

# City of Laguna Beach California



## **Adopted Budget** *Fiscal Year 2008-09*

Cover Photograph: "White Tower"  
Source: Kai Bond  
Marine Safety Department

# City of Laguna Beach

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## ELECTED OFFICIALS

<b>MAYOR</b>	<b>JANE EGLY</b>
<b>MAYOR PRO TEM</b>	<b>CHERYL KINSMAN</b>
<b>COUNCILMEMBER</b>	<b>KELLY BOYD</b>
<b>COUNCILMEMBER</b>	<b>TONI ISEMAN</b>
<b>COUNCILMEMBER</b>	<b>ELIZABETH SCHNEIDER</b>
<b>CITY CLERK</b>	<b>MARTHA ANDERSON</b>
<b>CITY TREASURER</b>	<b>LAURA PARISI</b>

## Administration

City Manager	Kenneth Frank
Assistant City Manager	John Pietig
Director of Finance and Information Technology	Gavin Curran
Director of Public Works/City Engineer	Steve May
Director of Community Development	John Montgomery
Director of Community Services/ Assistant to The City Manager	Susan Cannan
Director of Water Quality	David Shissler
Chief of Police	Michael Sellers
Fire Chief	Michael Macey
Marine Safety Chief	Mark Klosterman

### *Budget Preparation Team:*

<i>Director of Finance</i>	<i>Gavin Curran</i>
<i>Accountant</i>	<i>Magdalena Lotolc</i>

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# TABLE OF CONTENTS

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## INTRODUCTION

How to Use This Budget.....	i
Modifications to the Proposed Budget.....	v
City Manager's Budget Transmittal.....	vii

## I. CITY-WIDE SUMMARIES

Beginning and Ending Balances - All Funds.....	3
Sources & Uses Of Funds By Department & Fund.....	5
History of Authorized Positions.....	6

## II. REVENUES

Revenue Summary-All Funds.....	7
General Fund Analysis.....	10
Revenue Detail-All Funds.....	15
Description of Key Revenue Sources.....	25

## III. EXPENDITURES

<b>Introduction</b> .....	27
<b>Budget Organization Chart</b> .....	28
<b>General Government</b> .....	29
City Council.....	33
City Manager.....	34
City Clerk.....	36
City Treasurer.....	38
City Attorney.....	40
<b>Administrative Services Department</b> .....	41
Personnel.....	46
Information Technology Services.....	48
Finance.....	50
Non-Departmental.....	52
<b>Police Department</b> .....	53
Support Services.....	59
Field Services.....	62
Investigative Services.....	64
Animal Services.....	66
Parking Enforcement.....	68
<b>Fire Department</b> .....	70
Fire Operations .....	76
Fire Prevention.....	79
<b>Marine Safety Department</b> .....	81
Marine Safety.....	84

# TABLE OF CONTENTS

---

<b>Public Works Department.....</b>	<b>87</b>
Engineering & Administration.....	94
Fleet Maintenance.....	97
Park and Building Maintenance.....	99
Street Maintenance.....	102
Solid Waste.....	104
Transit.....	106
Parking Facilities Maintenance.....	108
Street Lighting.....	110
<b>Water Quality Department.....</b>	<b>111</b>
Water Quality.....	117
Wastewater.....	119
<b>Community Development Department.....</b>	<b>122</b>
Administration.....	127
Zoning.....	129
Building Safety.....	131
Planning.....	133
<b>Community Services Department.....</b>	<b>135</b>
Recreation & Social Services.....	141
Swimming Pool.....	144
Community Assistance.....	146
<b>Cultural Arts Department.....</b>	<b>147</b>
Arts Commission.....	152
Business Improvement District.....	153
<b>Internal Service Funds.....</b>	<b>155</b>
Insurance.....	156
Vehicle Replacement.....	157
<b>IV. APPENDIX: Budget Detail By Fund</b>	
All Funds.....	160
General Fund.....	162
Parking Authority Fund.....	164
Wastewater Fund.....	166
Transit Fund.....	168
<b>V. CAPITAL IMPROVEMENT PROGRAM</b>	
Introduction - Public Works Department.....	169
Project Summary: FY 2008-09.....	171
Project Descriptions: FY 2008-09.....	172
Ten Year Capital Plan: FY 2008-09 through FY 2017-18.....	195
Capital Improvements Not Included in Ten-Year Plan.....	205
Introduction - Water Quality Department.....	209
Project Summary: FY 2008-09 through FY 2017-18.....	214

# **INTRODUCTION**

## ***“How to Use This Budget”***

The Annual Budget for the City of Laguna Beach for fiscal year 2008-09 was adopted by Resolution 08.047 by the City Council on June 17, 2008.

