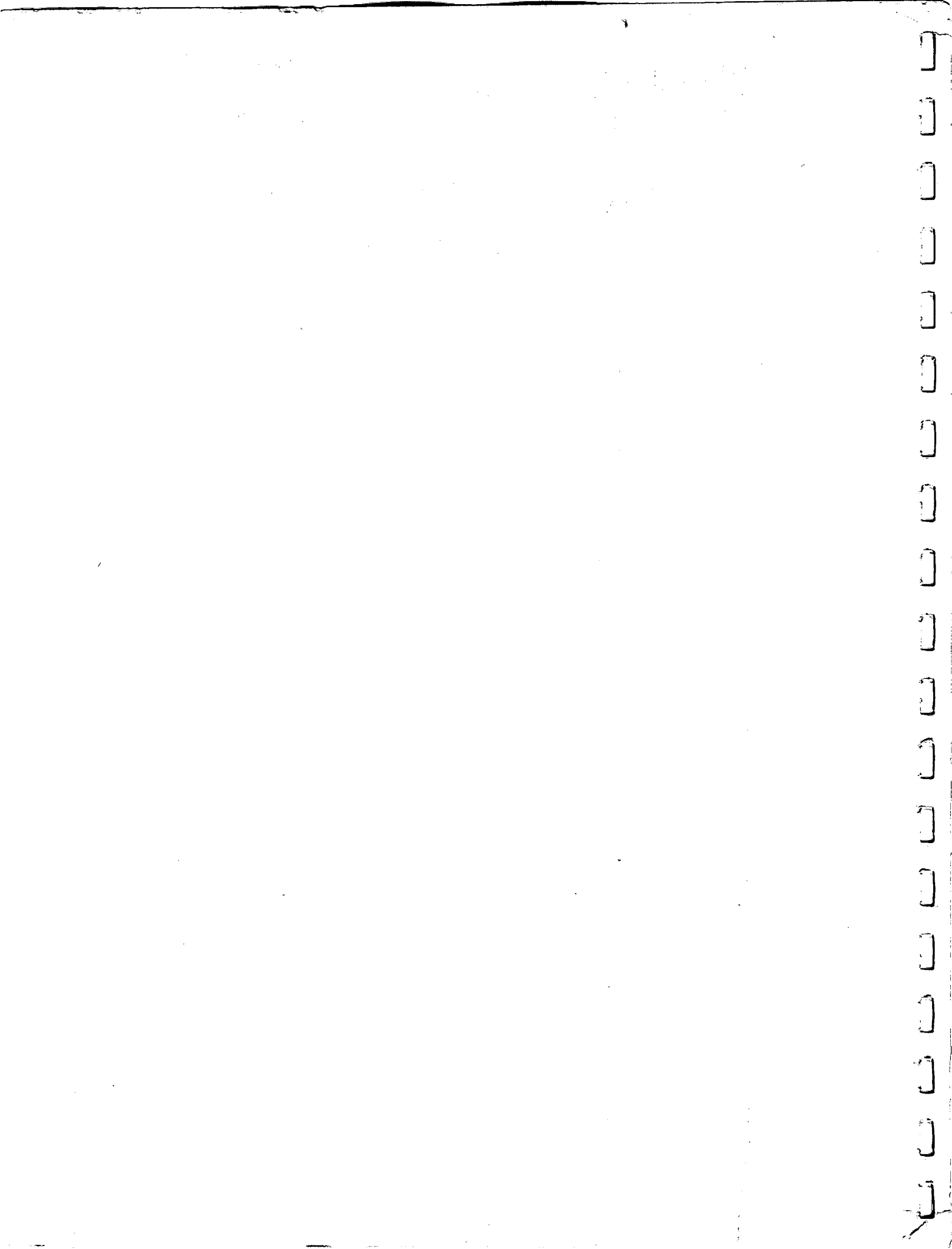


# City of Laguna Beach California



**Adopted Budget**  
*Fiscal Year 2001-02*



# City of Laguna Beach

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## ELECTED OFFICIALS

MAYOR

PAUL FREEMAN

MAYOR PRO TEM

WAYNE BAGLIN

COUNCILMEMBER

STEVE DICTEROW

COUNCILMEMBER

TONI ISEMAN

COUNCILMEMBER

CHERYL KINSMAN

CITY CLERK

VERNA ROLLINGER

CITY TREASURER

LAURA PARISI

## Administration

City Manager

Kenneth Frank

Assistant City Manager

John Pietig

Director of Public Works - City Engineer

Steve May

Deputy City Manager - Director of  
Administrative Services

Kenneth MacLeod

Chief of Police

James Spreine

Director of Community Development

Kyle Butterwick

Director of Community Services

Pat Barry

Fire Chief

Jim Reed

Marine Safety Chief

Mark Klosterman

Budget Preparation Team:

Finance Officer

Elizabeth Andrew

Account Technician - Budget Analyst

Magdalena Lotolc

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# **INTRODUCTION**

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# **INTRODUCTION**

## ***"How To Use This Budget"***

The Annual Budget for the City of Laguna Beach for Fiscal Year 2001-02 was adopted by Resolution 01.039 by the City Council on June 19, 2001.

The pages which immediately follow contain a copy of the City Manager's Budget Transmittal that accompanied the Proposed Budget when it was first submitted to the City Council April 20, 2001. The discussion of issues in the City Manager's Budget Transmittal refers only to the Proposed Budget as submitted at that time.

Subsequent to its submittal on April 20, 2001 and the preparation of this Budget Transmittal, numerous modifications have been made to the Proposed Budget. These modifications are shown on pages xvii and xviii, and they have been incorporated into the body of this budget document within the columns marked "Adopted Budget".

This document is divided into five sections:

1. City-Wide Summaries
2. Revenues
3. Expenditures
4. Capital Improvement Program
5. Appendix (Budget Detail by Fund)

The five sections are preceded by the City Manager's Budget Transmittal. This is a report which provides an overview of the City's Budget and a current perspective on a variety of issues which affect the budget.

If you are not familiar with the City's budget, you may wish to review the section on city-wide summaries before reading the City Manager's Budget Transmittal. This will provide you with a broad overview of the City's revenues, expenditures, and beginning and ending balances, and will assist you in better understanding the issues raised in the Budget Transmittal.

The following provides a brief description of each of the sections contained in the Budget.

## **Section I: City-Wide Summaries**

This section provides the broadest overview of the Adopted Budget. The first chart, "Beginning and Ending Balances," shows all of the City's funds and indicates the estimated beginning balances, revenues, transfers, expenditures, and ending balances. At the top of this chart are shown the City's operating and capital project funds, and at the bottom the City's internal service funds are shown.

Following this chart is a foldout chart entitled "Sources and Uses of Funds - Summary by Department and Fund." Similar to the first chart, this chart also shows the revenues, expenditures, and balances for each fund. The difference is that this chart also indicates how *funding is allocated* among the various department budgets. A page number is provided next to each department which refers to the pages within this budget document that provide more detailed information regarding that department's budget.

Also included within this year's budget is a more detailed Sources and Uses Statement which shows how the funding of the expenditure budget is allocated down to the *division level*. This is the large folded chart on page 6 and is entitled: "Sources and Uses of Funds - Summary by Division and Fund."

## **Section II: Revenue Budget**

The Revenue Budget begins with a summary of *all* projected revenues shown by major source within fund.

It is followed by a bar and pie chart analysis of the City's *General Fund* which summarizes various aspects of the *General Fund's* revenues, expenditures, and history.

This section concludes with a detailed breakdown and history for each individual revenue source organized by fund, and a description of key sources of revenues.

## **Section III: Expenditure Budget**

### **1. Organization by Department and Division**

The expenditure budgets in this document are organized by Department and are disaggregated down to the Division level. For the most part, all of the expenditure items within each Division are funded from a single fund source and that fund is shown at the top right-hand corner of the division budget. In the few cases where a particular expenditure item is funded from a source other than the fund shown at the top of the division budget, a footnote is included indicating the source of funding.

The foldout chart that appears in the introductory section to the Expenditure Section (p. 32.1) shows all of the City's departments and divisions and how they are organized within the Expenditure Section of this budget. For quick reference this chart contains page references to the individual departments.

## 2. Internal Service Funds

The City has two internal service funds. One for vehicle replacement and a second one for insurance and benefits. They are both shown at the end of the Expenditure Budget Section (pp. 173-177). An internal service fund is a revolving fund which is established to isolate the costs of a particular function, and then to allocate those costs to the various operating divisions.

Costs for the functions of the internal service funds are allocated to individual operating divisions through the use of an annual rate which is adjusted each year to reflect anticipated costs. For example, the rates for vehicle replacement are based on the specific vehicles assigned to each division, and the rates for employee medical insurance are based on the number of employees in each division.

Based on this rate, each division pays to the internal service fund an annual amount which is shown as an expenditure item in each division's budget. This payment becomes the revenue for the internal service fund which in turn directly pays for the goods and services provided, such as new vehicles or medical insurance.

The advantage of establishing rate-based internal service funds is that they provide an accounting mechanism to build up reserves to pay for very expensive items, such as the purchase of a fire truck or the payment of a large insurance claim. This allows the City to spread out the cost for these items over many years. Additionally, a rate-based vehicle replacement internal service fund more accurately assigns the cost of equipment over the period during which the equipment is used.

## **Section IV: Capital Improvement Program**

This Section (pp. 179-204) contains a listing of all capital improvement projects budgeted for this year. Additionally, it indicates the source of funding and provides a more detailed description of the scope and location for each project. The amounts budgeted for each project are also included within the expenditure budgets for each of the operating divisions that are responsible for managing the projects.

This section also contains the City's Ten Year Capital Improvement Plan which indicates by year the estimated cost and funding source for each project included within the plan.

**Section V: Appendix**

This section shows the detailed expenditure budgets for the City's principal funds including the General Fund, the Parking Fund, the Sewer Fund, and the Transit Fund. It also shows a summary for All Funds Combined.

In the Expenditure Section of this budget document, these detailed expenditure budgets are *arrayed by department and division*. In this Appendix Section, the detailed expenditure budgets are *arrayed by fund*.

## MEMORANDUM

DATE: April 20, 2001

TO: City Council

FROM: *KF* Kenneth Frank, City Manager

SUBJECT: **TRANSMITTAL OF THE 2001-2002 PRELIMINARY BUDGET**

Chapter 3.24 of the Laguna Beach Municipal Code requires the City Manager to submit a proposed budget to the City Council by May 1 of each year. In compliance with that mandate, the preliminary spending plan for fiscal year 2001-2002 is hereby presented. A public workshop and hearing concerning the budget is scheduled for Tuesday evening, May 8 at 5:00 p.m. A second public forum will be held on June 19; it is anticipated that the Council will adopt the budget at that session.

### I. OVERALL CITY FINANCIAL POSTURE

While the City is in reasonable financial condition, the proposed spending plan for next fiscal year offers no new programs or additional staff. The budget strives to maintain public facilities, replace equipment and continue existing efforts. Reasons for this stable budget include:

1. As part of the mid-year budget review, the Council augmented staffing with a third Battalion Chief, a fourth Permanent Lifeguard, a Police Detective, a Traffic Maintenance Technician, an Associate Engineer and an Engineering Technician; those five positions are forecast for the full twelve months next year. Three maintenance positions were also added to the Sewer Division.
2. Both natural gas and electrical costs are escalating dramatically; the budget assumes that the General Fund will have a 20% increase in natural gas costs and a 20% increase in electrical costs; based on recent news reports, these increases may not be sufficient.
3. Given the inimical financial quagmire in Sacramento, it is unlikely that the City will receive \$116,000 which the State provided this year to help offset the \$1.5 million per year in property taxes which were usurped in the early 1990's.
4. The State has authorized a notably higher level of retirement benefits for public safety employees; since virtually all Orange County cities are embracing that enhanced benefit, the budget reflects increased retirement costs.

5. The opposition to an international airport at the El Toro Marine Base has assumed a life of its own. The proposed budget includes \$400,000 next year for the City's participation in the El Toro Reuse Planning Agency.
6. A 4% cost of living increase for City employees is included to reflect existing union contracts; also, there is an additional 2% retirement benefit for police officers and lifeguards and the marine safety employees will enjoy a higher retirement benefit after July 1.
7. Investment rates have plummeted recently and the City's available cash balance has declined about 10% from this time a year ago as a result of the numerous projects currently underway; therefore, investment earnings are expected to be lower in the coming fiscal year.
8. Beset by workers compensation claims, overtime in the Fire Department has escalated markedly. Recently the Council was compelled to add \$225,000 to the current budget for that purpose.
9. When the Council augmented the spending plan at its mid-year review, funds that would normally have been added to the ending year balance on June 30, 2001 were expended at that point; therefore, the anticipated starting balance is not as generous as it has been in some previous years.
10. No lease payment from the Festival of Arts is allocated to the General Fund.
11. Workers compensation and employee health insurance expenses have risen.
12. The population for Laguna Beach is not growing; in fact, the new census data depicts a lower population than the State Department of Finance has been estimating.

## **II. GENERAL FUND REVENUE OUTLOOK**

General Fund revenue is estimated to be \$27,360,420. Compared to the budget which was originally adopted in June of 2000, revenues are 7.5% higher!- However, much of that revenue increase was absorbed by the changes which were made in October of last year. Key aspects of General Fund revenues include:

- Property taxes are projected to rise by 7%.
- Sales and hotel taxes are assumed to be stable based on revised higher estimates for the current fiscal year; over the last two years, bed tax revenues have increased by 22%!
- Rent from the Festival of Arts is estimated at \$213,000 which correlates with an equal amount of spending for community agencies; there is no allocation to the General Fund or the Capital Improvement Fund based on the City Council's last offer to the prior Festival Board.

### III. GENERAL FUND EXPENDITURE HIGHLIGHTS

General Fund spending is proposed at \$28,284,980 which is about \$725,000 (3%) above the FY 2000-01 budget that was adopted last June. Key changes from the present fiscal year are summarized by Departments.

#### CITY COUNCIL, CITY MANAGER, CITY CLERK, CITY TREASURER, AND CITY ATTORNEY

There is little change in any of these budgets. However, the City Council budget has been increased by \$10,000 for the cost of processing several minor annexations. Also, both the League of California Cities and the Southern California Association of Governments have raised their dues. Likewise, the cost of legal advertising has escalated in the City Clerk's budget.

#### ADMINISTRATIVE SERVICES DEPARTMENT

No significant changes are contemplated in the Personnel, Finance or Information Systems areas. The budget contains \$400,000 for the City's participation in the El Toro Reuse Planning Agency. Reflecting the increase in hotel taxes last year, the contribution to the Visitors Bureau slightly exceeds \$190,000. The Non-Departmental budget includes a new allocation of \$5,000 since the State has required cities and special districts to help pay for the costs of the Local Agency Formation Commission.

#### POLICE DEPARTMENT

No new staffing initiatives are proposed for this department. There are, however, several reclassifications of employees, i.e., two Dispatchers would be promoted to Senior Dispatcher and the Lieutenants have been upgraded to Captains. The Materials and Supplies allocation for the Police Department includes almost \$40,000 for replacing carpet and painting which has not been replaced for a decade. The budget assumes that the Legislature will extend the \$100,000 grant which pays for a portion of the new positions that were added in recent years. A second State grant, which was established last year to provide for capital equipment purchases, has not been included in the proposed budget; it is possible that additional revenues may be forthcoming for capital equipment.

#### FIRE DEPARTMENT

The present year's budget significantly increased funding for Fire Department activities including:

- Adding a third Battalion Chief (a second Battalion Chief was added in the previous year).
- Establishing a second paramedic unit.
- Providing on-site training for EMT and paramedic personnel.
- Increasing the preventative maintenance of fire engines.
- Upgrading computers.
- Conducting fire prevention classes on site.

- Increasing the overtime allowance.
- Completing the strategic plan.
- Updating the Department Operations Manual.
- Replacing fire engines more frequently.

Next year's budget proposes the acquisition of a vehicle for the third Battalion Chief. It increases the overtime allowance compared to the budget which was embraced by the Council last June; however, it assumes there will be some relief from the surfeit of workers compensation cases experienced in the past twelve months. Without a reduction in workers comp claims, additional overtime will need to be appropriated during the coming year. A major portion of the proposed budget submitted by the Fire Chief was to improve the condition of the fire stations. Those requests have been delineated in the Ten Year Capital Improvement Program along with repairs for other essential City facilities. However, it is assumed that funding will not be available for approximately four years, i.e., when hotel tax revenue is available from Treasure Island. During the current year, the Community Services Officer in the Fire Department (along with funding for fuelbreak maintenance and weed abatement) was transferred to Municipal Services. The 2001-02 budget encompasses those functions in Public Works.

#### MUNICIPAL SERVICES DEPARTMENT / PUBLIC WORKS DEPARTMENT

Terry Brandt will be retiring in July after 29 years of service to the City. Steve May is being promoted to head this vital department. Since Steve is a Registered Civil Engineer, we are reorganizing the department along the lines of a more traditional public works operation; hence, a moniker change from Municipal Services to Public Works. There are several modifications to the General Fund component of the budget including:

- A 2% increase in the contract with Waste Management is anticipated based on the cost of living index which is incorporated into that agreement.
- The refuse budget includes \$30,000 to retain a consultant to assist in bidding a new solid waste contract.
- While no new positions are contained in the General Fund portion of Public Works, there is a reclassification of two Project Coordinators to Project Managers and a promotion of a Maintenance Worker to a Maintenance Lead Worker.
- Funding of \$75,000 is included to paint the exterior of City Hall.
- Because the corporation yard is not being moved, \$25,000 is included to bring the gasoline dispensers in accord with water quality regulations, and new hoists are recommended for the mechanical maintenance facility.
- In order to ensure that City maintenance operations comply with water quality requirements and objectives, the budget includes funding for equipment to collect concrete wash-down and asphalt cutting debris generated by our City crews.
- To pay for the City's participation in studies and projects that are underway to improve water quality in Aliso Creek, \$100,000 has been budgeted. This estimate will be refined once the costs for these projects and studies become better defined.



## COMMUNITY DEVELOPMENT DEPARTMENT

Building permit activity continues to break records. While Vons Market has been virtually completed, a major inspection effort will be necessary over the next two years for the hotel and residential buildings at Treasure Island. Also, for the next several years, the City will need to pay for the monitoring of water quality along the beaches by Treasure Island; next year's budget includes \$87,000 for that purpose. The budget also includes \$120,000 for outsourcing the conversion of Building Division records from paper files to computer storage. Processing the backlog of files should be completed in twelve months. The budget also envisions a two year effort to replace all of the personal computers in Community Development so that they are able to operate the new GIS system. Before the May budget workshop, the staff will compare building, zoning and planning fees to expenses for those functions. An initial review suggests that fees could be raised about 5% which would generate roughly \$60,000 in additional revenue.

## COMMUNITY SERVICES DEPARTMENT

Very few changes are proposed for this department, although the budget includes \$75,000 to replaster the community swimming pool. There are slight increases in Arts Commission requests. Funding for community agencies is assumed to be the same as in the current year, i.e., \$213,000. The Council should appoint two of its members to review the multitude of requests and make a recommendation prior to adoption of the budget in June. Next year's budget shows \$160,000 in revenue and expenses for the properties which are owned by the City on Third Street. Costs will be incurred for repairing the buildings, routine maintenance of the landscaping and structures, and possibly for relocation benefits depending upon the timing for the community/senior center project.

## MARINE SAFETY DEPARTMENT

Last year, the department was allocated a fourth full-time position – the first permanent staffing change in 20 years. Next year's budget continues the existing service level. The most significant change is an increase in part-time salaries to enable us to recruit a sufficient number of lifeguards.

## **IV. UNFUNDED BUDGET REQUESTS**

General Fund revenues for Fiscal Year 2001-2002 are estimated to be \$27,360,420. Expenditures of \$28,284,980 are recommended. After the transfer of \$700,000 from the Parking Fund, other transfers from Federal and State grants and the transfer of \$440,000 from the General Fund to the Capital Improvement Fund for the community center, the General Fund balance would be \$2,843,929 which is only \$15,431 above the 10% reserve requirement of the Municipal Code. If the Council creates a business improvement area, \$190,000 would be released to the reserve. Moreover, adjusting planning, zoning and building fees could augment revenue by \$60,000.

Each department has submitted a list of projects, personnel or programs that it would like added to the budget next year. These petitions have been distributed to the Council under separate cover. Given the paltry amount over the 10% reserve, very little could be added without reducing existing

expenses or raising revenue. In the event additional funding is available, it is recommended that the following items be added to the preliminary budget in the order listed:

1. Augment the Gas Tax Fund for Street Repaving (\$200,000 annually) – Several years ago, the Council adopted a Ten Year Plan to repave every street. Funding for this ambitious endeavor comes from the City's share of State gasoline taxes which are levied on a cents per gallon basis which is not indexed to inflation in costs. Hence, the Ten Year Plan will not be consummated without supplemental funding. Last year, the State assuaged our petition to return property taxes by allocating a portion of the State sales tax on gasoline to transportation priorities, affording Laguna Beach a modicum of relief in the Gas Tax Fund. Next year, a \$500,000 competitive grant from the Orange County Transportation Authority is helping to resurface El Toro and Glenneyre. In the following year, the Street Lighting Fund would bear the responsibility for repaving after the downtown undergrounding. Despite these initiatives, the adopted street improvement program will not be completed without an infusion of money.
2. Hire an Administrative Clerk (\$40,000) – Most City departments have requested added clerical support to keep up with increasing workloads. It would also be important to have a person to afford vacation relief to those departments (e.g., Fire, City Clerk and City Manager) which lack clerical depth.
3. Initiate Weekly Sweeping of Residential Streets (\$50,000-\$100,000 annual costs - \$170,000 one time expense) – As a component of the water quality measures associated with the Treasure Island development, the City has committed to sweeping all streets each week. Presently, residential streets are cleaned every other week, although the downtown area and Coast Highway are swept daily in the summer. This commitment could be delayed until FY 2002-03 since the hotel will not open before January of 2003.
4. Acquire Three Automatic Defibrillators (\$11,000) – City Hall, Legion Community Center and Lang Park Community Center would each have a defibrillator on site. These devices would supplement the equipment on fire engines and lifeguard vehicles.
5. Purchase a Shade Cover for the Swimming Pool (\$5,000) – Laguna Aquatics has offered to donate \$2,000 toward a shade cover that would obviate the need for individual umbrellas and afford better protection from the sun.
6. Increase Code Enforcement (\$45,000 annually) – Entreaties have been received from Councilmembers, Planning Commissioners and members of the public to initiate a more timely effort to enforce zoning codes. Public attention appears to be focused on code compliance as exemplified by the tremendous leap in the number of complaints received by the City. Hiring a Code Enforcement Aide would provide staff support for a notable increase in code compliance.
7. Prepare to replace the City's Main Computer (\$15,000) – For almost two decades, a Hewlett-Packard 3000 minicomputer has served as the mainstay of the City's finance and personnel systems. Hewlett-Packard is discontinuing this line of computers; securing parts, maintenance

and software will be increasing difficult. Hence, the City is compelled to transition to a PC based system within the next several years. As a first step, a consultant should be retained to prepare the bid documents for new hardware and software that would be acquired in the following year.

8. Fire Department Overtime (\$50,000) – Balancing the preliminary budget forced a reduction in the Fire Chief's request for overtime. Unless there is notable relief in workers comp claims, the overtime budget will need another mid-year supplement. Prudent financial planning augurs for the funds to be included as a contingency in the budget at his juncture. If not needed for overtime, the money could be reprogrammed to other Fire Department priorities.
9. Augment Seasonal Salaries in Marine Safety (\$20,000) – Although the Council has increased the hours available for seasonal lifeguards, it would be desirable to augment the hours slightly to enhance training and coverage during busy off-season days.
10. Conduct a Survey of City Facilities (\$50,000) – The Fire Chief has petitioned for an examination of all the fire stations. Other facilities also need attention, including the Animal Shelter, Parks Nursery, Lifeguard Headquarters, corporation yard and City Hall. Funding to meet facility needs would need to be included in future capital improvement efforts.

#### V. SEWER FUND

Several significant changes are proposed for the Sewer Division:

- Three new maintenance positions have been added in accordance with previous Council approval. This allows maintenance activities to occur seven days per week.
- With the elimination of the Director of Municipal Services moniker, the new Assistant City Manager will be supervising the Sewer Division, reporting directly to the City Manager. He will also supervise water quality enforcement efforts, nonpoint source pollution improvements and the City's participation in cleaning up Aliso Creek.
- Almost \$30,000 more has been budgeted for electrical costs since it will be very difficult to conserve electricity and still operate the numerous sewer pump stations.
- A second portable generator is included in the budget to ensure an adequate back-up system in the event that there are severe electrical shortages which disable the pump stations.
- An allocation of \$1million has been set aside for repairing or replacing deteriorated sewer mains once the televising of the sewer lines is completed. The staff will return to the Council this fall with specific priorities. It is also possible that the Federal government will assist the City; Congressman Cox has been advocating a grant for that purpose.
- Reconstruction of the sewer pump station at Shaw's Cove is recommended in the budget. This would be coordinated with the installation of an emergency generator that would serve both Shaw's Cove and Fisherman's Cove. However, the total project cost is estimated to be \$775,000. Given the lack of sewer spills associated with pump stations in the last two years, the Council should discuss whether this is the appropriate priority in the Sewer Fund.
- A major project is recommended to replace a major sewer line that runs from Park Avenue to the AWMA pump station next to the corporation yard.

## **VI. TRANSIT FUND**

For the last several years, the City has not had to contribute General Funds or Parking Funds to the transit system. However, we anticipate a subsidy will be needed, both in the current fiscal year and next fiscal year. Additional costs have been incurred for salary increases to recruit part-time drivers and for an additional bus during the summer Festival season. Also, the budget includes \$40,000 for evening transit services through taxicab vouchers. Next year's budget also corrects a glaring inequity that was created several years ago. At that time, there were vacancies in two of the three full-time bus driver positions; since then, the City has continued to hire hourly employees who work virtually full-time without any benefits. Given our difficulty in recruiting bus drivers, it is strongly recommended that two hourly positions be converted to full-time employees.

## **VII. PARKING FUND**

Parking Fund receipts exceed expenses by roughly \$500,000 annually even after \$700,000 per year is transferred to the General Fund. Since the corporation yard relocation has been curtailed, the Parking Fund should have a balance of \$3.4 million by June 30, 2002. Next year's budget includes \$35,000 for holiday lighting in the downtown area. In conjunction with the Chamber of Commerce, the Council should determine whether to continue that allocation in light of the energy situation. In previous years, the City provided a two week period during which parking meters were not enforced in the downtown area, and that may be a preferable alternative this coming year.

## **VIII. STREET LIGHTING FUND**

Despite an estimated 30% increase in energy costs, the Street Lighting account continues to be in a healthy financial situation. Ongoing, non-capital costs are about \$250,000 per year. Revenue from a designated portion of the property tax is close to \$500,000 annually. The proposed budget includes \$1.5 million to underground utility lines and street lights in the central business district. As part of that effort, the standard street light fixtures would be replaced with decorative lights, similar to those in front of City Hall. Because the undergrounding project will depreciate the downtown streets – and the Gas Tax Fund normally used for resurfacing is depleted – the 2002-03 Street Lighting budget envisions that \$400,000 would be allocated to resurfacing those roadways.

## **IX. GAS TAX FUND**

Because the gas tax is based on a flat amount per gallon, this revenue source does not keep pace with inflation. Therefore, of all the City's accounts, the Gas Tax Fund is in the most precarious financial condition. In the current year, the Legislature transferred a portion of the State sales tax on gasoline to street projects throughout the State. Also, the City has successfully competed for a \$500,000 grant from the Orange County Transportation Authority to help repave El Toro and Glenneyre. However, in order to complete those projects, the budget recommends allocations of \$350,000 from the Capital Improvement Fund. Of that amount, \$200,000 would replace old culverts under El Toro Road and \$150,000 would improve drainage facilities and increase handicap accessibility along Glenneyre. As mentioned previously, the budget for the following fiscal year will propose that the

Street Lighting Fund bear the responsibility for repaving streets in the downtown. Despite these augmentations, it is unlikely that the Ten Year Street Paving Plan will stay on schedule without additional revenue.

**X. PARKING IN-LIEU, ART IN-LIEU, DRAINAGE IN-LIEU, HOUSING IN-LIEU AND PARKING IN-LIEU FUNDS**

The Housing In-Lieu Fund continues to pay approximately \$14,000 each year for the housing subsidies for several senior citizens who were forced to leave Treasure Island. No other expenditures are proposed at this time from these funds, although it is possible that allocations from the Park Fund or Drainage Fund may be needed to augment the Capital Improvement Budget.

**XI. CAPITAL IMPROVEMENT FUND**

The blue pages near the back of the preliminary budget depict the recommended Capital Improvement Program for fiscal year 2001-2002. Because capital improvements were neglected during the austere 1990's, the number of capital projects has increased in the last few years. The Council has allocated the Property Transfer Tax and Fine and Forfeiture revenue to the Capital Improvement Fund. Even so, the backlog of capital projects exceeds the funding available. While next year's \$3.5 million Capital Improvement Fund has sufficient revenue, assuming a grant for Browns' Park, the list of desirable improvements for the subsequent fiscal year is underfunded by roughly \$2 million! Year 2002-03 priorities will have to be pared in half for the budget to be viable. The long-range Capital Improvement Program envisions a supplement several years down the line by estimating that \$1 million per year would be available from the hotel tax at Treasure Island. An allocation of that magnitude will be necessary to restore and remodel City facilities including fire stations, the animal shelter, the corporation yard and the parks nursery.

For next fiscal year, major capital projects include:

- Construction of Heisler Park improvements to reduce damage from drainage and underground water; several additional measures are proposed in subsequent fiscal years.
- Construction of Browns' Park, assuming receipt of a grant from the State Coastal Conservancy.
- Improvement of numerous storm drains throughout the City.
- Replacement of the restrooms at Bluebird Park; design of this project is already underway.
- Design for installation of new sidewalks at Park Avenue between St. Anns and Wendt, North Coast Highway between Ledroit and Viejo and South Coast Highway between Moss and Cardinal. The 2002-03 Capital Improvement budget proposes \$400,000 to construct those facilities.
- Repaving of alleys in North Laguna in conjunction with the street resurfacing which is financed in the current budget.
- Allocation of \$1 million for construction of a new community center/senior center; of that amount, \$440,000 would be transferred from the General Fund since the City does not have to contribute to the Public Employees Retirement System for miscellaneous employees for this year.

## **XII. DEBT SERVICE FUND**

Servicing the debt on the General Obligation Bonds, which were issued for the acquisition of land in Laguna Canyon, will cost about \$1.8 million in 2001-2002. The City is presently in the process of refinancing these bonds which will slightly reduce the cost to residents. The property tax override adds less than 5% to the base property tax rate.

## **XIII. INTERNAL SERVICE FUNDS**

The Automotive Replacement Fund provides financing to maintain the City's fleet of vehicles. Adequate funds have been set aside to replace our vehicles as they end their useful lives unless departments request more expensive vehicles or more frequent replacement. In next year's budget, the replacement of four vehicles was delayed to ensure that there are sufficient funds in this account. In the Automotive Replacement Fund, the staff is recommending the purchase of a jetter truck for the Sewer Division to replace an old rodding vehicle. This type of equipment is much more effective and efficient for the preponderance of our sewer cleaning efforts. We intend to retain the rodding truck for very limited use in special situations. As part of the mid-year budget update, the Council authorized the replacement of a fire engine at a cost of \$320,000; therefore, while that purchase is underway, it is not necessary to be shown in next year's budget.

There is good news and bad news for the Insurance Fund. Liability costs have stabilized; if the City does not experience another disaster in the next twelve months, it may be possible to reduce the allocation for this purpose in the 2002-03 spending plan. On the other hand, our workers compensation costs, particularly for police and fire employees, continues to be very expensive. Also, in the last two years, we have endured back to back 10% increases in health plan costs. These increases have required us to budget \$4,900 per employee for insurance costs rather than \$4,100 as in previous years.

**EXHIBIT A  
 MODIFICATIONS TO THE 2001-02  
 PRELIMINARY BUDGET  
 AS ADOPTED BY THE CITY COUNCIL ON JUNE 19, 2001**

**GENERAL FUND**

1. Increase the allowance for electrical costs by \$5,610
2. Increase the allowance for higher gasoline costs by \$36,210.
3. Reduce the expense in the Non-Departmental division of Administrative Services for the Hospitality Association (Visitors Bureau) from \$191,430 to \$47,858.
4. Increase Community Development revenues by \$122,000.
5. Appropriate an additional \$10,000 to the Community Assistance Fund.
6. Appropriate \$24,000 in the Police Department for the cost of leasing telephone lines to provide redundancy in the 800 MHz link from the Moorhead Reservoir tower to the County base station.
7. Allocate \$7,000 for weed abatement on recently acquired City properties.
8. Increase expenses, in the Administration Division of Public Works, by \$5,000 to pay for water quality testing in the Aliso Creek watershed as part of the NPDES permit.
9. Allocate \$555,000 in both revenue and expenses from the Business Improvement District.
10. Increase estimated revenue from private donations (Laguna Aquatics) by \$2,000 and from the School District by \$1,500 and appropriate \$5,000 for a shade cover at the community pool.
11. Allocate \$11,000 to purchase three automatic defibrillators that would be placed at City Hall, Legion Community Center and Lang Park Community Center.
12. Appropriate \$60,000 to the Streets Division of Public Works to sweep residential streets on a weekly basis using existing equipment.
13. Appropriate \$34,000 to the Administration Division of Public Works to hire an Administrative Clerk who would be available for vacation relief to other City departments.
14. Appropriate \$42,000 for a code enforcement aide.
15. In the Business Improvement District account, allocate estimated receipts to:

Laguna Beach Visitors Bureau	\$277,500
Laguna Beach Museum of Art	\$ 55,500
Laguna Moulton Playhouse	\$ 55,500
Art Institute of Southern California	\$ 55,500
Arts Commission Activities	\$ 55,500
Community Arts Organizations	\$ 55,500

16. Allocate \$20,000 to the Community Development Department for the Civic Arts District Design Competition.

17. Appropriate \$15,000 to the Administrative Division of Public Works for a capital improvement plan for South Laguna.
18. Increase appropriations for Community Agencies by \$3,100, allot \$6,200 to the Exchange Club, and reduce the Museum, Playhouse and Art Institute proportionately by \$3,100.
19. Increase estimated revenue from the Festival of Arts by \$78,000.

**CAPITAL IMPROVEMENT FUND**

20. Reallocate \$275,000 of the \$335,000 remaining for three renovation projects to Browns' Park and reduce estimated State grant income from \$550,000 to \$275,000.
21. Allocate the \$303,664 in State Parks Bond money to Village Green Park Renovation (\$110,000) and to Boat Canyon Park Renovation (\$188,000).
22. Allot the \$60,000 remaining for the three renovation projects (after the transfer to Browns' Park) to Boat Canyon Park, thereby amassing a total of \$248,000 for that playground.
23. Continue with the design for Bluebird Park tot lot and restrooms and consider the construction cost in 2002-03.
24. Delete \$75,000 for resurfacing the fire road between Arch Beach Heights and Top of the World and appropriate \$75,000 for median landscaping in South Laguna.
25. Increase revenue from the Festival of Arts by \$312,000 and allot that amount to the Reserve for Festival Capital Improvements.

**SEWER FUND**

26. Increase AWMA Contractual Operating Costs by \$23,770 and AWMA Capital Expenses by \$4,600.
27. Appropriate an additional \$5,000 for anticipated electrical costs and \$5,000 for higher fuel prices.

**TRANSIT FUND**

28. Appropriate an additional \$13,820 for fuel costs and increase revenue by the same amount from State grants and a transfer from the Parking Fund.

**AUTOMOTIVE REPLACEMENT FUND**

29. Delete \$23,000 for a parking enforcement car and \$220,000 for a sewer vector truck.



# Section I

## City-Wide Summaries

<b>Beginning &amp; Ending Balances.....</b>	<b>page 3</b>
<b>Sources &amp; Uses of Funds (by Department).....</b>	<b>page 5</b>
<b>Sources &amp; Uses of Funds (by Division).....</b>	<b>page 6</b>
<b>History of Authorized Positions.....</b>	<b>page 7</b>

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## Beginning and Ending Balances Fiscal Year 2001-02

**All  
Funds<sup>1</sup>**

	Estimated Beginning Balance July 1, 2001	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2002
<b><u>Operating and Capital Project Funds</u></b>					
General	\$3,360,589	\$28,128,920	\$397,600 <sup>2</sup>	\$28,974,328	\$2,912,781
Open Space	451,533	0	0	0	451,533
Capital Improvement	1,174,426	2,831,664	650,000 <sup>3</sup>	4,055,000	601,090
Parking Authority	2,483,803	2,351,000	(1,078,100) <sup>4</sup>	1,224,040	2,532,663
Parking In Lieu	420,726	0	0	0	420,726
Park In Lieu	149,046	0	0	0	149,046
Art In Lieu	79,911	0	0	0	79,911
Drainage	65,445	0	0	0	65,445
Housing In Lieu	151,641	0	0	14,400	137,241
Gas Tax	109,340	1,210,000	0	1,300,000	19,340
Street Lighting	2,241,649	498,000	0	1,793,650	945,999
Sewer	1,730,314	4,083,400	0	5,803,510	10,204
Spec. Revenue & Grants <sup>5</sup>	531,544	197,223	(137,600)	70,423	520,744
Debt Service	2,103,101	1,907,200	0	1,838,410	2,171,891
Transit	2,000	1,080,100	168,100	1,248,200	2,000
<b>Total</b>	<b>15,055,068</b>	<b>42,287,507</b>	<b>0</b>	<b>46,321,961</b>	<b>11,020,614</b>
<b><u>Internal Service Funds</u></b>					
Insurance	783,430	4,110,910	0	4,133,330	761,010
Vehicle Replacement	100,036	675,560	0	438,360	337,236
<b>Total</b>	<b>\$883,466</b>	<b>\$4,786,470</b>	<b>\$0</b>	<b>\$4,571,690</b>	<b>\$1,098,246</b>

<sup>1</sup> Includes all operating, capital project and internal service funds. Excludes trust and agency, carryover, contingency reserves and special assessment district funds.

<sup>2</sup> Includes *transfers in* of \$700,000 from the Parking Authority Fund, \$137,600 from the Special Revenue and Grants Fund and *transfers out* of \$440,000 to the Capital Improvement Fund.

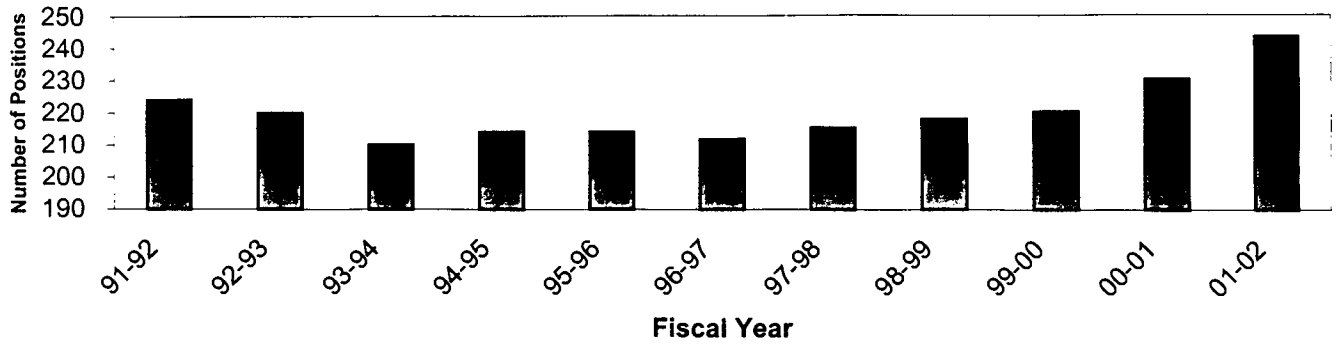
<sup>3</sup> Includes *transfers in* of \$210,000 from the Parking Authority Fund and \$440,000 from General Fund.

<sup>4</sup> Includes *transfers out* of \$700,000 to the General Fund, \$210,000 to the Capital Improvement Fund and \$168,100 to the Transit Fund.

<sup>5</sup> Includes police grants, asset forfeitures, water quality grants, Community Development Block Grants, December 1997 OES Rainstorm Grants and February 1998 FEMA/OES Rainstorm Grants.

