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

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 12-13, the \$14.125 million is equivalent to 14.27% of the General Fund budget or 12.86% 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: Air Conditioning

ACT: Activity Club for Teens

ADA: Americans with Disabilities Act

ADT: Average Daily Traffic

AHRP: Arterial Highway Rehabilitation Program

ALS: Advanced Life Support

APA: American Planning Association

AQMD: Air Quality Management District

A/V: Audio/Video

AVL: Automatic Vehicle Location

AYSO: American Youth Soccer Organization

BAN: Bank Anticipation Note

BCC: Balearic Community Center

BIA: Business Improvement Area

BLS: Basic Life Support

BMP: Best Management Practices

CAD: Computer Automated Dispatch

CAFR: Comprehensive Annual Financial Report

CAL OSHA: California Occupational Safety and Health Administration

CalPERS: California Public Employees Retirement System

CalTrans: California Department of Transportation

CCTV: Closed-circuit Television

CD: Community Design

CDBG: Community Development Block Grant

CEQA: California Environmental Quality Act

ACRONYMS

CEO: Chief Executive Officer

CERT: Community Emergency Response Team

CIP: Capital Improvement Program

CIR: Circulation Impact Report

CMP: Congestion Management Program

CMRA: Costa Mesa Redevelopment Agency

CMSD: Costa Mesa Sanitary District

CMTV: Costa Mesa's Municipal Access Channel

CNG: Compressed Natural Gas

CO: Carbon Monoxide

COP: Certificates of Participation

COPPS: Community-Oriented Policing and Problem Solving

COPS: Citizen's Option for Public Safety

CPI: Consumer Price Index

CPR: Cardiopulmonary Resuscitation

CSI: Crime Scene Investigation

CSMFO: California Society of Municipal Finance Officers

CSS: Community Services Specialist

CUP: Conditional Use Permit

DARE: Drug Awareness Resistance Education

DOJ: Department of Justice

DLT: Digital Linear Tape

DRC: Downtown Recreation Center

DUI: Driving under the Influence

EAP: Employee Assistance Program

EDD: Employment Development Department

ACRONYMS

- EIR**: Environmental Impact Report
- EMS**: Emergency Medical Service
- EOC**: Emergency Operations Center
- ERAF**: Educational Revenue Augmentation Fund
- ERF**: Equipment Replacement Fund
- FEMA**: Federal Emergency Management Agency
- FHWA**: Federal Highway Administration
- FTE**: Full-Time Equivalent
- FY**: Fiscal Year
- GAAP**: Generally Accepted Accounting Practices
- GASB**: Governmental Accounting Standards Board
- GFOA**: Government Finance Officers' Association
- GIS**: Geographic Information System
- GMA**: Growth Management Area
- GO**: General Obligation
- HCD**: Housing and Community Development
- HEPA**: High-Efficiency Particulate Air (Filter)
- HUD**: Housing and Urban Development
- HVAC**: Heating, Ventilation, Air Conditioning
- I-405**: Interstate 405, also known as the San Diego Freeway
- ICE**: Immigration & Customs Enforcement
- ICU**: Intersection Capacity Utilization
- IIP**: Intersection Improvement Project
- IIPP**: Injury and Illness Prevention Program
- IPEMA**: International Playground Equipment Association
- IT**: Information Technology

ACRONYMS

JPA: Joint Powers Authority

JIC: Joint Information Center

JUA: Joint Use Agreement

LIDAR: Light Detection and Ranging

LLEBG: Local Law Enforcement Block Grant

LOS: Level of Service

LRMS: Law Records Management System

LTD: Long-term Disability

LTO: Linear Tape Open

M&O: Maintenance & Operation

MADD: Mothers Against Drinking and Driving

MDC: Mobile Data Computer

MIC: Mobile Intensive Care

MIS: Management Information Services

MOU: Memorandum of Understanding

MPAH: Master Plan of Arterial Highways

NACSLB: National Advisory Council on State and Local Budgeting

NCC: Neighborhood Community Center

NEC: National Electric Code

NFN: Neighbors for Neighbors

NIMS: National Incident Management System

NMUSD: Newport-Mesa Unified School District

NPDES: National Pollutant Discharge Elimination System

NPI: National Purchasing Institute

OCFCD: Orange County Flood Control District

OCFEC: Orange County Fair & Exposition Center

ACRONYMS

OCTA: Orange County Transportation Authority, OC Treasurer's Association

OPEB: Other Post Employment Benefits

OS: Official Statement

OTS: Office of Traffic Safety

PC: Personal Computer, Penal Code

PD: Police Department

PDAOC: Planning Director's Association of Orange County

PEG: Public, Education & Government

PERS: Public Employees Retirement System

POST: Peace Officer Standard Training

PPE: Personal Protective Equipment

PUC: Public Utility Commission

RAID: Reduce/Remove Aggressive & Impaired Drivers

RAN: Revenue Anticipation Note

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

ACRONYMS

SIP: Signal Improvement Program

SLESF: Supplemental Law Enforcement Services Fund

SMP: Senior Mobility Program

SOBECA: South Bristol Entertainment and Cultural Arts

SR-55: State Route 55, also known as the Costa Mesa Freeway

SR-73: State Route 73, also known as the Corona del Mar Freeway

SRO: School Resource Officer

SUV: Sports Utility Vehicle

SWAT: Special Weapons and Tactics (Team)