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 on April 21, 2008. 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 21, 2008 and the preparation of this Budget Transmittal, numerous modifications have been made to the Proposed Budget. These modifications are shown on pages v and vi, 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. Appendix (Budget Detail by Fund)
5. Capital Improvement Program

The five sections are preceded by the Exhibit A - Modifications to the Preliminary Budget and the City Manager’s Transmittal. If you are not familiar with the City’s budget, you may wish to review the section on city-wide summaries first. This will provide you with a broad overview of the City’s revenues, expenditures, beginning and ending balances, and it will also assist you in better understanding the issues raised in the Budget Transmittal and modifications to the Proposed Budget.

The following provides a brief description of each of the sections contained in the Adopted 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 is a 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 departmental 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.

## **Section II: Revenue Budget**

The Revenue Budget begins with a summary of *all* projected revenues shown by major source within each 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 chart that appears in the introductory section to the Expenditure Section (p. 28) 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. 155-157). 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: Appendix**

This section shows the detailed expenditure budgets for the City's principal funds including the General Fund, the Parking Authority 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*.

#### **Section V: Capital Improvement Program**

This Section (pp. 169-214) 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 departments 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.

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**EXHIBIT A**  
**MODIFICATIONS TO THE 2008-09**  
**PRELIMINARY BUDGET**  
**AS ADOPTED BY THE CITY COUNCIL ON JUNE 17, 2008**

1. Appropriate \$79,500 for fuel costs in Police, Fire, Marine Safety, Public Works and Community Development.
2. Increase the funds available in the City Treasurer's budget by \$472 to reflect a slightly higher compensation for hotel tax audits since that rate is based on salary ranges which are being increased.
3. Appropriate \$44,000 in additional funds because the Public Employees Retirement System miscalculated its initial estimate for the new 3% at 50 retirement system in Police.
4. Transfer \$30,000 from Marine Safety Capital and allot that amount to overtime and part-time salaries.
5. Reallocate \$14,000 from the Fire Department's Medical Supplies account to Capital Equipment for replacement of lockers in the fire stations.
6. Appropriate \$13,000 for a survey of the design review process.
7. Increase estimated revenues in the Building, Planning and Zoning divisions of Community Development by \$110,000 in anticipation of a 5% increase in rates effective September 1, 2008.
8. Eliminate \$14,000 in part-time salaries in the Streets Division as we are not filling an hourly position as we begin to downsize the in-house Street Division staffing.
9. Reduce from \$50,000 to \$40,000 the allowance in the Information Technology Division for consulting services.
10. Transfer \$101,000 from the Drainage In-Lieu Fund to the Capital Improvement Fund for the Laguna Canyon Channel rehabilitation.
11. Augment the Transit budget by \$25,000 to account for higher fuel costs for City vehicles and increase the transfer from the Parking Fund by \$12,500 and raise State funding by \$12,500.
12. Increase the Parking Fund appropriation by \$1,600 for fuel costs for the enforcement staff and the collection function.

13. Augment the Sewer Fund by \$4,200 for fuel costs.
14. Appropriate \$15,000 from the Sewer Fund to cover the City's share of property taxes, insurance taxes and additional income taxes for the joint purchase of a home for the Sewer Services Supervisor.
15. Allocate \$5,300 from the Street Lighting Fund to pay for the connection of underground utilities to the Girl Scout house on Olive Street.
16. Temporarily transfer \$1,000,000 from the Vehicle Replacement Fund, \$1,000,000 from the Street Lighting Fund, \$800,000 from the Laguna Canyon Channel Rehabilitation capital project and \$1,000,000 from the Lifeguard Headquarters capital project to the Gas Tax Fund to fund the 2008-09 street resurfacing program. This internal loan will be repaid over the subsequent three years from the State gas tax revenue.

## MEMORANDUM

**DATE:** April 21, 2008  
**TO:** City Council  
**FROM:** Kenneth Frank, City Manager  
**SUBJECT: TRANSMITTAL OF THE 2008-2009 PRELIMINARY BUDGET**

The 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 2008-2009 is hereby presented. A public workshop and hearing concerning the budget is scheduled for 3:00 p.m. on Tuesday, May 6. A second public forum will be held on Tuesday, June 17; it is anticipated that the Council will adopt the budget at that session.

### **I. OVERALL CITY FINANCIAL POSTURE**

Our Federal and State governments are both in excruciating financial disarray. The State morass engenders problems for many local jurisdictions, especially school districts, most of which rely on the State for funding. On top of the crisis created by our elected officials in Washington and Sacramento, the national and State economies present budget challenges since residential construction and property sales have plummeted.