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### History of Authorized Positions



Fiscal Year	Council & Clerk	City Manager	City Treas.	Police <sup>1</sup>	Fire	Admin. Services	Public Works <sup>2</sup>	Comm. Devel.	Comm. Service	Marine Safety	Total
70-71	3.0	2.0	.5	46.0	33.0	6.5	70.0	10.0	3.00	2.3	176.30
71-72	2.0	2.0	.5	52.0	33.0	9.7	73.0	8.0	3.00	3.0	186.20
72-73	2.0	2.0	1.0	54.0	34.0	9.0	69.0	8.0	3.00	3.0	185.00
73-74	2.7	2.0	1.0	56.0	33.0	8.7	64.0	15.0	3.00	3.0	188.40
74-75	3.0	2.0	1.0	55.0	29.5	7.5	58.5	13.0	3.00	3.0	175.50
75-76	3.0	2.0	1.0	54.5	30.0	7.5	56.5	14.0	3.00	3.0	174.50
76-77	2.0	2.0	1.0	56.0	30.0	9.0	57.0	15.0	4.00	3.0	179.00
77-78	1.0	2.0	1.0	60.0	31.0	10.0	59.0	17.0	4.00	3.0	188.00
78-79	1.0	2.0	1.0	64.5	31.0	10.0	59.3	16.0	3.00	3.0	190.80
79-80	2.0	2.0	1.0	65.5	34.0	9.0	53.2	14.0	2.00	3.0	185.70
80-81	2.0	2.0		65.5	34.0	9.0	53.3	14.0	3.00	3.0	185.80
81-82	2.0	2.0	.5	66.5	32.0	9.0	53.3	14.0	3.00	3.0	185.30
82-83	2.0	2.0	.5	66.0	35.0	9.0	52.0	14.0	3.50	3.0	187.00
83-84	2.0	2.0	.5	66.0	35.0	9.0	50.0	14.0	3.50	3.0	185.00
84-85	2.0	2.0	.5	66.0	35.0	9.0	50.0	14.5	4.20	3.0	186.20
85-86	2.0	2.0	.5	66.5	35.0	9.0	49.0	16.6	4.20	3.0	187.80
86-87	2.0	2.0	.5	67.5	35.0	9.0	50.0	16.6	4.20	3.0	189.80
87-88	2.0	2.0	.5	67.0	34.0	9.0	48.0	17.0	3.80	3.0	186.30
88-89	2.0	2.0	.5	75.0	40.0	9.0	52.0	21.0	3.80	3.0	208.30
89-90	2.0	2.0	.5	77.0	40.0	10.0	53.0	21.0	3.80	3.0	212.30
90-91	2.0	2.0	.5	79.0	43.0	9.0	57.0	22.6	4.75	3.0	222.85
91-92	2.0	2.0	.5	79.0	43.0	9.0	58.0	22.6	4.80	3.0	223.90
92-93	2.0	2.0	.5	79.0	40.0	9.0	58.0	21.6	4.80	3.0	219.90
93-94	2.0	2.0	.5	77.0	36.0	8.6	56.0	20.1	4.80	3.0	210.00
94-95	2.0	2.0	.5	77.0	42.0	8.6	54.0	20.1	4.80	3.0	214.00
95-96	2.0	2.0	.5	79.0	43.0	8.6	52.0	19.1	4.75	3.0	213.95
96-97	2.0	2.0	.5	79.5	43.0	9.0	49.0	19.0	4.75	3.0	211.75
97-98	2.0	2.0	.5	81.0	43.0	9.4	49.0	20.0	5.25	3.0	215.18
98-99	2.0	2.0	.5	82.0	43.0	9.5	50.0	20.2	5.75	3.0	217.95
99-00	2.0	2.0	.5	82.0	43.0	9.5	50.0	21.4	6.75	3.0	220.15
00-01	2.0	2.0	.5	84.0	44.0	10.5	55.0	21.4	6.75	4.0	230.15
01-02	2.0	2.0	.5	85.0	44.0	10.5	66.0	22.6	6.75	4.0	243.35

<sup>1</sup> Includes Animal Services and Parking Enforcement

<sup>2</sup> Includes Parking Administration, Sewer and Transit

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## Section II

### Revenues

Revenue Summary.....	page 10
General Fund Analysis.....	page 12
Revenue Detail.....	page 17
Description of Key Revenue Sources.....	page 28

# Revenue Summary

## Fiscal Year 2001-2002

**All  
Funds**

	<u>Amount</u>	<u>% of Total</u>
<b>General Fund</b>		
Property Tax	11,050,500	
Sales Tax	3,430,000	
Transient Lodging Tax	3,700,000	
Business License Tax	600,000	
Other Taxes	718,000	
Licenses & Permits	716,890	
Use of Money & Property	1,886,100	
Revenue from Other Agencies	1,453,860	
Charges for Current Services	4,255,220	
Reimbursements & Contributions	305,350	
Other Revenue	13,000	
Subtotal General Fund	<b>28,128,920</b>	66.3%
<b>Capital Improvement Fund</b>		
Parking & Other Fines	1,311,000	
Real Property Transfer Tax	350,000	
Building Construction Tax	275,000	
Revenue from Other Agencies	578,664	
Use of Money & Property	312,000	
Other Revenue	5,000	
Subtotal Capital Improvement	<b>2,831,664</b>	6.7%
<b>Parking Authority Fund</b>		
Parking Meter & Lot Income	2,073,000	
Parking Permits & Other Revenue	278,000	
Subtotal Parking Authority Fund	<b>2,351,000</b>	5.6%
<b>Sewer Fund</b>		
Sewer Service Charges	3,873,400	
Other Revenue	210,000	
Subtotal Sewer Fund	<b>4,083,400</b>	9.7%



**Revenue Summary (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

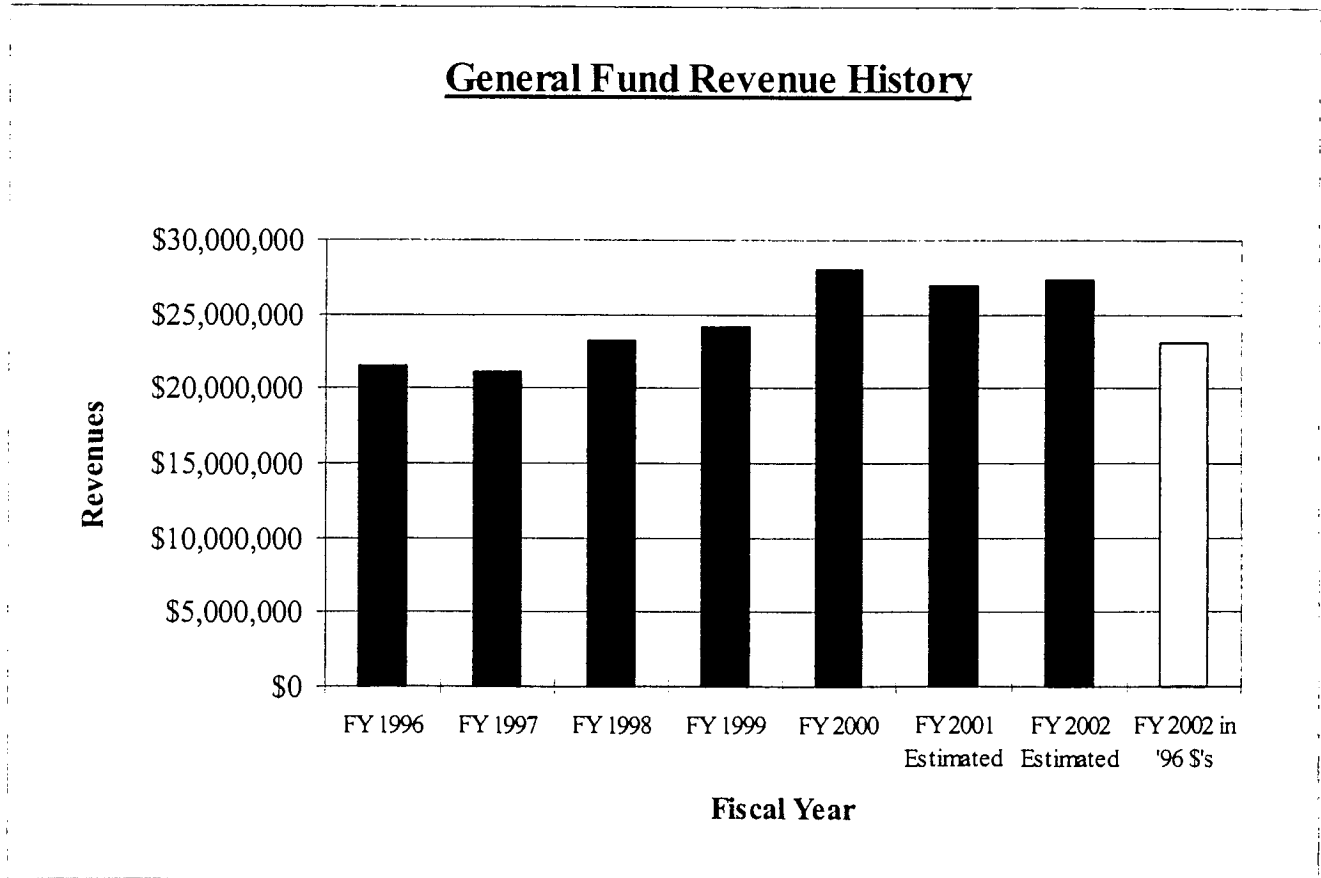
	<u>Amount</u>	<u>% of Total</u>
<b>Transit Fund</b>		
State Grants	878,100	
Bus Fares & Other Bus Income	94,000	
Tram Fares	108,000	
Subtotal Transit Fund	<u>1,080,100</u>	2.6%
<b>Street Lighting Fund</b>	498,000	1.2%
<b>Gas Tax Fund</b>	1,210,000	2.9%
<b>Debt Service Fund</b>	1,907,200	4.5%
<b>Other Revenues</b>		
Special Revenue & Grants Fund	197,223	
Subtotal Other Revenues	<u>197,223</u>	0.5%
 <b>TOTAL ALL REVENUES</b>	 <u><u>\$42,287,507</u></u>	 <b>100.0%</b>

## General Fund Analysis

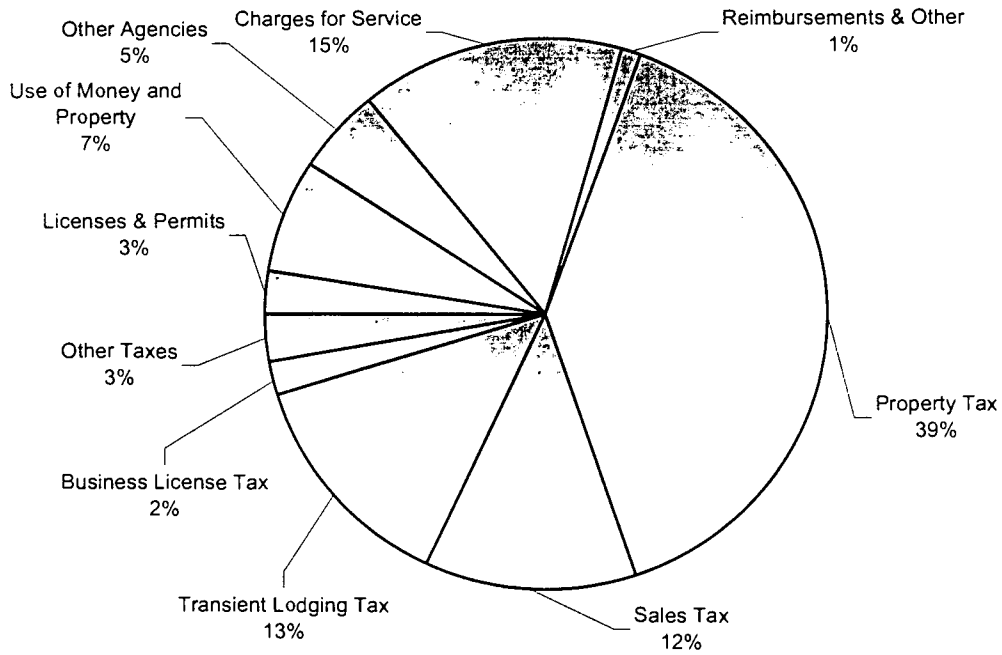
As shown on the Summary Chart on the prior page, the City relies on the General Fund as its primary source of operating revenues. The following three charts provide an overview of the history, composition and use of General Fund Revenues.

The additional charts on succeeding pages provide a history for significant components of the general fund revenue including property tax, retail sales tax, transient occupancy tax and investment earnings.

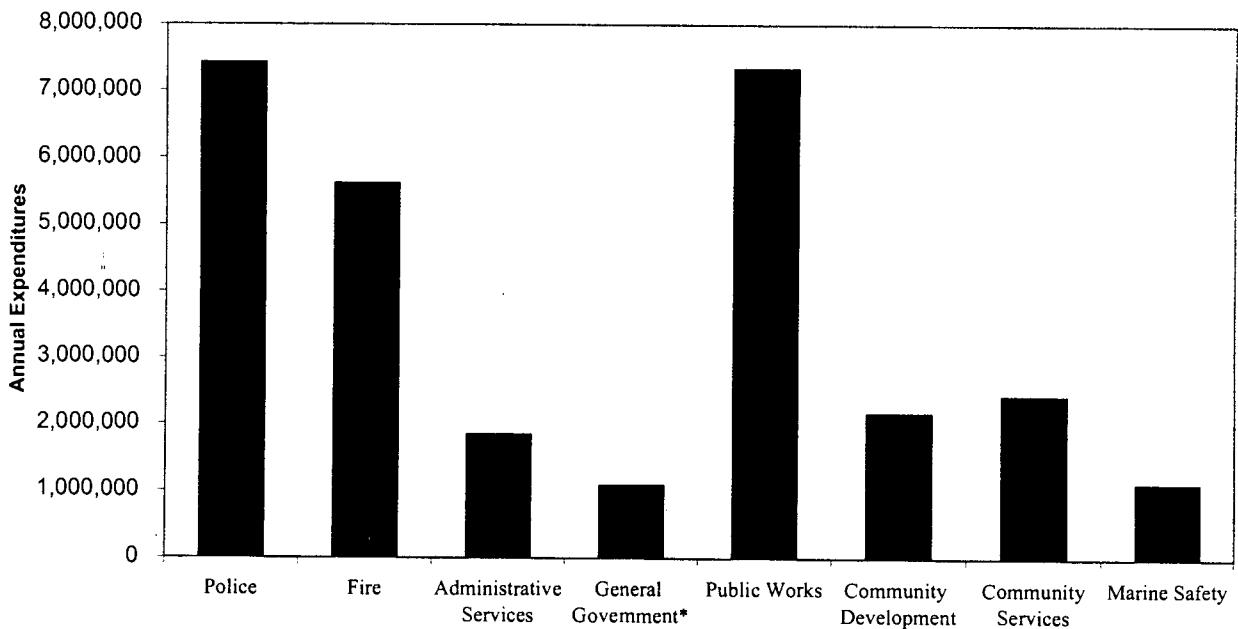
In the bar charts showing revenue histories, an unshaded bar has been added to the far right side of each graph to show the impact of inflation over the period of time covered by the graph. This unshaded bar is labeled "FY 2002 in '96 \$'s." The value for this bar is arrived at by applying the inflation rate over the preceding years to the amount of revenue projected for Fiscal Year 2002. For example, in looking at the General Fund Revenue History shown immediately below, revenues have grown about twenty seven percent since 1996. But, when measured in dollars that are adjusted for inflation (the unshaded bar), the *purchasing power* of the revenues in 2002 has actually increased by about seven percent. This, however, is somewhat misleading because of the uneven flow of federal disaster reimbursements during this period of time. When controlling for these reimbursements, the General Fund has grown in actual dollars by about thirty three percent since 1996, but its *purchasing power* has grown by about twelve percent.



### General Fund Revenue Source

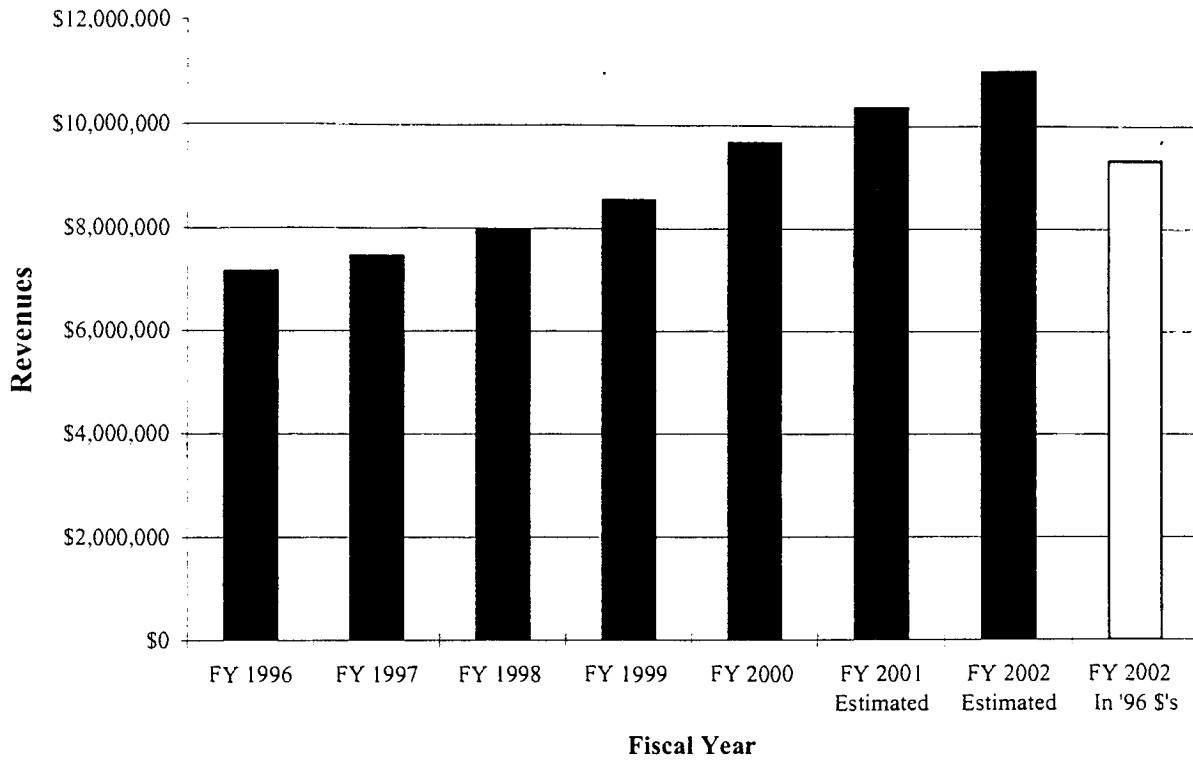


### General Fund Expenditures by Department

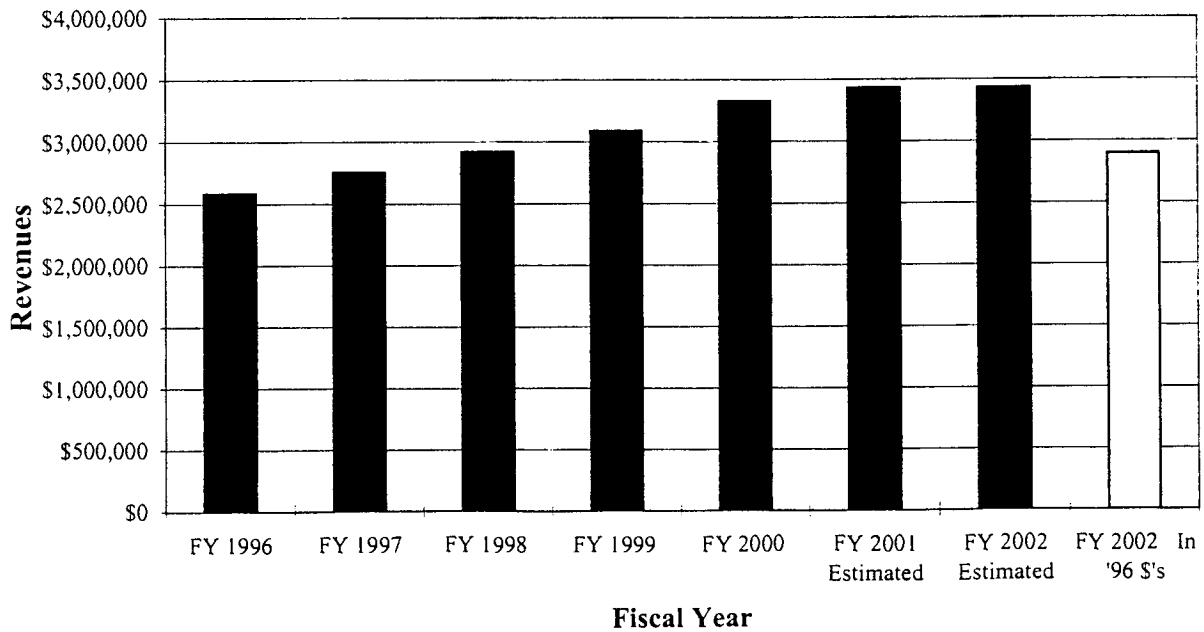


\* Includes City Council, City Manager, City Clerk, Treasurer and City Attorney.

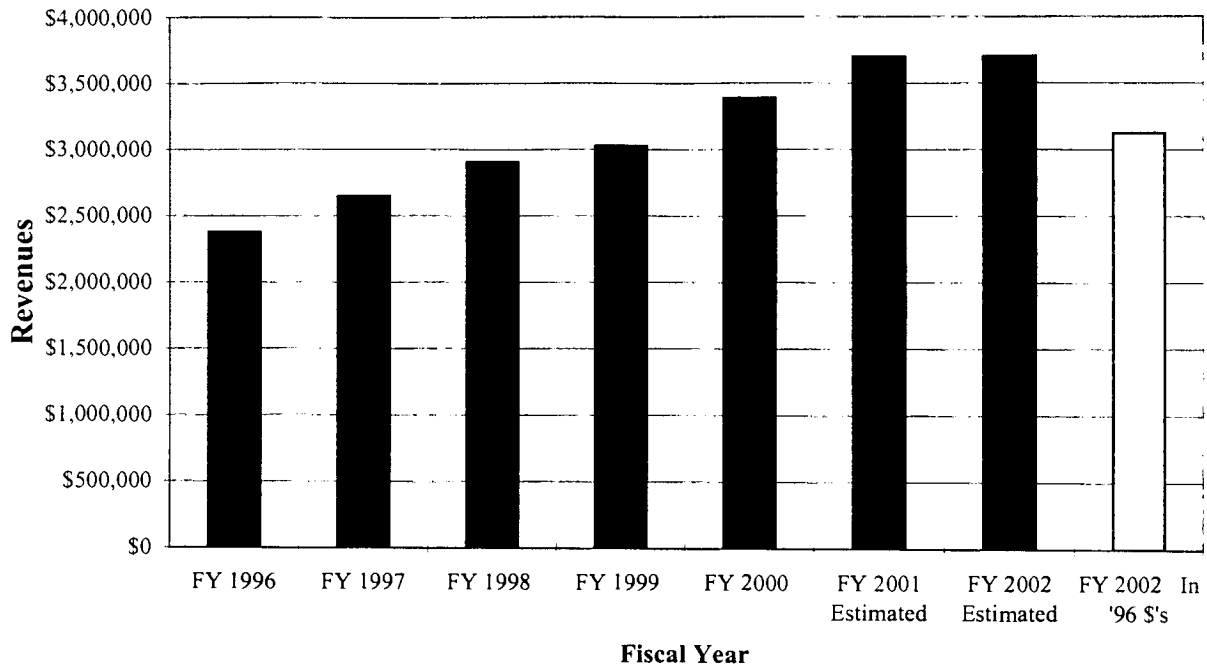
### Property Tax



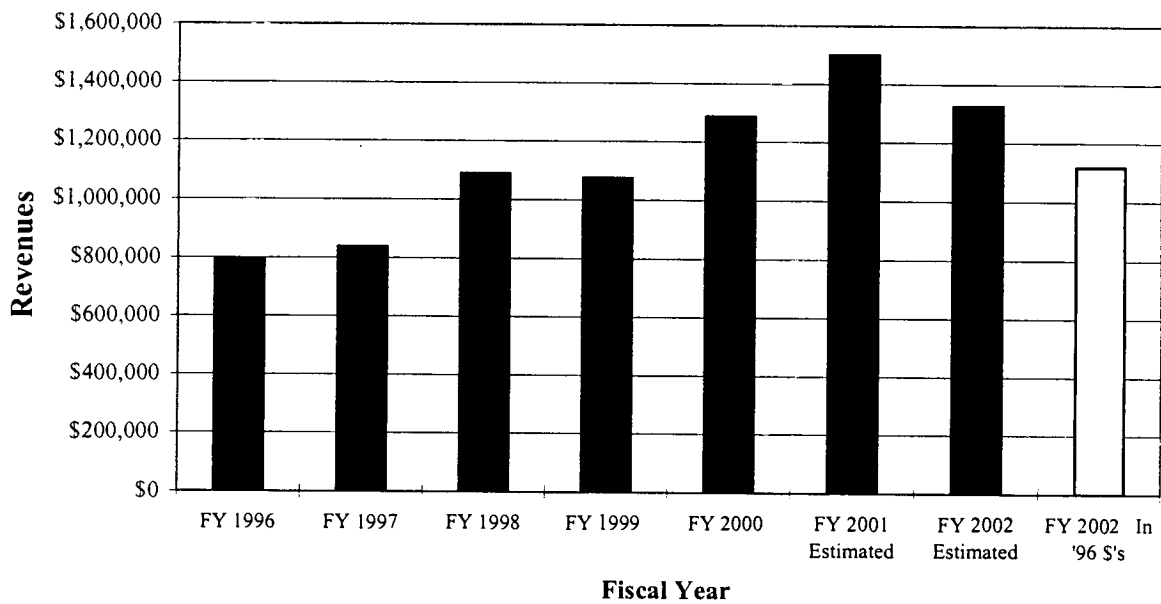
### Retail Sales Tax



### Transient Occupancy Tax



### Investment Income



**Expenditures by Department: "Now & Then"**  
***General Fund***

	<b><i>"Now"</i></b> <b><u>Fiscal Year 2002</u></b>	<b><i>"Then"</i></b> <b><u>Fiscal Year 1992</u></b>
Police Department	26%	29%
Fire Department	19%	19%
Administrative Services	6%	6%
General Government	4%	5%
Public Works	25%	25%
Community Development	8%	8%
Community Services	8%	5%
Marine Safety	4%	3%
	<hr/> <hr/> 100%	<hr/> <hr/> 100%

**Revenues by Source: "Now & Then"**  
***General Fund***

	<b><i>"Now"</i></b> <b><u>Fiscal Year 2002</u></b>	<b><i>"Then"</i></b> <b><u>Fiscal Year 1992</u></b>
Property Tax	39%	43%
Sales Tax	12%	13%
Transient Lodging Tax	13%	8%
Business License Tax	2%	3%
Other Taxes	3%	3%
Licenses & Permits	3%	2%
Use of Money and Property	7%	7%
Other Agencies	5%	8%
Charges for Service	15%	12%
Reimbursements & Other	1%	1%
	<hr/> <hr/> 100%	<hr/> <hr/> 100%

**Revenue Detail**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b>110 GENERAL FUND</b>				
<b>PROPERTY TAX</b>				
3010 CURRENT SECURED	\$8,376,204	\$8,907,000	\$9,100,000	\$9,744,000
3015 PUBLIC UTILITY	167,659	193,000	154,000	164,800
3020 CURRENT UNSECURED	529,399	531,000	539,000	576,700
3025 SUPPLEMENTAL APPORTIONMENT	344,122	134,000	335,000	335,000
3030 PRIOR YEARS	130,400	299,000	130,000	130,000
3040 OTHER PROPERTY TAXES	77			
3050 INT.&PEN.ON DELINQUENT TAXES	111,592	94,000	100,000	100,000
Subtotal	<u>9,659,453</u>	<u>10,158,000</u>	<u>10,358,000</u>	<u>11,050,500</u>
<b>OTHER TAXES</b>				
3101 SALES TAX - GENERAL	3,087,406	2,900,000	3,200,000	3,200,000
3103 SALES TAX - PUBLIC SAFETY	237,434	209,000	230,000	230,000
3112 TRANSIENT LODGING TAX	3,385,407	3,200,000	3,700,000	3,700,000
3118 FRANCHISE TAX TRASH	117,293	118,000	118,000	118,000
3119 FRANCHISE TAX CABLE TV	383,757	330,000	380,000	380,000
3120 FRANCHISE TAX NATURAL GAS	69,121	70,000	70,000	70,000
3121 FRANCHISE TAX ELECTRIC	155,180	150,000	150,000	150,000
3135 BUSINESS LICENSE TAX	607,981	600,000	600,000	600,000
3138 REAL PROPERTY TRANSFER TAX	398,090			
Subtotal	<u>8,441,669</u>	<u>7,577,000</u>	<u>8,448,000</u>	<u>8,448,000</u>
<b>LICENSES AND PERMITS</b>				
3300 ANIMAL LICENSES	54,318	50,000	50,000	50,000
3310 BUILDING PERMITS	476,094	420,000	450,000	489,600
3313 PLUMBING PERMITS	23,919	20,000	24,000	26,110
3316 ELECTRIC PERMITS	46,763	40,000	46,000	50,050
3319 MECHANICAL PERMITS	19,037	15,000	19,000	20,670
3320 COASTAL DEVELOPMENT PERMITS	25,151	20,000	20,000	21,760
3328 PUBLIC WORKS PERMITS	3,825	4,400	5,000	4,000
3335 GRADING PERMITS	6,972	6,600	7,000	7,620
3340 TEMPORARY USE PERMITS	1,450	2,500	2,500	2,180
3345 CONDITIONAL USE PERMITS	17,690	15,000	18,000	22,640
3350 ENCROACHMENT PERMITS	3,960	3,000	3,000	3,260
3360 ALARM PERMITS	23,900	19,000	19,000	19,000
Subtotal	<u>703,079</u>	<u>615,500</u>	<u>663,500</u>	<u>716,890</u>

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b>FINES AND PENALTIES</b>				
3410 VEHICLE CODE FINES	397,184			
3430 ASSET FORFEITURES*	7,499			
Subtotal	404,683	0	0	0
<b>USE OF MONEY AND PROPERTY</b>				
3500 INVESTMENT EARNINGS	1,285,916	1,400,000	1,500,000	1,325,000
3510 COMMUNITY CENTER RENT	11,820	10,000	11,000	11,000
3515 FESTIVAL PROPERTY RENT	287,272	287,000	315,000	301,000
3520 THIRD STREET RENT			105,000	160,000
3530 MOULTON PLAYHOUSE RENT	7,200	7,200	8,100	8,100
3540 ANNELIESE PRE-SCHOOL RENT	55,752	55,810	56,000	56,000
3550 MISCELLANEOUS RENTS	22,641	28,000	28,000	25,000
Subtotal	1,670,601	1,788,010	2,023,100	1,886,100
<b>FROM OTHER AGENCIES</b>				
3601 MOTOR VEHICLE IN-LIEU TAX	1,228,965	1,100,000	1,200,000	1,200,000
3615 HOMEOWNERS PROP. TAX RELIEF	159,623	150,000	157,000	157,000
3635 PEACE OFF.STANDARDS & TRAINING	27,143	48,190	27,000	41,160
3638 MOTOR VEHICLE OFF HIGHWAY	447	400	400	400
3640 STATE RECYCLING GRANT		12,840	12,840	7,800
3641 USED OIL RECYCLING BLOCK GRANT			7,804	
3680 GENERAL DISASTER GRANT - OES**	11,974			
3681 FIRE DISASTER GRANT - OES**	163,524			
3690 MUTUAL AID CONTRACT	5,750			
3705 ABANDONED VEHICLE PROGRAM	52,619	40,000	45,000	45,000
3706 ORANGE CO.SETTLEMENT CLAIM	1,267,552			
3707 ERAF REPAYMENTS	86,090	143,000	116,000	
3730 AQMD GRANT	166	2,000	1,000	2,500
Subtotal	3,003,853	1,496,430	1,567,044	1,453,860

\* These revenues have been transferred to the Special Revenue & Grants Fund.

\*\* Only includes disasters prior to December 1997.



**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b><u>CHARGES FOR CURRENT SERVICES</u></b>				
3901 VARIANCE	59,945	74,000	74,000	76,160
3904 ZONE CHANGE			1,400	
3907 PLAN CHECK FEES	267,165	260,000	260,000	282,880
3909 PLAN CHECK-ZONING FEES	42,133	40,000	40,000	45,620
3910 DESIGN REVIEW	128,638	130,000	130,000	141,440
3915 SUBDIVISION FEES	37,558	8,000	20,000	8,700
3923 GENERAL PLAN AMENDMENT	1,210	2,000	3,000	2,180
3926 ENVIRONMENTAL REPORT	16,875	13,000	13,000	14,140
3930 REAL PROPERTY REPORT	136,044	126,000	126,000	137,090
3935 DESIGN REVIEW APPEALS	10,100	11,000	10,000	10,880
3940 OTHER FILING AND PERMIT FEES	21,503	22,000	20,000	24,820
3942 USE & OCCUPANCY INSPECT. FEES	19,669	14,000	14,000	15,230
3950 OTHER INSPECTION FEES	275	400	400	400
3955 SPECIAL POLICING FEES	10,714	8,000	8,000	8,000
3956 FALSE ALARM FEES	29,000	36,000	20,000	20,000
3957 FINGER PRINTING	2,220	2,500	2,000	2,000
3958 POLICE REPORTS	8,082	8,000	8,000	8,000
3960 VEHICLE TOWING/RELEASE FEES	10,840	12,000	12,000	12,000
3965 ANIMAL SERVICES TO LAGUNA WOODS		58,095	44,000	60,000
3970 ANIMAL SHELTER FEES	22,522	22,000	20,000	20,000
3978 WEED AND LOT CLEANING	61,219	95,240	66,000	93,430
3980 LANDSCAPE DEVELOPMENT FEE	11,301	8,000	16,000	10,000
4003 BUSINESS IMPROVEMENT DISTRICT				555,000
4005 REFUSE SERVICE CHARGES	1,464,697	1,486,680	1,487,000	1,580,470
4010 PARAMEDIC NON-RESIDENT FEES	29,568	32,000	20,000	20,000
4011 PARAMEDIC SUPPLIES FEES	4,175	10,000	31,000	10,000
4012 SWIMMING POOL CLASSES	106,660	95,000	100,000	100,000
4013 SWIMMING POOL USE FEES	46,492	41,000	45,000	45,000
4014 MARINE SAFETY BEACH CLASSES	70,506	55,000	65,000	65,000
4020 RECREATION SOCIAL/CULTURAL	526,932	488,000	575,000	525,000
4021 RECREATION BASKETBALL LEAGUES	7,050	15,000	7,000	7,000
4024 RECREATION ADULT SOFTBALL	10,205	8,500	10,000	10,000
4030 RECREATION MISC.SPORTS PROG.	40,590	2,500	40,000	40,000
4038 RECREATION SPECIAL PROGRAMS	17,766	25,000	18,000	18,000
4040 PASSPORT TO LAGUNA TICKETS	21,835	20,000	20,000	20,000
4041 RECREATION BROCHURE ADS	35,525	35,000	35,000	35,000
4042 RECREATION PARK WEDDINGS	47,278	45,000	47,000	47,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
4043 RECREATION FILM PERMITS	8,375	9,600	8,000	8,000
4044 RECREATION MISCELLANEOUS FEES	4,340	1,000	2,000	2,000
4048 CITY HALL PARKING	120,625	115,000	115,000	115,000
4130 LIFEGUARD SVS. PRIVATE BEACHES	47,454	18,167	18,000	18,000
4140 SALE OF MAPS, BOOKS, COPYING	9,362	11,000	11,000	11,970
4150 ASSESSMENT DISTRICT SERV. FEES	69,275	28,920	40,000	28,810
4160 RETURNED CHECK FEE	1,290	1,200	1,000	1,000
Subtotal	3,587,013	3,493,802	3,602,800	4,255,220
 <b>OTHER REVENUE</b>				
4202 REAL/PERSONAL PROPERTY SALE	2,126	2,000	2,000	2,000
4220 POLICE AUCTION	880	1,000	1,000	1,000
4230 MISCELLANEOUS INCOME	37,018	18,000	10,000	10,000
4280 OVER AND SHORT	(15)			
4290 PRIOR YEAR ADJUSTMENT	(347)			
Subtotal	39,662	21,000	13,000	13,000
 <b>REIMBURSEMENTS &amp; CONTRIBUTIONS</b>				
<b>REIMBURSEMENTS:</b>				
4301 SB 90 - STATE MANDATED COSTS	159,599	30,000	24,000	24,000
4302 RNSP OVERTIME	44,086	12,000	30,000	20,000
4303 LIFEGUARD TRAINING SA COLLEGE		20,000	4,000	20,000
4312 OTHER AGENCIES	19,981	16,000	16,000	16,000
4314 FESTIVAL PARKING PLAN	22,300	20,650	20,000	21,500
4320 WORKERS' COMP. INSURANCE	141,044	120,000	120,000	120,000
4330 PROPERTY DAMAGE	1,197	2,000	17,000	2,000
4357 SCHOOL DISTRICT	18,992	35,930	47,700	51,850
4359 NUISANCE ABATEMENT	816	1,400	1,000	1,000
4360 MISCELLANEOUS	7,932	7,000	10,000	7,000
 <b>CONTRIBUTIONS:</b>				
4370 NON-GOVERNMENT SOURCES	14,517	6,257	24,000	12,000
4375 ANIMAL SHELTER	13,617	5,000	12,000	5,000
4376 D.A.R.E.		5,000	17,000	5,000
Subtotal	444,081	281,237	342,700	305,350
<b>GENERAL FUND TOTAL</b>	<b>27,954,094</b>	<b>25,430,979</b>	<b>27,018,144</b>	<b>28,128,920</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b>114 OPEN SPACE FUND</b>				
<b>OPEN SPACE FUND TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>116 CAPITAL IMPROVEMENT FUND</b>				
3138 REAL PROPERTY TRANSFER TAX		350,000	350,000	350,000
3144 BUILDING CONSTRUCTION TAX	279,364	250,000	280,000	275,000
3410 VEHICLE CODE FINES		325,000	350,000	350,000
3415 MUNICIPAL CODE FINES - OTHER	36,367	31,000	31,000	31,000
3420 MUNICIPAL CODE FINES - PARKING	831,342	850,000	800,000	830,000
3422 MUNICIPAL CODE FINES - DMV HOLDS	104,116	100,000	90,000	100,000
3515 FESTIVAL RENT	297,912	298,000	298,000	312,000
3663 COASTAL CONSERV - BROWN'S PARK				275,000
3671 STATE PARK BOND				303,664
3959 AUTO IMMOBILIZATION FEE	4,305	5,000	5,000	5,000
4370 CONTRIB. - NON-GOVT SOURCES	39,600			
<b>CAPITAL IMPROVEMENT FUND TOTAL</b>	<b>1,593,006</b>	<b>2,209,000</b>	<b>2,204,000</b>	<b>2,831,664</b>
<b>118 PARKING AUTHORITY FUND</b>				
4051 PARKING METERS ZONE A	335,805	320,000	320,000	320,000
4052 PARKING METERS ZONE B	326,449	315,000	315,000	315,000
4053 PARKING METERS ZONE C	415,570	400,000	400,000	400,000
4054 PARKING METERS ZONE D	337,402	305,000	305,000	305,000
4055 PARKING METERS ZONE E	132,668	128,000	128,000	128,000
4056 PARKING METERS ZONE F	104,023	95,000	95,000	95,000
4057 PARKING METERS ZONE G	44,804	41,000	41,000	41,000
4071 PARKING METERS GLENNEYRE LOT	289,656	250,000	275,000	275,000
4072 PARKING METERS OCEAN LOT A	27,775	25,000	30,000	30,000
4073 PARKING METERS OCEAN LOT B	34,669	31,000	31,000	31,000
4074 PARKING METERS BROADWAY LOT	50,541	44,000	44,000	44,000
4075 PARKING METERS PEPPERTREE LOT	55,813	53,000	53,000	53,000
4076 PARKING METERS MERMAID LOT	25,731	25,000	25,000	25,000
4077 PARKING METERS POST OFFICE	11,926	11,200	11,000	11,000
4078 PARKING FEES LUMBER YARD	151,428	135,000	145,000	145,000
4079 MERMAID GARAGE	20,065	19,500	20,000	20,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
4084 PARKING PERMITS	100,346	700,000	750,000	100,000
4202 REAL/PERSONAL PROPERTY SALE			3,000	3,000
4230 MISCELLANEOUS INCOME	16,762	13,000	10,000	10,000
4280 OVER AND SHORT	(719)			
<b>PARKING AUTHORITY FUND TOTAL</b>	<b>2,480,714</b>	<b>2,910,700</b>	<b>3,001,000</b>	<b>2,351,000</b>
<b>120 PARKING IN-LIEU FUND</b>				
3500 INVESTMENT EARNINGS	20,212	19,000	23,000	
<b>PARKING IN-LIEU FUND TOTAL</b>	<b>20,212</b>	<b>19,000</b>	<b>23,000</b>	<b>0</b>
<b>122 PARK IN-LIEU FUND</b>				
3160 PARK IN-LIEU FEE	51,849		110,000	
3500 INVESTMENT EARNINGS	10,113	8,000	12,000	
<b>PARK IN-LIEU FUND TOTAL</b>	<b>61,962</b>	<b>8,000</b>	<b>122,000</b>	<b>0</b>
<b>123 ART IN-LIEU FUND</b>				
3150 ART IN-LIEU FEE	3,889			
3500 INVESTMENT EARNINGS	4,204	3,800	4,000	
4370 CONTRIB. NON-GOVT.SOURCES	17,500		20,000	
<b>ART IN-LIEU FUND TOTAL</b>	<b>25,593</b>	<b>3,800</b>	<b>24,000</b>	<b>0</b>
<b>124 DRAINAGE FUND</b>				
3170 DRAINAGE IN-LIEU FEE	39,137		33,000	
3500 INVESTMENT EARNINGS	3,074	2,000	3,000	
<b>DRAINAGE FUND TOTAL</b>	<b>42,211</b>	<b>2,000</b>	<b>36,000</b>	<b>0</b>
<b>127 HOUSING IN-LIEU FUND</b>				
3185 HOUSING IN-LIEU FEE	104,384		400	
3500 INVESTMENT EARNINGS	7,541	6,000	10,000	
<b>HOUSING IN-LIEU FUND TOTAL</b>	<b>111,925</b>	<b>6,000</b>	<b>10,400</b>	<b>0</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b>132 GAS TAX FUND</b>				
3102 SALES TAX - MEASURE M	237,690	245,000	240,000	230,000
3500 INVESTMENT EARNINGS	60,301	10,000	70,000	20,000
3620 OCTA GAS TAX EXCHANGE	614,532			
3624 GASOLINE TAX - SECTION 2105	150,693	151,000	151,000	151,000
3625 GASOLINE TAX - SECTION 2106	102,401	105,000	105,000	105,000
3626 GASOLINE TAX - SECTION 2107	200,609	190,000	190,000	190,000
3627 GASOLINE TAX - SECTION 2107.5	5,000	5,000	6,000	6,000
3631 GASOLINE TAX - SECTION 2182			180,000	
3820 ARTERIAL HWY REHAB. PROGRAM				508,000
<b>GAS TAX FUND TOTAL</b>	<b>1,371,226</b>	<b>706,000</b>	<b>942,000</b>	<b>1,210,000</b>
<b>134 STREET LIGHTING DISTRICT FUND</b>				
3010 CURRENT SECURED	299,242	300,000	340,000	340,000
3015 PUBLIC UTILITY	5,617	5,300	5,000	5,000
3020 CURRENT UNSECURED	18,972	18,000	20,000	20,000
3025 SUPPLEMENTAL APPORTIONMENT	12,332	10,000	10,000	10,000
3030 PRIOR YEARS	4,651	2,600	5,000	5,000
3040 OTHER PROPERTY TAXES	106,486	103,000	110,000	110,000
3050 INT.&PEN.ON DELINQUENT TAXES	1,928	2,000	2,000	2,000
3615 HOMEOWNERS PROP. TAX RELIEF	5,720	5,400	6,000	6,000
<b>STREET LIGHTING DISTRICT FUND TOTAL</b>	<b>454,948</b>	<b>446,300</b>	<b>498,000</b>	<b>498,000</b>
<b>137 SEWER FUND</b>				
3982 SEWER SERVICE CHARGES	3,611,404	3,759,300	3,728,000	3,873,400
3986 SEWER CONNECTION CHARGES	149,989	125,000	170,000	150,000
4207 SALE OF AWMA CAPACITY	4,131,492		65,000	
4230 MISCELLANEOUS INCOME	1,000			
4313 REIMB. NO. COAST INTERCEPTOR	12,049	10,000	10,000	10,000
4360 MISCELLANEOUS REIMBURSEMENTS	280,807	50,000	168,000	50,000
4370 CONTRIB. NON-GOVT SOURCES	39,500		5,000	
<b>SEWER FUND TOTAL</b>	<b>8,226,241</b>	<b>3,944,300</b>	<b>4,146,000</b>	<b>4,083,400</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b>139 SPECIAL REVENUE &amp; GRANTS FUND*</b>				
POLICE GRANTS:				
3500 INVESTMENT EARNINGS	4,676		3,000	
<u>STATE GRANTS:</u>				
3658 COPS 1998 GRANT	24,964			
3659 DUI CHECKPOINT GRANT	27,627			
3660 COPS 1999 GRANT	14,675			
3661 COPS 2000 GRANT		55,000	100,000	
3668 COPS 2001 GRANT				100,000
3667 STATE TECHNOLOGY GRANT'00			108,746	
3669 ALCOHOL BEVERAGE CONTROL				16,006
Subtotal State Grants	<u>67,266</u>	<u>55,000</u>	<u>208,746</u>	<u>116,006</u>
<u>FEDERAL GRANTS:</u>				
3752 PROBLEM SOLV. PARTNERSHIP 1997	2,887			
3754 COPS HIRING 1998	66,664	19,000	18,000	
3758 LOCAL LAW ENFORC. BLOCK GRT.'98	3,000		2,400	
3759 LOCAL LAW ENFORC. BLOCK GRT.'99	35,958	35,000	35,000	
3760 LOCAL LAW ENFORC. BLOCK GRT.'00				28,800
3761 POLICE VEST - DEPT.OF JUSTICE				7,417
Subtotal Federal Grants	<u>108,509</u>	<u>54,000</u>	<u>55,400</u>	<u>36,217</u>
POLICE GRANTS TOTAL	<u>180,451</u>	<u>109,000</u>	<u>267,146</u>	<u>152,223</u>
ASSET FORFEITURES:				
3430 ASSET FORFEITURES			45,000	
ASSET FORFEITURE TOTAL	<u>0</u>	<u>0</u>	<u>45,000</u>	<u>0</u>
WATER QUALITY GRANTS:				
3664 OC URBAN RUNOFF DIVERSION			6,400	30,000
WATER QUALITY GRANTS TOTAL	<u>0</u>	<u>0</u>	<u>6,400</u>	<u>30,000</u>
COMMUNITY DEVELOPMENT BLOCK GRANT:				
3810 HOUSING COMM. DEV. GRANT	8,812	10,000	10,000	15,000

\* This year the Police Grants, Asset Forfeiture, Water Quality Grants, Community Development Block Grant and Disaster Grants Funds have been combined into a single Special Revenue and Grants Fund.