TAN: Tax Anticipation Note

TARGET: Tri-Agency Gang Enforcement Team

TEA: Transportation Enhancement Activities

TMC: Turning Movement Count

TOT: Transient Occupancy Tax

TPA: Third Party Administrator

TRAN: Tax and Revenue Anticipation Note

UASI: Urban Area Security Initiative

UBC: Uniform Building Code

UCM: Utility Cost Management

UMC: Uniform Mechanical Code

UPC: Uniform Plumbing Code

UPS: Uninterrupted Power System

UST: Underground Storage Tank

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>
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%
2007-08	\$ 13,824,233,517	\$ 1,089,530,466	8.56%
2008-09	\$ 14,366,107,839	\$ 541,874,322	3.92%
2009-10	\$ 14,432,675,049	\$ 66,567,210	0.46%
2010-11	\$ 14,116,462,882	\$ (316,212,167)	-2.19%

Source: HDL Coren & Cone

COMPUTATION OF LEGAL DEBT MARGIN
Fiscal Year Ended June 30, 2011

ASSESSED VALUE		<u>\$ 14,116,462,882</u>
DEBT LIMIT: 3.75 Percent of Assessed Value		\$ 529,367,358
Amount of Debt applicable to Debt Limit:		
Total Bonded Debt	<u>\$ 4,140,000</u>	
LESS: Assets in Debt Service Fund (Net)	<u>704,300</u>	
TOTAL AMOUNT OF DEBT APPLICABLE TO DEBT LIMIT		<u>\$ 3,435,700</u>
LEGAL DEBT MARGIN		<u><u>\$ 525,931,658</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>	
2001-02	110,720	8,937,943,913	8,380,000	
2002-03	111,512	9,492,361,297	7,820,000	
2003-04	113,011	10,057,183,726	7,470,000	
2004-05	113,011	10,689,157,305	7,020,000	
2005-06	113,134	11,644,775,477	6,565,000	
2006-07	113,143	12,734,703,051	6,105,000	
2007-08	113,955	13,824,233,517	5,630,000	
2008-09	116,479	14,366,107,839	5,145,000	
2009-10	116,341	14,432,675,049	4,650,000	
2010-11	109,960	14,116,462,882	4,140,000	
<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>
2001-02	759,793	7,620,207	0.00085	68.82
2002-03	762,440	7,057,560	0.00074	63.29
2003-04	704,877	6,765,123	0.00067	59.86
2004-05	707,466	6,312,534	0.00059	55.86
2005-06	710,981	5,854,019	0.00050	51.74
2006-07	711,982	5,393,018	0.00042	47.67
2007-08	706,045	4,923,955	0.00036	43.21
2008-09	704,300	4,440,700	0.00031	38.12
2009-10	704,300	3,945,700	0.00027	33.91
2010-11	704,300	3,435,700	0.00024	31.24

(1) Costa Mesa Community Economic Profile

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

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

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

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total General Obligation Bonded Debt Services</u>	<u>Total General Governmental Expenditures</u>	<u>Ratio Debt Service to General Govmtl. Expenditures</u>
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%
2007-08	-	-	-	148,917,186	0.00%
2008-09	-	-	-	146,045,455	0.00%
2009-10	-	-	-	119,029,826	0.00%
2010-11	-	-	-	104,396,937	0.00%

* 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.

2005 TeWinkle Park Athletic Field Complex – The City entered into a seven-year sublease/option agreement with Municipal Finance Corporation on December 6, 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 \$262,062 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 12-13 is \$5.5 million, which is equivalent to 5.44% of the General Fund operating budget. At this time, these payments are accommodated within the City's existing financial resources.

CITY OF COSTA MESA, CALIFORNIA
SCHEDULE OF DEBT SERVICE
REQUIREMENTS TO MATURITY

The annual requirements to amortize bonds payable by the City as of June 30, 2012, 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
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
Total principal and interest	\$ 1,281,250	\$ 8,743,645	\$ 2,182,032	\$ 33,733,568	\$ 45,940,495
Less interest payments	(31,250)	(1,223,645)	(462,032)	(8,593,568)	(10,310,495)
Outstanding principal	\$ 1,250,000	\$ 7,520,000	\$ 1,720,000	\$ 25,140,000	\$ 35,630,000

**Thank you to the following staff members for their contribution in preparing the
Fiscal Year 2012-2013 Budget:**

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Gina Clark, Jane Duenweg and Sam Nguyen



Costa Mesa
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