These factors are inimical to Laguna Beach. Revenues from real property reports and property transfer taxes – both of which are directly tied to real estate activity – have declined approximately 40% in the last two years, portending a slow down in housing starts as speculative projects may be having difficulty obtaining financing. These trends will adversely affect the City's property tax increases.

On the other hand, new projects continue to be submitted to Community Development. While hotel taxes and sales taxes clearly appear to be leveling off, there does not seem to be any actual reduction. Perhaps people are substituting closer vacations for travel overseas.

The most daunting challenge in next year's budget is financing the 3% at 50 retirement benefit for police officers which becomes effective July 1, 2008. Approximately \$570,000 had to be incorporated into the budget to finance that program. But if Laguna Beach did not enact the enhanced retirement benefit, we would be unable to recruit police officers because of the vehement competition among agencies in Orange County for high quality police officer candidates.

While cities in California now have a substantial measure of financial independence from the State, there are still several avenues that are being explored in Sacramento to help balance the State budget by abrogating money from municipalities. It is likely that the State grant for additional police officers, which affords \$100,000 per year for Laguna Beach, will be discontinued. That grant is not shown as revenue in the proposed budget.

Without any compunction, the State Legislative Analyst’s Office has proffered a creative way to garner money from cities by realigning the responsibility for certain parolees thereby forcing counties to absorb that role from the State. In exchange, the State would take Proposition 172 sales tax money from cities and transfer it to counties. There is also the possibility that the State may borrow up to 8% of property taxes from cities and counties which can be done on a one time basis in the event of a financial crisis. Moreover, the State is looking at money which has subsidized booking fees in the county jails and at several other minor measures, including delaying payments to local governments so that the State obtains more interest earnings. Since the State is in a financial crisis, it is likely that we will see one or more of these measures enacted to spread the pain.

Fortunately, for Laguna Beach, the City Council has increased the General Fund Reserve to 15% by capturing the financial windfall which occurred in the last fiscal year. This will provide a cushion in the event that the State usurps some of our revenues or the economy takes a sharper nose dive.

**II. BALANCING THE PRELIMINARY BUDGET**

In order to submit a balanced budget in which revenues almost equal expenses, several principals were pursued:

- The budget contains no increase in full-time or part-time staffing except that two full-time, hourly positions are reorganized into career posts and two planning jobs that were added in mid-year are included.
- Few new ongoing programs or services were included in the budget except for an increase in the fuelbreak allowance in the Fire Department to create new safety zones in interior canyons.
- Adjustments in operating costs were held to a minimum.
- Most of the requests for new capital equipment were rejected, although requests for replacement of existing, worn out equipment were approved.

**III. GENERAL FUND REVENUE OUTLOOK**

Property taxes are the principal revenue source for the City of Laguna Beach. Fortunately, the City has averaged almost 9% each year in the secured tax roll as shown in the following schedule:

<u>Year</u>	<u>Property Taxes</u>	<u>Percent Increase</u>
2008-09 (est.)	\$20,000,000	6.0
2007-08 (est.)	\$18,871,000	9.8
2006-07	\$17,175,000	9.6
2005-06	\$15,669,499	12.1

2004-05	\$13,982,350	13.6
2003-04	\$12,311,403	10.3
2002-03	\$11,158,864	8.9
2001-02	\$10,249,613	11.3
2000-01	\$ 9,208,730	9.9
1999-00	\$ 8,376,203	12.7
1998-99	\$ 7,429,088	7.3
1997-98	\$ 6,926,625	7.2
1996-97	\$ 6,461,370	6.0
1995-96	\$ 6,094,666	0.9
1994-05	\$ 6,039,719	

For next fiscal year, the budget assumes a 6% rise in the property tax valuation. While this is substantially lower than Laguna has received in the last few years, it is consonant with the increases about 10 to 12 years ago when the housing economy was in its previous funk.

One revenue source which will clearly decline is the supplemental property tax. As noted in the following chart, the City has enjoyed several years of robust revenue from this source. Given the slowdown in housing sales, the supplemental apportionment will be returning to its historic level closer to \$500,000 per year.

#### Supplemental Apportionment

2008-09 (Est.)	\$ 500,000
2007-08 (Est.)	\$ 750,000
2006-07	\$ 905,304
2005-06	\$1,146,000
2004-05	\$1,074,000
2003-04	\$ 570,000
2002-03	500,000
2001-02	429,000
2000-01	381,000

Investment earnings are somewhat unpredictable for next year. On one hand, the City has a substantial amount of cash in reserves (about \$45 million). However, there remains a critical allowance of Federal and State funding for the Bluebird landslide which has not been finally approved and, therefore, has not been paid to Laguna Beach. Also, in July, the staff will be recommending by far the most ambitious street resurfacing program in the history of the City -- perhaps as much as \$7 million -- which will require the drawdown of funds that would be paid back over the next several years. Moreover, interest rates have taken a dramatic downturn which will increasingly impact the City as older investments at higher interest rates mature.