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b>DISASTER GRANTS:</b>				
<b>DEC. 1997 OES RAINSTORM:</b>				
3680 GENERAL DISASTER GRANT-OES	142,803			
4331 REIMBURSE INSURANCE - DISASTERS	118,877			
DEC. 1997 OES RAINSTORM TOTAL	261,680	0	0	0
<b>FEB. 1998 FEMA/OES RAINSTORM:</b>				
3680 GENERAL DISASTER GRANT-OES	23,334		15,000	
3860 GENERAL DISASTER GRANT-FEMA	68,512		45,000	
3862 FEMA HAZARD MITIGATION GRANT	476,420		138,000	
FEB. 1998 FEMA/OES RAINSTORM TOTAL	568,266	0	198,000	0
<b>SPECIAL REVENUE &amp; GRANTS FUND TOTAL</b>	<b>1,019,209</b>	<b>119,000</b>	<b>526,546</b>	<b>197,223</b>
 <b>144 DEBT SERVICE FUND</b>				
3010 SECURED PROPERTY TAX	1,652,551	1,637,500	1,630,000	1,630,000
3015 PUBLIC UTILITY	32,337	31,000	26,000	26,000
3020 CURRENT UNSECURED	35,161	2,700	32,000	32,000
3025 SUPPLEMENTAL APPORTIONMENT	98,028	30,000	82,000	82,000
3030 PRIOR YEARS	40,627	36,000	36,000	36,000
3040 OTHER PROPERTY TAXES	249	150	200	200
3050 INT.&PEN.ON DELINQUENT TAXES	14,088	9,400	9,000	9,000
3500 INVESTMENT EARNINGS	74,379	60,000	77,000	77,000
3615 HOMEOWNERS PROP. TAX RELIEF	17,199	17,000	15,000	15,000
<b>DEBT SERVICE FUND TOTAL</b>	<b>1,964,619</b>	<b>1,823,750</b>	<b>1,907,200</b>	<b>1,907,200</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2001-2002*

**All  
Funds**

<b>Object Account Title</b>	<b>Actual 1999-00</b>	<b>Budget 2000-01</b>	<b>Revised Estimate 2000-01</b>	<b>Adopted Budget 2001-02</b>
<b>310 TRANSIT FUND</b>				
3102 MEASURE M	516	500	500	500
3105 TRANSPORTATION TAX - OPERATING	398,320	415,470	415,470	495,600
3108 TRANSPORTATION TAX - CAPITAL	33,333			257,000
3500 INVESTMENT EARNINGS	1,931			
3720 OCTA OPERATING ASSISTANCE	125,000	125,000	125,000	125,000
4091 MAIN LINE REGULAR FARES	34,536	34,000	34,000	34,000
4092 MAIN LINE AQMD PASSES	17,625	19,000	19,000	19,000
4093 TRANSIT PLUS TAXI VOUCHERS			5,000	10,000
4095 MAIN LINE REGULAR PASSES	3,825	7,000	7,000	7,000
4096 BUS CHARTER FEES	28,071	24,000	24,000	24,000
4097 FESTIVAL REGULAR FARES	40,392	50,000	40,000	40,000
4098 FESTIVAL AQMD PASSES	6,910	3,700	5,000	5,000
4099 FESTIVAL REGULAR PASSES	64,179	54,000	63,000	63,000
<b>TRANSIT FUND TOTAL</b>	<b>754,638</b>	<b>732,670</b>	<b>737,970</b>	<b>1,080,100</b>
<b>ALL OPERATING FUNDS TOTAL</b>	<b>\$46,080,598</b>	<b>\$38,361,499</b>	<b>\$41,196,260</b>	<b>\$42,287,507</b>



**Revenue Detail (Con't.)**  
**Fiscal Year 2001-2002**

**All  
Funds**

Object Account Title	Actual 1999-00	Budget 2000-01	Revised Estimate 2000-01	Adopted Budget 2001-02
<b>INTERNAL SERVICE FUNDS</b>				
<b>126 INSURANCE &amp; BENEFITS FUND</b>				
4320 WORKERS COMP. INS. REIMB.	\$231			
4360 REIMBURSE MISCELLANEOUS	255,105			
4400 GENERAL LIABILITY-EMPLOYER	1,257,550	\$1,272,700	\$1,272,700	\$1,272,800
4403 WORKERS' COMP.-EMPLOYER	694,270	1,007,000	1,007,000	1,205,010
4406 GROUP INSURANCE-EMPLOYER	709,954	718,000	718,000	953,080
4412 DENTAL INSURANCE-EMPLOYER	107,899	130,000	130,000	139,520
4420 LIFE INSURANCE-EMPLOYER	10,880	11,000	11,000	6,000
4425 LONG TERM DISABILITY-EMPLOYER	48,962	51,360	51,360	37,700
4430 UNEMPLOYMENT INSUR.-EMPLOYER	29,015	29,000	29,000	
4440 MEDICAL INSURANCE-EMPLOYEE	160,527	160,000	170,000	191,460
4452 DENTAL INSURANCE-EMPLOYEE	40,391	42,000	44,500	34,660
4460 EMPLOYEE BENEFIT - COMP TIME		3,330	3,330	1,120
4461 EMPLOYEE BENEFIT - VACATION	145,020	144,670	144,670	138,950
4462 EMPLOYEE BENEFIT - NEW SICK	141,710	125,440	125,440	130,610
<b>INSURANCE &amp; BENEFITS FUND TOTAL</b>	<b>\$3,601,514</b>	<b>\$3,694,500</b>	<b>\$3,707,000</b>	<b>\$4,110,910</b>
<b>128 VEHICLE REPLACEMENT FUND</b>				
3500 INVESTMENT EARNINGS	1,374		20,000	19,400
3560 VEHICLE USE RENT	566,600	636,600	636,600	656,160
4202 SALE OF REAL & PERSONAL PROP.	4,630		21,000	
<b>VEHICLE REPLACEMENT FUND TOTAL</b>	<b>572,604</b>	<b>636,600</b>	<b>677,600</b>	<b>675,560</b>

## Description of Key Revenue Sources

**Property Tax:** All real and tangible personal property in the State is subject to a property tax equal to 1% of its "full cash value." Valuations of real property are frozen at the value of the property in 1975, with an allowable adjustment of up to 2% per year for inflation. However, property is reassessed to its current value when a change of ownership occurs. In addition, new construction is assessed at its current value.

**Sales Tax:** The City's share of sales tax is equal to 1% of total taxable sales generated within the City (or 1.00% of the 7.5% local sales tax rate). The balance of the local sales tax rate is distributed to the County of Orange, the State of California, and the Orange County Transportation Authority.

**Transient Occupancy Tax:** Hotel/motel guests within the City of Laguna Beach pay a transient occupancy tax ("bed tax") of 10% of the room charge for stays of thirty (30) days or less.

**Use of Money:** This revenue category includes interest the City earns on its cash balances as well as rents it collects from various City owned property.

**Business License Tax:** All businesses in the City, with the exception of certain exempt concerns, pay a business license tax depending on type of business and gross receipts.

**Licenses and Permits:** Revenue in this category is generated from a variety of licenses and permits issued by the City such as animal licenses, building permits, grading permits, and conditional use permits.

**Service Charges:** Revenue in this category is generated from fees collected for specific City services including police and fire service charges, land use planning fees, recreation fees, refuse charges, etc.

**From Other Agencies:** This revenue category reflects subventions and other payments received from other governmental agencies (Federal, State, and County). The majority of this revenue is from the City's share of Motor Vehicle License Fees. This latter fee is equal to 2% of the market value of the motor vehicle, and is collected by the State in lieu of personal property tax. The allocation is based on population.

## Description of Key Revenue Sources (*con't*)

**Franchise Tax:** This revenue is generated from the taxes paid by businesses that have a franchise in the City involving use of the public right-of-way (e.g. cable television, natural gas, and electric).

**Parking Meters:** Revenue is generated from parking meters and City owned parking lots as well as from resident, business and shopper parking permits.

**Parking-In-Lieu Fees:** When additions are made to a structure in the downtown area or there is a change in use that necessitates more parking, additional parking must be provided and/or in-lieu parking certificates equal to the number of spaces required must be purchased. The fee is approximately \$8,000 per certificate.

**Housing-In-Lieu Fees:** The California Government Code requires new housing developments to provide, where feasible, housing units for low income people. When developing three or more units in Laguna Beach, the City requires an in-lieu fee of approximately \$10,000 per lot or unit for this purpose.

**Park-In-Lieu Fees:** The City requires the dedication of land and/or the payment of a fee as a condition of approval for a tentative subdivision map or a parcel map. This in-lieu fee varies depending on density.

**Drainage-In-Lieu Fees:** This fee is levied as a condition of approval for a final subdivision map and is used to defray the costs of needed drainage facilities such as new storm drains. This in-lieu fee varies depending on density.

**Art-In-Lieu Fees:** Depending on the size of a project, developers are required to install a public art piece or contribute funds for this purpose equal to one and one-quarter percent of the project's total value.

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# Section III

## Expenditures

The Expenditure Section of the budget is organized by department as shown below:

<b>General Government.....</b>	p. 33
<b>Administrative Services Department.....</b>	p. 49
<b>Police Department.....</b>	p. 63
<b>Fire Department.....</b>	p. 83
<b>Public Works Department.....</b>	p. 97
<b>Community Development Department.....</b>	p. 131
<b>Community Services Department.....</b>	p. 147
<b>Marine Safety Department.....</b>	p. 165
<b>Internal Service Funds.....</b>	p. 173

Each of the above departments are further broken-down by division and the budgets for each division are shown within their respective departments. The *foldout chart on the next page* (p. 32.1) shows all of the City's operating departments and divisions and how they are organized within the Expenditure Section of this budget. For quick reference this chart also contains the page numbers of the individual departments.

For the most part, all of the expenditure items within each division are funded from a single fund source; that fund is shown at the top right-hand corner of the division budget. In the few cases where a particular expenditure item is funded from a source other than the fund shown at the top of the division budget, a footnote is included indicating the source of funding.

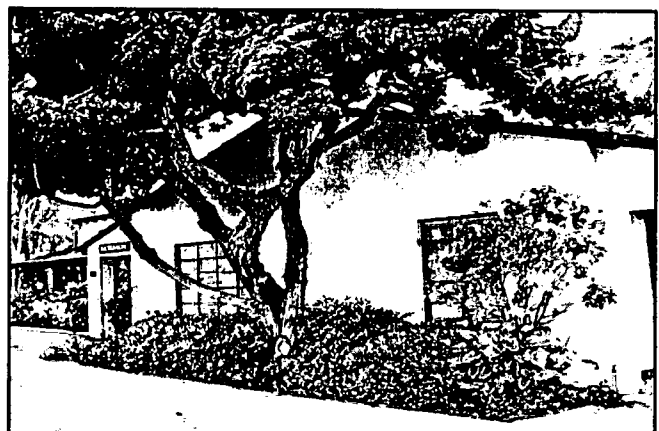
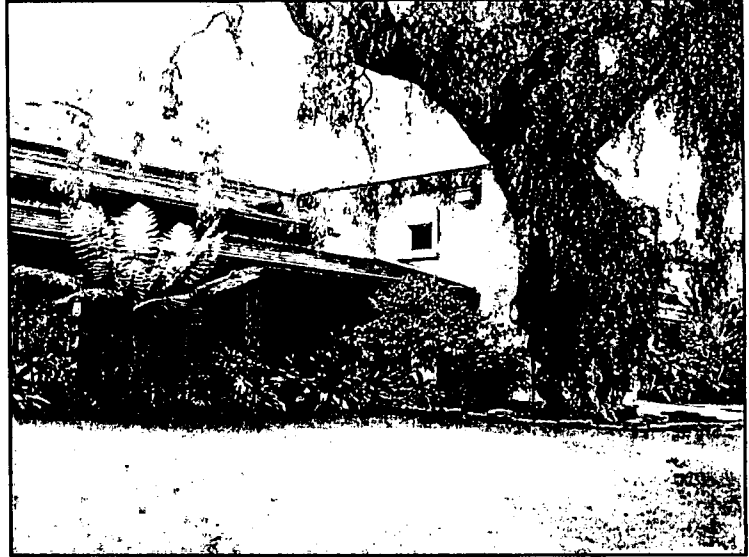
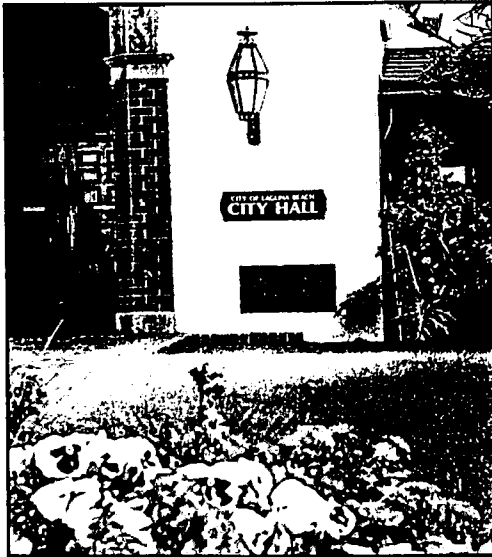
For a broad overview of the Expenditure Budget and a more detailed picture of the funding source for *each department*, see the foldout chart entitled "Sources & Uses of Funds - *Summary by Department and Fund*" on page 5 of this budget.

For a broad overview of the funding for *each division*, see the foldout chart entitled "Sources & Uses of Funds - *Summary by Division and Fund*" on page 6 of this budget.

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# General Government

Fiscal Year  
2001-02







# General Government

The General Government Operations provide the legislative and chief executive functions of the City. Included are the elected positions in the City -- City Councilmembers, City Clerk, and City Treasurer. The City Manager, City Attorney and all Commissioners are appointed. A description of each operation is as follows:

**City Council** - The five member City Council is elected at large. Each Councilmember serves a four-year term. The Council is responsible for the legislative functions of the City. Its meetings are generally held the first and third Tuesdays of each month starting at 6:00 p.m. Each Councilmember receives a stipend of \$300 per month. Included in this budget are the expenses of various intergovernmental organizations, such as the League of California Cities and the Southern California Association of Governments. Within the Contractual Services account is a retainer for representation in Washington, D.C. The City also prepares an Annual Report that is distributed to all residents.

In order to secure greater input regarding issues of community interest and concern, the City Council created the following commissions, boards, and committees: Arts Commission, Board of Adjustment/Design Review Board, Personnel Board, Planning Commission, Telecommunications Committee, Heritage Committee, HIV Advisory Committee, Housing and Human Affairs Committee, Open Space Committee, Parking, Traffic and Circulation Committee, and the Recreation Committee. Also, a Task Force on strategic planning (Vision Committee) is presently functioning.

**City Manager** - Under the provisions of the Municipal Code, the City Manager is responsible for the administrative functions of the City. With the exception of the City Clerk and City Treasurer--both of whom are elected--each of the City Department Heads reports to the City Manager who, in turn, reports to the City Council. The Secretary to the City Manager assists the City Manager and the five Councilmembers.

**City Clerk** - The City Clerk is elected and serves a four-year term. The department is comprised of two employees, the City Clerk and the Deputy City Clerk. The City Clerk is the City's Legislative Administrator whose duties include: preparation of agenda packets and minutes for all City Council meetings, administration of the City's records management system, maintenance of the Municipal Code, processing of legal documents (e.g., ordinances, resolutions, contracts, agreements, deeds and easements, permits, in-lieu certificates, historic register applications, domestic partnership registrations, etc.), and administration of certain tort claims.

The City Clerk also serves as the City's Election Official, responsible for municipal elections and ensuring that filing requirements are adhered to by elected as well as appointed officials pursuant to the Political Reform Act. The City Clerk's Department serves as the Public Information Office and resource center for the public, providing information about various services and/or referrals to other sources.

**City Treasurer** - The City Treasurer is elected at large and serves a four-year term. Working in a part-time capacity, the Treasurer's primary responsibilities include the following: receiving for safekeeping all funds coming into the City treasury, ensuring compliance with laws governing public funds, overseeing the investment portfolio and preparation of monthly reports of investment earnings, monitoring cash flow, conducting periodic audits of money collected through the City's transit and parking systems, acting as trustee between property owners and holders of various City bonds, and providing technical assistance with special assessment districts.

**City Attorney** - The City Attorney advises City officers in all legal matters pertaining to the business of the City. The department budget provides funds for legal services related to general City activities and for civil litigation in which the City is involved. City Attorney services are provided via a contract with a private law firm, Rutan and Tucker. The contract provides for a retainer of \$5,000 per month for up to 60 hours of legal services, with additional litigation billed at \$160 per hour. The department budget includes funds for retention of other attorneys when Rutan and Tucker has a conflict of interest, or when specialized expertise is necessary. Funds to pay for the District Attorney to prosecute Municipal Code violations are also included in this budget.

**Major Initiatives:**

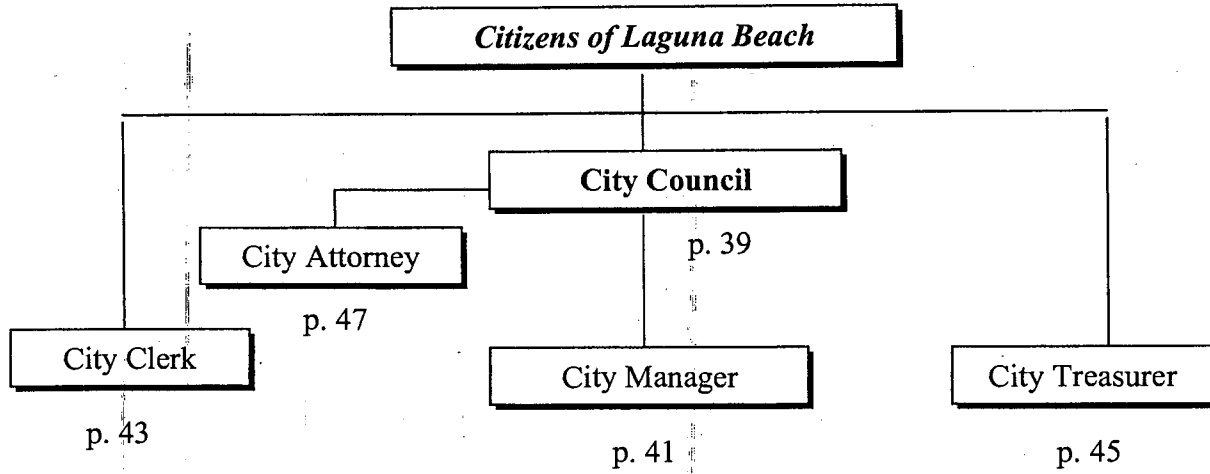
**City Clerk -**

- To continue to serve as a valuable resource to the public, staff and City Council
- To provide access to the City's archives on the internet network

**City Treasurer -**

- Obtain designation of Certified California Municipal Treasurer

The chart below shows the budget structure of the General Government Operations. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:

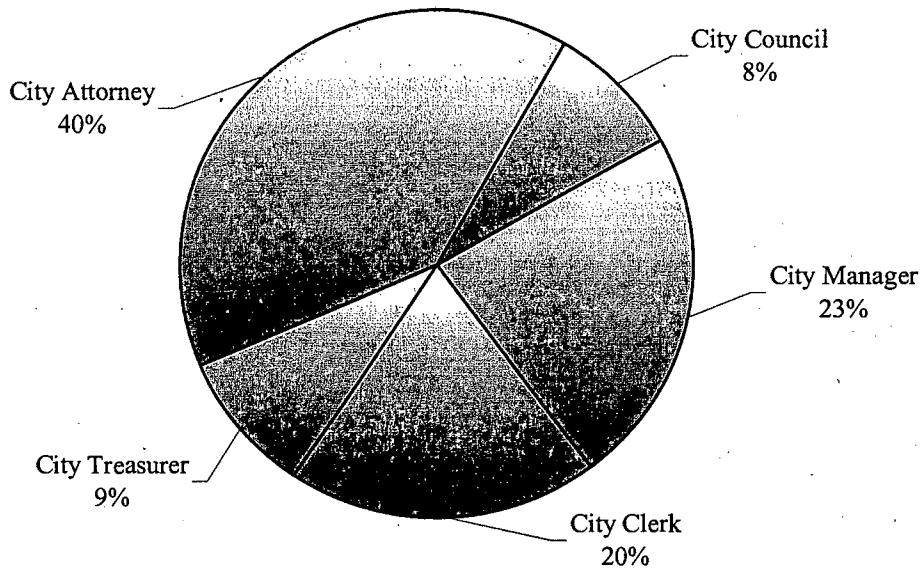


# General Government Budget Summary

*All  
Divisions*

<u>Department</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
City Council	\$18,820	\$73,090				\$91,910
City Manager	227,430	21,240				\$248,670
City Clerk	157,890	51,670	4,000			\$213,560
City Treasurer	58,580	39,570				\$98,150
City Attorney		430,000				\$430,000
<b>Department Total</b>	<b>\$462,720</b>	<b>\$615,570</b>	<b>\$4,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,082,290</b>

## Summary By Department Total



**City Council****General Fund/1101**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1003	Salaries, Part Time	\$18,000	\$18,000	\$18,000	\$18,000
1101	Retirement		500		
1103	P.A.R.S. Retirement	405	410	550	550
1318	Medicare Insurance	261	270	270	270
	<b>Subtotal</b>	<b>18,666</b>	<b>19,180</b>	<b>18,820</b>	<b>18,820</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	19,339	28,920	32,150	32,150
2031	Telephone	763	750	740	740
2101	Materials and Supplies	850	1,200	1,200	1,200
2281	Printing	2,877	3,000	3,300	3,300
2401	Contractual Services	21,582	23,500	33,500	33,500
2432	Postage	1,818	2,100	2,200	2,200
	<b>Subtotal</b>	<b>47,229</b>	<b>59,470</b>	<b>73,090</b>	<b>73,090</b>
	<b>Grand Total</b>	<b>\$65,895</b>	<b>\$78,650</b>	<b>\$91,910</b>	<b>\$91,910</b>

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**City Manager***General Fund/1201*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$187,549	\$198,800	\$206,750	\$206,750
1038	Sick Leave Payoff	4,620	2,770	5,100	5,100
1040	Vacation Payoff	2,150			
1101	Retirement		13,920		
1201	Workers' Compensation	600	400	470	470
1300	Employee Group Insurance	11,744	12,500	14,270	14,270
1318	Medicare Insurance	813	800	840	840
	<b>Subtotal</b>	<b>207,476</b>	<b>229,190</b>	<b>227,430</b>	<b>227,430</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	11,720	10,100	10,960	10,960
2024	Electricity	511	510	600	620
2027	Water	56	60	50	50
2031	Telephone	1,274	1,160	1,230	1,230
2101	Materials and Supplies	2,815	3,300	3,570	3,570
2170	General Insurance	3,050	3,200	3,610	3,610
2222	Repairs and Maint. Other	125	400	800	800
2281	Printing	85	400	400	400
2401	Contractual Services	10,729	15,000		
	<b>Subtotal</b>	<b>30,365</b>	<b>34,130</b>	<b>21,220</b>	<b>21,240</b>
	<b>Grand Total</b>	<b>\$237,841</b>	<b>\$263,320</b>	<b>\$248,650</b>	<b>\$248,670</b>

## City Manager Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
City Manager	1	1	1	\$143,300	\$149,030	\$149,030
Secretary To City Mgr.	1	1	1	55,500	57,720	57,720
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$198,800</b>	<b>\$206,750</b>	<b>\$206,750</b>



**City Clerk**

*General Fund/1301*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$106,566	\$121,790	\$126,660	\$132,930
1003	Salaries, Part Time	7,756	6,000	6,240	6,240
1006	Salaries, Overtime	3,634	4,160	5,200	5,200
1038	Sick Leave Payoff	2,890	780	390	390
1040	Vacation Payoff	640	2,160	2,050	2,050
1101	Retirement		8,520		
1103	P.A.R.S. Retirement	291	230	230	230
1201	Workers' Compensation	260	240	280	280
1300	Employee Group Insurance	8,200	8,200	9,800	9,800
1318	Medicare Insurance	643	750	770	770
	<b>Subtotal</b>	130,880	152,830	151,620	157,890
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	2,342	2,930	3,060	3,060
2024	Electricity	511	490	590	610
2027	Water	28	30	30	30
2031	Telephone	851	760	810	810
2101	Materials and Supplies	9,024	9,160	9,160	9,160
2170	General Insurance	1,670	1,930	2,200	2,200
2222	Repairs and Maint. Other	231	1,600	1,600	1,600
2281	Printing	4,724	10,000	10,000	10,000
2302	Legal Advertising	3,799	3,000	9,000	9,000
2401	Contractual Services	16,288	25,100	45,200	15,200
	<b>Subtotal</b>	39,468	55,000	81,650	51,670
<b>Capital Outlay</b>					
5408	(R) Two Computers			4,000	4,000
	<b>Subtotal</b>	4,466	0	4,000	4,000
	<b>Grand Total</b>	\$174,814	\$207,830	\$237,270	\$213,560

*(Prior Years' Capital Outlay shown  
in Total Only)*

**City Clerk Position Summary**

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
City Clerk	1	1	1	\$76,480	\$79,540	\$85,810
Deputy City Clerk	1	1	1	45,310	47,120	47,120
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$121,790</b>	<b>\$126,660</b>	<b>\$132,930</b>

**City Treasurer****General Fund/1401**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$31,890	\$34,110	\$36,740	\$48,430
1038	Sick Leave Payoff	690	450	810	810
1040	Vacation Payoff	650		2,710	2,710
1101	Retirement		2,390		
1201	Workers' Compensation	70	60	1,030	1,030
1300	Employee Group Insurance	4,100	4,100	4,900	4,900
1318	Medicare Insurance	453	490	530	700
<b>Subtotal</b>		<b>37,853</b>	<b>41,600</b>	<b>46,720</b>	<b>58,580</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	1,296	2,150	2,150	2,150
2024	Electricity	511	300	500	520
2027	Water	28	30	30	30
2031	Telephone	482	440	450	450
2101	Materials and Supplies	368	650	580	580
2170	General Insurance	420	440	570	570
2222	Repairs and Maint. Other	480	500	500	500
2401	Contractual Services	28,773	36,580	34,770	34,770
<b>Subtotal</b>		<b>32,358</b>	<b>41,090</b>	<b>39,550</b>	<b>39,570</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment				
		<i>(Prior Years' Capital Outlay shown in Total Only)</i>			
<b>Subtotal</b>		<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>\$70,211</b>	<b>\$84,190</b>	<b>\$86,270</b>	<b>\$98,150</b>

***City Treasurer Position Summary***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Budget</b>	<b>Dept.</b>	<b>Adopted</b>	<b>Budget</b>	<b>Department</b>	<b>Adopted</b>
	<b>2000-01</b>	<b>Request</b>	<b>Budget</b>	<b>Budget</b>	<b>Request</b>	<b>Budget</b>
	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	
City Treasurer	0.5	0.5	0.5	\$34,110	\$36,740	\$48,430
<b>TOTAL</b>	0.5	0.5	0.5	\$34,110	\$36,740	\$48,430

**City Attorney**

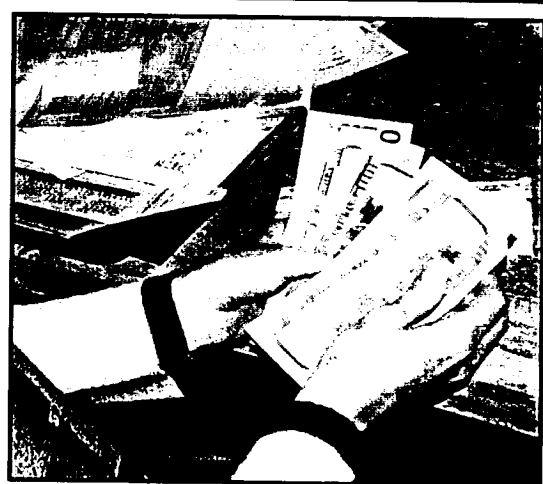
*General Fund/1501*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Maintenance and Operations</b>					
2401	Contractual Services	\$272,014	\$410,000	\$430,000	\$430,000
	<b>Grand Total</b>	<b>\$272,014</b>	<b>\$410,000</b>	<b>\$430,000</b>	<b>\$430,000</b>

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# Administrative Services

Fiscal Year  
2001-02







# Administrative Services Department

The Administrative Services Department is comprised of three divisions; Personnel, Finance and Non-Departmental. This department also provides technical support to all operating departments. There are 10.5 authorized positions, which are filled by 12 staff members. A description of services provided by each division is as follows:

**Personnel** – This division provides internal support to all operating departments. The division has two employees: the Administrative Services Manager/Personnel Officer and a Personnel Specialist. Responsibilities of the division include maintenance of personnel records for the City's 243 full-time and 220 part-time employees. It also includes responsibility for recruitment and selection, hiring, and orientation of all new employees. Annually the division conducts approximately 50 recruitments, reviews more than 1,600 applications, and processes between 500 and 1,000 Personnel Action Forms. Personnel also manages employee training and development programs; administers the City's compensation and classification program, and employee benefits programs; oversees equal employment opportunity programs; ensures compliance with State and Federal employment mandates; and, coordinates employee safety and workers' compensation programs. Personnel is also responsible for the interpretation and implementation of the Memoranda of Understanding and Personnel Rules and Regulations with employee bargaining units. Staff support is provided to the Personnel Board.

**Finance** - This division performs all finance, accounting, business licensing, and cashing functions for the City. It also prepares and monitors the City's annual budget. Primary responsibilities include the following: daily processing of accounts payable, accounts receivable, fixed assets, and payroll. This division is also responsible for the daily processing of payments to the City, in-coming and out-going mail, and the issuing of 13,000 parking permits biannually. Annually, the division issues more than 9,100 payroll and 6,900 vendor checks. The division also provides accounting for approximately 42 million in revenues and approximately 46 million in expenditures, and coordinates inventory of the City's general fixed assets. In addition, the division is responsible for closing the City's financial records at year-end. The Finance Division maintains the City's main frame financial computer.

An annual audit by an independent certified public accountant is administered and financed through this division's contractual service account.

This division also provides information technology support for the City's internal computer network, including the operation, maintenance and repair of network hardware and client workstations. Primary responsibilities include the following: day-to-day network center operation, including the provision of a safe and secure environment for centralized data libraries and equipment; maintenance of documentation for hardware and software

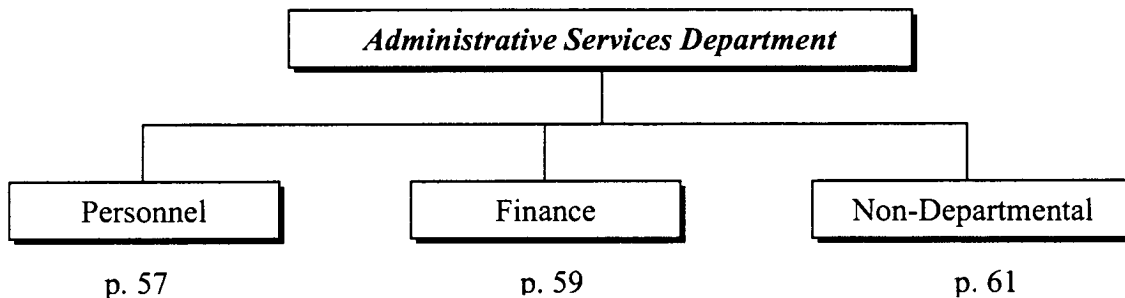
components: routine installation, troubleshooting and repair for servers, hubs, cabling, personal computers and related peripherals; formulation and review of client/server procedures, software platforms and the acquisition of assets to ensure overall systems compatibility and the maintenance of a technologically unified workforce; provide city-wide coordination for compatible and cohesive data formats and general implementation assistance of information technology to other city departments. This division also manages the City's web site and it's enhancement. Staff support is provided to the Telecommunications Committee.

**Non-Departmental** - This division includes city-wide costs, such as for telephone maintenance, stationary, postage, and other city-wide projects. These costs have been centralized for budgetary purposes. Funding for the Visitors Bureau has also been included in this budget. Additionally, costs to administer the general obligation debt issued to purchase the Laguna Laurel open space are included in this division.

**Major Initiatives:**

- Implement improvements to the workers' compensation program through claim management and department training with a goal of reducing work related injuries and lost time
- Use web technology to enhance public information, communication and staff resources through web site enhancements and internet access
- Start initial preparation for a new financial reporting model which will be effective for fiscal year 2002-03

The chart below shows the budget structure of the Administrative Services Department. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:

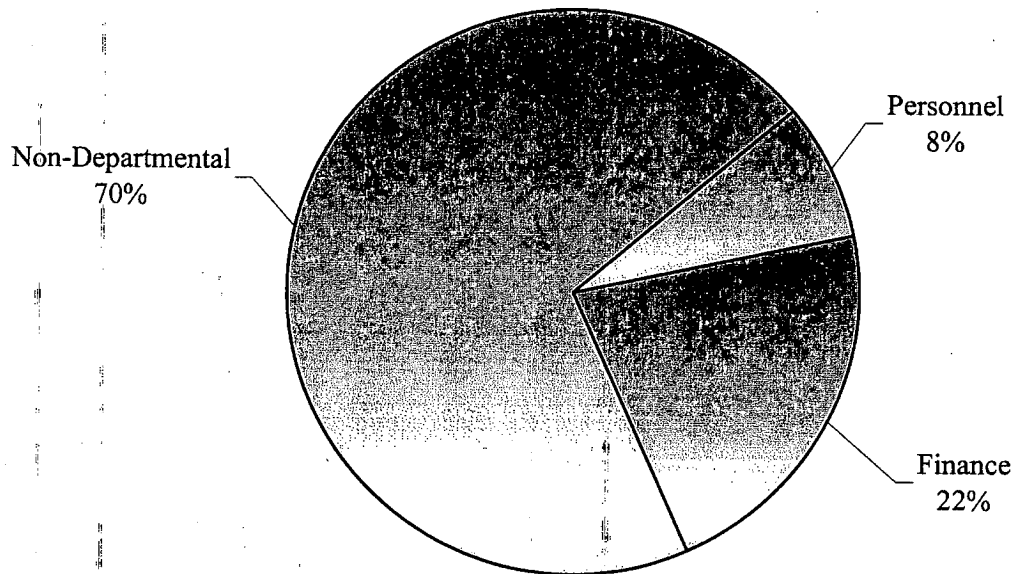


**Administrative Services Department  
Budget Summary**

**All  
Divisions**

<b>Division</b>	<b>MAJOR CATEGORY OF EXPENDITURE</b>					<b>Division Total</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
<b>Personnel</b>	\$154,070	\$85,700		\$45,800		<b>\$285,570</b>
<b>Finance</b>	622,860	151,080	22,100			<b>\$796,040</b>
<b>Non-Departmental</b>	453,580	1,654,430	11,000	477,858		<b>\$2,596,868</b>
<b>Department Total</b>	<b>\$1,230,510</b>	<b>\$1,891,210</b>	<b>\$33,100</b>	<b>\$523,658</b>	<b>\$0</b>	<b>\$3,678,478</b>

**Summary By Division Total**



# Administrative Services Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$651,140	\$841,730	\$880,000	\$862,040
1003	Salaries, Part Time	26,999	32,960	36,430	36,430
1006	Salaries, Overtime	937			
1009	Salaries, Redistributed	(18,970)	(17,340)	(18,880)	(18,880)
1038	Sick Leave Payoff	7,550	5,620	3,500	3,500
1040	Vacation Payoff	9,180	12,140	5,590	5,590
1101	Retirement	8,310	45,270	273,840	273,840
1103	P.A.R.S. Retirement	1,014	1,240	1,370	1,370
1201	Workers' Compensation	2,430	2,860	3,540	3,540
1300	Employee Group Insurance	39,970	43,050	51,450	51,450
1318	Medicare Insurance	8,279	8,370	11,800	11,630
	Subtotal	736,839	975,900	1,248,640	1,230,510
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	8,620	10,630	10,690	10,690
2024	Electricity	2,044	1,900	2,320	2,410
2027	Water	141	150	130	130
2031	Telephone	6,473	5,860	6,100	6,100
2101	Materials and Supplies	35,548	39,090	43,290	43,290
2150	Rents and Leases	3,042	12,640	9,900	9,900
2170	General Insurance	9,150	8,800	9,750	9,750
2222	Repairs and Maint. Other	29,083	41,240	33,730	33,730
2281	Printing	9,214	13,040	10,580	10,580
2302	Legal Advertising	16,075	8,000	26,000	26,000
2401	Contractual Services	129,335	125,930	130,650	130,650
2432	Postage	35,122	42,000	42,000	42,000
2501	Bond Principal	810,000	875,000	945,000	945,000
2521	Bond Interest	1,008,725	947,010	888,410	888,410
2804	Costs Redistributed	(206,860)	(215,880)	(267,430)	(267,430)
	Subtotal	1,895,712	1,915,410	1,891,120	1,891,210
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	35,944	10,500	36,600	33,100
	Subtotal	35,944	10,500	36,600	33,100
<b>Special Programs</b>					
	Special Programs	720,637	602,320	642,230	523,658
	Subtotal	720,637	602,320	642,230	523,658
<b>Capital Improvements</b>					
	Capital Improvements	32,183			
	Subtotal	32,183	0	0	0
	<b>Grand Total</b>	<b>\$3,421,315</b>	<b>\$3,504,130</b>	<b>\$3,818,590</b>	<b>\$3,678,478</b>

**Administrative Services Department  
Position Summary**

**All  
Divisions**

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Dept.</b>		<b>Adopted</b>	<b>Department</b>		<b>Adopted</b>
	<b>Budget</b>	<b>Request</b>	<b>Budget</b>	<b>Budget</b>	<b>Request</b>	<b>Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Deputy City Manager	1	1	1	\$111,330	\$121,350	\$121,350
Finance Officer	1	1	1	96,160	100,010	100,010
Admin.Ser.Mgr/Pers.Off.	1	1	1	89,130	92,700	92,700
Accountant	0.6			33,630		-
Associate Accountant		0.6	0.6		37,020	37,020
Accounting Technicians	1.5	1.5	1.5	74,530	77,500	77,500
Computer Network Admin.	1	1	1	77,590	80,180	80,180
Account Clerk	0.6	0.6	0.6	22,300	23,190	23,190
Personnel Specialists	1.8	1.8	1.8	74,110	81,110	81,110
Senior Clerks	1	2	2	27,670	64,440	64,440
Typist Clerk	1			32,780		
Supplemental Hours				7,500	7,500	7,500
Non-Departmental				195,000	195,000	177,040
<b>TOTAL</b>	<b>10.5</b>	<b>10.5</b>	<b>10.5</b>	<b>\$841,730</b>	<b>\$880,000</b>	<b>\$862,040</b>

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**Personnel Division***Administrative Services  
General Fund/1601*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$108,713	\$126,990	\$136,110	\$136,110
1006	Salaries, Overtime	570			
1038	Sick Leave Payoff	1,530	1,900	1,960	1,960
1040	Vacation Payoff	2,610	4,740	3,960	3,960
1101	Retirement		8,890		
1201	Workers' Compensation	270	240	270	270
1300	Employee Group Insurance	8,200	8,200	9,800	9,800
1318	Medicare Insurance	1,601	1,840	1,970	1,970
	<b>Subtotal</b>	<b>123,494</b>	<b>152,800</b>	<b>154,070</b>	<b>154,070</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	2,000	2,940	3,040	3,040
2024	Electricity	511	470	570	590
2027	Water	28	30	30	30
2031	Telephone	1,523	1,440	1,500	1,500
2101	Materials and Supplies	9,251	11,300	11,990	11,990
2170	General Insurance	1,700	1,870	2,120	2,120
2222	Repairs and Maint. Other	85	80	280	280
2281	Printing	1,617	490	1,210	1,210
2302	Legal Advertising	16,075	8,000	26,000	26,000
2401	Contractual Services	43,092	39,770	38,940	38,940
	<b>Subtotal</b>	<b>75,882</b>	<b>66,390</b>	<b>85,680</b>	<b>85,700</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment				
	<b>Subtotal</b>	<b>1,069</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8000	DMV Requirements	1,708	2,000	2,000	2,000
8031	Educational Reimbursement	17,138	20,000	20,000	20,000
8039	Employee Training	15,357	23,000	23,800	23,800
	<b>Subtotal</b>	<b>34,203</b>	<b>45,000</b>	<b>45,800</b>	<b>45,800</b>
	<b>Grand Total</b>	<b>\$234,648</b>	<b>\$264,190</b>	<b>\$285,550</b>	<b>\$285,570</b>