#### **IV. EXPENDITURE HIGHLIGHTS**

Highlights are few next year. General Fund spending is proposed at \$46,388,300 which is 5.8% above the current year's financial plan. Most of the additional cost has been allocated to employee salary adjustments for the multi-year labor agreements and for the new retirement benefit for Police Officers.

**City Council, City Manager, City Attorney, City Clerk and City Treasurer**—There were virtually no changes within these departments, except for minor inflationary increases.

**Administrative Services Department** – Expenses for the Information Technology Division have increased somewhat because of the expense of connecting City Hall with ancillary facilities such as the new corporation yard, the lifeguard headquarters and fire stations. That division also has an allowance of \$50,000 for outside consulting services to help individual departments maintain their computer systems. This augmentation responds to complaints from several department directors that the City’s limited number of information technology professionals do not have sufficient time to help departments expand the use of technology.

The Information Technology Division also has funding for a new web content management system which will allow individual departments to place information and update data on the City’s website. This will enable the departments to manage the website more effectively and increase its value to the public.

There is also a minor allowance of approximately \$15,000 for an enhanced medical review program for new hires. By implementing a program which is used by several other Orange County governments, we hope to be even more successful in screening employees who would not be fit for various positions.

**Police Department** – As mentioned previously, the most salient change in the entire budget is the cost for the enhanced public safety retirement system. There are also several minor new initiatives, including placing automatic defibrillators in each of the patrol cars, establishing an online system under which the public can file police reports, and purchasing a new animal licensing software program so that these family members can be licensed throughout the year.

**Fire Department**—Last year, the Department was able to conserve resources by paring the size of the goat herd. This year, with the increased rainfall, the stipend for the goat herder is escalating closer to its previous level: i.e., from \$125,000 to \$148,000 in next year’s budget.

As a new initiative, the budget includes \$175,000 for expanding the firebreaks, particularly along the interface with native vegetation in the interior canyons.

**Marine Safety** – For the last several years, staffing in the Marine Safety budget has been increased. For the coming year, the budget recommends continuing with that enhanced level of permanent staffing. The budget also includes funding to continue the multi-year program of replacing the less safe, outdated red metal towers with enclosed towers that are used by most other lifeguard agencies along the coast.

**Public Works** – The budget includes a reclassification for one Project Coordinator to Project Manager. It also includes changing the 40 hour per week Intern position to a Public Works Technician as a career benefited position, which will allow for more stability in that position. New items are an allowance of \$10,000 for engineering studies to assist the Parking, Traffic and Circulation Committee and additional funding of \$35,000 for beach clean-up after storms. This last year, a contractor removed four tons of debris from our beaches.

Two relatively new programs which were added by the Council in recent years are being continued: the abatement of invasive weeds on City property at \$45,000 and sidewalk washing



in the downtown at \$95,000. Replacement of the multi-purpose room floor at Lang Park is included in the capital portion of the budget.

There is also a start of a reduction in the street maintenance ongoing costs. Because so many streets have been and are being resurfaced and new thermal plastic paint is being used, the contractual service allowance for street restriping has been cut by \$23,000. It is anticipated that the extensive level of street resurfacing, which the Council has supported, will lead to further reductions in Street Division outlays in the next two years.

Refuse costs are expected to increase by 5% under the new contract with Waste Management. Those expenses and offsetting revenues have been included in the proposed budget.

**Water Quality** – Because the five year monitoring program at the Treasure Island beaches has been concluded, the Water Quality budget shows a welcome reduction in contractual services.

**Community Services** – Staffing hours are being reassigned within the department. The budget proposes that the currently part-time Senior Center Coordinator be made full-time. To finance the additional cost, one of the Senior Recreation Supervisors will be accepting a part-time schedule. This modification enables the City to have an employee at the new Community/Senior Center 40 hours a week to help supervise that expensive facility.

The swimming pool budget includes several capital outlay items, the cost of which is shared by the School District. A new shade structure is included in the budget as is the purchase of a variable speed pump that will reduce electrical usage. The Capital Improvement Program includes an allowance of \$120,000 (of which the District will pay one-third) to completely replaster the pool.

**Community Development** – Because of pressing workload issues in the Zoning and Planning Divisions, two planners were added at mid-year. The proposed budget retains those two employees. Hopefully at some point the workload will be reduced and staffing can be brought back to previous levels.

The budget includes a reclassification of two Assistant Planners to Associate Planners. It also reflects a mid-year reclassification of the Code Enforcement Supervisor to reflect market realities.

An additional full-time position is added to the budget combining hours which an employee has been working in two part-time functions. The full-time position will include the same duties which are currently being performed, i.e., the City Hall Receptionist and Records Management.

Several special projects have been incorporated into the budget including \$65,000 to update the aerial photos on the City's Geographic Information System. The Department hopes to redo the photos every five years. An allowance of \$45,000 is budgeted for improvements to the Geographic Information System. Also, \$10,000 has been budgeted in the South Laguna Village zone for a parking study which the Coastal Commission has advocated.

**Cultural Arts** – The Business Improvement District generates substantial revenues for the Visitors Bureau (\$900,000 per year) and an equal amount for art programs within the City. It is anticipated that the Playhouse, Museum and Art School will each receive approximately \$180,000 next fiscal year. The Arts Commission is recommending \$50,000 to be set aside each

year to help pay for a future cultural facility. The budget also includes \$28,000 for a sculpture on the frontage road and \$26,000 to create a pamphlet for walking and driving within the community to review public art works.

## **V. GENERAL FUND SUMMARY**

General Fund revenues for Fiscal Year 2008-09 are expected to be \$45,699,000. As in the previous 15 years, \$700,000 is transferred to the General Fund from the Parking Fund. There is also a transfer of \$300,000 in animal shelter donations from the General Fund to the Capital Improvement Fund.

Expenditures are projected at \$46,388,300. The projected ending fund balance on June 30, 2009 would be \$6,986,614. That amount is approximately \$28,000 over the 15% reserve requirement.

## **VI. TRANSIT FUND**

Summer transit routes have expanded in the last few years and ridership has grown dramatically, especially since there are no fares! This summer, the City will increase service by adding buses to the north route and to the south route. Furthermore, the City is leasing parking spaces in the garage at South Coast Medical Center. In order to provide this level of service, a subsidy exceeding \$470,000 is necessary from the Parking Fund.

## **VII. PARKING FUND**

Each year, on the average, the Parking Fund nets about \$1.2 million after all expenses and transfers are considered. The amount varies considerably since parking permits are sold once every two years. The budget does not yet reflect the cost of purchasing new parking meters that accept credit cards. At the same time, it does not reflect any increase in meter rates that would be possible with new meters. The staff will prepare a special report to the Council concerning parking meters and possible rate changes.

At the end of next fiscal year, there should be about \$4.7 million available in the Parking Fund balance – more if parking meter rates are increased. It is assumed that the Parking Fund will be reserved to help finance the parking facility at the Village Entrance. In fact, the budget assumes that all costs associated with the Village Entrance project will be financed from the Parking Fund.

## **VIII. STREET LIGHTING FUND**

The Street Lighting account continues to be adequately funded from a dedicated portion of the property tax. Ongoing revenues exceed operating costs by \$700,000 each year. As opportunities arise, funds are allocated from the Street Lighting Fund for related special projects including the City's share of undergrounding costs. Last year, for example, \$350,000 was transferred to the Capital Improvement Fund for all of the new lighting associated with the Heisler Park renovation. Given the paucity of funding allocated by the utility companies for undergrounding of utilities, the Street Lighting Fund is probably the only meaningful source of revenue if the Council decides to proceed with undergrounding utilities along Laguna Canyon Road.

## **IX. GAS TAX FUND**

Because the gas tax is based on a flat amount per gallon, this revenue source does not even begin to keep pace with inflation. The City has maintained an aggressive street resurfacing program by allocating substantial amounts from the Capital Improvement Fund. Those allotments have been possible because the Montage Hotel contributes approximately \$3.6 million per year to the Capital Improvement Fund.

Next year's budget proposes, by far, the most ambitious street repaving program ever contemplated in the City. This year, we have been designing the resurfacing of all streets in the following neighborhoods and those roads would be repaved at the start of the next fiscal year:

- The streets and alleys bounded by Anita, Cress, Temple Terrace and Coast Highway.
- The Mystic Hills and upper Park Avenue neighborhoods.
- Rembrandt, Van Dyke and Diamond/Crestview environs.

We will be out to bid shortly, but the costs for this extensive street resurfacing program are presently estimated to be roughly \$7 million. The budget proposes to loan the Gas Tax Fund approximately \$3.8 million, which would be repaid by annual gas tax revenues over the subsequent four years. By advancing the funds, the City would be able to complete the goal of resurfacing every street in the City over ten years. (Of course, it actually took about 15 years!) Beginning in the 2009-10 budget, streets would start to be slurry sealed with minor repairs to extend their useful lives. Under this concept, the streets in Laguna Beach would be among the best maintained in all of California. Moreover, by accelerating the street repaving, the City will reduce its future expenditures for pothole patching which is a costly, ineffective means of maintaining City thoroughfares.