*(Prior Years' Capital Outlay shown  
in Total Only)*

***Personnel Division Position Summary***

<b>Position Title</b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Admin. Services Manager/ Personnel Officer	1	1	1	\$89,130	\$92,700	\$92,700
Personnel Specialist	1	1	1	37,860	43,410	43,410
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$126,990</b>	<b>\$136,110</b>	<b>\$136,110</b>



**Finance Division***Administrative Services  
General Fund/1602, 1603 & 1701*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$409,701	\$519,740	\$548,890	\$548,890
1003	Salaries, Part Time	26,999	32,960	36,430	36,430
1006	Salaries, Overtime	367	0	0	0
1009	Salaries, Redistributed	(18,970)	(17,340)	(18,880)	(18,880)
1038	Sick Leave Payoff	6,020	3,720	1,540	1,540
1040	Vacation Payoff	6,570	7,400	1,630	1,630
1101	Retirement	0	36,380	0	0
1103	P.A.R.S. Retirement	1,014	1,240	1,370	1,370
1201	Workers' Compensation	2,160	2,620	3,270	3,270
1300	Employee Group Insurance	31,770	34,850	41,650	41,650
1318	Medicare Insurance	5,713	6,530	6,960	6,960
	<b>Subtotal</b>	<b>471,344</b>	<b>628,100</b>	<b>622,860</b>	<b>622,860</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	6,620	7,690	7,650	7,650
2024	Electricity	1,533	1,430	1,750	1,820
2027	Water	113	120	100	100
2031	Telephone	4,950	4,420	4,600	4,600
2101	Materials and Supplies	8,092	12,540	15,050	15,050
2150	Rents and Leases	3,042	12,640	9,900	9,900
2170	General Insurance	7,450	6,930	7,630	7,630
2222	Repairs and Maint. Other	17,600	30,960	19,250	19,250
2281	Printing	7,597	12,550	9,370	9,370
2401	Contractual Services	82,421	81,160	86,710	86,710
2804	Costs Redistributed	(9,000)	(11,000)	(11,000)	(11,000)
	<b>Subtotal</b>	<b>130,418</b>	<b>159,440</b>	<b>151,010</b>	<b>151,080</b>
<b>Capital Outlay</b>					
5408	(R) Primary Network Server	-	-	12,000	12,000
5408	(R) Laptop Computer	-	-	3,000	3,000
5408	(R) Computer	-	-	2,800	2,800
5408	(A) 2nd Cashier Station	-	-	1,500	1,500
5408	(R) Computer	-	-	2,000	2,000
5408	(R) Laser Printer	-	-	800	800
5408	(R) Color Laser Printer	-	-	3,500	
	<b>Subtotal</b>	<b>10,465</b>	<b>10,500</b>	<b>25,600</b>	<b>22,100</b>
	<b>Grand Total</b>	<b>\$612,227</b>	<b>\$798,040</b>	<b>\$799,470</b>	<b>\$796,040</b>

## Finance Division Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Deputy City Manager	1	1	1	\$111,330	\$121,350	\$121,350
Finance Officer	1	1	1	96,160	100,010	100,010
Accountant	0.6			33,630		
Associate Accountant		0.6	0.6		37,020	37,020
Accounting Technicians	1.5	1.5	1.5	74,530	77,500	77,500
Computer Network Admin.	1	1	1	77,590	80,180	80,180
Personnel Specialist	0.8	0.8	0.8	36,250	37,700	37,700
Senior Clerks	1	2	2	27,670	64,440	64,440
Account Clerk	0.6	0.6	0.6	22,300	23,190	23,190
Typist Clerk	1			32,780		
Supplemental Hours				7,500	7,500	7,500
<b>TOTAL</b>	<b>8.5</b>	<b>8.5</b>	<b>8.5</b>	<b>\$519,740</b>	<b>\$548,890</b>	<b>\$548,890</b>

## Non-Departmental Division

*Administrative Services  
General Fund/1781*

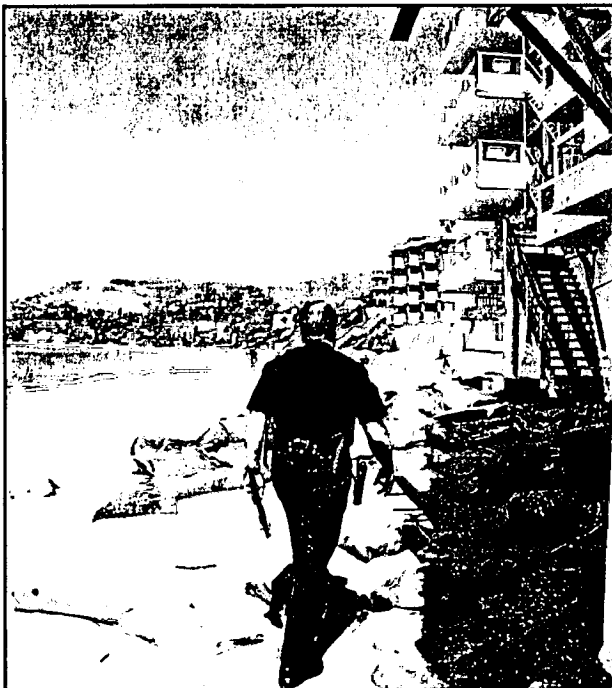
Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$132,726	\$195,000	\$195,000	\$177,040
1101	Retirement	8,310		273,840	273,840
1318	Medicare Insurance	965		2,870	2,700
	<b>Subtotal</b>	142,001	195,000	471,710	453,580
<b>Maintenance and Operations</b>					
2101	Materials and Supplies	18,205	15,250	16,250	16,250
2222	Repairs and Maint. Other	11,398	10,200	14,200	14,200
2401	Contractual Services	622			
2401	Contractual Services*	3,200	5,000	5,000	5,000
2432	Postage	35,122	42,000	42,000	42,000
2501	Bond Principal*	810,000	875,000	945,000	945,000
2521	Bond Interest*	1,008,725	947,010	888,410	888,410
2804	Costs Redistributed	(197,860)	(204,880)	(256,430)	(256,430)
	<b>Subtotal</b>	1,689,412	1,689,580	1,654,430	1,654,430
<b>Capital Outlay</b>					
5408	(A) Color/Copier Printer			11,000	11,000
			<i>(Prior Years' Capital Outlay shown in Total Only)</i>		
	<b>Subtotal</b>	24,410	0	11,000	11,000
<b>Special Programs</b>					
8001	El Toro Reuse Plan Authority	435,000	350,000	400,000	400,000
8008	Day Labor Hiring Site	15,000			
8012	Hospitality Association	150,640	167,320	191,430	47,858
8027	Community Vision Program	75,835	40,000		
8029	Wide Area Network Installation	4,658			
8041	Laguna Art Museum	5,147			
8051	Housing Equity Purchase	154			
8113	City Web Site Enhancement				25,000
8204	LAFCO Funding			5,000	5,000
	<b>Subtotal</b>	686,434	557,320	596,430	477,858
<b>Capital Improvements</b>					
9374	Open Space Acquisition	3,200			
9939	Acquisition of P.O. Property	28,983			
	<b>Subtotal</b>	32,183	0	0	0
	<b>Grand Total</b>	\$2,574,440	\$2,441,900	\$2,733,570	\$2,596,868

\* Funded from Laguna Laurel Debt Service Fund

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# Police Department

Fiscal Year  
2001-02





# Police Department

The Police Department's budget is organized into five activities and provides general law enforcement services, including animal control. There are eighty-five positions, fifty of which are sworn personnel. In addition, the department utilizes 11 reserve officers, 18 senior volunteers, 6 police explorers, and 8 seasonal positions during the summer months. The following is a description of the services provided by each division:

**Field Services** - This division consists primarily of uniformed field personnel responsible for enforcement of municipal, state and federal laws. The Patrol Section, with its twenty-five field officers, is the main response team for calls for service. Officers are responsible for a specific area and respond to calls, patrol trouble spots, and document incidents in that area. The Traffic Unit with four motorcycle officers supports the patrol officers' duties. They investigate complex traffic collisions, enforce traffic violations, and are used as normal beat officers as deployment demands increase. The canine officer also supports the patrol functions. Reserve officers, police explorers and retired senior volunteers perform many duties which would otherwise be assigned to full time employees. Six sergeants are assigned to Field Services as watch commanders and one as the traffic unit supervisor.

**Investigative Services** - This division is responsible for investigation of crimes, internal affairs, property/evidence, background investigations of new employees, forensic services, city wide emergency preparedness, court liaison duties and processing/monitoring of special permits (e.g., taxi and tow yard, etc.). Staffing consists of nine sworn and four non-sworn personnel, all of whom are involved in multi-faceted criminal investigations. The division also handles several administrative assignments. The Neighborhood Watch Program develops preventive measures to reduce crime in the community and provides safety programs to our schools. The D.A.R.E. program works closely with youth in the classroom to instill resistance to addictive behavior. The CSP Youth Diversion Program provides a diversion alternative to the juvenile justice system by allowing minor juvenile indiscretions to be handled at a local informal level. Division personnel also supplant field operations as increased service demands dictate.

**Support Services** - This division provides support functions for the department as a whole, including management of records, facility maintenance, purchasing, computer systems, planning and research, public safety communications (Police, Fire and Marine Safety-during the winter months), parking services, vehicle maintenance, trustee program, jail operations and statistical services. The most critical responsibility involves the Public Safety Communications Section staffed by nine dispatchers who process emergency and non-emergency calls which total more than 35,000 annually. The Records Section is staffed by five personnel who assist the public at the business counter, process reports, compile statistical information and help prepare documentation for arrests, criminal cases and court citations. The division also handles fleet

maintenance for 35 vehicles, processes the department's payroll, and co-manages the parking enforcement program.

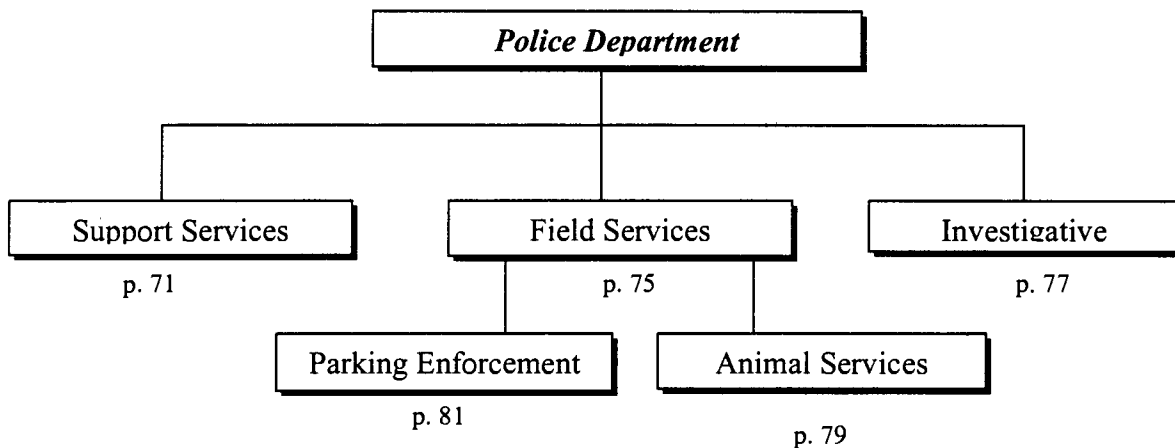
**Animal Services Section** - Under the auspices of the Field Services Division and with three full time personnel and approximately 39 volunteers, the Animal Shelter cares for more than 600 impounded animals each year. In addition, three animal services officers enforce animal regulations within Laguna Beach and the community of Laguna Woods. The staff in this section also licenses more than 2,500 animals, oversees the City's dog park and assists with the rehabilitation and release of injured wild animals and birds.

**Parking Enforcement** - Under both Field and Support Services Divisions, this unit has five full-time personnel and two part-time summer enforcement officers, as well as three support staff who are responsible for processing more than 50,000 parking citations per year and for collection of fines. The officers enforce all parking regulations, remove traffic hazards, monitor abandoned vehicles, etc. All parking personnel are equipped and trained to provide immediate field support during major incidents, disasters and traffic/crowd control situations.

**Major Initiatives:**

- Reorganize the Investigations Division for increased emphasis on youth related issues, environmental crimes, court liaison and emergency preparedness
- Automate the officer and dispatcher scheduling process
- Study implementing a "Problem Oriented Policing" officer position

The chart below shows the budget structure of the Police Department. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:



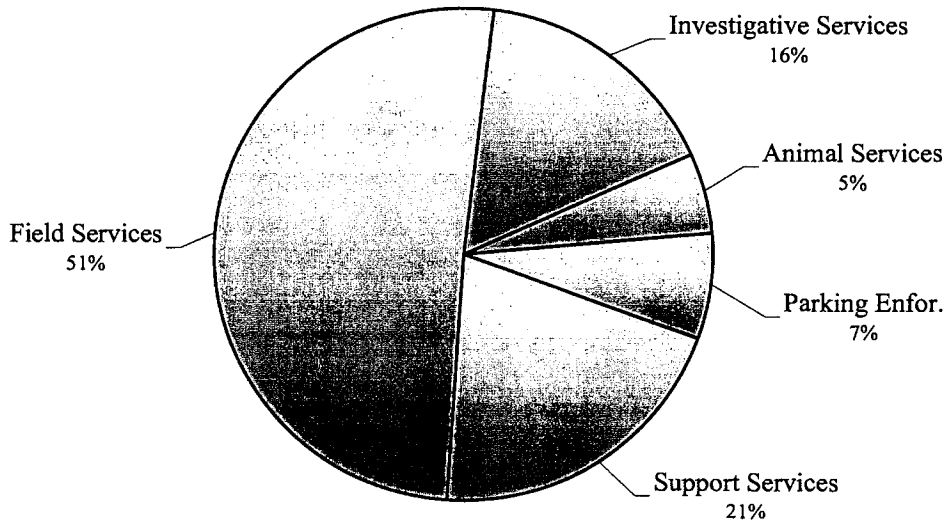


# Police Department Budget Summary

**All  
Divisions**

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Support Services	\$1,189,000	\$431,810	\$28,810	\$1,990	\$0	<b>\$1,651,610</b>
Field Services	3,621,800	440,487	32,000		0	<b>\$4,094,287</b>
Investigative Services	1,065,686	191,630	7,500	46,160	0	<b>\$1,310,976</b>
Animal Services	323,100	83,200		5,000	0	<b>\$411,300</b>
Parking Enforcement	472,110	90,450	3,700		0	<b>\$566,260</b>
<b>Department Total</b>	<b>\$6,671,696</b>	<b>\$1,237,577</b>	<b>\$72,010</b>	<b>\$53,150</b>	<b>\$0</b>	<b>\$8,034,433</b>

**Summary By Division Total**



# Police Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$4,204,207	\$4,670,670	\$4,946,520	\$4,946,520
1003	Salaries, Part Time	140,661	152,340	167,710	162,710
1006	Salaries, Overtime	302,380	297,450	315,035	315,035
1038	Sick Leave Payoff	54,370	51,890	50,310	50,310
1040	Vacation Payoff	55,430	43,120	48,040	48,040
1042	Comp Time Payoffs		950	940	940
1053	Holiday Allowance	73,797	72,220	76,500	76,500
1101	Retirement	381,406	455,660	351,970	351,970
1103	P.A.R.S. Retirement	4,348	4,960	5,500	5,310
1201	Workers' Compensation	226,580	230,190	243,900	243,900
1300	Employee Group Insurance	336,200	344,400	416,500	416,500
1318	Medicare Insurance	40,502	48,175	54,031	53,961
	<b>Subtotal</b>	<b>5,819,881</b>	<b>6,372,025</b>	<b>6,676,956</b>	<b>6,671,696</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	38,888	48,960	54,087	54,087
2011	Training, Travel and Dues	12,146	12,250	16,900	16,900
2021	Natural Gas	3,572	4,120	4,730	4,730
2024	Electricity	24,862	22,780	28,320	29,500
2027	Water	6,402	5,640	4,990	4,990
2031	Telephone	41,529	42,810	43,560	43,560
2051	Gas and Lubrications	53,757	74,140	66,260	79,600
2101	Materials and Supplies	82,065	102,890	103,190	103,190
2150	Rents and Leases	139,564	159,380	174,980	198,980
2170	General Insurance	317,280	293,790	317,070	317,070
2201	Repairs and Maint. Auto.	78,604	69,490	76,410	76,410
2222	Repairs and Maint. Other	36,882	57,320	97,960	97,960
2281	Printing	21,188	28,220	28,720	28,720
2401	Contractual Services	114,705	169,470	171,980	171,980
2432	Postage	6,772	9,900	9,900	9,900
	<b>Subtotal</b>	<b>978,216</b>	<b>1,101,160</b>	<b>1,199,057</b>	<b>1,237,577</b>

***Police Department***  
**Budget Detail (Con't)**

***All***  
***Divisions***

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	63,625	37,610	66,490	66,310
5510	Automotive Equipment	7,370			
5622	Other Equipment	1,559	93,920	5,700	5,700
	<b>Subtotal</b>	<b>72,554</b>	<b>131,530</b>	<b>72,190</b>	<b>72,010</b>
<b><u>Special Programs</u></b>					
	Special Programs	164,071	53,190	53,150	53,150
	<b>Subtotal</b>	<b>164,071</b>	<b>53,190</b>	<b>53,150</b>	<b>53,150</b>
	<b>Grand Total</b>	<b>\$7,034,722</b>	<b>\$7,657,905</b>	<b>\$8,001,353</b>	<b>\$8,034,433</b>

# Police Department Position Summary

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Chief of Police	1	1	1	\$111,330	\$121,350	\$121,350
Captains	1	3	3	96,160	300,030	300,030
Police Lieutenant	2			178,190		
Sergeants	9	9	9	661,830	698,660	698,660
Police Officers II	6	6	6	385,200	400,560	400,560
Investigators	6	7	7	355,310	437,150	437,150
Police Officers	24	24	24	1,396,490	1,463,970	1,463,970
Dispatchers	8	6	6	346,360	260,690	260,690
Senior Dispatcher	1	3	3	47,970	149,700	149,700
Senior Records Clerks	2	2	2	79,620	80,060	80,060
Records Clerks	5	5	5	171,550	178,990	178,990
Administrative Secretary	1	1	1	43,570	41,490	41,490
Supply Clerk	1	1	1	37,040	40,450	40,450
Administrative Clerk	1	1	1	36,470	41,410	41,410
Comm. Serv. Officers II	2	2	2	90,620	94,240	94,240
Comm. Serv. Officer	1	1	1	42,890	44,600	44,600
Senior Clerk	1	1	1	37,170	38,650	38,650
Kennel Manager	1	1	1	42,890	44,600	44,600
Animal Serv. Officers	3	3	3	135,570	127,260	127,260
Kennel Aides	2	2	2	74,340	77,300	77,300
Parking Control Officers	5	5	5	199,050	196,790	196,790
Computer Operator	1	1	1	42,890	44,600	44,600
Bilingual Pay				4,580	4,500	4,500
Education Incentive				45,180	49,870	49,870
Uniform Pay				8,400	9,600	9,600
<b>TOTAL</b>	<b>84</b>	<b>85</b>	<b>85</b>	<b>\$4,670,670</b>	<b>\$4,946,520</b>	<b>\$4,946,520</b>

## Support Services Division

*Police Department  
General Fund/2101*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$767,315	\$966,140	\$1,018,700	\$1,018,700
1003	Salaries, Part Time	38,908	19,360	23,200	23,200
1006	Salaries, Overtime	21,658	21,720	16,290	16,290
1009	Salaries, Redistributed	(76,330)	(79,910)	(83,110)	(83,110)
1038	Sick Leave Payoff	11,690	9,160	9,490	9,490
1040	Vacation Payoff	9,040	9,160	8,170	8,170
1042	Comp Time Payoffs		100	890	890
1053	Holiday Allowance	9,142	12,280	12,780	12,780
1101	Retirement	32,179	79,220	31,250	31,250
1103	P.A.R.S. Retirement	1,461	730	870	870
1201	Workers' Compensation	73,520	72,850	42,040	42,040
1300	Employee Group Insurance	77,900	82,000	98,000	98,000
1318	Medicare Insurance	8,676	10,250	10,430	10,430
	<b>Subtotal</b>	975,159	1,203,060	1,189,000	1,189,000
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,127	3,420	3,420	3,420
2011	Training, Travel and Dues	1,961	2,790	2,990	2,990
2024	Electricity	21,974	19,650	24,730	25,760
2027	Water	318	2,110	1,230	1,230
2031	Telephone	33,954	35,770	36,440	36,440
2051	Gas and Lubrications	2,610	2,680	3,090	3,740
2101	Materials and Supplies	35,626	41,210	41,030	41,030
2150	Rents and Leases	12,085	14,470	14,590	38,590
2170	General Insurance	103,250	85,870	92,700	92,700
2201	Repairs and Maint. Auto.	2,246	2,100	2,200	2,200
2222	Repairs and Maint. Other	23,575	36,320	75,960	75,960
2281	Printing	6,320	10,900	10,900	10,900
2401	Contractual Services	74,773	98,840	96,850	96,850
	<b>Subtotal</b>	321,819	356,130	406,130	431,810
<b>Capital Outlay</b>					
5408	(R) Four Personal Computers	-	-	8,800	8,800
5408	(A) Fax Machine	<i>(Prior Years' Capital Outlay shown in Total Only)</i>		1,440	1,440
5408	(R) Two Personal Computers			4,400	4,400
5408	(R) Computer			2,200	2,200
5408	(A) Copier/Printer	-	-	2,480	2,300

**Support Services Division (cont.)***Police Department  
General Fund/2101*

Account No.	Account Title	Actual Expenditures 1998-99	Budget 1999-00	Department Request 2000-01	Adopted Budget 2001-02
5408	(R) Four Computers	-	-	8,800	8,800
5408	(A) Videotape Digital	-	-	870	870
	<b>Subtotal</b>	<b>44,080</b>	<b>38,810</b>	<b>28,990</b>	<b>28,810</b>
<b>Special Programs</b>					
8061	O. C. Human Relations Comm.	1,980		1,990	1,990
8335	County Wide 800 MHZ Network	63,436			
	<b>Subtotal</b>	<b>65,416</b>	<b>0</b>	<b>1,990</b>	<b>1,990</b>
	<b>Grand Total</b>	<b>\$1,406,474</b>	<b>\$1,598,000</b>	<b>\$1,626,110</b>	<b>\$1,651,610</b>

## Support Services Position Summary

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Chief of Police	1	1	1	\$111,330	\$121,350	\$121,350
Captain	1	1	1	89,130	100,010	100,010
Sergeant	1	1	1	74,590	79,120	79,120
Dispatchers	8	6	6	346,360	260,690	260,690
Sr. Dispatcher	1	3	3	47,970	149,700	149,700
Sr. Records Clerk	1	1	1	39,810	38,650	38,650
Records Clerks	4	4	4	134,380	140,340	140,340
Admin. Secretary	1	1	1	43,570	41,490	41,490
Supply Clerk	1	1	1	37,040	40,450	40,450
Administrative Clerk	1	1	1	36,470	41,410	41,410
Bilingual Pay				1,800	1,800	1,800
Education Incentive				3,690	3,690	3,690
<b>TOTAL</b>	<b>20</b>	<b>20</b>	<b>20</b>	<b>\$966,140</b>	<b>\$1,018,700</b>	<b>\$1,018,700</b>

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# Field Services Division

*Police Department  
General Fund/2102*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$2,294,425	\$2,427,110	\$2,538,060	\$2,538,060
1003	Salaries, Part Time	74,995	105,760	110,730	110,730
1006	Salaries, Overtime	239,726	217,210	230,490	230,490
1009	Salaries, Redistributed	19,140	19,900	20,700	20,700
1038	Sick Leave Payoff	27,550	28,520	27,930	27,930
1040	Vacation Payoff	26,780	23,500	24,880	24,880
1042	Comp Time Payoffs		440	10	10
1053	Holiday Allowance	57,634	53,120	55,830	55,830
1101	Retirement	288,035	266,820	257,470	257,470
1103	P.A.R.S. Retirement	1,861	3,210	3,370	3,370
1201	Workers' Compensation	73,520	75,730	136,890	136,890
1300	Employee Group Insurance	155,800	155,800	186,200	186,200
1318	Medicare Insurance	22,226	25,920	29,240	29,240
	<b>Subtotal</b>	<b>3,281,692</b>	<b>3,403,040</b>	<b>3,621,800</b>	<b>3,621,800</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	29,643	38,450	43,017	43,017
2011	Training, Travel and Dues	2,316	2,910	3,710	3,710
2051	Gas and Lubrications	42,988	57,710	51,150	61,890
2101	Materials and Supplies	10,748	23,650	23,060	23,060
2150	Rents and Leases	98,305	110,780	111,980	111,980
2170	General Insurance	103,260	114,520	123,410	123,410
2201	Repairs and Maint. Auto.	64,328	55,740	61,360	61,360
2222	Repairs and Maint. Other	4,462	6,660	6,660	6,660
2281	Printing	1,495	2,420	2,420	2,420
2401	Contractual Services	973	2,980	2,980	2,980
	<b>Subtotal</b>	<b>358,518</b>	<b>415,820</b>	<b>429,747</b>	<b>440,487</b>
<b>Capital Outlay</b>					
5408	(A) Palm-sized Computers			32,000	32,000
5622	Other Equipment				
	<b>Subtotal</b>	<b>8,929</b>	<b>48,260</b>	<b>32,000</b>	<b>32,000</b>
<b>Special Programs</b>					
8026	Portable 800 mhz Radios	40,000			
8100	Canine Program	506			
8809	Cops Cameras	2,579			
8950	Mobile Data Computers	5,583			
	<b>Subtotal</b>	<b>48,668</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$3,697,807</b>	<b>\$3,867,120</b>	<b>\$4,083,547</b>	<b>\$4,094,287</b>

\* \$7,417 Funded by a police grant.

\*\* \$28,800 Funded by a police grant.

## Field Services Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
		Dept.	Adopted		Department	Adopted
	Budget 2000-01	Request 2001-02	Budget 2001-02	Budget 2000-01	Request 2001-02	Budget 2001-02
Captain	1	1	1	\$96,160	\$100,010	\$100,010
Police Sergeants	7	7	7	512,650	540,420	540,420
Police Officers II	6	6	6	385,200	400,560	400,560
Police Officers	24	24	24	1,396,490	1,463,970	1,463,970
Bilingual Pay				1,880	1,800	1,800
Education Incentive				34,730	31,300	31,300
<b>TOTAL</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>\$2,427,110</b>	<b>\$2,538,060</b>	<b>\$2,538,060</b>

**Investigative Services Division**Police Department  
General Fund/2104

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$655,503	\$704,800	\$818,250	\$818,250
1003	Salaries, Part Time	6,424		5,000	
1006	Salaries, Overtime	31,352	51,430	60,325	60,325 *
1038	Sick Leave Payoff	9,770	9,500	9,320	9,320
1040	Vacation Payoff	12,820	5,940	9,250	9,250
1042	Comp Time Payoffs			20	20
1053	Holiday Allowance	1,877	2,130	2,140	2,140
1101	Retirement	61,192	69,030	63,250	63,250
1103	P.A.R.S. Retirement	241		190	
1201	Workers' Compensation	73,520	71,850	29,130	29,130
1300	Employee Group Insurance	49,200	49,200	63,700	63,700
1318	Medicare Insurance	6,204	7,310	10,371	10,301 *
	<b>Subtotal</b>	<b>908,103</b>	<b>971,190</b>	<b>1,070,946</b>	<b>1,065,686</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,800	3,400	3,500	3,500
2011	Training, Travel and Dues	7,087	5,480	8,130	8,130 *
2051	Gas and Lubrications	3,326	6,020	5,390	6,520
2101	Materials and Supplies	11,645	13,300	14,370	14,370 *
2150	Rents and Leases	10,830	15,650	15,860	15,860
2170	General Insurance	103,250	84,030	89,850	89,850
2201	Repairs and Maint. Auto.	6,259	5,800	6,500	6,500
2222	Repairs and Maint. Other	997	2,000	2,200	2,200
2281	Printing	1,245	2,500	3,000	3,000
2401	Contractual Services	20,284	37,800	41,700	41,700
	<b>Subtotal</b>	<b>167,723</b>	<b>175,980</b>	<b>190,500</b>	<b>191,630</b>
<b>Capital Outlay</b>					
5408	(A) Laptop			1,800	1,800 **
5622	(A) Audio Recorder			5,000	5,000
5622	(A) Video Camera			700	700 **
	<b>Subtotal</b>	<b>0</b>	<b>38,500</b>	<b>7,500</b>	<b>7,500</b>
<b>Special Programs</b>					
8118	P.O.S.T. Reimb. Training	30,944	48,190	41,160	41,160
8244	D.A.R.E. Program	2,078		5,000	5,000
8805	Neighborhood Watch Grant	3,058			
	<b>Subtotal</b>	<b>36,080</b>	<b>48,190</b>	<b>46,160</b>	<b>46,160</b>
	<b>Grand Total</b>	<b>\$1,111,906</b>	<b>\$1,233,860</b>	<b>\$1,315,106</b>	<b>\$1,310,976</b>

\* Partially funded by a police grant. \*\* Funded by a police grant.

## Investigative Services Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Police Captain	1	1	1	\$89,060	\$100,010	\$100,010
Police Sergeant	1	1	1	74,590	79,120	79,120
Investigators	6	7	7	355,310	437,150	437,150
Comm. Serv. Officers II	2	2	2	90,620	94,240	94,240
Comm. Serv. Officer	1	1	1	42,890	44,600	44,600
Senior Clerk	1	1	1	37,170	38,650	38,650
Education Incentive				6,760	14,880	14,880
Uniform Pay				8,400	9,600	9,600
<b>TOTAL</b>	12	13	13	\$704,800	\$818,250	\$818,250

**Animal Services Division***Police Department  
General Fund/2201*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$195,204	\$252,800	\$249,160	\$249,160
1003	Salaries, Part Time	14,462	15,570	16,660	16,660
1006	Salaries, Overtime	2,479	4,860	5,600	5,600
1038	Sick Leave Payoff	2,120	1,860	1,410	1,410
1040	Vacation Payoff	3,340	1,440	2,170	2,170
1053	Holiday Allowance	2,575	4,690	5,750	5,750
1101	Retirement		18,080		
1103	P.A.R.S. Retirement	553	580	620	620
1201	Workers' Compensation	4,910	7,540	10,810	10,810
1300	Employee Group Insurance	20,500	24,600	29,400	29,400
1318	Medicare Insurance	1,274	2,165	1,520	1,520
	<b>Subtotal</b>	<b>247,417</b>	<b>334,185</b>	<b>323,100</b>	<b>323,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,281	1,360	1,820	1,820
2011	Training, Travel and Dues	79	270	270	270
2021	Natural Gas	3,572	4,120	4,730	4,730
2024	Electricity	2,888	3,130	3,590	3,740
2027	Water	6,084	3,530	3,760	3,760
2031	Telephone	3,040	3,000	3,040	3,040
2051	Gas and Lubrications	3,173	4,710	3,930	4,750
2101	Materials and Supplies	18,970	18,880	18,880	18,880
2150	Rents and Leases	8,720	8,760	18,600	18,600
2170	General Insurance	3,100	3,370	4,550	4,550
2201	Repairs and Maint. Auto.	1,914	1,900	2,400	2,400
2222	Repairs and Maint. Other	2,563	2,500	3,100	3,100
2281	Printing	1,520	1,600	1,600	1,600
2401	Contractual Services	8,695	11,960	11,960	11,960
	<b>Subtotal</b>	<b>65,599</b>	<b>69,090</b>	<b>82,230</b>	<b>83,200</b>
<b>Special Programs</b>					
8243	Animal Shelter Donations	13,907	5,000	5,000	5,000
	<b>Subtotal</b>	<b>13,907</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$326,923</b>	<b>\$408,275</b>	<b>\$410,330</b>	<b>\$411,300</b>

## *Animal Services Position Summary*

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Kennel Manager	1	1	1	\$42,890	\$44,600	\$44,600
Animal Serv. Officers	3	3	3	135,570	127,260	127,260
Kennel Aides	2	2	2	74,340	77,300	77,300
<b>TOTAL</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>\$252,800</b>	<b>\$249,160</b>	<b>\$249,160</b>

## Parking Enforcement Division

*Police Department  
Parking Authority Fund/2301*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$291,760	\$319,820	\$322,350	\$322,350
1003	Salaries, Part Time	5,872	11,650	12,120	12,120
1006	Salaries, Overtime	7,165	2,230	2,330	2,330
1009	Salaries, Redistributed	57,190	60,010	62,410	62,410
1038	Sick Leave Payoff	3,240	2,850	2,160	2,160
1040	Vacation Payoff	3,450	3,080	3,570	3,570
1042	Comp Time Payoffs		410	20	20
1053	Holiday Allowance	2,569			
1101	Retirement		22,510		
1103	P.A.R.S. Retirement	232	440	450	450
1201	Workers' Compensation	1,110	2,220	25,030	25,030
1300	Employee Group Insurance	32,800	32,800	39,200	39,200
1318	Medicare Insurance	2,122	2,530	2,470	2,470
	<b>Subtotal</b>	<b>407,510</b>	<b>460,550</b>	<b>472,110</b>	<b>472,110</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,037	2,330	2,330	2,330
2011	Training, Travel and Dues	703	800	1,800	1,800
2031	Telephone	4,535	4,040	4,080	4,080
2051	Gas and Lubrications	1,660	3,020	2,700	2,700
2101	Materials and Supplies	5,076	5,850	5,850	5,850
2150	Rents and Leases	9,624	9,720	13,950	13,950
2170	General Insurance	4,420	6,000	6,560	6,560
2201	Repairs and Maint. Auto.	3,857	3,950	3,950	3,950
2222	Repairs and Maint. Other	5,285	9,840	10,040	10,040
2281	Printing	10,608	10,800	10,800	10,800
2401	Contractual Services	9,980	17,890	18,490	18,490
2432	Postage	6,772	9,900	9,900	9,900
	<b>Subtotal</b>	<b>64,557</b>	<b>84,140</b>	<b>90,450</b>	<b>90,450</b>
<b>Capital Outlay</b>					
5408	(A) Two Disc Drives			3,700	3,700
	<b>Subtotal</b>	<b>19,545</b>	<b>5,960</b>	<b>3,700</b>	<b>3,700</b>
	<b>Grand Total</b>	<b>\$491,612</b>	<b>\$550,650</b>	<b>\$566,260</b>	<b>\$566,260</b>

(Prior Years' Capital Outlay  
shown in Total Only)

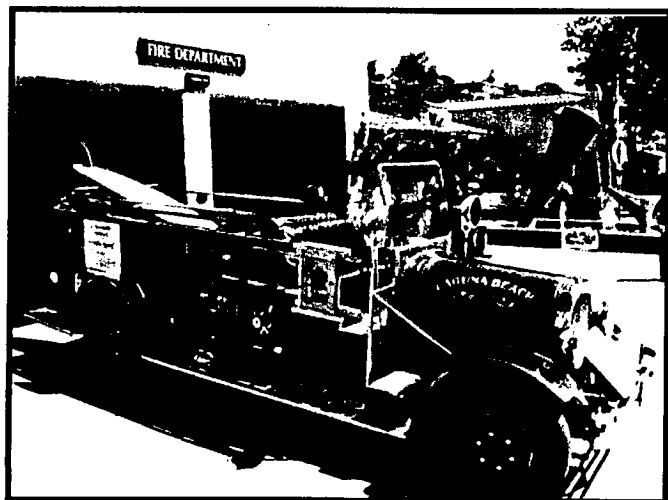
## *Parking Enforcement Position Summary*

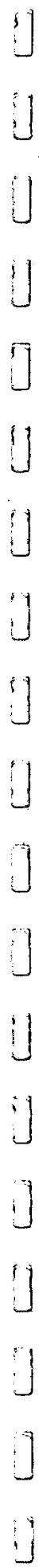
<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Budget</b>	<b>Dept.</b>	<b>Adopted</b>	<b>Budget</b>	<b>Department</b>	<b>Adopted</b>
	<b>2000-01</b>	<b>Request</b>	<b>Budget</b>	<b>2000-01</b>	<b>Request</b>	<b>Budget</b>
	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	
Parking Control Officers	5	5	5	\$199,050	\$196,790	\$196,790
Computer Operator	1	1	1	42,890	44,600	44,600
Senior Records Clerk	1	1	1	39,810	41,410	41,410
Records Clerk	1	1	1	37,170	38,650	38,650
Bilingual Pay				900	900	900
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$319,820</b>	<b>\$322,350</b>	<b>\$322,350</b>



# Fire Department

Fiscal Year  
2001-02





# Fire Department

The Fire Department is organized into one budgetary division, Fire Operations and responds to approximately 2,200 emergency incidents each year. Seventy percent of the emergency incidents are medical aids and traffic accidents, twenty percent are house, vehicle and vegetation fires, and ten percent are miscellaneous incidents (e. g. flooding, mud slides). The Department maintains a fully-equipped emergency response force of twelve firefighters on duty at all times for a total of 39 employees assigned to suppression, 5 staff personnel, and 15 reserves. A description of services provided is as is as follows:

**Fire Operations** - There are four fire stations in the City: Station One at City Hall, Station Two on Agate Street, Station Three at Top of the World, and Station Four in South Laguna. Each station has a Fire Captain, Fire Engineer, and Firefighter who work 24 hour shifts from 7:00 a.m. to 7:00 a.m. One engine company operates out of each station and there is one reserve unit as backup. Station Four has a four wheel drive brush unit that is specifically designed to go into the wildland interface areas. Station Two has a hazardous material unit that is equipped to handle light fuel spills. Station One has a utility vehicle that responds to public service calls such as flooding and mud slides. The Department also has access to one type-1 structure engine supplied by the State Office of Emergency Services which is activated as part of the mutual aid system in the case of a major wildland fire or other emergency.

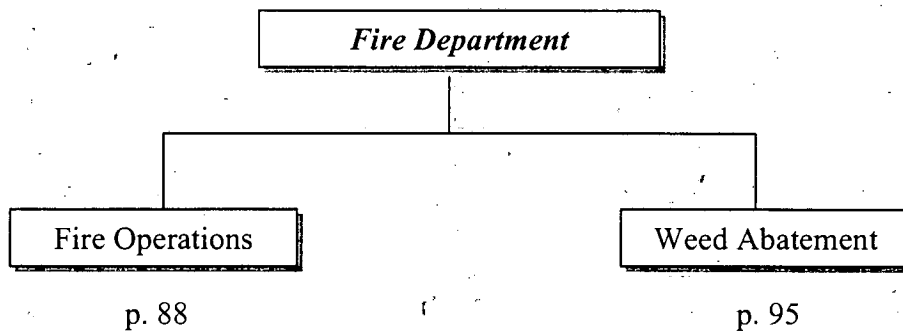
The Department has fifteen personnel with paramedic training. They staff two paramedic engine companies (Eng. 1 and Eng. 4). These engine companies have specialized equipment and at least two of its three personnel are paramedics. Paramedics respond to all medical emergencies within the City.

Apart from fire suppression and paramedic responsibilities, fire personnel are involved in a number of other activities. They maintain the stations and associated equipment, participate in advanced training programs, and conduct fire prevention inspections in local businesses as well as residences adjacent to the wildland interface areas.

**Major Initiatives:**

- The Department is looking forward to re-implementing the Engine Company Business Fire Safety Inspection program. This last year all personnel received training in the fire code regulations and business occupancy inspection procedures
- Bring resolution to the Orange County Fire Authority contract study
- Fully implement and integrate the 3<sup>rd</sup> battalion chief's position into the organization
- Enhance the training and professional development of the chief officers and fire captains
- Complete the purchase and acquisition of two new fire apparatus (a replacement fire engine and a new command vehicle)

The chart below shows the budget structure of the Fire Department. The number below indicates the page in which a more detailed budget can be found:

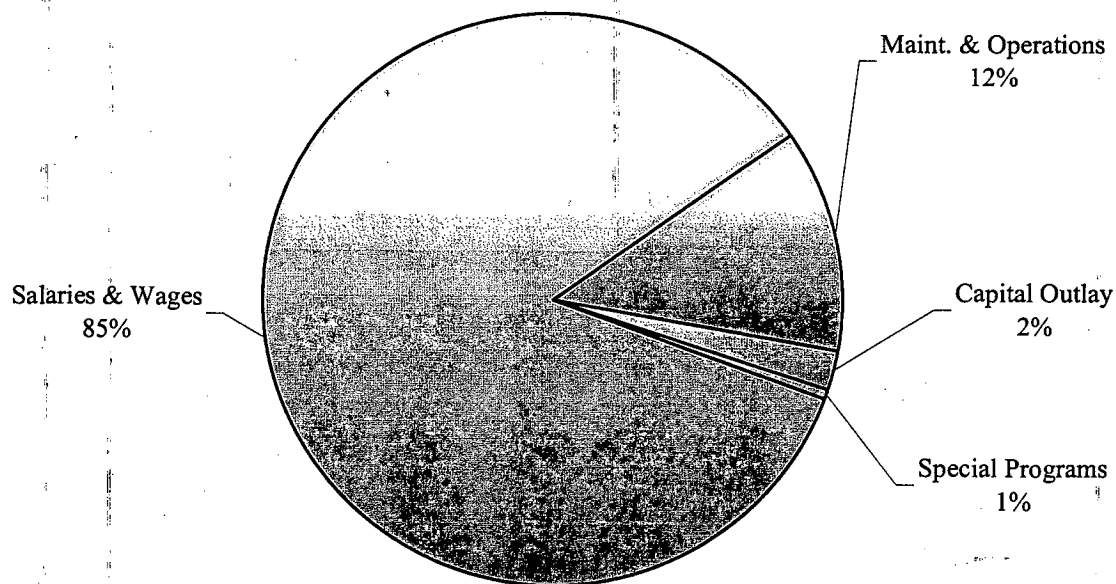


# Fire Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Fire Operations	\$4,759,890	\$700,440	\$122,100	\$30,000	\$0	\$5,612,430
Department Total	\$4,759,890	\$700,440	\$122,100	\$30,000	\$0	\$5,612,430

## Summary By Category Total



## Fire Department Budget Detail

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$2,553,452	\$2,896,010	\$3,083,160	\$3,083,160
1003	Salaries, Part Time	42,126	39,000	43,680	43,680
1006	Salaries, Overtime	550,247	382,030	524,340	460,000
1038	Sick Leave Payoff	20,330	24,630	26,160	26,160
1040	Vacation Payoff	47,327	58,920	54,970	54,970
1053	Holiday Allowance	2,081			
1059	Residency Incentive			6,180	6,180
1101	Retirement	310,400	310,680	239,070	239,070
1103	P.A.R.S. Retirement	1,129	1,460	1,640	1,640
1201	Workers' Compensation	283,280	482,620	596,770	596,770
1300	Employee Group Insurance	177,320	180,400	210,700	210,700
1318	Medicare Insurance	23,371	33,840	38,490	37,560
	<b>Subtotal</b>	<b>4,011,063</b>	<b>4,409,590</b>	<b>4,825,160</b>	<b>4,759,890</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	50,109	60,000	66,000	63,000
2011	Training, Travel and Dues	16,239	46,580	48,560	43,560
2021	Natural Gas	3,436	3,060	3,860	3,860
2024	Electricity	13,095	14,160	17,210	17,930
2027	Water	4,045	3,190	3,570	3,570
2031	Telephone	20,316	24,120	24,860	24,860
2051	Gas and Lubrications	12,579	25,950	25,180	30,470
2101	Materials and Supplies	56,061	70,210	89,920	82,420
2150	Rents and Leases	120,999	133,830	139,200	139,200
2170	General Insurance	49,310	50,920	56,090	56,090
2201	Repairs and Maint. Auto.	65,306	87,100	105,000	105,000
2222	Repairs and Maint. Other	25,266	49,350	67,750	67,750
2281	Printing	1,923	3,150	3,000	3,000
2401	Contractual Services	272,794	215,770	69,000	59,730
	<b>Subtotal</b>	<b>711,478</b>	<b>787,390</b>	<b>719,200</b>	<b>700,440</b>

**Fire Department  
Budget Detail (Con't)**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Capital Outlay</b>					
5102	Land	594,223			
5203	Buildings	20,700	40,000		
5305	Improvements Other Than Bldgs.		19,000	15,000	15,000
5408	Office Furniture & Equipment	18,338	20,800	28,800	24,800
5510	Automotive Equipment			70,000	60,000
5622	Other Equipment	38,076	47,950	28,000	22,300
	<b>Subtotal</b>	671,337	127,750	141,800	122,100
<b>Special Programs</b>					
	Special Programs	222,266	368,000	30,000	30,000
	<b>Subtotal</b>	222,266	368,000	30,000	30,000
<b>Capital Improvements</b>					
9114	Station 3 Kitchen Remodel		25,000		
	<b>Subtotal</b>	0	25,000	0	0
	<b>Grand Total</b>	\$5,616,144	\$5,717,730	\$5,716,160	\$5,612,430

**Fire Department  
Position Summary**

**All  
Divisions**

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Fire Chief	1	1	1	\$111,250	\$121,260	\$121,260
Battalion Chiefs	2	3	3	192,180	299,790	299,790
Fire Captains	12	12	12	791,960	822,700	822,700
Fire Engineers	12	12	12	682,060	713,080	713,080
Firefighters	15	15	15	738,880	755,600	755,600
Administrative Secretary	1	1	1	45,310	47,120	47,120
Comm. Serv. Officer II	1			45,310		
Acting Pay				32,830	32,830	32,830
Holiday Pay				74,630	93,710	93,710
Paramedic Pay				126,360	135,780	135,780
Education Pay				55,240	61,290	61,290
<b>TOTAL</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>\$2,896,010</b>	<b>\$3,083,160</b>	<b>\$3,083,160</b>



**Fire Operations Division***Fire Department  
General Fund/2401*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$2,553,452	\$2,896,010	\$3,083,160	\$3,083,160
1003	Salaries, Part Time	42,126	39,000	43,680	43,680
1006	Salaries, Overtime	550,247	382,030	524,340	460,000
1009	Salaries, Redistributed	(6,290)	(6,290)		
1038	Sick Leave Payoff	20,330	24,630	26,160	26,160
1040	Vacation Payoff	47,327	58,920	54,970	54,970
1053	Holiday Allowance	2,081			
1059	Residency Incentive			6,180	6,180
1101	Retirement	310,400	310,680	239,070	239,070
1103	P.A.R.S. Retirement	1,129	1,460	1,640	1,640
1201	Workers' Compensation	283,270	482,610	596,770	596,770
1300	Employee Group Insurance	177,320	180,400	210,700	210,700
1318	Medicare Insurance	23,371	33,840	38,490	37,560
	<b>Subtotal</b>	<b>4,004,763</b>	<b>4,403,290</b>	<b>4,825,160</b>	<b>4,759,890</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	50,109	60,000	66,000	63,000
2011	Training, Travel and Dues	16,239	46,580	48,560	43,560
2021	Natural Gas	3,436	3,060	3,860	3,860
2024	Electricity	13,095	14,160	17,210	17,930
2027	Water	4,045	3,190	3,570	3,570
2031	Telephone	20,316	24,120	24,860	24,860
2051	Gas and Lubrications	12,579	25,580	25,180	30,470
2101	Materials and Supplies	55,768	69,910	89,920	82,420
2150	Rents and Leases	120,999	133,830	139,200	139,200
2170	General Insurance	48,360	47,880	56,090	56,090
2201	Repairs and Maint. Auto.	65,306	87,100	105,000	105,000
2222	Repairs and Maint. Other	25,266	49,350	67,750	67,750
2281	Printing	1,923	2,850	3,000	3,000
2401	Contractual Services	225,247	130,770	69,000	59,730
	<b>Subtotal</b>	<b>662,688</b>	<b>698,380</b>	<b>719,200</b>	<b>700,440</b>
<b>Capital Outlay</b>					
5622	(A) Two Portable Radios	-	-	9,000	9,000
5408	(A) File Cabinets and Shelves	-	-	5,000	5,000
5622	(R) Two Hose Hoist Motors	-	-	8,000	8,000
5408	(R) Network/Color Printer	-	-	4,000	
5622	(A) & (R) Eight VHS Radios	-	-	10,000	5,000

**Fire Operations Division (Con't.)**

*Fire Department  
General Fund/2401*

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures	2000-01	Request	Budget
		1999-00		2001-02	2001-02
5408	(R) Lockers	-	-	3,000	3,000
5305	(R) Fuel Pump Island-Sta.2	-	-	15,000	15,000
5622	(A) Digital Camera	-	-	1,000	300
5408	(R) Four Laptop Computers	<i>(Prior Years' Capital Outlay shown in Total Only)</i>		12,800	12,800
5408	(A) Stairmaster	-	-	1,250	1,250
5408	(A) Versa-Climber	-	-	1,500	1,500
5408	(R) Lifecycle	-	-	1,250	1,250
5510	(A) Command Car (3rd B/C)	-	-	70,000	60,000
<b>Subtotal</b>		<b>671,337</b>	<b>127,750</b>	<b>141,800</b>	<b>122,100</b>
<b>Special Programs</b>					
8005	Paramedic Medical Supplies	32,516	30,000	30,000	30,000
8026	(25) Portable Radios	-	130,000	-	-
8040	Fuel Break Maintenance	189,750	208,000	-	-
<b>Subtotal</b>		<b>222,266</b>	<b>368,000</b>	<b>30,000</b>	<b>30,000</b>
<b>Capital Improvements</b>					
9114	Station 3 Kitchen Remodel	-	25,000	-	-
<b>Subtotal</b>		<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>\$5,561,054</b>	<b>\$5,622,420</b>	<b>\$5,716,160</b>	<b>\$5,612,430</b>

## Fire Operations Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Fire Chief	1	1	1	\$111,250	\$121,260	\$121,260
Battalion Chiefs	2	3	3	192,180	299,790	299,790
Fire Captains	12	12	12	791,960	822,700	822,700
Fire Engineers	12	12	12	682,060	713,080	713,080
Firefighters	15	15	15	738,880	755,600	755,600
Administrative Secretary	1	1	1	45,310	47,120	47,120
Comm. Serv. Officer II	1			45,310		
Acting Pay				32,830	32,830	32,830
Holiday Pay				74,630	93,710	93,710
Paramedic Pay				126,360	135,780	135,780
Education Pay				55,240	61,290	61,290
<b>TOTAL</b>	<b>44</b>	<b>44</b>	<b>44</b>	<b>\$2,896,010</b>	<b>\$3,083,160</b>	<b>\$3,083,160</b>

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**Weed Abatement Division***Fire Department  
General Fund/2501*

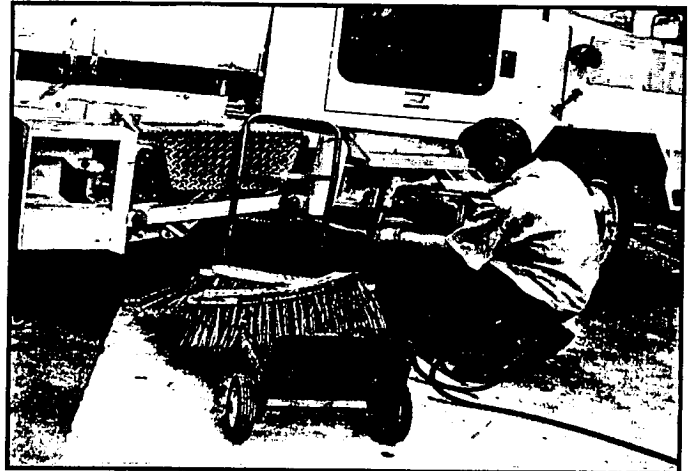
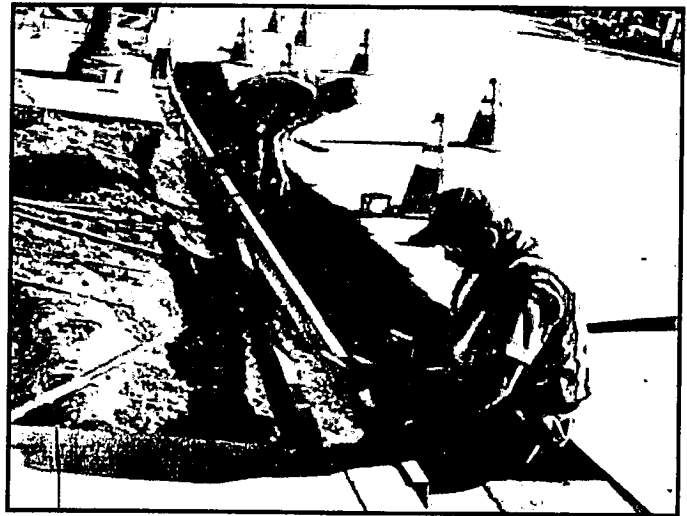
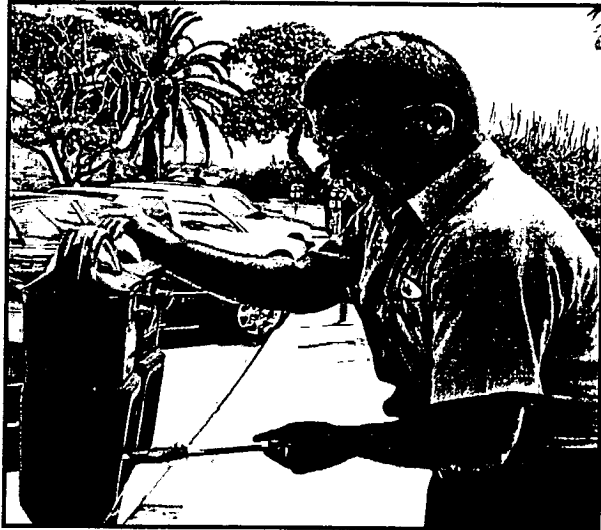
Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1009	Salaries, Redistributed	\$6,290	\$6,290		
1201	Workers' Compensation	10	10		
	<b>Subtotal</b>	<b>6,300</b>	<b>6,300</b>	<b>0</b>	<b>0</b>
<b>Maintenance and Operations</b>					
2051	Gas and Lubrications		370		
2101	Materials and Supplies	293	300		
2170	General Insurance	950	3,040		
2281	Printing		300		
2401	Contractual Services	47,547	85,000		
	<b>Subtotal</b>	<b>48,790</b>	<b>89,010</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$55,090</b>	<b>\$95,310</b>	<b>\$0 *</b>	<b>\$0 *</b>

\* During fiscal year 2000-01 this division was moved to the Public Works Department.

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# Public Works

Fiscal Year  
2001-02







# Public Works Department

The Public Works Department provides a range of public services for the City of Laguna Beach. The department is organized into nine divisions: Engineering and Administration, Equipment Maintenance, Park and Building Maintenance, Street Maintenance, Solid Waste, Sewer, Transit, Parking Facilities Maintenance and Street Lighting. Capital Improvement Projects are included within the respective division budgets. There are 66 employees in the department. Following are descriptions of services provided by each division:

**Engineering and Administration** - This division has ten employees who are responsible for managing the department, performing clerical functions, coordinating assessment district activities, overseeing capital improvement projects, and inspecting various public and private projects.

**Equipment Maintenance** - This division has three employees who are responsible for the routine repair, replacement and maintenance of City vehicles and equipment. The division maintains over 120 pieces of equipment, including a variety of heavy and light-duty trucks and vehicles, medium sized tractors, and specialized equipment.

**Park and Building Maintenance** - The 18.5 employees in this division perform maintenance activities at 69 separate parks and facilities totaling more than 56 acres. City buildings approximate 60,000 square feet, including 11 public restrooms throughout the City. Part-time staff assists with litter control and downtown cleanup. The City contracts with private companies for custodial services at City Hall, Legion Hall, Lang Park, and for turf mowing in the parks. This budget also includes funds for disposal of waste generated at parks, beaches, and on public streets. In addition, the budget provides for abatement of invasive weeds in public open space areas.

**Street Maintenance** - This division has 14 employees who maintain City streets, sidewalks, and storm drains. The City has approximately 80 miles of paved streets and 800 storm drain inlets, catch basins and outlets. In residential areas, streets are swept weekly. In the downtown area, streets are swept seven days per week during the summer and six days per week at other times of the year. The division also manages vegetation abatement in the public right of way and the downtown daily clean up program. This budget provides for contractual services including: tree trimming, median maintenance, street striping and disposal of construction debris and litter.

**Solid Waste** - More than 90 percent of this division's budget represents expenditures associated with contracted services including trash collection and disposal, recycling and hazardous waste disposal. One employee administers the solid waste contract, manages compliance with environmental regulations and mandates, and handles citizen requests for information, special services, and complaint resolution. This division's costs are recovered through a solid waste assessment on individual property tax bills.

**Sewer** - The Sewer Division is responsible for maintaining 90 miles of sewer main, 26 pump stations, the 4-mile North Coast Interceptor and storm drain cleaning. There are eleven full-time employees included in the two division budgets. Division functions include cleaning the sewer mains, manholes and storm drains with rodding and hydro-jet equipment, and maintenance of pump stations, which include telemetry, backup generators, pumps and motors, and nuisance water filtration and diversion facilities. Maintaining the North Coast Interceptor also involves cleaning six air-release valves and inspecting the pipeline.

**Transit** - Transit Division budgets include costs associated with administering, operating and maintaining the City's transit system. Services provided include the Mainline Transit System, which is an intra-city system that serves as a feeder service to the Orange County Transit Authority bus system; Festival Service, which is offered during the ten-week summer festival season; and Charter Service, which allows private parties to schedule private service during non-festival months (September through June). The City receives revenue from a variety of sources to fund the transit operations. Sources include State sales tax on gasoline, air quality subvention funds, fare box revenues and private charters. The Transit Fund also includes money for OCTA paratransit service.

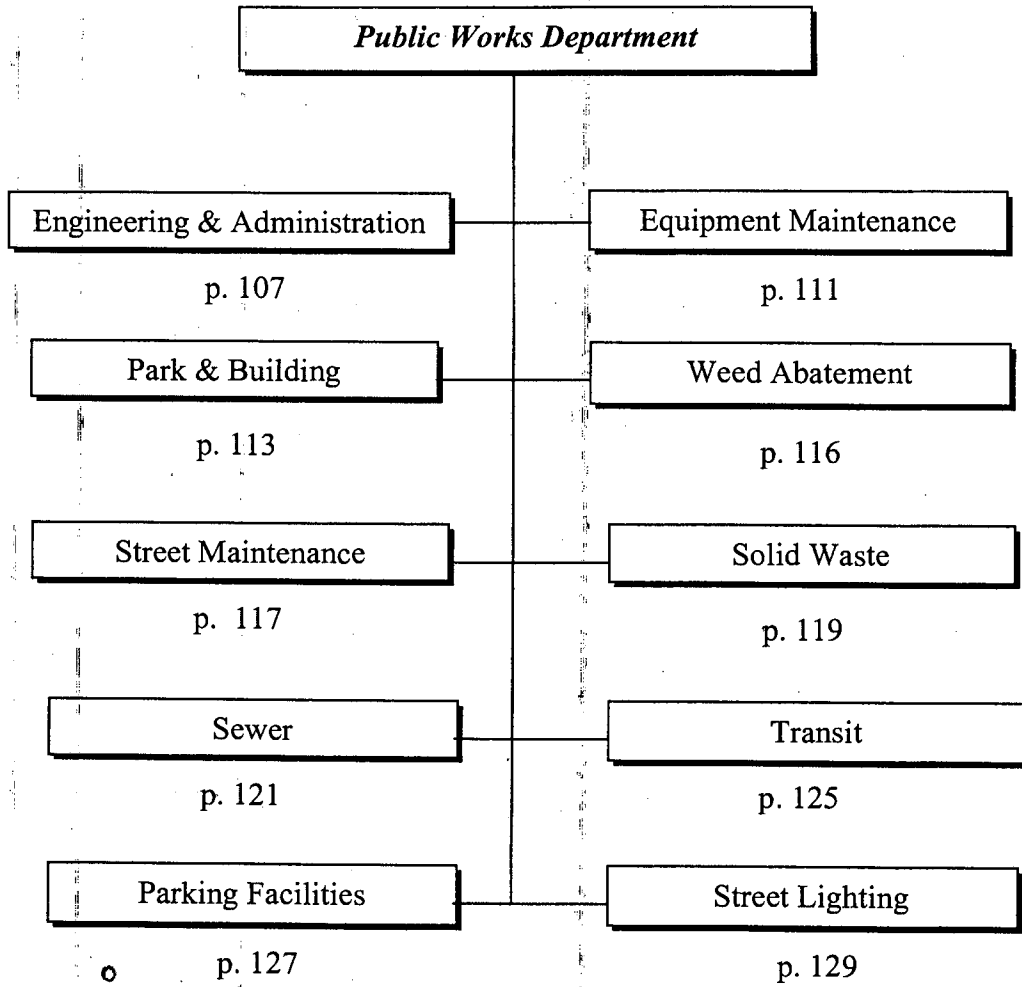
**Parking Facilities Maintenance** - This division has 3.5 employees who maintain more than 2,100 parking meters. Functions include installation, maintenance and replacement of meters, parking permit machines, and change machines. In addition, the division collects meter revenue daily. Part-time staff assists with meter collection and parking lot maintenance.

**Street Lighting** - This fund represents property tax revenue collected for the restricted purpose of lighting the City's public streets. These restricted funds provide that all streetlights are powered with electricity, regularly maintained, and repaired when needed. This is accomplished with the cooperation of Southern California Edison and SDG & E.

**Major Initiatives:**

- Remodel the Main Beach, Crescent Bay and the Bluebird Park restrooms
- Renovate Riddle Park, Bluebird Tot Lot and Village Green Park
- Repair the Lifeguard Tower, Lifeguard Headquarters, Legion Hall, and Glenneyre Parking Structure
- Construct the Pinecrest Storm Drain, Mystic Hills Phase I Storm Drain, Temple Hills Storm Drain, Circle Way Phase II Storm Drain, Virginia Way Storm Drain, and the Riddle Field Inlet repair
- Work with the Army Corps of Engineers, Caltrans, and the County of Orange to complete design of the Laguna Canyon Channel in the Downtown area
- Widen roads in the Diamond Crestview area and resurface streets in the Hillcrest area, Cliff Drive, Alta Vista, Temple Hills, El Toro Road and Glenneyre Street
- Construct at least five more nuisance water diversion structures
- Line or replace approximately three miles of the City's worst sewer lines, eliminate the Laguna Canyon Road Pump Station and implement the City's Restaurant Grease Control Program

The chart below shows the budget structure of the Public Works Department. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:

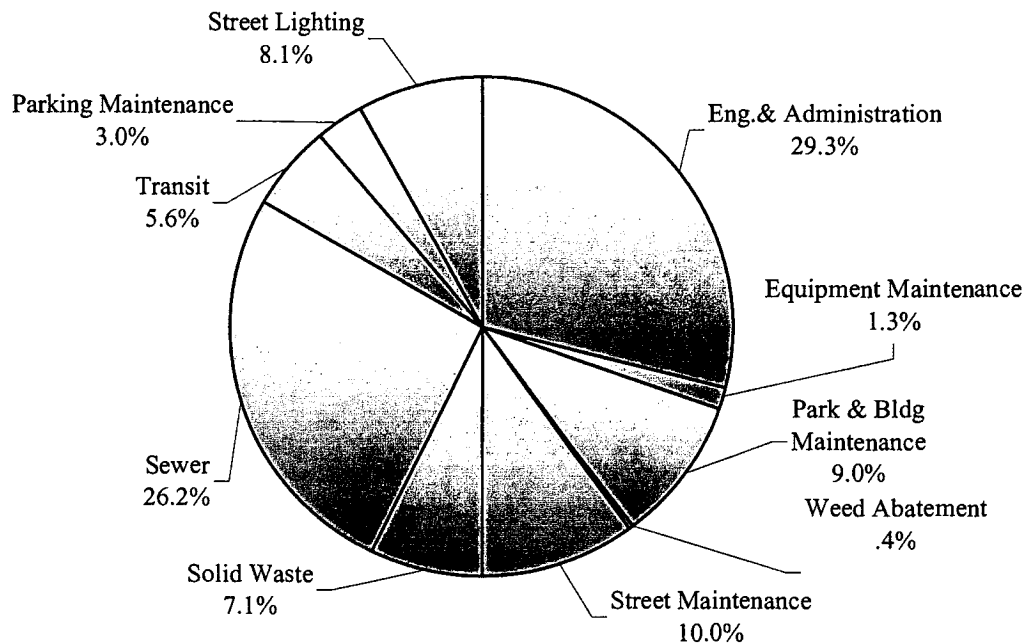


# Public Works Department Budget Summary

*All  
Divisions*

Division	MAJOR CATEGORY OF EXPENDITURE					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Eng. & Administration	\$640,860	\$73,750	\$4,800	\$350,500	\$5,355,000	\$6,424,910
Equipment Maint.	141,090	71,940	73,200			\$286,230
Park & Bldg Maint.	1,093,110	907,760	13,000	75,000		\$2,088,870
Weed Abatement	7,150	86,280				\$93,430
Street Maintenance	818,790	1,319,250	74,600			\$2,212,640
Solid Waste	80,020	1,490,260		7,800		\$1,578,080
Sewer	800,740	2,251,170	71,000		2,680,600	\$5,803,510
Transit	660,870	290,330	257,000	40,000		\$1,248,200
Parking Maintenance	298,770	341,010	18,000			\$657,780
Street Lighting	11,390	232,260			1,550,000	\$1,793,650
<b>Department Total</b>	<b>\$4,552,790</b>	<b>\$7,064,010</b>	<b>\$511,600</b>	<b>\$473,300</b>	<b>\$9,585,600</b>	<b>\$22,187,300</b>

## Summary By Division Total



**Public Works Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$2,132,048	\$2,620,290	\$3,264,770	\$3,261,800
1003	Salaries, Part Time	498,762	435,280	420,580	420,580
1006	Salaries, Overtime	94,104	88,610	99,280	99,280
1009	Salaries, Redistributed	36,270	34,640	38,510	38,510
1038	Sick Leave Payoff	28,218	18,740	16,940	16,940
1039	Old Sick Leave Payoff	31			
1040	Vacation Payoff	18,189	15,580	13,160	13,160
1042	Comp Time Payoffs		2,380	50	50
1059	Residency Incentive			10,000	10,000
1101	Retirement		184,140		
1103	P.A.R.S. Retirement	19,550	16,330	15,790	15,790
1201	Workers' Compensation	138,060	242,760	310,310	310,310
1300	Employee Group Insurance	205,000	227,550	323,810	323,810
1318	Medicare Insurance	25,332	31,750	42,630	42,560
	<b>Subtotal</b>	<b>3,195,564</b>	<b>3,918,050</b>	<b>4,555,830</b>	<b>4,552,790</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	23,285	24,370	32,830	33,330
2011	Training, Travel and Dues	9,153	19,680	26,810	26,810
2021	Natural Gas	5,265	6,320	6,880	6,880
2024	Electricity	321,502	314,440	404,190	408,400
2027	Water	121,551	118,420	117,030	117,030
2031	Telephone	25,981	26,390	27,070	27,070
2051	Gas and Lubrications	104,971	169,190	150,830	191,710
2101	Materials and Supplies	695,125	674,557	710,070	722,570
2150	Rents and Leases	313,198	371,130	358,520	358,520
2160	Lease Payments-Debt Service	112,905	546,340	590,000	590,000
2170	General Insurance	839,842	869,200	837,110	837,110
2201	Repairs and Maint. Auto.	124,590	140,500	132,600	138,570
2222	Repairs and Maint. Other	242,614	264,300	279,260	249,260
2281	Printing	31,071	25,900	38,200	38,200
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	2,101,740	1,943,020	2,133,080	2,140,080
2402	Contractual AWMA Operation	799,180	860,000	928,000	951,770
2432	Postage	5,112	4,500	4,500	4,500
2508	Vehicle Cost Redistribution	(20,460)	(27,600)	(42,550)	(42,550)
2804	Costs Redistributed	203,860	212,200	263,750	263,750
	Depreciation	3,354			
	<b>Subtotal</b>	<b>6,063,839</b>	<b>6,563,857</b>	<b>6,999,180</b>	<b>7,064,010</b>

**Public Works Department  
Budget Detail (Con't)**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Capital Outlay</b>					
5102	Land	236,217			
5203	Buildings	5,360			
5408	Office Furniture & Equipment	4,291	9,500	28,000	15,000
5510	Automotive Equipment			242,000	220,000
5622	Other Equipment	139,824	209,450	313,600	276,600
	<b>Subtotal</b>	<b>385,692</b>	<b>218,950</b>	<b>583,600</b>	<b>511,600</b>
<b>Special Programs</b>					
	Special Programs	65,391	260,640	453,300	473,300
	<b>Subtotal</b>	<b>65,391</b>	<b>260,640</b>	<b>453,300</b>	<b>473,300</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	7,234,621	6,710,000	9,071,000	9,585,600
	<b>Subtotal</b>	<b>7,234,621</b>	<b>6,710,000</b>	<b>9,071,000</b>	<b>9,585,600</b>
	<b>Grand Total</b>	<b>\$16,945,107</b>	<b>\$17,671,497</b>	<b>\$21,662,910</b>	<b>\$22,187,300</b>

**Public Works Department  
Position Summary**

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.		Adopted	Department		Adopted
	Budget 2000-01	Request 2001-02	Budget 2001-02	Budget 2000-01	Request 2001-02	Budget 2001-02
Asst. City Mgr/Dir of Municipal Services	1			\$111,330	\$10,110	\$10,110
Director of Public Works/ City Engineer		1	1		121,350	121,350
Dir. of Eng./Sewer Services Assistant City Manager	1			111,330		
Deputy Director Public Works Project Director	1	1	1	89,130	92,700	92,700
Asst City Engineer	1	1	1	84,960	88,360	88,360
Parks & Buildings Manager	1	1	1	84,960	88,360	88,360
Associate Engineer		1	1		70,980	70,980
Engineering Technician		1	1		56,910	56,910
Sr. Administrative Analyst	1	1	1	61,610	70,510	70,510
Project Managers		2	2		138,240	138,240
Sr. Project Coordinator	2			123,220		
Administrative Secretary	1	1	1	45,310	47,120	47,120
Senior Clerks	1	2	1	37,170	66,610	35,610
Administrative Clerk	1	1	2	39,810	41,410	70,120
Environmental Specialist		1	1		47,120	47,120
Equipment Mechanics	1	2	2	40,250	86,480	86,480
Maintenance Workers	6	8	7	160,320	241,760	211,770
Maint Lead Workers	5	7	7	254,800	364,860	364,860
Maintenance Workers II	8	8	8	335,250	352,540	352,540
Maintenance Workers I	8	9	9	272,190	310,870	310,870
Parks Gardeners	6	5	5	253,470	220,990	220,990
Equipment Operator	2	1	1	75,320	47,120	47,120
Motor Sweeper Operator	1	1	2	37,110	40,490	69,800
Sr. Sewer Serv. Supervisor	1	1	1	61,610	64,080	64,080
Sr. Mechanic Maint Superv.	1	1	1	61,610	64,070	64,070
Maintenance Supervisors	2	2	2	109,450	116,590	116,590
Traffic Maintenance Tech.		1	1		47,120	47,120
Lead Bus Driver	1	1	1	45,310	47,120	47,120
Bus Drivers	1	3	3	39,810	111,190	111,190
<b>TOTAL</b>	<b>55</b>	<b>66</b>	<b>66</b>	<b>\$2,620,290</b>	<b>\$3,264,770</b>	<b>\$3,261,800</b>

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## Engineering & Administration Division

Public Works  
General Fund/3101

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$439,640	\$561,110	\$699,550	\$697,260
1006	Salaries, Overtime	1,150	5,200	5,200	5,200
1009	Salaries, Redistributed	(123,400)	(127,170)	(127,630)	(127,630)
1038	Sick Leave Payoff	7,350	3,210	4,350	4,350
1040	Vacation Payoff	4,140	2,910	3,260	3,260
1101	Retirement		39,270		
1201	Workers' Compensation	85,480	660	1,000	1,000
1300	Employee Group Insurance	24,600	28,700	49,410	49,410
1318	Medicare Insurance	3,089	4,810	8,070	8,010
<b>Subtotal</b>		442,049	518,700	643,210	640,860
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	5,510	11,900	13,400	13,400
2021	Natural Gas	808	1,000	1,100	1,100
2024	Electricity	4,088	4,030	5,100	5,310
2027	Water	4,072	3,930	3,580	3,580
2031	Telephone	9,493	9,390	10,500	10,500
2051	Gas and Lubrications	1,618	2,610	2,610	3,160
2101	Materials and Supplies	4,468	7,000	14,750	14,750
2150	Rents and Leases	5,450	5,400	5,450	5,450
2170	General Insurance	4,330	8,180	7,830	7,830
2222	Repairs and Maint. Other	615	1,450	1,450	1,450
2281	Printing	257	1,500	5,000	5,000
2302	Legal Advertising		1,000	1,000	1,000
2804	Costs Redistributed	1,000	1,220	1,220	1,220
<b>Subtotal</b>		41,709	58,610	72,990	73,750
<b>Capital Outlay</b>					
5408	(A & R) Two Computers	-	-	4,000	2,000
5408	(R) CAD Software Upgrade	<i>(Prior Years' Capital Outlay shown in Total Only)</i>		2,000	2,000
5408	(A) Laser Printer			800	800
5408	(A) Color Copier/Printer	-	-	11,000	
<b>Subtotal</b>		0	1,500	17,800	4,800

**Engineering & Administration Division (Con't.)**

*Public Works  
General Fund/3101*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Special Programs</b>					
8002	Aliso Creek Water Study		25,000	100,000	100,000
8003	Heisler Park Recon. Study	27,467			
8030	Water Reservoir Erosion Study	10,175			
8040	Fuel Modification Program			211,000	211,000
8095	AQMD Grant Funds	166	2,500	2,500	2,500
8104	Treasure Island Value Eng.		25,000		
8107	Water Quality Improvements		100,000		
8108	Transit Evening Services		20,000		
8202	South Laguna CIP Plan				15,000
8533	NPDES Storm Water Inspect.	9,474	13,200	17,000	22,000
	<b>Subtotal</b>	<b>47,282</b>	<b>185,700</b>	<b>330,500</b>	<b>350,500</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	310,779	4,100,000	4,845,000	5,355,000 *
	<b>Subtotal</b>	<b>310,779</b>	<b>4,100,000</b>	<b>4,845,000</b>	<b>5,355,000</b>
	<b>Grand Total</b>	<b>\$841,819</b>	<b>\$4,864,510</b>	<b>\$5,909,500</b>	<b>\$6,424,910</b>

\* Represents twenty six individual projects funded from a variety of sources (project #'s 1 through 25 and 33). See Capital Improvement Project Summary (pp. 181-187) for funding details and reference to Project Descriptions.

## Engineering & Administration Position Summary

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Asst. City Mgr/Dir of Municipal Services	1			\$111,330	\$10,110	\$10,110
Director of Public Works/ City Engineer		1	1		121,350	121,350
Dir. of Eng./Sewer Services Project Director	1			111,330		
Asst. City Engineer	1	1	1	84,960	88,360	88,360
Associate Engineer		1	1		70,980	70,980
Engineering Technician		1	1		56,910	56,910
Project Managers		2	2		138,240	138,240
Sr. Project Coordinators	2			123,220		
Administrative Secretary	1	1	1	45,310	47,120	47,120
Environmental Specialist		1	1		47,120	47,120
Senior Clerk		1			31,000	
Administrative Clerk			1			28,710
<b>TOTAL</b>	<b>7</b>	<b>10</b>	<b>10</b>	<b>\$561,110</b>	<b>\$699,550</b>	<b>\$697,260</b>

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## Equipment Maintenance Division

*Public Works  
General Fund/3102*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$63,111	\$69,340	\$118,220	\$118,220
1003	Salaries, Part Time	22,036	22,880		
1006	Salaries, Overtime	3,551	4,160	4,160	4,160
1038	Sick Leave Payoff	470	530	310	310
1040	Vacation Payoff	160	520		
1101	Retirement		4,900		
1103	P.A.R.S. Retirement	876	860		
1201	Workers' Compensation	2,810	21,860	1,920	1,920
1300	Employee Group Insurance	8,200	8,200	14,700	14,700
1318	Medicare Insurance	1,286	1,390	1,780	1,780
<b>Subtotal</b>		102,500	134,640	141,090	141,090
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,457	2,200	2,490	2,490
2011	Training, Travel and Dues	112	680	930	930
2021	Natural Gas	1,067	1,180	1,310	1,310
2024	Electricity	8,636	8,500	9,410	9,800
2051	Gas and Lubrications	2,526	5,620	4,200	5,080
2101	Materials and Supplies	11,093	12,000	12,000	12,000
2170	General Insurance	1,480	1,390	1,610	1,610
2201	Repairs and Maint. Auto.	62,243	78,000	70,000	75,970
2222	Repairs and Maint. Other	3,769	3,500	3,500	3,500
2281	Printing	383	200	200	200
2401	Contractual Services	1,951	1,600	1,600	1,600
2508	Vehicle Cost Redistribution	(20,460)	(27,600)	(42,550)	(42,550)
<b>Subtotal</b>		75,257	87,270	64,700	71,940
<b>Capital Outlay</b>					
5622	(A) Fuel Island Modification	-	-	25,000	25,000
5622	(R) Oil Filter Crusher			4,200	4,200
5622	(R) Inground Trench Hoist			37,000	37,000
5408	(A) Fleet Mgmt Software			2,200	2,200
5622	(R) Vehicle Computer Interface	-	-	4,800	4,800
<b>Subtotal</b>		41,804	20,100	73,200	73,200
<b>Grand Total</b>		\$219,561	\$242,010	\$278,990	\$286,230

## Equipment Maintenance Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted				
	Budget 2000-01	Request 2001-02	Budget 2001-02	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
Equipment Mechanics	1	2	2	\$40,250	\$86,480	\$86,480
Maintenance Worker I		1	1		31,740	31,740
Maintenance Worker	1			29,090		
<b>TOTAL</b>	<b>2</b>	<b>3</b>	<b>3</b>	<b>\$69,340</b>	<b>\$118,220</b>	<b>\$118,220</b>

## Park & Building Maintenance Division

*Public Works  
General Fund/3104*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$553,489	\$742,040	\$826,790	\$796,800
1003	Salaries, Part Time	118,379	54,150	60,160	60,160
1006	Salaries, Overtime	17,042	7,700	15,000	15,000
1009	Salaries, Redistributed	(19,340)	(20,110)	(21,630)	(21,630)
1038	Sick Leave Payoff	8,720	5,490	4,030	4,030
1040	Vacation Payoff	6,840	7,360	5,190	5,190
1042	Comp Time Payoffs		2,380	50	50
1101	Retirement		52,170		
1103	P.A.R.S. Retirement	4,760	2,040	2,260	2,260
1201	Workers' Compensation	10,640	86,970	132,020	132,020
1300	Employee Group Insurance	63,550	75,850	95,550	90,650
1318	Medicare Insurance	5,782	7,160	9,010	8,580
	<b>Subtotal</b>	769,862	1,023,200	1,128,430	1,093,110
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	5,708	7,450	9,700	9,700
2011	Training, Travel and Dues	824	750	1,500	1,500
2021	Natural Gas	797	670	820	820
2024	Electricity	31,635	28,740	36,270	34,880
2027	Water	90,016	85,000	85,000	85,000
2051	Gas and Lubrications	22,856	37,930	37,930	45,900
2101	Materials and Supplies	188,417	175,307	184,290	184,290
2150	Rents and Leases	133,466	145,970	146,660	146,660
2170	General Insurance	40,080	35,790	41,460	41,460
2201	Repairs and Maint. Other	120			
2222	Repairs and Maint. Other	63,375	77,800	87,760	87,760
2281	Printing	475	250	250	250
2401	Contractual Services	224,840	243,000	261,320	268,320
2804	Costs Redistributed	1,000	1,220	1,220	1,220
	<b>Subtotal</b>	803,609	839,877	894,180	907,760
<b>Capital Outlay</b>					
5408	(R) Computer			2,000	2,000
5622	(A) Three Difibrillators				11,000
5622	(A) Small Tractor			20,000	
	<b>Subtotal</b>	17,083	2,000	22,000	13,000

**Park & Building Maintenance Division (Con't.)**

*Public Works  
General Fund/3104*

Account		Actual	Budget	Department	Adopted
No.	Account Title	Expenditures 1999-00	2000-01	Request 2001-02	Budget 2001-02
<b>Special Programs</b>					
8026	Portable 800 MHZ Radios		10,200		
8050	Brown Prop-551 S. Coast	18,109			
8101	City Hall Pepper Tree		30,000		
8106	Top of the World Enhancem.		15,000		
8205	City Hall Exterior Painting			75,000	75,000
	<b>Subtotal</b>	<b>18,109</b>	<b>55,200</b>	<b>75,000</b>	<b>75,000</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects		300,000		
	<b>Subtotal</b>	<b>318,467</b>	<b>300,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,927,130</b>	<b>\$2,220,277</b>	<b>\$2,119,610</b>	<b>\$2,088,870</b>



## Park & Building Maintenance Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept. Budget	Request 2001-02	Adopted Budget 2001-02	Deptment Budget	Request 2001-02	Adopted Budget 2001-02
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Parks & Buildings Manager	1	1	1	\$84,960	\$88,360	\$88,360
Maint. Lead Workers	1	2	2	50,960	105,980	105,980
Parks Gardeners	6	5	5	253,470	220,990	220,990
Maintenance Workers II	3	3	3	128,670	133,830	133,830
Maintenance Workers I	3	3	3	93,940	101,500	101,500
Maintenance Workers	3.5	4.5	3.5	90,230	134,720	104,730
Administrative Clerk	1	1	1	39,810	41,410	41,410
<b>TOTAL</b>	18.5	19.5	18.5	\$742,040	\$826,790	\$796,800

**Weed Abatement Division**

*Public Works  
General Fund/3105*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1009	Salaries, Redistributed			\$7,140	\$7,140
1201	Workers' Compensation			10	10
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>7,150</b>	<b>7,150</b>
<b>Maintenance and Operations</b>					
2051	Gas and Lubrications			370	370
2101	Materials and Supplies			300	300
2170	General Insurance			310	310
2281	Printing			300	300
2401	Contractual Services			85,000	85,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>86,280</b>	<b>86,280</b>
	<b>Grand Total</b>	<b>\$0 *</b>	<b>\$0 *</b>	<b>\$93,430</b>	<b>\$93,430</b>

\* Activity in prior years was in the Fire Department.