## **X. OPEN SPACE, PARK IN-LIEU, HOUSING IN-LIEU, PARKING IN-LIEU, ART IN-LIEU AND DRAINAGE IN-LIEU FUNDS**

Expenditures from the Open Space Fund occur as opportunities present themselves during the year. Balances in the other funds will be utilized in future years for related capital improvements.

## **XI. CAPITAL IMPROVEMENT FUND.**

Street resurfacing and storm drain repairs are the primary thrust of the 2008-09 Capital Improvement Program. As indicated above, about \$7 million is proposed to resurface streets and alleys. Another \$1.9 million is allocated to rehabilitating storm drains, including \$900,000 for the portion of the Laguna Canyon Channel that is owned by the City.

The third largest expense is \$1.4 million to preclude further erosion of the creek at the animal shelter and to renovate the shelter facilities. We have received a substantial donation for the shelter and the renovation assumes a total of \$800,000 in bequests.

A \$300,000 allotment would pay for the design of improvements to City Hall once the recreation programs are relocated to the new community center. For the following fiscal year, an allowance of \$3 million is projected for the actual construction.

Four hundred thousand dollars (\$400,000) is included in the preliminary budget for the construction of the Arch Beach Heights View Park which will include an irrigated fire break adjacent to the houses on Quivera which will mitigate the fire hazard in that neighborhood.

## **XII. SEWER FUND**

The ten year Sewer Improvement Program is modified slightly each year. The plan assumes that sewer rates will escalate each year by 3.5% to finance the necessary infrastructure. However, even after ten years there will be priority projects which have not been funded, including reconstruction of the aging sewer pump stations, some of which were built 50 years ago. There also needs to be a significant allowance allocated to repairs and improvements at the Sewer Treatment Plant. The staff will be returning to the Council with a separate report on the North Coast Interceptor now that the Nyes Place project has been completed and we were able to assess the condition of the pipe on each end. While materials testing is still underway, the initial assessment is that the North Coast Interceptor is in excellent condition – much better than forecast by the consulting engineers.

## **XIII. 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 \$1.6 million next year. The property tax override adds about 3% to the base property tax rate. This special property tax will continue until 2011.

## **XIV. MEASURE A SALES TAX/BLUEBIRD CANYON LANDSLIDE**

While the budget shows more than \$2 million a year in revenue from the half-cent sales tax, no expenses are shown. Including interest earnings, the balance at the end of next fiscal year is depicted at \$6.5 million. Once all of the FEMA/OES contributions are sorted out – which hopefully will be done by the summer of 2008 – the staff will recommend that the unreimbursed expenses be charged to Measure A. As a minimum, there will be expenses close to \$2 million if all goes reasonably well with FEMA and OES.

## **XV. INTERNAL SERVICE FUNDS**

The Automotive Replacement Fund provides financing to replace the City's fleet of vehicles as they end their useful lives. Next year's budget calls for replacing only 11 vehicles – as compared to more than 20 last year – based on the assessment of each vehicle. Four of the vehicles will be hybrid powered to reduce gasoline consumption. The largest expenditure is approximately \$140,000 to replace the Public Works aerial lift. The truck itself was purchased in 1988 and some of the aerial lift components are as old as 1965.

# Section I

## **City-Wide Summaries**

<b>Beginning &amp; Ending Balances.....</b>	<b>page 3</b>
<b>Sources &amp; Uses of Funds by Department &amp; Fund</b>	<b>page 4</b>
<b>History of Authorized Positions.....</b>	<b>page 6</b>

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# Beginning and Ending Balances

## Fiscal Year 2008-09

# All Funds<sup>1</sup>

	Estimated Beginning Balance July 1, 2008	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2009
<b><u>Operating and Capital Project Funds</u></b>					
General	\$7,275,914	\$45,809,000	\$400,000 <sup>2</sup>	\$46,501,300	\$6,983,614
Open Space	338,394				338,394
Capital Improvement	1,804,442	6,870,000	(2,399,000) <sup>3</sup>	4,560,000	1,715,442
Parking Authority	3,213,198	4,756,000	(1,183,700) <sup>4</sup>	2,084,800	4,700,698
Parking in Lieu	23,293				23,293
Park in Lieu	233				233
Art in Lieu	124,177			40,000	84,177
Drainage	115,614		(101,000)		14,614
Housing in Lieu	39,914				39,914
Gas Tax	399,430	1,225,000	4,800,000	6,400,000	24,430
Street Lighting	1,356,554	1,032,000	(1,000,000) <sup>5</sup>	284,800	1,103,754
Wastewater	612,796	7,768,000		7,727,300	653,496
Spec. Revenue & Grants <sup>6</sup>	25,413	15,000		15,000	25,413
Disaster Relief	4,004,007	2,500,000			6,504,007
Debt Service	2,204,376	1,715,000		1,615,200	2,304,176
Transit	2,000	2,620,500	483,700	3,104,200	2,000
<b>Total</b>	<b>21,539,755</b>	<b>74,310,500</b>	<b>1,000,000</b>	<b>72,332,600</b>	<b>24,517,655</b>
<b><u>Internal Service Funds</u></b>					
Insurance	3,325,214	6,649,900		6,747,500	3,227,614
Vehicle Replacement	619,488	1,124,600	(1,000,000) <sup>5</sup>	413,500	330,588
<b>Total</b>	<b>\$3,944,702</b>	<b>\$7,774,500</b>	<b>(\$1,000,000)</b>	<b>\$7,161,000</b>	<b>\$3,558,202</b>

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

<sup>2</sup> Includes transfers in of \$700,000 from the Parking Authority, and a transfer out of \$300,000 to the Capital Improvement Fund of Animal Shelter Donations.

<sup>3</sup> Includes a transfer in of \$300,000 from the General Fund, \$101,000 from the Drainage Fund and a transfer out of \$2,800,000 to the Gas Tax Fund.

<sup>4</sup> Includes transfers out of \$700,000 to the General Fund and \$483,700 to the Transit Fund.

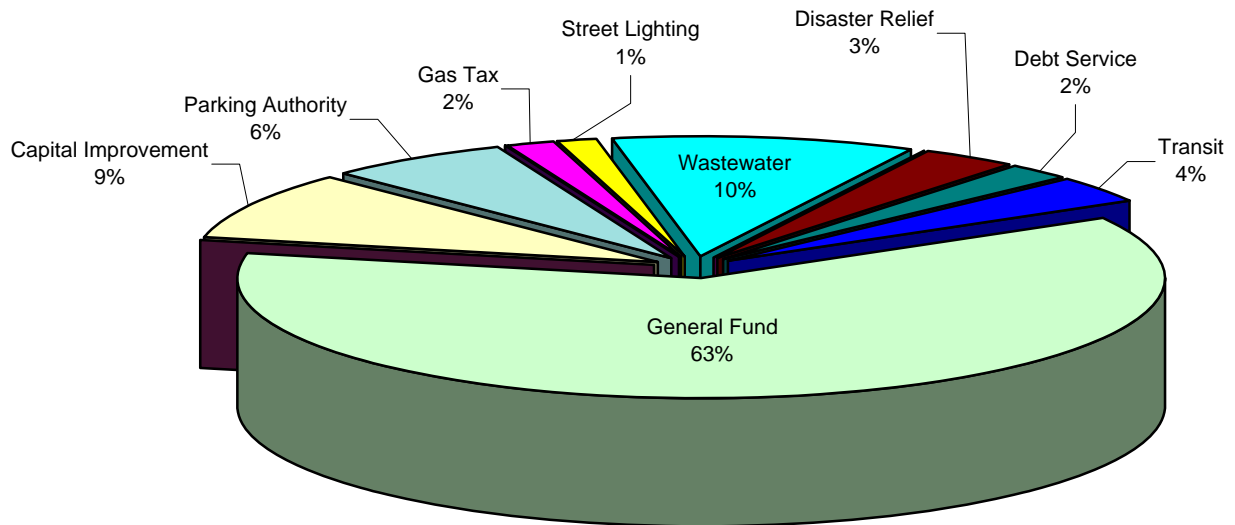
<sup>5</sup> Includes a transfer out of \$1,000,000 to the Gas Tax Fund.

<sup>6</sup> Includes Asset Forfeitures, Water Quality Grants, Police Grants, Community Development Block Grants.