## Street Maintenance Division

*Public Works  
General Fund/3106*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$482,527	\$579,930	\$613,380	\$642,690
1003	Salaries, Part Time	75,029	63,810	83,090	83,090
1006	Salaries, Overtime	15,442	15,600	16,230	16,230
1009	Salaries, Redistributed	(43,950)	(45,710)	(47,530)	(47,530)
1038	Sick Leave Payoff	5,240	2,450	2,440	2,440
1040	Vacation Payoff	2,300	2,490	2,260	2,260
1101	Retirement		40,820		
1103	P.A.R.S. Retirement	2,887	2,390	3,120	3,120
1201	Workers' Compensation	9,390	34,010	39,360	39,360
1300	Employee Group Insurance	51,250	55,350	63,700	68,600
1318	Medicare Insurance	6,165	7,430	8,110	8,530
	<b>Subtotal</b>	<b>606,280</b>	<b>758,570</b>	<b>784,160</b>	<b>818,790</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,826	5,080	6,390	6,890
2011	Training, Travel and Dues	920	2,450	1,130	1,130
2027	Water	7,136	8,100	6,150	6,150
2051	Gas and Lubrications	21,765	33,750	29,800	42,460
2101	Materials and Supplies	250,631	240,000	252,200	264,700
2150	Rents and Leases	111,658	136,440	134,760	134,760
2170	General Insurance	748,430	769,500	674,440	674,440
2222	Repairs and Maint. Other	9,119	9,000	9,000	9,000
2281	Printing	686	700	700	700
2401	Contractual Services	164,917	171,880	177,800	177,800
2804	Costs Redistributed	1,000	1,220	1,220	1,220
	<b>Subtotal</b>	<b>1,321,088</b>	<b>1,378,120</b>	<b>1,293,590</b>	<b>1,319,250</b>
<b>Capital Outlay</b>					
5622	(R) Vibration Plate Compactor	-	-	3,000	3,000
5622	(A) Vactor Unit/Slurry Collection	<i>(Prior Years' Capital Outlay shown in Total Only)</i>		53,600	53,600
5622	(A) Concrete Washdown Trailer			10,000	10,000
5622	(A) Power Buggy/Material Mover	-	-	8,000	8,000
	<b>Subtotal</b>	<b>23,316</b>	<b>101,600</b>	<b>74,600</b>	<b>74,600</b>
<b>Special Programs</b>					
8026	Portable 800 MHZ Radios		6,900		
	<b>Subtotal</b>	<b>0</b>	<b>6,900</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,950,684</b>	<b>\$2,245,190</b>	<b>\$2,152,350</b>	<b>\$2,212,640</b>

***Street Maintenance Division Position Summary***

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Deputy Director Public Works	1	1	1	\$89,130	\$92,700	\$92,700
Maintenance Lead Workers	3	3	3	152,880	158,970	158,970
Maintenance Workers II	3	3	3	122,670	129,510	129,510
Maintenance Workers I	2	2	2	63,060	70,660	70,660
Maintenance Workers	0.5	0.5	0.5	13,520	14,760	14,760
Equipment Operator	1.5	1	1	64,390	47,120	47,120
Motor Sweeper Operator	1	1	2	37,110	40,490	69,800
Traffic Maintenance Tech.		0.5	0.5		23,560	23,560
Senior Clerk	1	1	1	37,170	35,610	35,610
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>14</b>	<b>\$579,930</b>	<b>\$613,380</b>	<b>\$642,690</b>

**Solid Waste Division***Public Works  
General Fund/3201*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$58,380	\$61,610	\$70,510	\$70,510
1009	Salaries, Redistributed	3,460	2,770	3,450	3,450
1038	Sick Leave Payoff	120	10		
1040	Vacation Payoff	120	10		
1101	Retirement		4,310		
1201	Workers' Compensation	130	120	140	140
1300	Employee Group Insurance	4,100	4,100	4,900	4,900
1318	Medicare Insurance	846	890	1,020	1,020
	<b>Subtotal</b>	<b>67,156</b>	<b>73,820</b>	<b>80,020</b>	<b>80,020</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	407	550	780	780
2031	Telephone	788	650	800	800
2101	Materials and Supplies	1,417	1,600	1,600	1,600
2170	General Insurance	850	980	1,070	1,070
2281	Printing	3,713	3,750	3,750	3,750
2401	Contractual Services	1,589,036	1,395,990	1,470,960	1,470,960
2432	Postage	2,878	1,500	1,500	1,500
2804	Cost Redistributed	7,840	7,840	9,800	9,800
	<b>Subtotal</b>	<b>1,606,929</b>	<b>1,412,860</b>	<b>1,490,260</b>	<b>1,490,260</b>
<b>Special Programs</b>					
8105	Recycling Grant Programs		12,840	7,800	7,800
	<b>Subtotal</b>	<b>0</b>	<b>12,840</b>	<b>7,800</b>	<b>7,800</b>
	<b>Grand Total</b>	<b>\$1,674,085</b>	<b>\$1,499,520</b>	<b>\$1,578,080</b>	<b>\$1,578,080</b>

## Solid Waste Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Sr. Administrative Analyst	1	1	1	\$61,610	\$70,510	\$70,510
<b>TOTAL</b>	1	1	1	\$61,610	\$70,510	\$70,510

**Sewer Division**Public Works  
Sewer Fund/3301 & 3302

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$267,801	\$312,490	\$548,840	\$548,840
1003	Salaries, Part Time	1,444			
1006	Salaries, Overtime	38,150	33,070	34,600	34,600
1009	Salaries, Redistributed	86,440	89,070	80,100	80,100
1038	Sick Leave Payoff	1,960	1,300	740	740
1040	Vacation Payoff	2,100	470	630	630
1059	Residency Incentive			10,000	10,000
1101	Retirement		22,000		
1103	P.A.R.S. Retirement	55			
1201	Workers' Compensation	7,700	53,500	65,860	65,860
1300	Employee Group Insurance	28,700	28,700	53,900	53,900
1318	Medicare Insurance	1,918	2,590	6,070	6,070
	<b>Subtotal</b>	<b>436,268</b>	<b>543,190</b>	<b>800,740</b>	<b>800,740</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,337	3,400	6,100	6,100
2011	Training, Travel and Dues	1,155	1,770	7,280	7,280
2021	Natural Gas	2,303	3,150	3,290	3,290
2024	Electricity	101,447	106,940	134,810	139,810
2027	Water	17,353	17,790	18,900	18,900
2031	Telephone	14,915	15,510	14,920	14,920
2051	Gas and Lubrications	7,560	12,400	8,500	13,500
2101	Materials and Supplies	98,180	90,650	96,700	96,700
2150	Rents and Leases	51,388	64,150	63,010	63,010
2160	Lease Payments-Debt Service	112,905	546,340	590,000	590,000
2170	General Insurance	19,972	36,090	92,230	92,230
2201	Repairs and Maint. Auto.	12,578	10,500	10,600	10,600
2222	Repairs and Maint. Other	149,973	157,000	162,000	132,000
2281	Printing	1,985	1,000	2,000	2,000
2401	Contractual Services	30,023	32,250	34,550	34,550
2402	Contractual AWMA Operation	799,180	860,000	928,000	951,770
2804	Costs Redistributed	55,440	57,710	74,510	74,510
	<b>Subtotal</b>	<b>1,480,694</b>	<b>2,016,650</b>	<b>2,247,400</b>	<b>2,251,170</b>
<b>Capital Outlay</b>					
5408	(R) Telemetry Software Upgrade	-	-	4,000	4,000
5408	(A) Computer			2,000	2,000
5622	(R) 500 KW Generator			65,000	65,000
5510	(A) Ford Ranger Pick-up			22,000	
	<b>Subtotal</b>	<b>38,322</b>	<b>93,750</b>	<b>93,000</b>	<b>71,000</b>

**Sewer Division (Con't)**

*Public Works  
Sewer Fund/3301 & 3302*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Capital Improvements</b>					
	Capital Improvement Projects	4,764,023	2,265,000	2,676,000	2,680,600 *
	<b>Subtotal</b>	<u>4,764,023</u>	<u>2,265,000</u>	<u>2,676,000</u>	<u>2,680,600</u>
	<b>Grand Total</b>	<u><b>\$6,719,307</b></u>	<u><b>\$4,918,590</b></u>	<u><b>\$5,817,140</b></u>	<u><b>\$5,803,510</b></u>

\* Represents seven projects funded from the Sewer Fund (projects #26 through 32). See Capital Improvement Project Summary ( pp. 181- 187) for funding details and reference to project descriptions.



## Sewer Division Position Summary

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Assistant City Manager		1	1		\$121,350	\$121,350
Sr. Sewer Serv Supervisor	1	1	1	\$61,610	64,080	64,080
Maintenance Lead Worker	1	2	2	50,960	99,910	99,910
Maintenance Supervisor	1	1	1	53,400	58,300	58,300
Maintenance Workers II	1	1	1	41,020	44,600	44,600
Maintenance Workers I	2	2	2	78,020	68,320	68,320
Maintenance Workers	1	3	3	27,480	92,280	92,280
<b>TOTAL</b>	<b>7</b>	<b>11</b>	<b>11</b>	<b>\$312,490</b>	<b>\$548,840</b>	<b>\$548,840</b>

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**Transit Division**Public Works  
Transit Fund/3401,3402 & 3404

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$136,228	\$146,730	\$222,380	\$222,380
1003	Salaries, Part Time	249,124	269,190	261,730	261,730
1006	Salaries, Overtime	14,733	17,680	18,890	18,890
1009	Salaries, Redistributed	43,760	43,610	46,410	46,410
1038	Sick Leave Payoff	1,358	1,530	1,180	1,180
1039	Old Sick Leave Payoff	31			
1040	Vacation Payoff	879			
1101	Retirement		10,330		
1103	P.A.R.S. Retirement	9,717	10,090	9,820	9,820
1201	Workers' Compensation	20,810	41,350	69,250	69,250
1300	Employee Group Insurance	12,300	12,300	24,500	24,500
1318	Medicare Insurance	5,240	5,710	6,710	6,710
	<b>Subtotal</b>	<b>494,180</b>	<b>558,520</b>	<b>660,870</b>	<b>660,870</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,788	5,000	6,700	6,700
2011	Training, Travel and Dues	225	800	800	800
2021	Natural Gas	290	320	360	360
2024	Electricity	4,254	2,500	4,900	4,900
2031	Telephone	272	340	290	290
2051	Gas and Lubrications	47,326	74,460	65,800	79,620
2101	Materials and Supplies	20,985	22,500	22,730	22,730
2150	Rents and Leases	3,556	10,500		
2170	General Insurance	20,280	13,400	13,850	13,850
2201	Repairs and Maint. Auto.	47,739	50,000	50,000	50,000
2222	Repairs and Maint. Other	5,797	6,750	6,750	6,750
2281	Printing	8,667	8,500	10,500	10,500
2401	Contractual Services	6,656	18,300	18,500	18,500
2804	Costs Redistributed	56,290	59,050	75,330	75,330
	Depreciation	3,354			
	<b>Subtotal</b>	<b>230,479</b>	<b>272,420</b>	<b>276,510</b>	<b>290,330</b>
<b>Capital Outlay</b>					
5510	(R) Golden Gate Trolley			220,000	220,000
5622	(R) Rotary Bus Hoist			37,000	37,000
	<b>Subtotal</b>	<b>1,050</b>	<b>0</b>	<b>257,000</b>	<b>257,000</b>
<b>Special Programs</b>					
8108	Transit Evening Services			40,000	40,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$725,709</b>	<b>\$830,940</b>	<b>\$1,234,380</b>	<b>\$1,248,200</b>

## *Transit Division Position Summary*

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept. Budget	Dept. Request	Dept. Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Lead Bus Driver	1	1	1	\$45,310	\$47,120	\$47,120
Bus Drivers	1	3	3	39,810	111,190	111,190
Sr. Mechanic Maint. Supervisor	1	1	1	61,610	64,070	64,070
<b>TOTAL</b>	<b>3</b>	<b>5</b>	<b>5</b>	<b>\$146,730</b>	<b>\$222,380</b>	<b>\$222,380</b>

**Parking Facilities Maintenance Division**

*Public Works  
Parking Authority Fund/3501*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$130,872	\$147,040	\$165,100	\$165,100
1003	Salaries, Part Time	32,750	25,250	15,600	15,600
1006	Salaries, Overtime	4,036	5,200	5,200	5,200
1009	Salaries, Redistributed	78,760	81,220	86,810	86,810
1038	Sick Leave Payoff	3,000	4,220	3,890	3,890
1040	Vacation Payoff	1,650	1,820	1,820	1,820
1101	Retirement		10,340		
1103	P.A.R.S. Retirement	1,255	950	590	590
1201	Workers' Compensation	1,100	4,290	750	750
1300	Employee Group Insurance	12,300	14,350	17,150	17,150
1318	Medicare Insurance	1,006	1,770	1,860	1,860
<b>Subtotal</b>		<b>266,729</b>	<b>296,450</b>	<b>298,770</b>	<b>298,770</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,169	1,240	1,450	1,450
2011	Training, Travel and Dues		780	990	990
2024	Electricity	1,952	1,500	1,940	1,940
2027	Water	2,974	3,600	3,400	3,400
2031	Telephone	513	500	560	560
2051	Gas and Lubrications	1,320	2,420	1,620	1,620
2101	Materials and Supplies	118,437	122,000	122,000	122,000
2150	Rents and Leases	7,680	8,670	8,640	8,640
2170	General Insurance	4,420	3,870	4,310	4,310
2201	Repairs and Maint. Auto.	1,910	2,000	2,000	2,000
2222	Repairs and Maint. Other	7,660	6,800	6,800	6,800
2281	Printing	14,905	10,000	15,500	15,500
2401	Contractual Services	59,344	65,000	68,350	68,350
2432	Postage	2,234	3,000	3,000	3,000
2804	Costs Redistributed	81,290	83,940	100,450	100,450
<b>Subtotal</b>		<b>305,808</b>	<b>315,320</b>	<b>341,010</b>	<b>341,010</b>
<b>Capital Outlay</b>					
5622	(R) Two Ticket Machines			18,000	18,000
5622	(A) Two Pay Station Meters			28,000	
<b>Subtotal</b>		<b>264,117</b>	<b>0</b>	<b>46,000</b>	<b>18,000</b>
<b>Grand Total</b>		<b>\$836,654</b>	<b>\$611,770</b>	<b>\$685,780</b>	<b>\$657,780</b>

***Parking Facilities Maintenance Position Summary***

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Dept.</b>	<b>Adopted</b>		<b>Department</b>	<b>Adopted</b>	
	<b>Budget</b>	<b>Request</b>	<b>Budget</b>	<b>Budget</b>	<b>Request</b>	<b>Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Maintenance Supervisor	1	1	1	\$56,050	\$58,290	\$58,290
Traffic Maintenance Tech.		0.5	0.5		23,560	23,560
Maintenance Worker II	1	1	1	42,890	44,600	44,600
Maintenance Worker I	1	1	1	37,170	38,650	38,650
Equipment Operator	0.5			10,930		
<b>TOTAL</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>\$147,040</b>	<b>\$165,100</b>	<b>\$165,100</b>

**Street Lighting Division***Public Works  
Street Lighting Fund/3601*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1009	Salaries, Redistributed	\$10,540	\$10,960	\$11,390	\$11,390
	Subtotal	10,540	10,960	11,390	11,390
<b>Maintenance and Operations</b>					
2024	Electricity	169,490	162,230	211,760	211,760
2101	Materials and Supplies	1,497	3,500	3,500	3,500
2222	Repairs and Maint. Other	2,306	2,000	2,000	2,000
2401	Contractual Services	24,973	15,000	15,000	15,000
	Subtotal	198,266	182,730	232,260	232,260
<b>Capital Improvements</b>					
	Capital Improvements	10,476	45,000	1,550,000	1,550,000 *
	Subtotal	10,476	45,000	1,550,000	1,550,000
	<b>Grand Total</b>	<b>\$219,282</b>	<b>\$238,690</b>	<b>\$1,793,650</b>	<b>\$1,793,650</b>

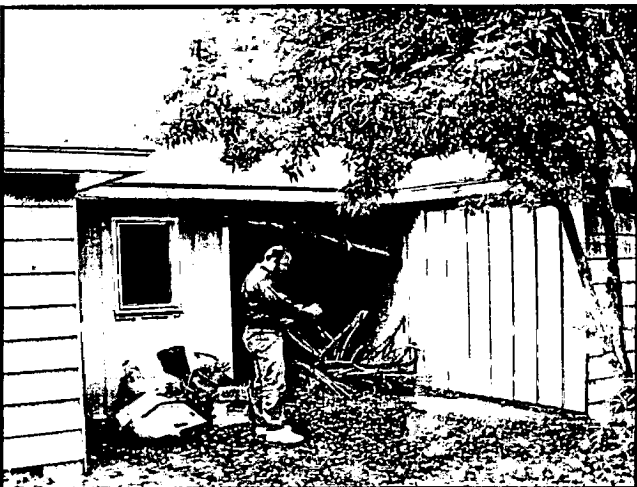
\*Represents two projects (projects #34 and 35). See Capital Improvement Project Summary (pp. 181-187) for details and reference to Project Descriptions.

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# Community Development

Fiscal Year  
2001-02





# Community Development Department

The Community Development Department is organized into the following four divisions: Administration, Planning, Building Safety and Zoning. A description of services provided by each division is as follows:

**Administrative Division** – The Administrative Division consists of the Director of Community Development and an Administrative Secretary. The Director is responsible for the overall operation of the department, including the department work priorities, budget, personnel and project scheduling. Major goals or initiatives for the department this year include completion of the Document Imaging Project, completion of the Design Competition for the Village Entrance Master Plan and completion of a Parking Management Plan for the Central Business District.

**Planning Division** – This Division is managed by the Assistant Director of Community Development and is responsible for all current and advanced planning projects, such as Conditional Use Permits, Subdivisions, Specific Plans and the City General Plan. The Planning Division is also responsible for the City's Historic Preservation Program and the majority of the Department's Special Projects. Current Special Projects that maintain high City Council priority include the reuse of Treasure Island, evaluation of building bulk and mass criteria and preparation of a neighborhood plan for the South Laguna Village area. The Planning Division provides staff support to the Planning Commission.

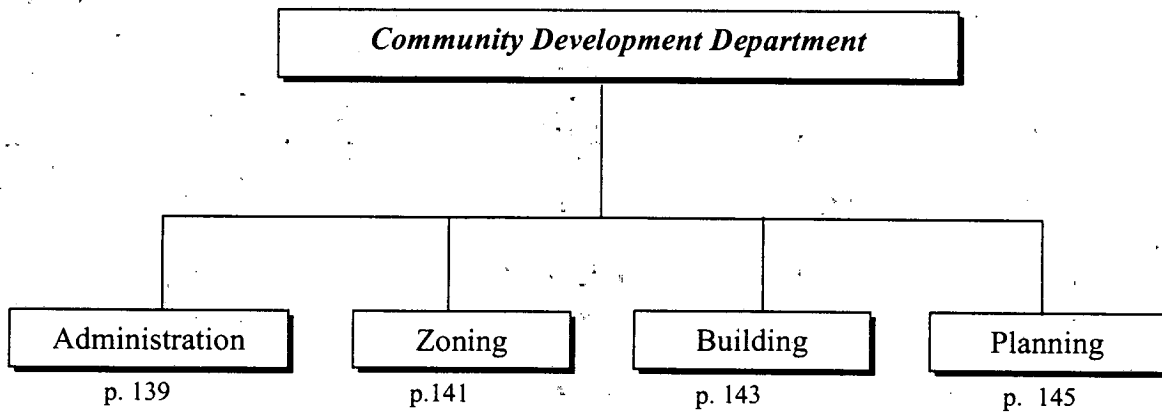
**Building Safety Division** – The Building Division is managed by the City's Building Official and is principally engaged in the physical development of the City. Specifically, the division provides building plan checks (for compliance with the Uniform Building Code), issues computer generated building permits, conducts all field inspections, and provides clerical support at the public counter. This division is financially self-sustaining with building permit and plan check fees covering the operational expenses of the division. In the 2000 calendar year, the Building Division issued 1,487 permits for a total permit valuation of \$58 million.

**Zoning Division** – This division is managed by the City's Zoning Administrator and principally engages in zoning plan check functions and provides staff support to the Design Review Board. The Zoning Division is responsible for the administration of the Zoning Code, including enforcement of City Zoning Regulations. The Zoning Division staff is also involved in the processing of sign permits, certificates of use and real property reports.

**Major Initiatives:**

- Complete Document Imaging Project
- Complete Design Competition for the Village Entrance Master Plan
- Complete Parking Management Plan for Central Business District

The chart below shows the budget structure of the Community Development Department. The numbers below each activity indicate the pages that follow in which a more detailed budget can be found:

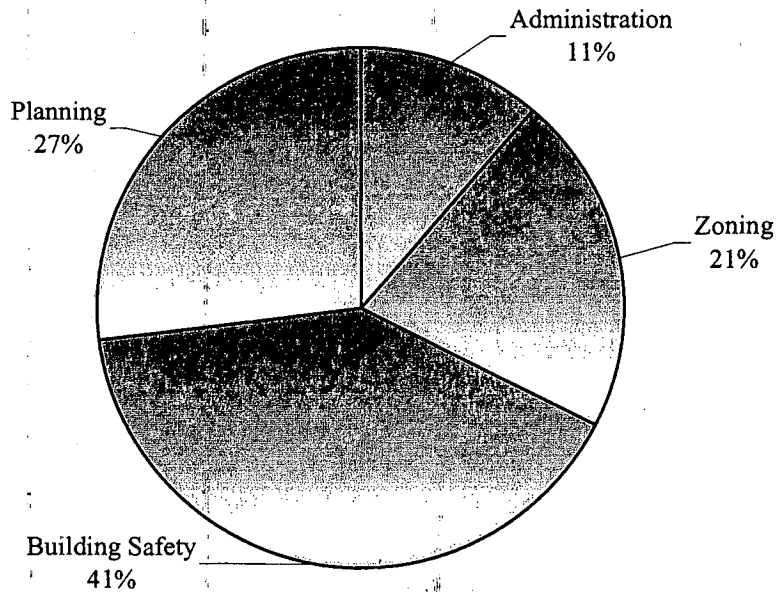


# Community Development Department Budget Summary

**All  
Divisions**

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Administration	\$182,760	\$33,960	\$7,000	\$20,500	\$0	\$244,220
Zoning	418,550	28,150	10,000		0	\$456,700
Building Safety	691,810	171,150	14,500		0	\$877,460
Planning	456,450	34,270	6,000	87,000	0	\$583,720
<b>Department Total</b>	<b>\$1,749,570</b>	<b>\$267,530</b>	<b>\$37,500</b>	<b>\$107,500</b>	<b>\$0</b>	<b>\$2,162,100</b>

## Summary By Division Total



**Community Development Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,237,165	\$1,309,560	\$1,388,420	\$1,425,020
1003	Salaries, Part Time	89,996	96,970	101,940	101,940
1006	Salaries, Overtime	26,511	25,470	29,440	29,440
1038	Sick Leave Payoff	18,200	16,380	19,730	19,730
1040	Vacation Payoff	12,770	12,520	11,230	11,230
1101	Retirement		91,660		
1103	P.A.R.S. Retirement	3,414	3,640	3,820	3,820
1201	Workers' Compensation	10,650	30,980	29,320	29,320
1300	Employee Group Insurance	87,740	87,740	105,840	110,740
1318	Medicare Insurance	15,740	16,710	17,830	18,330
	<b>Subtotal</b>	<b>1,502,186</b>	<b>1,691,630</b>	<b>1,707,570</b>	<b>1,749,570</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	7,857	10,460	17,050	17,050
2024	Electricity	9,198	8,120	10,300	10,730
2027	Water	338	370	310	310
2031	Telephone	8,964	8,310	8,440	8,440
2051	Gas and Lubrications	3,404	5,240	4,620	5,590
2101	Materials and Supplies	21,195	16,600	24,530	19,960
2150	Rents and Leases	11,780	11,160	14,640	14,640
2170	General Insurance	19,500	25,250	24,580	24,580
2201	Repairs and Maint. Auto.	15	1,000	1,000	1,000
2222	Repairs and Maint. Other	4,989	4,800	4,800	4,800
2281	Printing	9,137	14,300	14,800	14,800
2401	Contractual Services	16,954	19,450	147,950	141,950
2804	Costs Redistributed	3,000	3,680	3,680	3,680
	<b>Subtotal</b>	<b>116,331</b>	<b>128,740</b>	<b>276,700</b>	<b>267,530</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	30,947	31,400	64,100	37,500
	<b>Subtotal</b>	<b>30,947</b>	<b>31,400</b>	<b>64,100</b>	<b>37,500</b>
<b>Special Programs</b>					
	Special Programs	622	200,500	87,500	107,500
	<b>Subtotal</b>	<b>622</b>	<b>200,500</b>	<b>87,500</b>	<b>107,500</b>
	<b>Grand Total</b>	<b>\$1,650,086</b>	<b>\$2,052,270</b>	<b>\$2,135,870</b>	<b>\$2,162,100</b>

**Community Development Department  
Position Summary**

**All  
Divisions**

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Dir. of Community Dev.	1	1	1	\$111,330	\$115,790	\$115,790
Asst. Dir. Comm. Dev.	1	1	1	89,130	92,700	92,700
Building Official	1	1	1	89,130	92,700	92,700
Zoning Administrator	1	1	1	84,960	88,360	88,360
Sr.Code Enfor. Officer	1	1	1	56,050	58,290	58,290
Code Enforcement Aide			1			36,600
Principal Planners	0.8	0.8	0.8	58,390	60,730	60,730
Senior Planner	2.8	2.8	2.8	186,790	197,430	197,430
Associate Planners	1	1	1	53,230	64,070	64,070
Assistant Planner	1	1	1	43,370	47,360	47,360
Sr. Plan Checker	1	1	1	76,630	84,200	84,200
Building Inspectors	3	3	3	168,120	174,870	174,870
Sr. Building Inspector	1	1	1	61,610	64,070	64,070
Administrative Secretaries	2	2	2	85,860	91,440	91,440
Permit Aide	1	1	1	42,890	44,610	44,610
Administrative Clerk	1	1	1	39,810	41,410	41,410
Senior Clerks	1.8	1	1	62,260	34,170	34,170
Typist Clerks		1	1		36,220	36,220
<b>TOTAL</b>	<b>21.4</b>	<b>21.6</b>	<b>22.6</b>	<b>\$1,309,560</b>	<b>\$1,388,420</b>	<b>\$1,425,020</b>

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**Administration Division****Community Development  
General Fund/4101**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$148,133	\$156,640	\$162,910	\$162,910
1006	Salaries, Overtime	3,590	3,920	5,100	5,100
1038	Sick Leave Payoff	3,220	610	1,170	1,170
1040	Vacation Payoff	510		520	520
1101	Retirement		10,960		
1201	Workers' Compensation	2,660	360	2,510	2,510
1300	Employee Group Insurance	8,200	8,200	9,800	9,800
1318	Medicare Insurance	684	720	750	750
	<b>Subtotal</b>	<b>166,997</b>	<b>181,410</b>	<b>182,760</b>	<b>182,760</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,917	4,400	4,500	4,500
2024	Electricity	9,198	8,120	10,300	10,730
2027	Water	338	370	310	310
2031	Telephone	8,964	8,310	8,440	8,440
2101	Materials and Supplies	1,759	2,000	1,500	1,500
2150	Rents and Leases	3,380		3,480	3,480
2170	General Insurance	4,880	2,630	2,680	2,680
2222	Repairs and Maint. Other		400	400	400
2401	Contractual Services	8,958	1,000	1,000	1,000
2804	Costs Redistributed	750	920	920	920
	<b>Subtotal</b>	<b>42,144</b>	<b>28,150</b>	<b>33,530</b>	<b>33,960</b>
<b>Capital Outlay</b>					
5408	(R) Computers			4,000	4,000
5408	(A) Network Color Printer			7,000	
5408	(A) Laptop Computer			3,000	3,000
	<b>Subtotal</b>	<b>30,947</b>	<b>31,400</b>	<b>14,000</b>	<b>7,000</b>
<b>Special Programs</b>					
8015	Heritage Committee	622	500	500	500
8109	Village Entr. Design Compet		75,000		20,000
	<b>Subtotal</b>	<b>622</b>	<b>75,500</b>	<b>500</b>	<b>20,500</b>
	<b>Grand Total</b>	<b>\$240,710</b>	<b>\$316,460</b>	<b>\$230,790</b>	<b>\$244,220</b>

## Administration Division Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept.	Adopted		Department	Adopted	
	Budget	Budget		Request	Budget	
	2000-01	2001-02		2001-02	2001-02	
Dir. of Community Dev.	1	1		\$111,330	\$115,790	\$115,790
Administrative Secretary	1	1		45,310	47,120	47,120
<b>TOTAL</b>	<b>2</b>	<b>2</b>		<b>\$156,640</b>	<b>\$162,910</b>	<b>\$162,910</b>

**Zoning Division**Community Development  
General Fund/4102

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$257,458	\$274,960	\$288,790	\$325,390
1003	Salaries, Part Time	35,787	35,590	37,730	37,730
1006	Salaries, Overtime	7,675	12,080	12,140	12,140
1038	Sick Leave Payoff	3,660	4,980	5,470	5,470
1040	Vacation Payoff	1,880	3,130	1,870	1,870
1101	Retirement		19,250		
1103	P.A.R.S. Retirement	1,343	1,330	1,410	1,410
1201	Workers' Compensation	2,660	12,550	700	700
1300	Employee Group Insurance	19,680	19,680	23,520	28,420
1318	Medicare Insurance	4,363	4,690	4,920	5,420
	<b>Subtotal</b>	<b>334,506</b>	<b>388,240</b>	<b>376,550</b>	<b>418,550</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues		1,350	4,450	4,450
2101	Materials and Supplies	3,705	3,300	4,910	3,800
2170	General Insurance	4,880	4,930	5,380	5,380
2222	Repairs and Maint. Other	383	100	100	100
2281	Printing	3,354	3,500	3,500	3,500
2401	Contractual Services		7,500	16,000	10,000
2804	Costs Redistributed	750	920	920	920
	<b>Subtotal</b>	<b>13,072</b>	<b>21,600</b>	<b>35,260</b>	<b>28,150</b>
<b>Capital Outlay</b>					
5408	(R) Computers			12,000	10,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>12,000</b>	<b>10,000</b>
	<b>Grand Total</b>	<b>\$347,578</b>	<b>\$409,840</b>	<b>\$423,810</b>	<b>\$456,700</b>

## Zoning Division Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept. Budget	Request	Adopted Budget	Department Budget	Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Zoning Administrator	1	1	1	\$84,960	\$88,360	\$88,360
Sr.Code Enfor. Officer	1	1	1	56,050	58,290	58,290
Code Enforcement Aide			1			36,600
Senior Planner	0.8	0.8	0.8	53,590	56,410	56,410
Administrative Secretary	1	1	1	40,550	44,320	44,320
Administrative Clerk	1	1	1	39,810	41,410	41,410
<b>TOTAL</b>	<b>4.8</b>	<b>4.8</b>	<b>5.8</b>	<b>\$274,960</b>	<b>\$288,790</b>	<b>\$325,390</b>

**Building Safety Division**Community Development  
General Fund/4104

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$468,256	\$500,640	\$530,840	\$530,840
1003	Salaries, Part Time	18,311	57,780	60,610	60,610
1006	Salaries, Overtime	10,122	5,000	6,070	6,070
1038	Sick Leave Payoff	6,310	8,050	9,200	9,200
1040	Vacation Payoff	6,760	7,730	7,300	7,300
1101	Retirement		35,030		
1103	P.A.R.S. Retirement	687	2,170	2,270	2,270
1201	Workers' Compensation	2,670	17,320	25,280	25,280
1300	Employee Group Insurance	36,080	36,080	44,100	44,100
1318	Medicare Insurance	5,639	5,720	6,140	6,140
	<b>Subtotal</b>	<b>554,835</b>	<b>675,520</b>	<b>691,810</b>	<b>691,810</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	1,574	2,380	2,670	2,670
2051	Gas and Lubrications	3,404	5,240	4,620	5,590
2101	Materials and Supplies	8,169	4,200	5,660	5,660
2150	Rents and Leases	8,400	11,160	11,160	11,160
2170	General Insurance	4,870	11,490	10,100	10,100
2201	Repairs and Maint. Auto.	15	1,000	1,000	1,000
2222	Repairs and Maint. Other	244	300	300	300
2281	Printing	2,148	4,300	4,300	4,300
2401	Contractual Services		9,450	129,450	129,450
2804	Costs Redistributed	750	920	920	920
	<b>Subtotal</b>	<b>29,574</b>	<b>50,440</b>	<b>170,180</b>	<b>171,150</b>
<b>Capital Outlay</b>					
5408	(A) Two 800Mhz Radios			5,600	5,600
5408	(A) Lasico Electronic Planimeter			900	900
5408	(R) Computers			18,600	8,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>25,100</b>	<b>14,500</b>
<b>Special Programs</b>					
8102	Treasure Island Plan Check		75,000		
	<b>Subtotal</b>	<b>0</b>	<b>75,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$584,409</b>	<b>\$800,960</b>	<b>\$887,090</b>	<b>\$877,460</b>

## Building Safety Position Summary

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Building Officials	1	1	1	\$89,130	\$92,700	\$92,700
Sr. Plan Checker	1	1	1	76,630	84,200	84,200
Building Inspectors	3	3	3	168,120	174,870	174,870
Sr. Building Inspector	1	1	1	61,610	64,070	64,070
Permit Aide	1	1	1	42,890	44,610	44,610
Senior Clerks	1.8	1	1	62,260	34,170	34,170
Typist Clerks		1	1		36,220	36,220
<b>TOTAL</b>	<b>8.8</b>	<b>9</b>	<b>9</b>	<b>\$500,640</b>	<b>\$530,840</b>	<b>\$530,840</b>

**Planning Division**Community Development  
General Fund/4106

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$363,318	\$377,320	\$405,880	\$405,880
1003	Salaries, Part Time	35,898	3,600	3,600	3,600
1006	Salaries, Overtime	5,124	4,470	6,130	6,130
1038	Sick Leave Payoff	5,010	2,740	3,890	3,890
1040	Vacation Payoff	3,620	1,660	1,540	1,540
1101	Retirement		26,420		
1103	P.A.R.S. Retirement	1,384	140	140	140
1201	Workers' Compensation	2,660	750	830	830
1300	Employee Group Insurance	23,780	23,780	28,420	28,420
1318	Medicare Insurance	5,054	5,580	6,020	6,020
	<b>Subtotal</b>	<b>445,848</b>	<b>446,460</b>	<b>456,450</b>	<b>456,450</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	2,366	2,330	5,430	5,430
2101	Materials and Supplies	7,562	7,100	12,460	9,000
2170	General Insurance	4,870	6,200	6,420	6,420
2222	Repairs and Maint. Other	4,362	4,000	4,000	4,000
2281	Printing	3,635	6,500	7,000	7,000
2401	Contractual Services	7,996	1,500	1,500	1,500
2804	Costs Redistributed	750	920	920	920
	<b>Subtotal</b>	<b>31,541</b>	<b>28,550</b>	<b>37,730</b>	<b>34,270</b>
<b>Capital Outlay</b>					
5408	(R) Computers			13,000	6,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>13,000</b>	<b>6,000</b>
<b>Special Programs</b>					
8103	Treasure Island Marine Plan		50,000	87,000	87,000
	<b>Subtotal</b>	<b>0</b>	<b>50,000</b>	<b>87,000</b>	<b>87,000</b>
	<b>Grand Total</b>	<b>\$477,389</b>	<b>\$525,010</b>	<b>\$594,180</b>	<b>\$583,720</b>

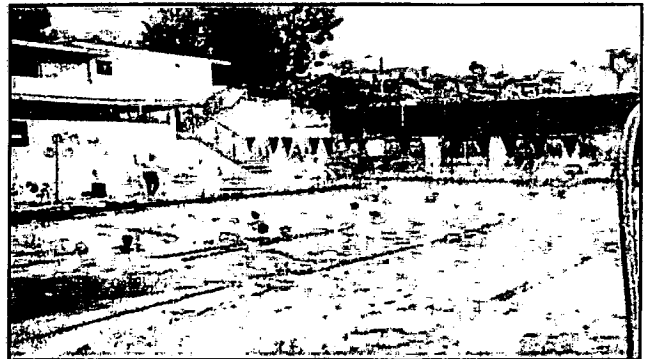
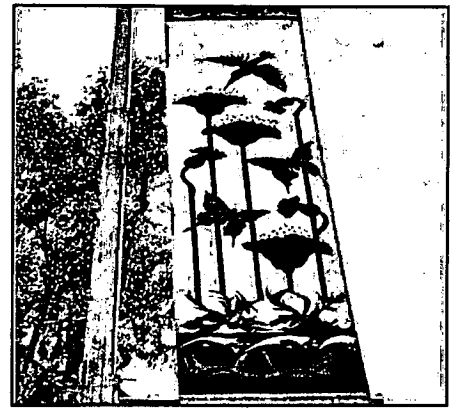
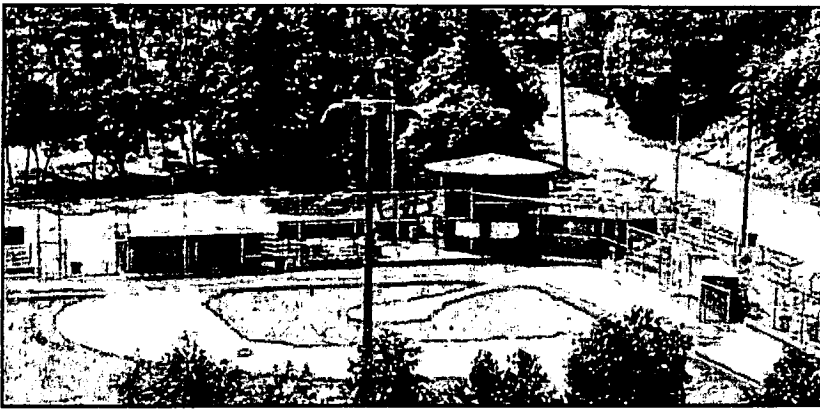
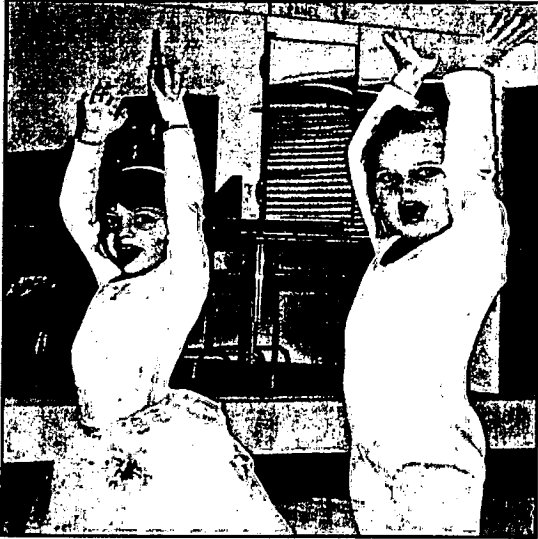
## Planning Division Position Summary

<b>Position Title</b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Dept. Budget	Dept. Request	Dept. Adopted Budget	Dept. Budget	Dept. Request	Dept. Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Asst. Director Comm. Dev.	1	1	1	\$89,130	\$92,700	\$92,700
Principal Planners	0.8	0.8	0.8	58,390	60,730	60,730
Senior Planner	2	2	2	133,200	141,020	141,020
Associate Planner	1	1	1	53,230	64,070	64,070
Assistant Planner	1	1	1	43,370	47,360	47,360
Planning Technician						
<b>TOTAL</b>	5.8	5.8	5.8	\$377,320	\$405,880	\$405,880



# Community Services

Fiscal Year  
2001-02





# Community Services Department

The Community Services Department is organized into four Divisions: Recreation and Social Services, Swimming Pool, Arts Commission, and Community Assistance. There are 6.75 authorized full-time positions, approximately 75 seasonal and part-time positions, and more than 120 contracted instructors. A description of services provided by each division is as follows:

**Recreation and Social Services** - The Recreation and Social Services Division consists of 4.75 full-time and approximately 50 seasonal employees. It provides a variety of recreation and cultural activities, and supplements the social services and senior citizen needs in the community. The Division is responsible for a variety of activities: sports programs for both youth and adults; parenting and tiny tot classes; various dance and exercise activities. Senior programs are offered at little or no charge. A quarterly brochure of activities is mailed to all Laguna Beach residents. In addition, the Division manages the City Hall Recreation Building, Lang Park Community Center, and the Veteran's Memorial Community Center (Senior Center), the Cold Weather Shelter, and non-metered parking lot programs. Class fees, sports programs, permit charges, program advertising, rents, leases, and special program reimbursements generate about 83% of the Division's budget, excluding the cost of operating the parking lots.

**Swimming Pool** - This Division has one full-time Pool Manager and approximately 25 seasonal personnel. The Division is responsible for managing the aquatic facility shared with the Laguna Beach Unified School District. Apart from maintaining the pool and related equipment, a variety of special programs are offered through the Recreation Division: beginning through advanced Red Cross swim lessons, lap swimming, aquatic exercises, youth swim teams, water safety certification, etc. The cost to operate the pool is approximately \$274,000 per year, \$23,000 of which is reimbursed by the School District for shared operating expenses. The various swim programs and facility rentals generate an additional \$145,500. Currently, operating costs exceed revenues by approximately \$105,500 per year.

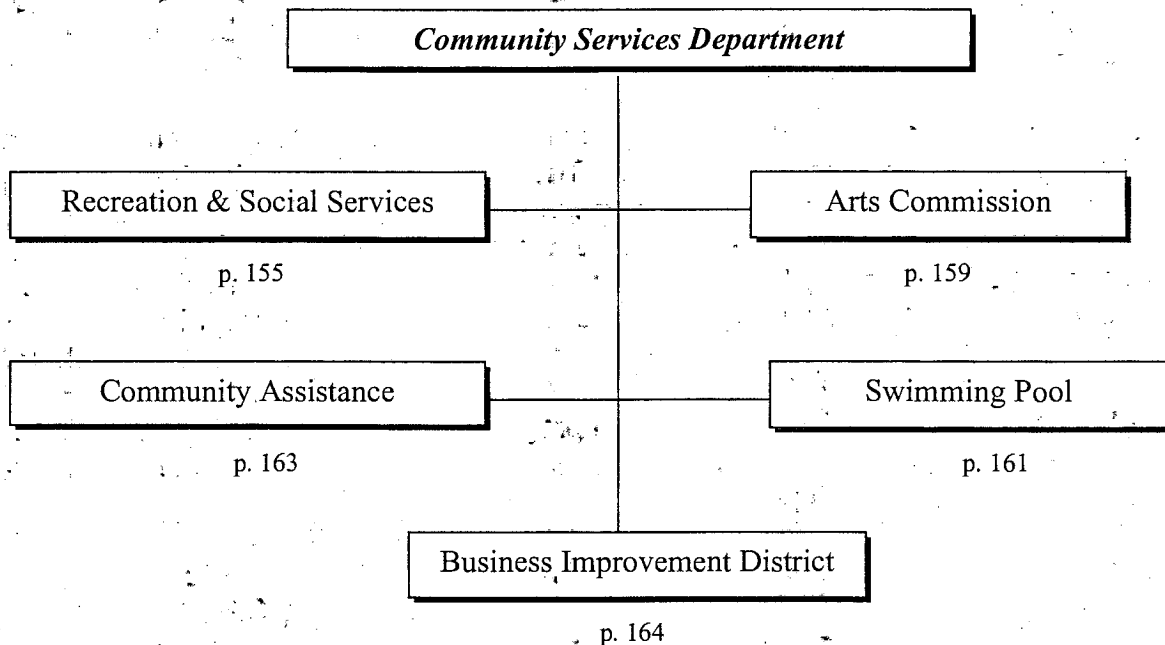
**Arts Commission** - The Arts Commission consists of eight appointed community members. The Commission makes recommendations to the City Council about Art in Public Places projects and manages special projects, which include Music in the Park, holiday palettes, banners and artist designed benches. A full-time Arts Coordinator serves as liaison to the Commission and the City's arts organizations and galleries and prepares the City's Community Cultural Calendar.

**Community Assistance** - The Community Assistance Grant Program provides funds to help support local community organizations that represent the arts and social services. The allocation for fiscal year 2001-02 is \$213,000. This amount represents approximately 36% of the lease payment anticipated from the Festival of Arts. The City Council appoints two Council members to recommend the allocation of this money.

**Major Initiatives:**

- Initiate planning process for a new community/senior center
- Continue development process for an affordable housing project at 450 Glenneyre
- Assist South Coast YMCA in its installation of a supervised skateboard park
- Obtain a grant for construction of Browns' Park

The chart below shows the budget structure of the Community Services Department. The numbers below each activity indicate the pages that follow in which a more detailed budget can be found:

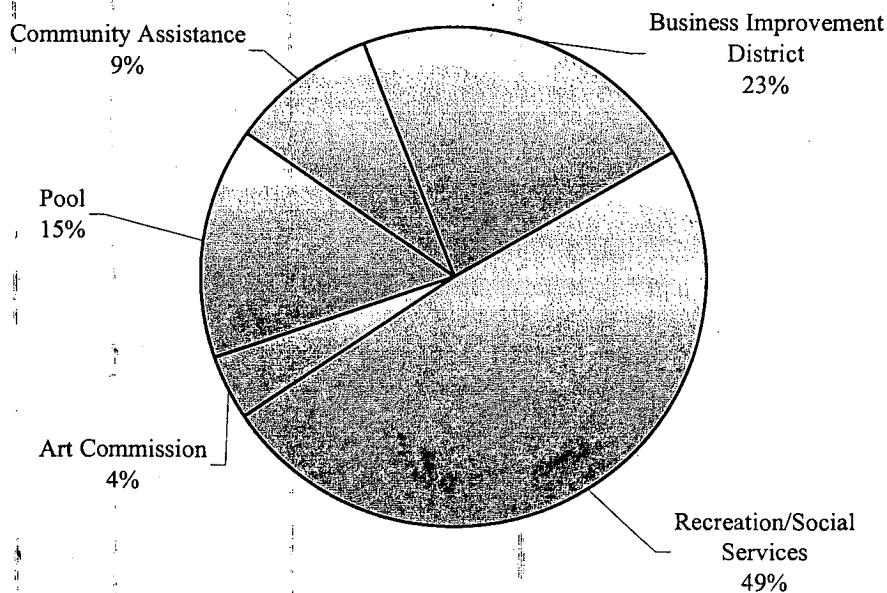


# Community Services Department Budget Summary

**All  
Divisions**

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Recreation/Social Serv.	\$432,260	\$553,680	\$4,500	\$210,900	\$0	\$1,201,340
Art Commission	60,140	3,090	2,000	37,270	0	\$102,500
Pool	135,410	153,070	80,000		0	\$368,480
Community Assistance		226,100			0	\$226,100
Business Improv. District				555,000	0	\$555,000
<b>Department Total</b>	<b>\$627,810</b>	<b>\$935,940</b>	<b>\$86,500</b>	<b>\$803,170</b>	<b>\$0</b>	<b>\$2,453,420</b>

**Summary By Division Total**



**Community Services Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$340,595	\$367,060	\$389,820	\$389,820
1003	Salaries, Part Time	152,531	177,020	197,900	197,900
1006	Salaries, Overtime	2,741	3,020	3,120	3,120
1009	Salaries, Redistributed	(17,300)	(17,300)	(19,630)	(19,630)
1038	Sick Leave Payoff	4,300	2,460	4,420	4,420
1040	Vacation Payoff	1,650	230	1,200	1,200
1042	Comp Time Payoffs			130	130
1101	Retirement		25,690		
1103	P.A.R.S. Retirement	6,111	6,640	7,410	7,410
1201	Workers' Compensation	3,040	2,960	3,460	3,460
1300	Employee Group Insurance	27,680	27,680	33,080	33,080
1318	Medicare Insurance	5,490	6,320	6,900	6,900
	<b>Subtotal</b>	<b>526,838</b>	<b>601,780</b>	<b>627,810</b>	<b>627,810</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,578	3,100	3,100	3,100
2011	Training, Travel and Dues	6,662	8,770	9,100	9,100
2021	Natural Gas	22,614	22,840	32,630	32,630
2024	Electricity	23,932	23,670	37,040	38,170
2027	Water	4,203	6,840	6,760	6,760
2031	Telephone	5,118	3,480	4,000	4,000
2101	Materials and Supplies	41,959	43,750	48,550	48,550
2150	Rents and Leases	18,000	21,110	25,010	25,010
2170	General Insurance	6,880	7,870	8,830	8,830
2222	Repairs and Maint. Other	13,756	12,300	16,100	16,100
2281	Printing	27,940	36,600	36,600	36,600
2401	Contractual Services	464,754	438,000	471,860	471,860
2432	Postage	6,101	8,700	9,130	9,130
	Community Assistance	141,930	213,100	389,900	226,100
	<b>Subtotal</b>	<b>787,427</b>	<b>850,130</b>	<b>1,098,610</b>	<b>935,940</b>
<b>Capital Outlay</b>					
5305	Improvements Other Than Bldgs		4,500		
5408	Office Furniture & Equipment	23,933	8,200	9,400	6,500
5622	Other Equipment	9,924	56,400	75,000	80,000
	<b>Subtotal</b>	<b>33,857</b>	<b>69,100</b>	<b>84,400</b>	<b>86,500</b>

**Community Services Department  
Budget Detail (Con't)**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Special Programs</b>					
	Special Programs	86,650	864,750	248,170	803,170
	<b>Subtotal</b>	<b>86,650</b>	<b>864,750</b>	<b>248,170</b>	<b>803,170</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects		25,000		
	<b>Subtotal</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,434,772</b>	<b>\$2,410,760</b>	<b>\$2,058,990</b>	<b>\$2,453,420</b>

**Community Services Department  
Position Summary**

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Dir Rec. & Soc. Services	1	1	1	\$100,690	\$104,720	\$104,720
Recreation Supervisors	2	2	2	112,100	116,580	116,580
Sr. Services Coordinator	0.75	0.75	0.75	37,260	34,320	34,320
Administrative Secretary	1	1	1	40,550	46,560	46,560
Arts Coordinator	1	1	1	43,640	50,040	50,040
Pool Manager	1	1	1	32,820	37,600	37,600
<b>TOTAL</b>	<b>6.75</b>	<b>6.75</b>	<b>6.75</b>	<b>\$367,060</b>	<b>\$389,820</b>	<b>\$389,820</b>



**Recreation/Social Services Division**Community Services  
General Fund/5101

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$272,566	\$290,600	\$302,180	\$302,180
1003	Salaries, Part Time	84,178	98,810	111,060	111,060
1006	Salaries, Overtime	199	420	420	420
1009	Salaries, Redistributed	(17,300)	(17,300)	(19,630)	(19,630)
1038	Sick Leave Payoff	4,300	2,460	4,090	4,090
1040	Vacation Payoff	1,650	230	1,200	1,200
1101	Retirement		20,340		
1103	P.A.R.S. Retirement	3,473	3,710	4,160	4,160
1201	Workers' Compensation	2,770	2,680	1,180	1,180
1300	Employee Group Insurance	19,480	19,480	23,280	23,280
1318	Medicare Insurance	3,465	4,030	4,320	4,320
	<b>Subtotal</b>	<b>374,781</b>	<b>425,460</b>	<b>432,260</b>	<b>432,260</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,398	1,400	1,400	1,400
2011	Training, Travel and Dues	5,506	5,920	6,420	6,420
2021	Natural Gas	2,088	2,040	2,630	2,630
2024	Electricity	5,110	4,670	5,800	6,040
2027	Water	1,951	2,040	1,960	1,960
2031	Telephone	4,250	2,460	3,100	3,100
2101	Materials and Supplies	22,584	25,500	26,750	26,750
2150	Rents and Leases	18,000	21,000	24,880	24,880
2170	General Insurance	5,080	5,620	6,210	6,210
2222	Repairs and Maint. Other	4,906	6,300	7,600	7,600
2281	Printing	27,753	35,700	35,700	35,700
2401	Contractual Services	416,565	388,000	421,860	421,860
2432	Postage	6,101	8,700	9,130	9,130
	<b>Subtotal</b>	<b>521,292</b>	<b>509,350</b>	<b>553,440</b>	<b>553,680</b>
<b>Capital Outlay</b>					
5408	(R) Copier			3,000	2,300
5408	(R) Steelcase Computer Desk			2,200	2,200
	<b>Subtotal</b>	<b>23,933</b>	<b>12,100</b>	<b>5,200</b>	<b>4,500</b>

**Recreation/Social Services Division (Cont.)**

*Community Services  
General Fund/5101*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Special Programs</b>					
8017	Cold Weather Shelter*	8,811	10,000	15,000	15,000
8021	Housing Assistance**	19,250	14,400	14,400	14,400
8032	Community/Senior Center	10,000	783,000		
8092	Festival Parking Program	11,661	21,500	21,500	21,500
8116	Third Street Operating Costs			160,000	160,000
	<b>Subtotal</b>	<b>49,722</b>	<b>828,900</b>	<b>210,900</b>	<b>210,900</b>
<b>Capital Improvements</b>					
9102	Capital Improvement Projects		25,000		
	<b>Subtotal</b>	<b>0</b>	<b>25,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$969,728</b>	<b>\$1,800,810</b>	<b>\$1,201,800</b>	<b>\$1,201,340</b>

\* Funded from Community Development Block Grant in the Special Revenue and Grants Fund . \*\* Funded from the Housing in Lieu Fund.

## *Recreation/Social Services Division Position Summary*

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Dir. Rec. & Soc. Services	1	1	1	\$100,690	\$104,720	\$104,720
Recreation Supervisors	2	2	2	112,100	116,580	116,580
Sr. Services Coordinator	0.75	0.75	0.75	37,260	34,320	34,320
Administrative Secretary	1	1	1	40,550	46,560	46,560
<b>TOTAL</b>	<b>4.75</b>	<b>4.75</b>	<b>4.75</b>	<b>\$290,600</b>	<b>\$302,180</b>	<b>\$302,180</b>

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**Arts Commission Division**Community Services  
General Fund/5151

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$40,415	\$43,640	\$50,040	\$50,040
1003	Salaries, Part Time	3,880	3,840	3,840	3,840
1038	New Sick Leave Payoff			330	330
1101	Retirement		3,050		
1103	P.A.R.S. Retirement	146	140	140	140
1201	Workers' Compensation	90	80	100	100
1300	Employee Group Insurance	4,100	4,100	4,900	4,900
1318	Medicare Insurance	667	690	790	790
	<b>Subtotal</b>	<b>49,298</b>	<b>55,540</b>	<b>60,140</b>	<b>60,140</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	649	700	800	800
2101	Materials and Supplies	446	700	800	800
2170	General Insurance	570	650	790	790
2281	Printing	72	700	700	700
	<b>Subtotal</b>	<b>1,737</b>	<b>2,750</b>	<b>3,090</b>	<b>3,090</b>
<b>Capital Outlay</b>					
5408	(A) Laptop Computer			2,000	
5408	(R) Computer			2,200	2,000
	<b>Subtotal</b>	<b>0</b>	<b>1,100</b>	<b>4,200</b>	<b>2,000</b>
<b>Special Programs</b>					
8004	Arts Commission Program	11,855	15,850	17,270	17,270
8023	Passport To Laguna	19,108	20,000	20,000	20,000
8945	Artistic Bench Program	5,675			
8946	Heisler Park Sculpture	290			
	<b>Subtotal</b>	<b>36,928</b>	<b>35,850</b>	<b>37,270</b>	<b>37,270</b>
	<b>Grand Total</b>	<b>\$87,963</b>	<b>\$95,240</b>	<b>\$104,700</b>	<b>\$102,500</b>

***Arts Commision Division Position Summary***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Budget	Dept. Request	Adopted Budget	Budget	Department Request	Adopted Budget
	2000-01	2001-02	2001-02	2000-01	2001-02	2001-02
Arts Coordinator	1	1	1	\$43,640	\$50,040	\$50,040
<b>TOTAL</b>	1	1	1	\$43,640	\$50,040	\$50,040

## Swimming Pool Division

*Community Services  
General Fund/2602*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$27,614	\$32,820	\$37,600	\$37,600
1003	Salaries, Part Time	64,473	74,370	83,000	83,000
1006	Salaries, Overtime	2,542	2,600	2,700	2,700
1042	Comp Time Payoffs			130	130
1101	Retirement		2,300		
1103	P.A.R.S. Retirement	2,492	2,790	3,110	3,110
1201	Workers' Compensation	180	200	2,180	2,180
1300	Employee Group Insurance	4,100	4,100	4,900	4,900
1318	Medicare Insurance	1,358	1,600	1,790	1,790
<b>Subtotal</b>		102,759	120,780	135,410	135,410
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,180	1,700	1,700	1,700
2011	Training, Travel and Dues	507	2,150	1,880	1,880
2021	Natural Gas	20,526	20,800	30,000	30,000
2024	Electricity	18,822	19,000	31,240	32,130
2027	Water	2,252	4,800	4,800	4,800
2031	Telephone	868	1,020	900	900
2101	Materials and Supplies	18,929	17,550	21,000	21,000
2150	Rents and Leases		110	130	130
2170	General Insurance	1,230	1,600	1,830	1,830
2222	Repairs and Maint. Other	8,850	6,000	8,500	8,500
2281	Printing	115	200	200	200
2401	Contractual Services	48,189	50,000	50,000	50,000
<b>Subtotal</b>		122,468	124,930	152,180	153,070
<b>Capital Outlay</b>					
5622	(R) Refurbish Pool Shell			75,000	75,000
5622	(A) Pool Shade Cover				5,000
<b>Subtotal</b>		9,924	55,900	75,000	80,000
<b>Grand Total</b>		\$235,151	\$301,610	\$362,590	\$368,480

***Pool Division Position Summary***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Pool Manager	1	1	1	\$32,820	\$37,600	\$37,600
<b>TOTAL</b>	1	1	1	\$32,820	\$37,600	\$37,600



**Community Assistance**

**Community Services  
General Fund/5201**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Community Request 2001-02	Adopted Budget 2001-02
2900	CONTINGENCY				\$700
2901	LAGUNA ART MUSEUM	\$6,000	\$48,000	\$20,000	4,000
2902	BALLET PACIFICA		3,800		
2904	COMMUNITY ART PROJECT		1,200	10,000	3,500
2905	LAGUNA BEACH RESOURCE CENTER	4,200	5,000	10,000	10,000
2906	ART INSTITUTE	6,000	6,000	20,000	2,000
2907	BLUEBELL FOUNDATION FOR CATS	500			
2908	FRIENDS OF THE LB LIBRARY	2,000	2,000	5,000	1,000
2910	STOP-GAP	1,000			
2911	HORTENSE MILLER GARDENS	1,000	1,000	1,000	1,000
2912	NO SQUARE THEATER	5,500	8,000	25,000	20,000
2913	BINKY PATROL COMFORTING COVERS		200		
2915	CHAMBER OF COMMERCE	10,000	10,000	50,000	30,000
2916	LAGUNA CLUB FOR KIDS	5,000	3,500	6,000	3,500
2917	COMMUNITY CLINIC	10,000	10,000	15,000	15,000
2918	CALIF. CHOREOGRAPHERS DANCE FESTIVAL		2,500	6,150	6,200
2920	FRIENDS OF SEA LIONS			7,500	1,000
2921	1st THURSDAY'S ART WALK		3,000	5,570	5,600
2922	BOYS & GIRLS CLUB	18,500	12,500	25,000	10,000
2923	CSP YOUTH SHELTER	5,000	4,400	7,000	7,000
2924	LAGUNA BEACH SENIORS	7,500	7,500	20,000	11,000
2925	LAGUNA BEACH COMMUNITY BAND		200	2,000	2,000
2926	SHAKESPEARE IN LAGUNA		100		
2929	LAGUNA PLAYHOUSE	7,500	7,500	32,600	6,400
2931	SALLY'S FUND	5,000	5,000	10,000	10,000
2932	COASTAL FAMILY THERAPY			25,000	5,000
2933	EXCHANGE CLUB OF LAGUNA BEACH			10,000	6,200
2934	NIGUEL PARENT PARTICIPATION			6,000	1,000
2938	FRIENDSHIP SHELTER	2,000	2,000	2,000	2,000
2940	CROSS CULTURAL TASK FORCE	10,730	40,000	29,000	29,000
2942	SCHOOLPOWER	3,000		3,000	500
2943	AIDS SERVICES/HIV COMMITTEE	19,000	20,000		20,000
2948	PATRIOTS' DAY PARADE	2,000			
2949	LAGUNA OUTREACH ART (LOCA)	3,000	4,500	9,080	7,000
2952	RUFF	500	500	500	500
2955	BRANDY'S FRIENDS	7,000	4,700	10,000	5,000
	LAGUNA BEACH BOOSTER'S CLUB			10,000	
	LAGUNA BEACH PLEIN AIR PAINTERS ASSOC			1,000	
	LAGUNA BEACH LAWN BOWLING CLUB			1,500	
	PACIFIC CHORALE			5,000	
<b>Grand Total</b>		<b>\$141,930</b>	<b>\$213,100</b>	<b>\$389,900</b>	<b>\$226,100</b>

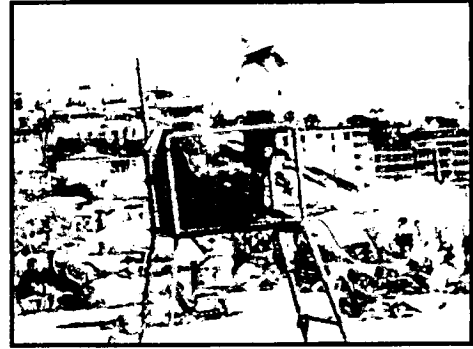
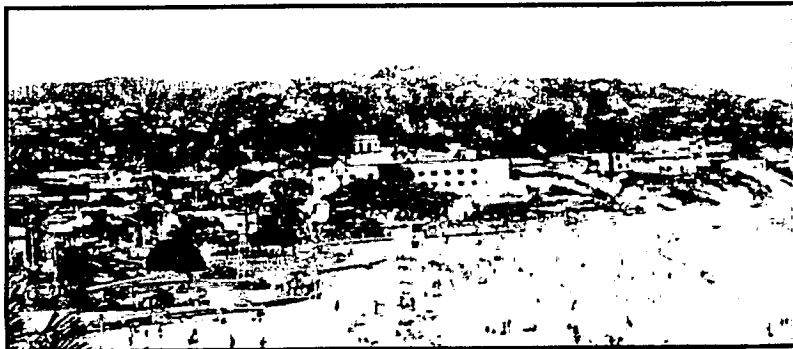
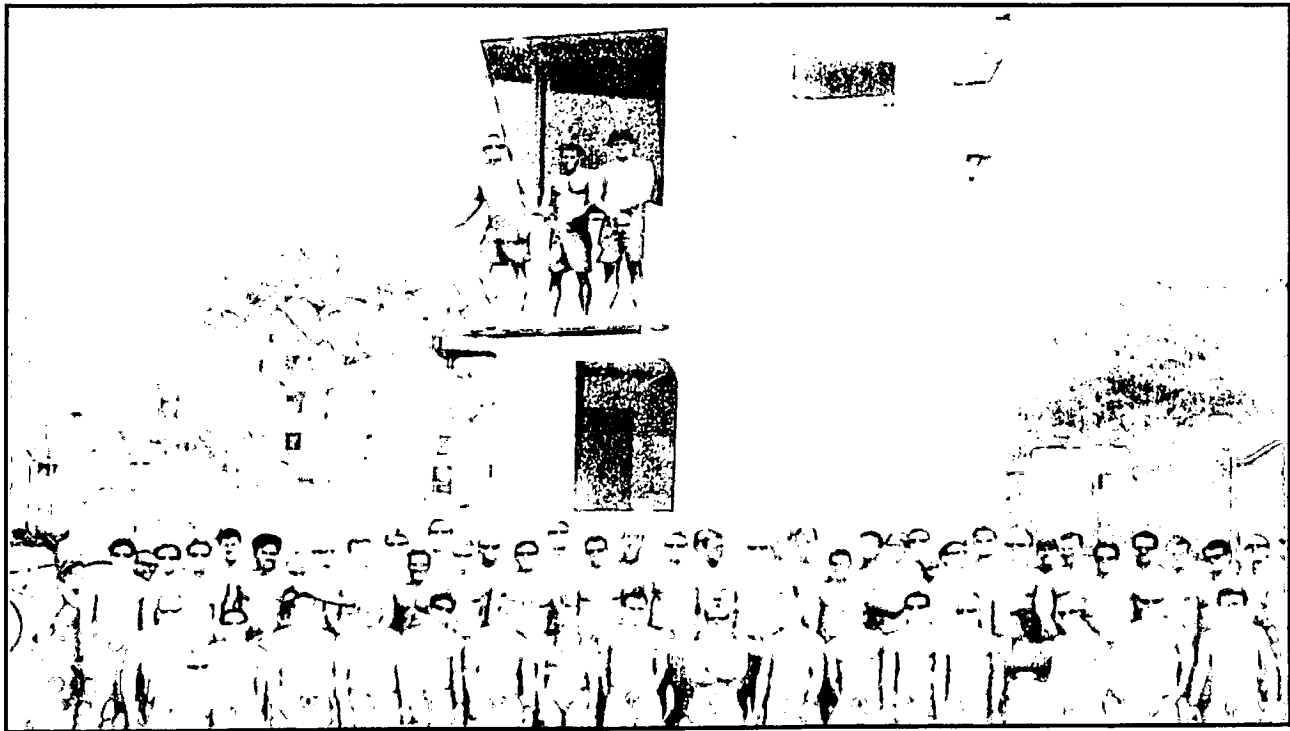
***Business Improvement District***

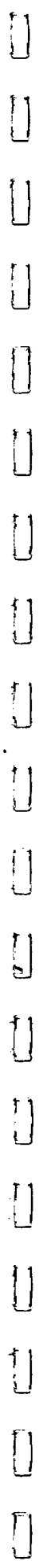
*Community Services  
General Fund/5202*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Special Programs</b>					
8004	Art's Commission				\$55,500
8012	Laguna Beach Visitor's Bureau				277,500
8041	Laguna Art Museum				55,500
8200	Laguna Moulton Playhouse				55,500
8201	Art Institute of So. California				55,500
8203	Community Arts Organizations				55,500
	<b>Subtotal</b>	0	0	0	555,000
	<b>Grand Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$555,000</b>

# Marine Safety

Fiscal Year  
2001-02





# Marine Safety Department

The Marine Safety Department is responsible for 4.7 miles of City coastline and 14 square miles of ocean. Marine Safety has four full-time positions along with approximately 100 seasonal and recurrent positions. Lifeguard services are provided 24 hours a day, 365 days a year. Marine Safety's primary duties are ocean rescue, emergency medical treatment, prevention, enforcement and public assistance. The Department also provides technical rescue response in scuba search and recovery, cliff rescue, flood "swift water" response and backcountry extrication. During an average year, Marine Safety personnel rescue 1,500 beach-goers and give medical attention to another 2,500 people. Lifeguards also enforce beach and marine municipal ordinances, and issue 45,000 safety warnings annually. The Marine Safety Department is organized into three divisions: Field Operations (summer), Junior Lifeguards and Field Operations (off-season).

**Field Operations (summer)** – Summer deployment consists of 43 positions per day providing lifeguard coverage to the City and Irvine Cove beaches. Summer operations are structured into four divisions. Division One covers Irvine Cove to Rockpile beach and is serviced by eight lifeguard towers and a mobile unit with two supervisors. Division Two covers Main Beach and is serviced by 12 lifeguard positions and three supervisors. Division Three covers Sleepy Hollow beach to Treasure Island and is serviced by 11 lifeguard towers and a mobile unit with two supervisors. Division Four consists of dispatching, administrative, training and maintenance services.

**Junior Lifeguards** – The Junior Lifeguard Program instructs the youth of Laguna Beach and surrounding areas in ocean awareness and safety, self rescue skills, marine ecology, basic first aid and responsible enjoyment of our coastal resources. Each year approximately 300 youths between the ages of 8 and 15 participate in the program. A Junior Lifeguard Coordinator, two Lead Instructors, four Assistant Instructors and three Youth Aides supervise the participants. The Community Services Department handles advertising and registration for the program.

**Field Operations (off-season)** – Off-season deployment is initiated from September 7 to June 19. Operations during the off-season consist of four full-time lifeguards and 20 seasonal and recurrent staff. Several deployment schedules (skeleton coverage and reduced coverage) are utilized to address varied seasonal and weekend demands. Winter operations are structured into four areas. Field Operations include patrol duties, marine ecological patrol,

scheduled coverage, emergency incident response and night time response. Administrative duties include all department management responsibilities. Training involves strict standards that must be adhered to for full-time staff, winter recurrent personnel, seasonal employees, new recruits and technical rescue teams. Ninety percent of the Department's training takes place during off-season operations. Maintenance Operations require the servicing and upkeep of 27 lifeguard towers and phone lines, three mobile units, Marine Safety headquarters and the Main Beach tower. Ninety five percent of the Department's maintenance takes place during the off-season.

**Major Initiatives:**

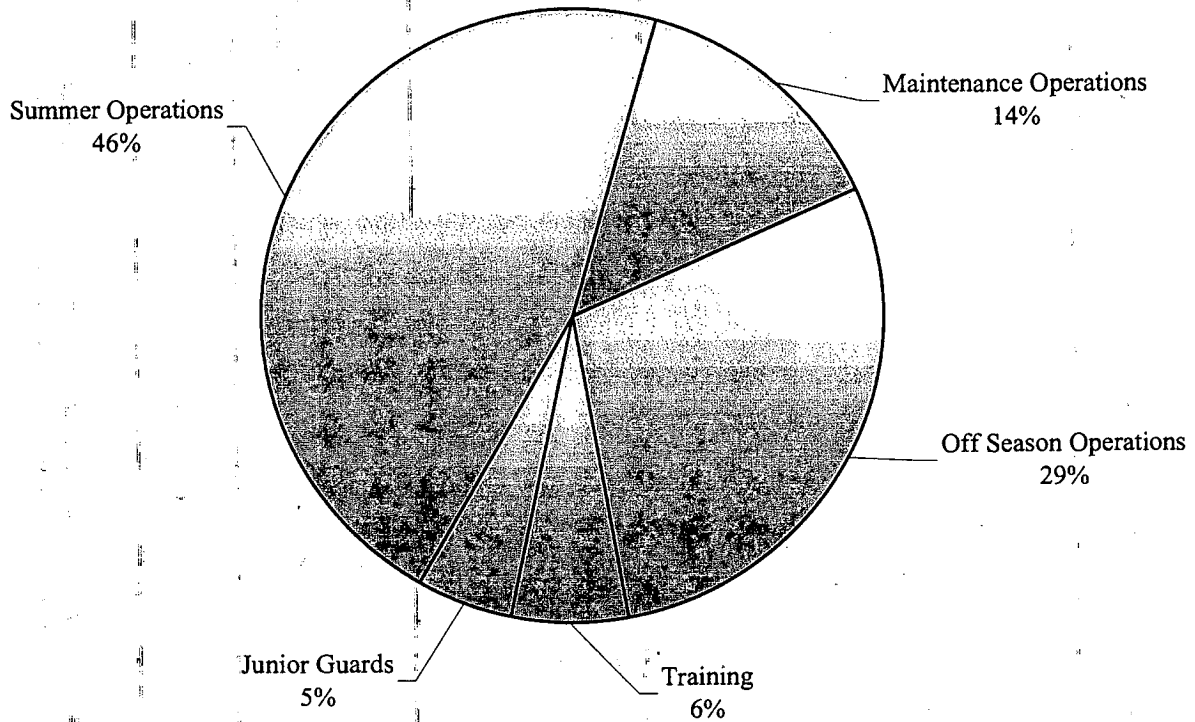
- Develop options to increase lifeguard recruitment
- Explore shared cost options and grant monies for lifeguard vessel

# Marine Safety Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Marine Safety	\$933,930	\$146,570	\$31,010	\$0	\$0	\$1,111,510
Department Total	\$933,930	\$146,570	\$31,010	\$0	\$0	\$1,111,510

## Summary By Operation Total



# Marine Safety Department Budget Detail

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$173,258	\$234,250	\$247,330	\$247,330
1003	Salaries, Part Time	481,795	522,500	576,300	568,220
1006	Salaries, Overtime	34,312	22,880	23,800	23,800
1038	Sick Leave Payoff	1,900	3,250	3,250	3,250
1040	Vacation Payoff	1,910			
1053	Holiday Allowance	585			
1101	Retirement	20,857	24,830	22,310	22,310
1103	P.A.R.S. Retirement	18,932	19,600	21,610	21,310
1201	Workers' Compensation	29,300	13,930	15,930	15,930
1300	Employee Group Insurance	12,300	16,400	19,600	19,600
1318	Medicare Insurance	10,021	11,137	12,300	12,180
	<b>Subtotal</b>	<b>785,170</b>	<b>868,777</b>	<b>942,430</b>	<b>933,930</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	9,867	9,320	15,200	15,200
2011	Training, Travel and Dues	3,053	6,790	7,630	7,630
2021	Natural Gas	498	530	620	620
2031	Telephone	7,903	6,630	7,120	7,120
2051	Gas and Lubrications	2,796	3,520	4,520	5,470
2101	Materials and Supplies	26,134	31,180	37,020	37,020
2150	Rents and Leases	16,880	17,860	18,040	18,040
2170	General Insurance	10,510	11,290	12,990	12,990
2201	Repairs and Maint. Auto.	2,128	3,350	6,000	6,000
2222	Repairs and Maint. Other	7,154	8,690	13,290	13,290
2281	Printing	444	600	600	600
2401	Contractual Services	10,508	19,650	22,590	22,590
	<b>Subtotal</b>	<b>97,875</b>	<b>119,410</b>	<b>145,620</b>	<b>146,570</b>
<b>Capital Outlay</b>					
5408	(A) Headqtrs Office Equipment	-	-	8,000	8,000
5622	(A) Four CAD Systems	-	-	55,000	
5622	(A & R) Two Defibrillators	-	-	6,000	6,000
5622	(A) Storage Racks/Shelves			2,000	2,000
5622	(R) Scuba Equipment			3,200	3,200
5622	(R) Cliff Rescue Equipment	-	-	2,800	2,800
5622	(A & R) Paddleboards	-	-	4,000	4,000
5622	(R) EMT Training Equipment	-	-	5,010	5,010
5622	(A) Six Marine Ecology Signs	-	-	12,000	
	<b>Subtotal</b>	<b>44,742</b>	<b>55,410</b>	<b>98,010</b>	<b>31,010</b>



**Marine Safety Department  
Budget Detail (Con't)**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Special Programs</b>					
8026	Portable 800 MHZ Radios		22,610		
8335	County Wide 800 MHZ Network	8,987			
	<b>Subtotal</b>	8,987	22,610	0	0
	<b>Grand Total</b>	<b>\$936,774</b>	<b>\$1,066,207</b>	<b>\$1,186,060</b>	<b>\$1,111,510</b>

**Marine Safety Department  
Position Summary**

**All  
Divisions**

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<b>Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>	<b>2000-01</b>	<b>2001-02</b>	<b>2001-02</b>
Marine Safety Chief	1	1	1	\$84,960	\$88,360	\$88,360
Marine Safety Lieutenant	1	1	1	58,660	61,010	61,010
Marine Safety Officer	2	2	2	90,270	97,480	97,480
Uniform Allowance				360	480	480
<b>TOTAL</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>\$234,250</b>	<b>\$247,330</b>	<b>\$247,330</b>

## **Internal Service Funds**

The following pages contain the budgets for the City's two internal service funds: one for vehicle replacement and one for insurance and benefits. As explained earlier in this budget document, an internal service fund is a revolving fund which is established to isolate the costs of a particular function and then to allocate those costs to the various operating divisions.

Costs for the functions of the internal service funds are allocated to individual operating divisions through the use of an annual rate which is adjusted each year to reflect anticipated costs. For example, the rates for vehicle replacement are based on the specific vehicles assigned to each division, and the rates for employee medical insurance are based on the number of employees in each division.

Based on this rate, each division pays to the internal service fund an annual amount which is shown as an expenditure item in the division budget. This payment becomes the revenue for the internal service fund which in turn directly pays for the goods and services provided, such as new vehicles or medical insurance.

The advantage of establishing rate-based internal service funds is that they provide an accounting mechanism to build up reserves to pay for very expensive items, such as the purchase of a fire truck or the payment of a large insurance claim. This allows the City to spread out the cost for these items over many years instead of having to pay the entire cost in a single year. Additionally, a rate-based vehicle replacement internal service fund more accurately assigns the cost of using equipment over the period during which the equipment is used.

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**Insurance & Benefits***Internal Service Fund  
Insurance & Benefits Fund*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1040	Vacation Payoff	\$230,059	\$144,670	\$138,950	\$138,950
1041	Sick Leave Payoff	198,180	125,440	130,610	130,610
1042	Comp Time Payoffs	16,857	3,330	1,120	1,120
1201	Workers' Comp. Insurance	1,058,842	707,000	1,205,000	1,205,010
1303	Health Insurance	891,528	872,500	1,144,540	1,144,540
1306	Dental Insurance	142,103	140,800	174,180	174,180
1309	Life Insurance	8,704	11,000	9,690	9,690
1313	Long Term Disability Ins.	42,581	49,000	46,950	46,950
1316	Unemployment Insurance	3,936	29,000	9,480	9,480
1318	Medicare Insurance	2,640			
	<b>Subtotal</b>	<b>2,595,430</b>	<b>2,082,740</b>	<b>2,860,520</b>	<b>2,860,530</b>
<b>Maintenance and Operations</b>					
2170	General Insurance	1,256,862	872,700	1,273,000	1,272,800
	<b>Subtotal</b>	<b>1,256,862</b>	<b>872,700</b>	<b>1,273,000</b>	<b>1,272,800</b>
	<b>Grand Total</b>	<b>\$3,852,292</b>	<b>\$2,955,440</b>	<b>\$4,133,520</b>	<b>\$4,133,330</b>

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**Vehicle Replacement***Internal Service Fund  
Vehicle Replacement Fund/1761*

Description	Division	Department Request 2001-02	Adopted Budget 2001-02
<b>Police Department:</b>			
Unmarked 4-door Sedan	2101	\$22,450	\$22,450
Marked Full-sized Pick-up Truck	2101	25,000	
Five Marked Patrol Vehicles	2102	129,500	129,500
One Traffic Motorcycle	2102	10,760	10,760
Two Unmarked 4-door Sedan	2104	44,900	44,900
	<b>Subtotal</b>	<b>232,610</b>	<b>207,610</b>
<b>Public Works Department:</b>			
Ford F-350 Utility Bed	3104	35,000	27,500
Ford F-350 (1T Flat Bed)	3104	25,750	25,750
Ford Ranger (1/2T Pickup)	3104	17,000	
Ford F-350 (1T Flat Bed)	3104	35,000	35,000
Ford F-350 (4,500 Watt Generator)	3106	40,000	
Ford Ranger (1/2T Pickup)	3106	17,000	
Asphalt Patch Truck	3106	125,000	125,000
	<b>Subtotal</b>	<b>294,750</b>	<b>213,250</b>
<b>Community Development Department:</b>			
Ford Ranger	4104	17,500	17,500
	<b>Subtotal</b>	<b>17,500</b>	<b>17,500</b>
	<b>GRAND TOTAL</b>	<b>\$544,860</b>	<b>\$438,360</b>

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## Section IV

# CAPITAL IMPROVEMENT PROGRAM

### *Introduction*

The City's Capital Improvement Program includes major projects undertaken for the purpose of replacing or constructing new portions of the City's physical infrastructure system including, for example, its streets, sewers, buildings, parks, street lights, and storm drains.

The following schedules are included on the pages that follow:

1. **"Capital Improvement Project Summary"** (page 181). This schedule provides a summary of all capital improvement projects budgeted for Fiscal Year 2001-02.
2. **"Capital Project Descriptions"** (pages 183-187). This schedule provides a more detailed description of each of the projects budgeted for Fiscal Year 2001-02.
3. **"Ten Year Capital Improvement Plan"** (pages 189-203). This schedule shows all proposed capital projects for the next 10 years, through Fiscal Year 2010-11. A one page funding summary for the entire ten year plan is shown on page 191.
4. **"Sewer Fund Ten Year Projection"** (page 204). This schedule provides a ten year projection of sewer fund balances, including estimated revenues and expenditures, through Fiscal Year 2010-11.

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**CAPITAL IMPROVEMENT PROJECT SUMMARY**

(See following Pages for Description of Each Project)

**CAPITAL IMPROVEMENT FUND:**

1.	Heisler Park Drainage Improvements & Groundwater Mitigation	\$250,000	
2.	El Toro Road Culvert Replacement	200,000	
3.	Joseph Brown Park Construction	550,000	<sup>1</sup>
4.	Diamond Crestview Road Widening Construction	100,000	
5.	Rembrandt Storm Drain Construction	75,000	
6.	Glenneyre St. Curb Ramp and Drainage Construction	150,000	
7.	Summit Way Emergency Access Construction	60,000	
8.	Crescent Bay and Cliff Dr. Drainage Construction	50,000	
9.	Juanita Way Storm Drain Construction	50,000	
10.	Circle Way Storm Drain to Beach Construction	150,000	
11.	Pepper Tree Parking Lot Repair	100,000	<sup>2</sup>
12.	City Wide Sidewalk Design	50,000	
13.	City Yard Wash Rack Drainage Modification Construction	50,000	
14.	South Laguna Parking Lot Construction	85,000	<sup>2</sup>
15.	Hillcrest Area Alley Paving	150,000	
16.	Temple Hills Storm Drain Construction	55,000	
17.	Temple Hills Pedestrian Path Construction	100,000	
18.	1275 Ocean Front Storm Drain Repair	35,000	
19.	Legion Hall Repairs	25,000	
20.	City Wide Handicapped Parking Construction	25,000	<sup>2</sup>
21.	Community/Senior Center	1,000,000	<sup>3</sup>
22.	Village Green Park Renovation	110,000	
23.	South Laguna Median Landscaping	75,000	
24.	Boat Canyon Park Renovation	248,000	
25.	Festival Capital Improvement Reserve	312,000	
	<b>Subtotal</b>		<b>\$4,055,000</b>

**SEWER FUND:**

26.	Shaw's Cove Pump Station Reconstruction	400,000	
27.	Crescent Bay Pump Station Electrical Service Renovation	50,000	
28.	Broadway to High Drive Sewer Reconstruction	90,000	
29.	City Wide Sewer Lining and Spot Repairs	1,000,000	
30.	Third Street and Loma Terrace Sewer Trunk Line Relocation	500,000	
31.	Laguna Canyon Road Pump Station Elimination	80,000	
32.	AWMA Capital Improvements	560,600	
	<b>Subtotal</b>		<b>\$2,680,600</b>

**GAS TAX FUND:**

33.	El Toro Road & Glenneyre St. Resurfacing	1,300,000	<sup>4</sup>
	<b>Subtotal</b>		<b>\$1,300,000</b>

**STREET LIGHTING FUND:**

34.	Downtown Undergrounding and Street Light Conversion	1,500,000	
35.	Pepper Tree Parking Lot Lighting	50,000	
	<b>Subtotal</b>		<b>\$1,550,000</b>

**TOTAL OF ALL PROJECTS FOR 2001/02**

**\$9,585,600**

<sup>1</sup> \$275,000 Funded by State Coastal Conservancy grant

<sup>2</sup> Funded by transfer from the Parking Authority Fund

<sup>3</sup> \$440,000 funded by transfer from the General Fund

<sup>4</sup> \$508,000 funded by Federal Arterial Highway Rehabilitation Program grant

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**Fiscal Year 2001/02**  
**CAPITAL PROJECT DESCRIPTIONS**

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**CAPITAL IMPROVEMENT FUND**

1. Heisler Park Drainage Improvements & Groundwater Mitigation: (\$250,000)

In accordance with the Geotechnical Evaluation of Heisler Park completed in 1999, a high priority project to control surface runoff and terrace seepage should be initiated. The purpose of this project is to reduce erosion and further degradation of the park from various water sources.

2. El Toro Road Culvert Replacement: (\$200,000)

Resurfacing of El Toro Road is budgeted for this fiscal year. Four old metal pipe culverts are corroded and need to be replaced before the road is resurfaced.

3. Joseph Brown Park Construction: (\$550,000)

The park design concept was approved by the City Council in January 2001. Final construction plans and construction will be completed this fiscal year if State grant funds are available. Without the grant funds, the park will not be constructed this year.

4. Diamond Crestview Road Widening Construction: (\$100,000)

\$390,000 was budgeted in FY 2000/01 for widening of four of the most restricted portions of streets within the Diamond Crestview area. Based upon cost estimates developed after 50% design was completed, additional funds are needed to construct this project.

5. Rembrandt Storm Drain Construction: (\$75,000)

A corrugated metal pipe conducting water from Rembrandt Drive to Bluebird Canyon Drive must be replaced due to corrosion. The new pipe will be a concrete reinforced pipe that could be expected to last for 50 years.

6. Glenneyre Street Curb Ramp and Drainage Construction: (\$150,000)

Resurfacing of Glenneyre Street is included in this year's Gas Tax Fund. Because the project will also include Federal funds, it is necessary to construct access ramps at intersections to comply with ADA requirements. There are also several drain inlets and storm drain crossings that need to be reconstructed before the resurfacing.

7. Summit Way Emergency Access Construction: (\$60,000)

To provide a two-way access for emergency situations, the cul-de-sac at the end of Summit Way could be joined with Summit Drive by paving an easement owned by the Laguna Beach County Water District. These funds will allow for the engineering design and construction of such an emergency access.

8. Fire Road Resurfacing: (\$75,000)

The fire road was constructed more than 20 years ago, and it has been slurry sealed but not resurfaced. To ensure proper maintenance of the road and use in emergency situations, it needs to be patched and resealed.

9. Crescent Bay and Cliff Dr. Drainage Construction: (\$50,000)

Storm drain inlets on Crescent Bay Drive and Cliff Drive are deficient and require modifications. There are also two locations where nuisance waters cross the pavement and cause raveling; concrete cross gutters will be constructed at these locations.

10. Juanita Way Storm Drain Construction: (\$50,000)

The existing drainage system at the end of Juanita Way needs to be replaced. The new inlet and pipe will reduce the chances of erosion of this street end.

11. Circle Way Storm Drain to Beach Construction: (\$150,000)

The storm drain system from upper Ledroit St. to the bottom of Circle Way has recently been upgraded. The portion of the storm drain from the top of the steps on Circle Way down to the beach needs to be upgraded. Funds for reconstruction of the stairs to the beach were budgeted in FY 2000/01. Construction of the storm drain and stairs will be done together.

12. Pepper Tree Parking Lot Repair: (\$100,000)

The parking lot has a walking path behind the meters, and curbs that need to be upgraded. The lot and sidewalk should be resurfaced with asphalt. The interior curbs on the lot should be replaced at the same time to rehabilitate all the lot improvements. Parking Fund revenues will pay for this project.

13. City-wide Sidewalk Design: (\$50,000)

Sidewalks should be installed to facilitate pedestrian safety at two locations on Coast Highway and along a portion of Park Avenue. Design will be completed this year for sidewalks along the inland side of North Coast Highway from Ledroit Street to Viejo Street, along the inland side of South Coast Highway from Moss Street to Cardinal Place, and along Park Avenue from Wendt Terrace to St. Ann's Drive. Construction is programmed for next fiscal year.

14. City Yard Wash Rack Drainage Modification Construction: (\$50,000)

The wash rack for City vehicles currently drains into the sewer system after going through a clarifier. The clarifier is inadequate, and will be replaced. A rainfall shutoff valve will also be installed.

15. Bluebird Park Restroom Replacement: (\$160,000)

The FY 2000/01 budget included funds for the design of a restroom and the replacement of other park amenities. The plans for all work will be finished in the fall of 2001. These funds will provide for the reconstruction of the restrooms.

16. South Laguna Parking Lot Construction: (\$85,000)

A vacant parcel of land was purchased by the City at South Coast Highway and Seacove for parking in the South Laguna Village area. Parking revenues will pay for this project.

17. Hillcrest Area Alley Paving: (\$150,000)

Resurfacing of the Hillcrest area was budgeted in the Gas Tax Fund in FY 2000/01. Construction should start this fiscal year. The alleys in this area should be resurfaced at the same time. Since Gas Tax funds cannot be used for alley resurfacing, Capital Improvement Funds are needed.

18. Temple Hills Storm Drain Construction: (\$55,000)

Construction of a storm drain from lower Temple Hills Dr., down Thalia St. to Temple Terrace was budgeted in FY 2000/01. After design costs, \$60,000 remained available for construction. A cost estimate prepared after completion of design indicated that additional funds are required for this project.

19. Temple Hills Pedestrian Path Construction: (\$100,000)

The prior year's budget included \$95,000 for construction of a pedestrian path along Temple Hills Drive. Current cost estimates indicate that additional funds are needed for this project.

20. 1275 Ocean Front Storm Drain Repair: (\$35,000)

A 12" concrete storm drain extends from the street to the ocean between two private properties. The pipe has been televised and shows signs of cracking. The pipe should be replaced.

21. Legion Hall Repairs: (\$25,000)

This building is old and deteriorating. The roof needs to be replaced and rain gutters need to be installed.

22. CityWide Handicapped Parking Construction: (\$25,000)

The City owned parking lots need to be modified to meet current ADA standards. These modifications will include signing, striping and reconfiguring lots to accommodate the larger handicapped spaces.

23. Community Center Construction: (\$1,000,000)

The City has purchased property on Third Street for construction of a community center. These funds will be set-aside for construction in a future year. \$440,000 will be transferred from the General Fund. The remaining \$560,000 will come from the Capital Improvement fund unless a State grant is received.

**SEWER FUND**

24. Shaw's Cove Pump Station Reconstruction: (\$400,000)

The prior year's Shaw's Cove and Fisherman's Cove Backup Generator project has been designed to be situated within the existing Shaw's Cove Sewer Pump Station. This was done to avoid the need for a new building structure within this constrained beach area. While remodeling the existing pump station to accommodate the generator, it would be advantageous to upgrade the pump station capacity and equipment. This project will accommodate the new generator and will double the storage capacity of the existing pump station. The total project cost, including funds already allocated for the generators, will be \$775,000.

25. Crescent Bay Pump Station Electrical Service Renovation: (\$50,000)

During recent years the pumps at this station have been upgraded to accommodate additional flows. The pumps now exceed the capacity of the old electrical service. This project will upgrade the electrical service to meet current demands.

26. Broadway to High Drive Sewer Reconstruction: (\$90,000)

The existing sewer line behind the Playhouse, from Broadway to High Drive, is infested with roots, and is mostly inaccessible. A new sewer line will be constructed around the playhouse.

27. Citywide Sewer Lining and Spot Repairs: (\$1,000,000)

Televising of all of the City's older sewer lines will be completed in the summer months and areas most in need of lining or spot repairs will be identified. This project will line or repair approximately three miles of sewer line.

28. Third Street and Loma Terrace Sewer Trunk Line Relocation to Forest Ave.: (\$500,000)

The existing sewer line behind City Hall is deteriorated and runs beneath two buildings on Third Street. The line needs to be replaced. The new line would run down Third Street and Forest Avenue to the AWMA Pump Station.



29. Laguna Canyon Road Pump Station Elimination: (\$80,000)

The existing sewer pump station on Laguna Canyon Road can be eliminated by constructing a new sewer line from the frontage road to the AWMA Pump Station. This project will eliminate one of the City's 26 sewer pump stations.

30. AWMA Capital Improvements: (\$556,000)

This amount constitutes the City's share of AWMA capital improvements for this fiscal year.

#### **GAS TAX FUND**

31. El Toro Road & Glenneyre Street Resurfacing: (\$1,300,000)

In 1999 the City applied for competitive Federal funding for street rehabilitation made available through OCTA. A grant for \$508,000 was approved for the resurfacing of El Toro Road and Glenneyre Street. The Gas Tax Fund will finance \$792,000 of the project cost.

#### **STREET LIGHTING FUND**

32. Downtown Undergrounding and Street Light Conversion: (\$1,500,000)

The City Council has directed staff to have plans prepared by the utility companies to underground all the overhead wires and poles in the Downtown basin (south of Broadway). New street lights will also be installed.

33. Pepper Tree Parking Lot Lighting: (\$50,000)

This project will install decorative lighting in the Pepper Tree parking lot. The lighting will be installed in conjunction with the renovation of this lot, which is budgeted in the Capital Improvement Fund.

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City of Laguna Beach

**TEN YEAR  
CAPITAL IMPROVEMENT PLAN**

Fiscal Year 2001/02 through 2010/11

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**FUNDING SUMMARY**  
**TEN YEAR CAPITAL IMPROVEMENT PLAN**  
**Fiscal Year 2001/02 through Fiscal Year 2010/11**  
**(\$000's)**

Year	Capital Improvement Fund	Sewer Fund	Gas Tax Fund	Street Lighting Fund	Total
1. 2001/02	\$4,055 <sup>1</sup>	\$2,680	\$1,300 <sup>2</sup>	\$1,550	\$9,585
2. 2002/03	4,355 <sup>3</sup>	1,230	1,100 <sup>4</sup>	400	7,085
3. 2003/04	2,275	1,140	700	0	4,115
4. 2004/05	1,505	845	650	0	3,000
5. 2005/06	2,675	1,125	700	0	4,500
6. 2006/07	2,935	540	800	0	4,275
7. 2007/08	2,875	1,640	700	0	5,215
8. 2008/09	2,135	1,275	700	0	4,110
9. 2009/10	1,240	1,685	700	0	3,625
10. 2010/11	920	950	900	0	2,770
<b>TOTAL</b>	<b>\$24,970</b>	<b>\$13,110</b>	<b>\$8,250</b>	<b>\$1,950</b>	<b>\$48,280</b>

<sup>1</sup> Includes \$275,000 from a California Coastal Conservancy grant for the Joseph Brown Park Construction; includes \$210,000 funded by transfer from the Parking Authority Fund for Peppertree Parking Lot Repair, South Laguna Parking Lot Construction, and Citywide Handicapped Parking Construction; includes \$440,000 funded by transfer from the General Fund for the Community/Senior Center.

<sup>2</sup> Includes \$508,000 from a Federal Arterial Highway Rehabilitation Program grant for resurfacing projects.

<sup>3</sup> Includes \$440,000 funded by transfer from the General Fund for the Community/Senior Center.

<sup>4</sup> Includes \$400,000 funded by transfer from the Street Lighting Fund for Downtown Resurfacing.

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# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2001/02*

*Year One*

## CAPITAL IMPROVEMENT FUND

1.	Heisler Park Drainage Improvements & Groundwater Mitigation	\$250,000	
2.	El Toro Road Culvert Replacement	200,000	
3.	Joseph Brown Park Construction	550,000	<sup>1</sup>
4.	Diamond Crestview Road Widening Construction	100,000	
5.	Rembrandt Storm Drain Construction	75,000	
6.	Glenneyre St. Curb Ramp and Drainage Construction	150,000	
7.	Summit Way Emergency Access Construction	60,000	
8.	Crescent Bay and Cliff Dr. Drainage Construction	50,000	
9.	Juanita Way Storm Drain Construction	50,000	
10.	Circle Way Storm Drain to Beach Construction	150,000	
11.	Pepper Tree Parking Lot Repair	100,000	<sup>2</sup>
12.	City Wide Sidewalk Design	50,000	
13.	City Yard Wash Rack Drainage Modification Construction	50,000	
14.	South Laguna Parking Lot Construction	85,000	<sup>2</sup>
15.	Hillcrest Area Alley Paving	150,000	
16.	Temple Hills Storm Drain Construction	55,000	
17.	Temple Hills Pedestrian Path Construction	100,000	
18.	1275 Ocean Front Storm Drain Repair	35,000	
19.	Legion Hall Repairs	25,000	
20.	City Wide Handicapped Parking Construction	25,000	<sup>2</sup>
21.	Community/Senior Center	1,000,000	<sup>3</sup>
22.	Village Green Park Renovation	110,000	
23.	South Laguna Median Landscaping	75,000	
24.	Boat Canyon Park Renovation	248,000	
25.	Festival Capital Improvement Reserve	312,000	
<b>Total Cost of 2001/02 Capital Improvement Fund Projects</b>			<b>\$4,055,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

26.	Shaw's Cove Pump Station Reconstruction	400,000	
27.	Crescent Bay Pump Station Electrical Service Renovation	50,000	
28.	Broadway to High Drive Sewer Reconstruction	90,000	
29.	City Wide Sewer Lining and Spot Repairs	1,000,000	
30.	Third Street and Loma Terrace Sewer Trunk Line Relocation	500,000	
31.	Laguna Canyon Road Pump Station Elimination	80,000	
32.	AWMA Capital Improvements	560,600	
<b>Total Cost of 2001/02 Sewer Fund Capital Improvement Projects</b>			<b>2,680,600</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

33.	El Toro Road & Glenneyre St. Resurfacing	1,300,000	<sup>4</sup>
<b>Total Cost of 2001/02 Gas Tax Fund Capital Improvement Projects</b>			<b>1,300,000</b>

<sup>1</sup> \$275,000 Funded by State Coastal Conservancy grant.

<sup>2</sup> Funded by transfer from the Parking Authority Fund.

<sup>3</sup> \$440,000 funded by transfer from the General Fund

<sup>4</sup> \$508,000 funded by Federal Arterial Highway Rehabilitation Program grant

**TEN YEAR CAPITAL IMPROVEMENT PLAN**  
**Fiscal Year 2001/02 through Fiscal Year 2010/11**

*Fiscal Year 2001/02*

*Year One*

**STREET LIGHTING FUND CAPITAL IMPROVEMENTS**

34. Downtown Undergrounding and Street Light Conversion	1,500,000	
35. Pepper Tree Parking Lot Lighting	<u>50,000</u>	
<b>Total Cost of 2001/02 Street Lighting Fund     Capital Improvement Projects</b>		<b>1,550,000</b>
<b>TOTAL OF ALL PROJECTS FOR FY 2001/02</b>		<b><u><u>\$9,585,600</u></u></b>



# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2002/03*

*Year Two*

## CAPITAL IMPROVEMENT FUND

1.	Thalia Street Stairs Repair	\$75,000	
2.	Brooks Street Stairs Repair	75,000	
3.	Arch Beach Heights Storm Drain Construction	200,000	
4.	Third St. Resurfacing	75,000	
5.	Third St. Retaining Wall Replacement	50,000	
6.	Laguna Canyon Channel Construction	200,000	
7.	Heisler Park Landslide Repair at Rockpile Beach	210,000	
8.	Heisler Park Landslide Repair at Picnic Beach	175,000	
9.	Heisler Park Erosion Control above North Main Beach	150,000	
10.	Coast Hwy. Median Landscaping at Third Ave.	80,000	
11.	City Wide Sidewalk Construction	400,000	
12.	South Main Beach Restroom Replacement	200,000	
13.	Rimrock/Bluebird Storm Drain Replacement	250,000	
14.	Arch Street Storm Drain Construction	350,000	
15.	Downtown Sidewalk Repair	250,000	
16.	Main Beach Boardwalk and Stair Repair	350,000	
17.	Main Beach Park Bench Replacement	25,000	
18.	Storm Drain GIS Database Development	100,000	
19.	Alexander Road Drainage Reconstruction	100,000	
20.	Heisler Park to Main Beach Walkway Reconstruction	25,000	
21.	City Yard Lighting Construction	15,000	
22.	Community/Senior Center	1,000,000	
<b>Total Cost of 2002/03 Capital Improvement Fund Projects</b>			<b>\$4,355,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

23.	Crescent Bay Pump Station Pump Replacement	40,000	
24.	Victoria II Pump Station Control Panel Replacement	30,000	
25.	Brooks Street Pump Station Rehabilitation	50,000	
26.	Laguna Canyon Channel Sewer Modifications	1,000,000	
27.	AWMA Capital Improvements	110,000	
<b>Total Cost of 2002/03 Sewer Fund Capital Improvement Projects</b>			<b>1,230,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

28.	Arch Beach Heights Resurfacing	600,000	
29.	Terry Road, Hinkle, Alexander Resurfacing	100,000	
30.	Downtown Resurfacing	400,000 <sup>2</sup>	
<b>Total Cost of 2002/03 Gas Tax Fund Capital Improvement Projects</b>			<b>1,100,000</b>

## STREET LIGHTING FUND CAPITAL IMPROVEMENTS

31.	Downtown Resurfacing for Undergrounding	400,000	
<b>Total Cost of 2002/03 Street Lighting Fund Capital Improvement Projects</b>			<b>400,000</b>

## TOTAL OF ALL PROJECTS FOR FY 2002/03

**\$7,085,000**

<sup>1</sup> \$440,000 funded by transfer from the General Fund.

<sup>2</sup> Funded by transfer from the Street Lighting Fund.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2003/04*

*Year Three*

## CAPITAL IMPROVEMENT FUND

1.	Moulton Meadows Park Tot Lot Replacement	\$30,000	
2.	Riddle Field Restroom Renovation	175,000	
3.	Mermaid St. Retaining Wall at 469 Mermaid	40,000	
4.	City Wide Alley Paving	150,000	
5.	City Wide Curb & Gutter Reconstruction	150,000	
6.	Drainage Study for Hillside Street Runoff	50,000	
7.	Crestview Place to Ruby Place Emergency Access Stairs	100,000	
8.	Dunning Drive Drainage Study	50,000	
9.	Oak Street Storm Drain Construction	60,000	
10.	Brook Street Storm Drain Construction	100,000	
11.	St. Ann's Drive Retaining Wall Diversion Construction	80,000	
12.	Cress Street Storm Drain Construction	100,000	
13.	West Street Access Ramp Construction	40,000	
14.	Heisler Park Pathway Reconstruction	100,000	
15.	Heisler Park Shuffleboard Conversion to Sculpture Garden Const.	110,000	
16.	Upper Park Avenue Storm Drain Installation	350,000	
17.	Lifeguard Headquarters Backup Generator	40,000	
18.	Ocean Way Storm Drain Construction	25,000	
19.	Hillcrest Drive - Emerald Bay Storm Drain Construction	175,000	
20.	Top of The World Storm Drain Replacement	250,000	
21.	City Wide Retaining Wall Construction	100,000	
	<b>Total Cost of 2003/04 Capital Improvement Fund Projects</b>		<b>\$2,275,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

22.	Pump Stations Elimination	400,000	
23.	Pearl Street Pump Station Rehabilitation	250,000	
24.	Anita Street Pump Station Rehabilitation	300,000	
25.	AWMA Capital Improvements	190,000	
	<b>Total Cost of 2003/04 Sewer Fund Capital Improvement Projects</b>		<b>1,140,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

26.	Bluebird Canyon Resurfacing	350,000	
27.	West of South Coast Hwy., Cleo St. to Nyes Pl., Resurfacing	350,000	
	<b>Total Cost of 2003/04 Gas Tax Fund Capital Improvement Projects</b>		<b>700,000</b>

**TOTAL OF ALL PROJECTS FOR FY 2003/04** **\$4,115,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2004/05*

*Year Four*

## CAPITAL IMPROVEMENT FUND

1	Cleo Street Stairs Repair	\$85,000	
2.	Fisherman's Cove Stairs Repair	85,000	
3.	Alta Laguna Park Tot Lot Replacement	50,000	
4.	Heisler Park Erosion Control at Monument Point	150,000	
5.	Bridge Road Storm Drain Reconstruction	50,000	
6.	Skyline Dr. Gutter Reconstruction	50,000	
7.	Act V Storm Drain Extension Construction	425,000	
8.	Starlit/Bluebird Storm Drain Replacement	300,000	
9.	Anita Street Storm Drain Construction	55,000	
10.	Cypress Drive Gutter Reconstruction	30,000	
11.	Mountain Road Storm Drain Construction	75,000	
12.	City Wide Alley Paving	150,000	
	<b>Total Cost of 2004/05 Capital Improvement Fund Projects</b>		<b>\$1,505,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

13.	Victoria I & II Pump Station Generator	400,000	
14.	Pearl Street Pump Station Generator	250,000	
15.	Irvine Cove Pump Station Generator	175,000	
16.	AWMA Capital Improvements	20,000	
	<b>Total Cost of 2004/05 Sewer Fund Capital Improvement Projects</b>		<b>845,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

17.	Mountain to Nyes Place Resurfacing	350,000	
18.	Oriole/Meadowlark Resurfacing	300,000	
	<b>Total Cost of 2004/05 Gas Tax Fund Capital Improvement Projects</b>		<b>650,000</b>

**TOTAL OF ALL PROJECTS FOR 2004/05** \$3,000,000

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2005/06*

*Year Five*

## CAPITAL IMPROVEMENT FUND

1.	Anita Street Stairs Repair	\$75,000	
2.	Shaw's Cove Stairs Repair	75,000	
3.	Oak Street Stairs Repair	75,000	
4.	Thurston Park Renovation	100,000	
5.	Pepper Tree Park Renovation	50,000	
6.	Heisler Park Renovation	100,000	
7.	Heisler Park Shoreline Protection Investigation	50,000	
8.	City Hall Facilities Repair	150,000	
9.	Mystic Hills Phase II Storm Drain Construction	500,000	
10.	City Wide Retaining Wall Construction	100,000	
11.	Laguna Canyon Road Median Renovation and Relandscaping	300,000	
12.	Fire Stations, Animal Shelter, Maint. Facilities Renovation Phs. I	1,000,000	
13.	City Wide Guardrail Repair	100,000	
	<b>Total Cost of 2005/06 Capital Improvement Fund Projects</b>		<b>\$2,675,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

14.	Keller Way & Sailing Way Main Reconstruction	40,000	
15.	Catalina/Upland & Solana Way Main Reconstruction	70,000	
16.	North Coast Interceptor Replacement Reserve	800,000	
17.	AWMA Capital Improvements	215,000	
	<b>Total Cost of 2005/06 Sewer Fund Capital Improvement Projects</b>		<b>1,125,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

18.	Canyon Acres/Frontage Road Resurfacing	200,000	
19.	Rembrandt/Van Dyke Resurfacing	500,000	
	<b>Total Cost of 2005/06 Gas Tax Fund Capital Improvement Projects</b>		<b>700,000</b>

**TOTAL OF ALL PROJECTS FOR FY 2005/06** \$4,500,000

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2006/07*

*Year Six*

## CAPITAL IMPROVEMENT FUND

1. Strand Stairs Construction	\$150,000	
2. Heisler Park Hand Rail Replacement	50,000	
3. Heisler Park Pedestrian Access	110,000	
4. Sunset Ridge Storm Drain Construction	350,000	
5. North Laguna Storm Drain Construction	700,000	
6. Fire Stations, Animal Shelter, Maint. Facilities Renovation Phs. II	1,000,000	
7. City Wide Sidewalk Repair	250,000	
8. City Wide Retaining Wall Construction	200,000	
9. City Wide Curb & Gutter Replacement	125,000	
<b>Total Cost of 2006/07 Capital Improvement Fund Projects</b>		<b>\$2,935,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

10. City Wide Generator Rehabilitation	260,000	
11. City Wide Pump Station Rehabilitation	260,000	
12. AWMA Capital Improvements	20,000	
<b>Total Cost of 2006/07 Sewer Fund Capital Improvement Projects</b>		<b>540,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

13. Anita to Cress/Temple Terrace to Coast Hwy. Resurfacing	800,000	
<b>Total Cost of 2006/07 Gas Tax Fund Capital Improvement Projects</b>		<b>800,000</b>

**TOTAL OF ALL PROJECTS FOR FY 2006/07** \$4,275,000

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2007/08*

*Year Seven*

## **CAPITAL IMPROVEMENT FUND**

1.	City Wide Master Drainage Plan Construction	\$1,500,000	
2.	Fire Stations, Animal Shelter, Maint. Facilities Renovation Phs. III	1,000,000	
3.	Solana Way/South Coast Hwy. Storm Drain	110,000	
4.	Festival Storm Drain Construction Under Broadway	225,000	
5.	Calliope Street Storm Drain Construction	40,000	
	<b>Total Cost of 2007/08 Capital Improvement Fund Projects</b>		<b>\$2,875,000</b>

## **SEWER FUND CAPITAL IMPROVEMENTS**

6.	AWMA Capital Improvements	1,640,000	
	<b>Total Cost of 2007/08 Sewer Fund Capital Improvement Projects</b>		<b>1,640,000</b>

## **GAS TAX FUND CAPITAL IMPROVEMENTS**

7.	Skyline/Upper Park Ave. Resurfacing	700,000	
	<b>Total Cost of 2007/08 Gas Tax Fund Capital Improvement Projects</b>		<b>700,000</b>

**TOTAL OF ALL PROJECTS FOR FY 2007/08** \$5,215,000

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2008/09*

*Year Eight*

## CAPITAL IMPROVEMENT FUND

1.	Lang Park Roof Renovation	\$35,000	
2.	Fire Stations, Animal Shelter, Maint. Facilities Renovation Phs. IV	1,000,000	
3.	City Wide Master Drainage Plan Construction	600,000	
4.	North Coast Hwy. Storm Drain, Alley Behind 1254 SCH to Cajon	100,000	
5.	Ocean Front Retaining Wall Replacement	100,000	
6.	Alta Vista Retaining Wall Replacement Phase 2	300,000	
	<b>Total Cost of 2008/09 Capital Improvement Fund Projects</b>		<b>\$2,135,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

7.	Temple Terrace & Third Street Alley Manhole Construction	15,000	
8.	Rockledge Road Force Main Replacement & Control Panel	250,000	
9.	City Wide Sewer Line Replacement	500,000	
10.	City Wide Generator Rehabilitation	200,000	
11.	City Wide Pump Station Rehabilitation	200,000	
12.	AWMA Capital Improvements	110,000	
	<b>Total Cost of 2008/09 Sewer Fund Capital Improvement Projects</b>		<b>1,275,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

13.	North Laguna, South Laguna Slurry Seal, Phase I	700,000	
	<b>Total Cost of 2008/09 Gas Tax Fund Capital Improvement Projects</b>		<b>700,000</b>
	<b>TOTAL OF ALL PROJECTS FOR FY 2008/09</b>		<b><u>\$4,110,000</u></b>

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2009/10*

*Year Nine*

## CAPITAL IMPROVEMENT FUND

1.	City Wide Master Drainage Plan Construction	\$600,000	
2.	Y Place Storm Drain	140,000	
3.	City Wide Sidewalk Construction	<u>500,000</u>	
	<b>Total Cost of 2009/10 Capital Improvement Fund Projects</b>		<b>\$1,240,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

4.	City Wide Main Replacement	500,000	
5.	City Wide Generator Rehabilitation	250,000	
6.	City Wide Pump Station Rehabilitation	250,000	
7.	City Wide Main Lining	500,000	
8.	AWMA Capital Improvements	<u>185,000</u>	
	<b>Total Cost of 2009/10 Sewer Fund Capital Improvement Projects</b>		<b>1,685,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

9.	City Wide Slurry Seal, Phase II	<u>700,000</u>	
	<b>Total Cost of 2009/10 Gas Tax Fund Capital Improvement Projects</b>		<b>700,000</b>

**TOTAL OF ALL PROJECTS FOR FY 2009/10** \$3,625,000



# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2001/02 through Fiscal Year 2010/11

*Fiscal Year 2010/11*

*Year Ten*

## CAPITAL IMPROVEMENT FUND

1.	Moulton Meadows Park and Alta Laguna Park Renovation	\$150,000	
2.	Holly/Brooks Storm Drain Construction	70,000	
3.	Catalina and El Camino Del Mar Median Construction	150,000	
4.	Village Green Park Rehabilitation	25,000	
5.	Old Top of The World Park Rehabilitation	25,000	
6.	City Wide Master Drainage Plan Construction	<u>500,000</u>	
	<b>Total Cost of 2010/11 Capital Improvement Fund Projects</b>		<b>\$920,000</b>

## SEWER FUND CAPITAL IMPROVEMENTS

7.	City Wide Main Replacement	500,000	
8.	City Wide Manhole Lining	300,000	
9.	AWMA Capital Improvements	<u>150,000</u>	
	<b>Total Cost of 2010/11 Sewer Fund Capital Improvement Projects</b>		<b>950,000</b>

## GAS TAX FUND CAPITAL IMPROVEMENTS

10.	Top of The World Resurfacing	<u>900,000</u>	
	<b>Total Cost of 2010/11 Gas Tax Fund Capital Improvement Projects</b>		<b>900,000</b>

**TOTAL OF ALL PROJECTS FOR FY 2010/11**

**\$2,770,000**

**SEWER FUND**  
**Ten Year Projection**  
(\$000's)

	2001/02	2002/03	2003/04	2004/05	2005/06	2006/07	2007/08	2008/09	2009/10	2010/11	Total
<b>Revenues</b>											
Sewer Fees	\$3,873	\$4,008	\$4,008	\$4,008	\$4,008	\$4,008	\$4,008	\$4,008	\$4,008	\$4,008	\$39,945
AWMA Reimbursements	50	50	50	50	50	50	50	50	50	50	500
NCI Reimb. (Emerald Bay)	10	10	10	10	10	10	10	10	10	10	100
Sewer Connection Fees	150	125	120	120	120	120	120	120	120	120	1,235
<b>Total Revenues</b>	<b>\$4,083</b>	<b>\$4,193</b>	<b>\$4,188</b>	<b>\$4,188</b>	<b>\$4,188</b>	<b>\$4,188</b>	<b>\$4,188</b>	<b>\$4,188</b>	<b>\$4,188</b>	<b>\$4,188</b>	<b>\$41,780</b>
<b>Expenditures</b>											
Maintenance & Operations	\$1,256	\$1,283	\$1,283	\$1,283	\$1,283	\$1,283	\$1,283	\$1,283	\$1,283	\$1,283	\$12,803
Capital Improvements	2,120	1,120	950	825	910	520	0	1,165	1,500	800	9,910
North Coast Interceptor	325	326	326	326	326	326	326	326	326	326	3,259
AWMA Maint. & Oper.	952	950	950	950	950	950	950	950	950	950	9,502
AWMA Capital Imp.	561	110	190	20	215	20	1,640	110	185	150	3,201
Revenue Bonds	590	590	590	590	590	590	600	295	0	0	4,435
<b>Total Expenditures</b>	<b>\$5,804</b>	<b>\$4,379</b>	<b>\$4,289</b>	<b>\$3,994</b>	<b>\$4,274</b>	<b>\$3,689</b>	<b>\$4,799</b>	<b>\$4,129</b>	<b>\$4,244</b>	<b>\$3,509</b>	<b>\$43,110</b>
<b>Fund Balance</b>											
Beginning Balance	\$1,731	\$10	(\$176)	(\$277)	(\$83)	(\$169)	\$330	(\$281)	(\$222)	(\$278)	
Revenues Less Expenditures	(1,721)	(186)	(101)	194	(86)	499	(611)	59	(56)	679	
<b>Ending Fund Balance</b>	<b>\$10</b>	<b>(\$176)</b>	<b>(\$277)</b>	<b>(\$83)</b>	<b>(\$169)</b>	<b>\$330</b>	<b>(\$281)</b>	<b>(\$222)</b>	<b>(\$278)</b>	<b>\$401</b>	

Section V

**APPENDIX**

Budget Detail By Fund  
(For Major Funds Only)

# All Funds Summary<sup>1</sup>

## Fund Detail

Account No. Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>				
1001 Salaries, Full Time	\$11,617,870	\$13,294,270	\$14,570,170	\$14,603,800
1003 Salaries, Part Time	1,458,626	1,480,070	1,568,780	1,555,700
1006 Salaries, Overtime	1,014,866	823,620	1,000,215	935,875
1038 Sick Leave Payoff	143,068	126,970	130,610	130,610
1039 Old Sick Leave Payoff	31			
1040 Vacation Payoff	149,896	144,670	138,950	138,950
1042 Comp Time Payoffs		3,330	1,120	1,120
1053 Holiday Allowance	76,463	72,220	76,500	76,500
1059 Residency Incentive			16,180	16,180
1101 Retirement	720,973	1,163,260	887,190	887,190
1103 P.A.R.S. Retirement	55,194	54,510	57,920	57,430
1201 Workers' Compensation	694,270	1,007,000	1,205,010	1,205,010
1300 Employee Group Insurance	910,254	952,020	1,189,950	1,194,850
1318 Medicare Insurance	130,905	158,612	186,391	185,701
<b>Subtotal</b>	<b>16,972,416</b>	<b>19,280,552</b>	<b>21,028,986</b>	<b>20,988,916</b>
<b>Maintenance and Operations</b>				
2001 Uniforms and Laundry	125,727	145,750	171,217	168,717
2011 Training, Travel and Dues	98,427	159,260	185,060	180,060
2021 Natural Gas	35,385	36,870	48,720	48,720
2024 Electricity	396,166	386,370	501,070	508,890
2027 Water	136,792	134,730	132,900	132,900
2031 Telephone	119,654	120,710	124,380	124,380
2051 Gas and Lubrications	177,507	278,040	251,410	312,840
2101 Materials and Supplies	971,144	992,587	1,071,080	1,071,510
2150 Rents and Leases	623,463	727,110	740,290	764,290
2160 Lease Pymnts-Debt Service	112,905	546,340	590,000	590,000
2170 General Insurance	1,257,612	1,272,690	1,272,800	1,272,800
2201 Repairs and Maint. Auto.	270,643	301,440	321,010	326,980
2222 Repairs and Maint. Other	360,580	440,500	515,790	485,790
2281 Printing	108,603	135,210	146,200	146,200

<sup>1</sup> Includes all operating and capital project funds. Excludes trust and agency, internal service funds, carryover, contingency reserves, and special assessment district funds.

# All Funds Summary (Con't)

## Fund Detail

Account		Actual	Budget	Department	Adopted
		Expenditures		Request	Budget
No.	Account Title	1999-00	2000-01	2001-02	2001-02
2302	Legal Advertising	19,874	12,000	36,000	36,000
2401	Contractual Services	3,460,176	3,441,470	3,690,580	3,652,310
2402	Contractual AWMA Operation	799,180	860,000	928,000	951,770
2432	Postage	54,925	67,200	67,730	67,730
2501	Bond Principal	810,000	875,000	945,000	945,000
2508	Vehicle Cost Redistribution	(20,460)	(27,600)	(42,550)	(42,550)
2521	Bond Interest	1,008,725	947,010	888,410	888,410
2956	OCTA Exchange Expenditure	614,532			
	Depreciation	3,354			
	Community Assistance	141,930	213,100	389,900	226,100
	<b>Subtotal</b>	<b>11,686,844</b>	<b>12,065,787</b>	<b>12,974,997</b>	<b>12,858,847</b>
<b>Capital Outlay</b>					
5102	Land	236,217			
5203	Buildings	26,060	40,000		
5305	Improv.Other Than Buildings		23,500	15,000	15,000
5408	Office Furniture & Equipment	182,657	132,910	245,390	195,210
5510	Automotive Equipment	7,370		312,000	280,000
5622	Other Equipment	233,012	449,730	512,310	407,610
	<b>Subtotal</b>	<b>685,316</b>	<b>646,140</b>	<b>1,084,700</b>	<b>897,820</b>
<b>Special Programs</b>					
	Special Programs	1,268,470	2,372,010	1,514,350	1,990,778
	<b>Subtotal</b>	<b>1,268,470</b>	<b>2,372,010</b>	<b>1,514,350</b>	<b>1,990,778</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	7,062,138	6,760,000	9,071,000	9,585,600
	<b>Subtotal</b>	<b>7,062,138</b>	<b>6,760,000</b>	<b>9,071,000</b>	<b>9,585,600</b>
	<b>Grand Total</b>	<b>\$37,675,184</b>	<b>\$41,124,489</b>	<b>\$45,674,033</b>	<b>\$46,321,961</b>

# General Fund Summary

## Fund Detail

Account No. Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>				
1001 Salaries, Full Time	\$10,791,209	\$12,368,190	\$13,311,500	\$13,345,130
1003 Salaries, Part Time	1,169,436	1,173,980	1,279,330	1,266,250
1006 Salaries, Overtime	923,295	765,440	930,320	865,980
1009 Salaries, Redistributed	(276,690)	(284,870)	(287,120)	(287,120)
1038 Sick Leave Payoff	133,510	117,070	122,640	122,640
1040 Vacation Payoff	141,817	139,300	132,930	132,930
1042 Comp Time Payoffs		2,920	1,100	1,100
1053 Holiday Allowance	73,894	72,220	76,500	76,500
1059 Residency Incentive			6,180	6,180
1101 Retirement	720,973	1,098,080	887,190	887,190
1103 P.A.R.S. Retirement	43,934	43,030	47,060	46,570
1201 Workers' Compensation	663,550	905,640	1,044,120	1,044,120
1300 Employee Group Insurance	824,154	863,870	1,055,200	1,060,100
1318 Medicare Insurance	120,495	146,012	169,150	168,460
<b>Subtotal</b>	<b>15,329,577</b>	<b>17,410,882</b>	<b>18,776,100</b>	<b>18,736,030</b>
<b>Maintenance and Operations</b>				
2001 Uniforms and Laundry	109,446	133,780	147,220	144,720
2011 Training, Travel and Dues	96,344	155,110	172,190	167,190
2021 Natural Gas	32,792	33,400	45,070	45,070
2024 Electricity	119,023	113,200	147,660	150,480
2027 Water	116,465	113,340	110,600	110,600
2031 Telephone	99,419	100,320	104,530	104,530
2051 Gas and Lubrications	119,641	185,740	172,790	215,400
2101 Materials and Supplies	726,475	748,087	817,800	818,230
2150 Rents and Leases	551,215	634,070	654,690	678,690
2170 General Insurance	1,208,520	1,213,330	1,155,850	1,155,850
2201 Repairs and Maint. Auto.	204,559	234,990	254,460	260,430
2222 Repairs and Maint. Other	189,559	258,110	328,200	328,200
2281 Printing	72,438	104,910	107,400	107,400
2302 Legal Advertising	19,874	12,000	36,000	36,000
2401 Contractual Services	3,326,000	3,288,030	3,530,690	3,492,420
2432 Postage	45,919	54,300	54,830	54,830

# General Fund Summary (Con't)

## Fund Detail

Account No. Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
2508 Vehicle Cost Redistribution	(20,460)	(27,600)	(42,550)	(42,550)
2804 Costs Redistributed	(193,020)	(200,700)	(250,290)	(250,290)
2956 OCTA Exchange Expenditure Community Assistance	614,532 141,930	213,100	389,900	226,100
<b>Subtotal</b>	<b>7,580,671</b>	<b>7,367,517</b>	<b>7,937,040</b>	<b>7,803,300</b>
<b>Capital Outlay</b>				
5203 Buildings	26,060	40,000		
5305 Improv. Other Than Buildings		23,500	15,000	15,000
5408 Office Furniture & Equipment	162,062	124,110	201,890	151,710
5510 Automotive Equipment	7,370		70,000	60,000
5622 Other Equipment	166,790	319,930	363,610	286,910
<b>Subtotal</b>	<b>362,282</b>	<b>507,540</b>	<b>650,500</b>	<b>513,620</b>
<b>Special Programs</b>				
Special Programs	1,168,173	2,272,610	1,444,950	1,921,378
<b>Subtotal</b>	<b>1,168,173</b>	<b>2,272,610</b>	<b>1,444,950</b>	<b>1,921,378</b>
<b>Grand Total</b>	<b>\$24,440,703</b>	<b>\$27,558,549</b>	<b>\$28,808,590</b>	<b>\$28,974,328</b>

# Parking Authority Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$422,632	\$466,860	\$487,450	\$487,450
1003	Salaries, Part Time	38,622	36,900	27,720	27,720
1006	Salaries, Overtime	11,201	7,430	7,530	7,530
1009	Salaries, Redistributed	135,950	141,230	149,220	149,220
1038	Sick Leave Payoff	6,240	7,070	6,050	6,050
1040	Vacation Payoff	5,100	4,900	5,390	5,390
1042	Comp Time Payoffs		410	20	20
1053	Holiday Allowance	2,569			
1101	Retirement		32,850		
1103	P.A.R.S. Retirement	1,487	1,390	1,040	1,040
1201	Workers' Compensation	2,210	6,510	25,780	25,780
1300	Employee Group Insurance	45,100	47,150	56,350	56,350
1318	Medicare Insurance	3,128	4,300	4,330	4,330
	<b>Subtotal</b>	<b>674,239</b>	<b>757,000</b>	<b>770,880</b>	<b>770,880</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,206	3,570	3,780	3,780
2011	Training, Travel and Dues	703	1,580	2,790	2,790
2024	Electricity	1,952	1,500	1,940	1,940
2027	Water	2,974	3,600	3,400	3,400
2031	Telephone	5,048	4,540	4,640	4,640
2051	Gas and Lubrications	2,980	5,440	4,320	4,320
2101	Materials and Supplies	123,513	127,850	127,850	127,850
2150	Rents and Leases	17,304	18,390	22,590	22,590
2170	General Insurance	8,840	9,870	10,870	10,870
2201	Repairs and Maint. Auto.	5,767	5,950	5,950	5,950
2222	Repairs and Maint. Other	12,945	16,640	16,840	16,840
2281	Printing	25,513	20,800	26,300	26,300
2401	Contractual Services	69,324	82,890	86,840	86,840
2432	Postage	9,006	12,900	12,900	12,900
2804	Costs Redistributed	81,290	83,940	100,450	100,450
	<b>Subtotal</b>	<b>370,365</b>	<b>399,460</b>	<b>431,460</b>	<b>431,460</b>



# Parking Authority Fund Summary (Con't)

*Fund  
Detail*

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Capital Outlay</b>					
5102	Land	236,217			
5408	Office Furniture & Equipment	19,545	3,800	3,700	3,700
5622	Other Equipment	27,900	2,160	46,000	18,000
	<b>Subtotal</b>	<b>283,662</b>	<b>5,960</b>	<b>49,700</b>	<b>21,700</b>
<b>Special Programs</b>					
	Special Programs		75,000		
	<b>Subtotal</b>	<b>0</b>	<b>75,000</b>	<b>0</b>	<b>0</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	175,390			
	<b>Subtotal</b>	<b>175,390</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,503,656</b>	<b>\$1,237,420</b>	<b>\$1,252,040</b>	<b>\$1,224,040</b>

# Sewer Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$267,801	\$312,490	\$548,840	\$548,840
1003	Salaries, Part Time	1,444			
1006	Salaries, Overtime	38,150	33,070	34,600	34,600
1009	Salaries, Redistributed	86,440	89,070	80,100	80,100
1038	Sick Leave Payoff	1,960	1,300	740	740
1040	Vacation Payoff	2,100	470	630	630
1059	Residency Incentive			10,000	10,000
1101	Retirement		22,000		
1103	P.A.R.S. Retirement	55			
1201	Workers' Compensation	7,700	53,500	65,860	65,860
1300	Employee Group Insurance	28,700	28,700	53,900	53,900
1318	Medicare Insurance	1,918	2,590	6,070	6,070
	<b>Subtotal</b>	<b>436,268</b>	<b>543,190</b>	<b>800,740</b>	<b>800,740</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,337	3,400	6,100	6,100
2011	Training, Travel and Dues	1,155	1,770	7,280	7,280
2021	Natural Gas	2,303	3,150	3,290	3,290
2024	Electricity	101,447	106,940	134,810	139,810
2027	Water	17,353	17,790	18,900	18,900
2031	Telephone	14,915	15,510	14,920	14,920
2051	Gas and Lubrications	7,560	12,400	8,500	13,500
2101	Materials and Supplies	98,180	90,650	96,700	96,700
2150	Rents and Leases	51,388	64,150	63,010	63,010
2160	Lease Pymnts-Debt Service	112,905	546,340	590,000	590,000
2170	General Insurance	19,972	36,090	92,230	92,230
2201	Repairs and Maint. Auto.	12,578	10,500	10,600	10,600
2222	Repairs and Maint. Other	149,973	157,000	162,000	132,000
2281	Printing	1,985	1,000	2,000	2,000
2401	Contractual Services	30,023	32,250	34,550	34,550
2402	Contractual AWMA Operation	799,180	860,000	928,000	951,770
2804	Costs Redistributed	55,440	57,710	74,510	74,510
	<b>Subtotal</b>	<b>1,480,694</b>	<b>2,016,650</b>	<b>2,247,400</b>	<b>2,251,170</b>

# Sewer Fund Summary (Con't)

## Fund Detail

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		5,000	6,000	6,000
5510	Automotive Equipment			22,000	
5622	Other Equipment	38,322	88,750	65,000	65,000
	<b>Subtotal</b>	<b>38,322</b>	<b>93,750</b>	<b>93,000</b>	<b>71,000</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	4,764,023	2,265,000	2,676,000	2,680,600
	<b>Subtotal</b>	<b>4,764,023</b>	<b>2,265,000</b>	<b>2,676,000</b>	<b>2,680,600</b>
	<b>Grand Total</b>	<b>\$6,719,307</b>	<b>\$4,918,590</b>	<b>\$5,817,140</b>	<b>\$5,803,510</b>

# Transit Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 1999-00	Budget 2000-01	Department Request 2001-02	Adopted Budget 2001-02
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$136,228	\$146,730	\$222,380	\$222,380
1003	Salaries, Part Time	249,124	269,190	261,730	261,730
1006	Salaries, Overtime	14,733	17,680	18,890	18,890
1009	Salaries, Redistributed	43,760	43,610	46,410	46,410
1038	Sick Leave Payoff	1,358	1,530	1,180	1,180
1039	Old Sick Leave Payoff	31			
1040	Vacation Payoff	879			
1101	Retirement		10,330		
1103	P.A.R.S. Retirement	9,717	10,090	9,820	9,820
1201	Workers' Compensation	20,810	41,350	69,250	69,250
1300	Employee Group Insurance	12,300	12,300	24,500	24,500
1318	Medicare Insurance	5,240	5,710	6,710	6,710
	<b>Subtotal</b>	<b>494,180</b>	<b>558,520</b>	<b>660,870</b>	<b>660,870</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,788	5,000	6,700	6,700
2011	Training, Travel and Dues	225	800	800	800
2021	Natural Gas	290	320	360	360
2024	Electricity	4,254	2,500	4,900	4,900
2031	Telephone	272	340	290	290
2051	Gas and Lubrications	47,326	74,460	65,800	79,620
2101	Materials and Supplies	20,985	22,500	22,730	22,730
2150	Rents and Leases	3,556	10,500		
2170	General Insurance	20,280	13,400	13,850	13,850
2201	Repairs and Maint. Auto.	47,739	50,000	50,000	50,000
2222	Repairs and Maint. Other	5,797	6,750	6,750	6,750
2281	Printing	8,667	8,500	10,500	10,500
2401	Contractual Services	6,656	18,300	18,500	18,500
2804	Costs Redistributed	56,290	59,050	75,330	75,330
	Depreciation	3,354			
	<b>Subtotal</b>	<b>230,479</b>	<b>272,420</b>	<b>276,510</b>	<b>290,330</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	1,050			
5510	Automotive Equipment			220,000	220,000
5622	Other Equipment			37,000	37,000
	<b>Subtotal</b>	<b>1,050</b>	<b>0</b>	<b>257,000</b>	<b>257,000</b>
<b>Special Programs</b>					
	Special Programs			40,000	40,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$725,709</b>	<b>\$830,940</b>	<b>\$1,234,380</b>	<b>\$1,248,200</b>