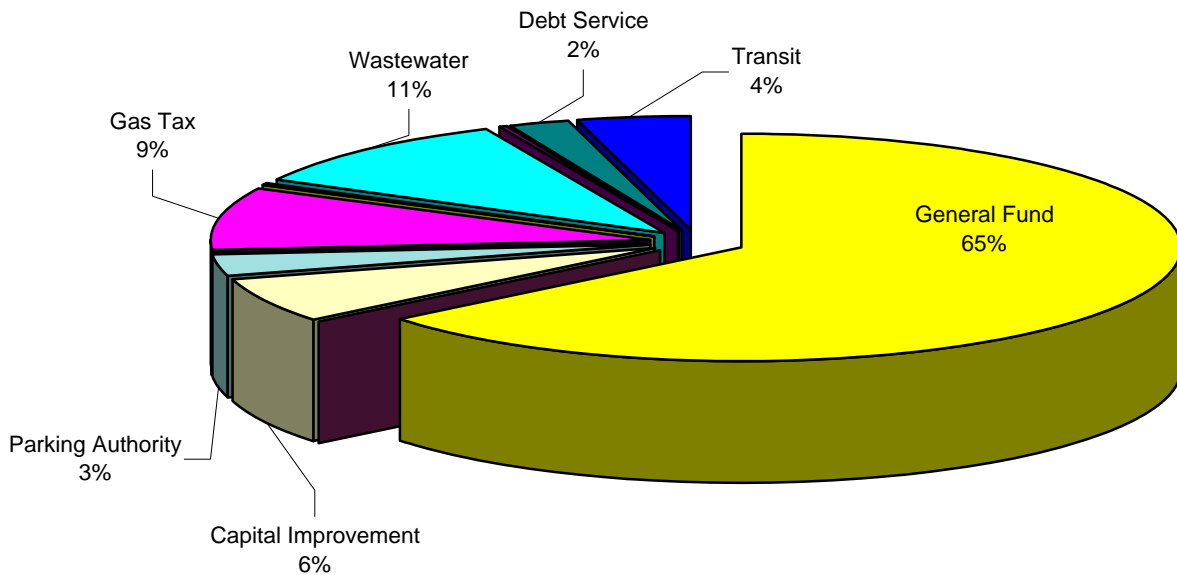
# Sources & Uses of Funds<sup>1</sup>

## All Funds

### Revenue Source by Fund



### Expenditures By Fund



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



Sources & Uses of Funds<sup>1</sup>  
Summary by Department & Fund

All Funds

	Total Budget (All Funds)	Total Budget Allocated by Fund														Internal Service Funds				
		General Fund	Open Space	Capital Improvement	Parking Authority	Parking In Lieu	Park In Lieu	Art In Lieu	Drainage Fund	Housing In Lieu	Gas Tax	Street Lighting	Wastewater Fund	Spec. Rev. & Grants	Disaster Relief	Debt Service	Transit Fund	Vehicle Repl.	Insurance	
<b>SOURCES OF FUNDS</b>																				
BEGINNING BALANCE: July 1, 2008		21,539,755	338,394	1,804,442	3,213,198	23,293	233	124,177	115,614	39,914	399,430	612,796	25,413	4,004,007	2,204,376	2,000				
Revenues		45,809,000	0	6,870,000	4,756,000	0	0	0	0	0	1,225,000	7,768,000	15,000	2,500,000	1,715,000	2,620,500	619,488		3,325,214	
Transfers: In/(Out)		1,000,000	0	(2,399,000)	(1,183,700)	0	0	0	(101,000)	0	4,800,000	0	0	0	0	483,700	(1,000,000)		6,649,900	
TOTAL SOURCES OF FUNDS		96,850,255	338,394	6,275,442	6,785,498	23,293	233	124,177	14,614	39,914	6,424,430	8,380,796	40,413	6,504,007	3,919,376	3,106,200	744,088		9,975,114	
<b>USES OF FUNDS</b>																				
City Council (p. 33)		70,500																		
City Manager (p. 34)		739,450																		
City Clerk (p. 36)		355,450																		
City Treasurer (p. 38)		133,900																		
City Attorney (p. 40)		590,000																		
Administrative Services (p. 41)		3,842,800																		
Police (p. 53)		13,613,300																		
Fire (p.70)		9,647,900																		
Marine Safety (p. 81)		2,345,200																		
Public Works (p. 87)		24,844,600		4,560,000	1,253,100						6,400,000	284,800				3,104,200				
Water Quality (p.111)		8,119,800										7,727,300								
Community Development (p. 122)		3,775,400											15,000							
Community Services (p. 135)		2,315,900						40,000												
Cultural Arts (p. 147)		1,938,400																		
TOTAL USES OF FUNDS		72,332,600	0	4,560,000	2,084,800	0	0	40,000	0	0	6,400,000	7,727,300	15,000	0	1,615,200	3,104,200	413,500		6,747,500	
ENDING BALANCE: June 30, 2009		24,517,655	338,394	1,715,442	4,700,698	23,293	233	84,177	14,614	39,914	24,430	653,496	25,413	6,504,007	2,304,176	2,000	330,588		3,227,614	

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

## Population and Assessed Valuation

**Population Estimate Year 2008** **24,589**  
**Assessed Valuation Fiscal Year 2007-08** **\$9,125,437,026**

## **History of Authorized Positions**

Fiscal Year	City Clerk	City Manager	City Treas.	Admin. Services	Police	Fire	Marine Safety	Public Works	Water Quality	Comm. Devel.	Comm. Service	Cultural Arts	Total
78-79	1	2	1	10	64.5	31	3	59.3		16	3		190.80
79-80	2	2	1	9	65.5	34	3	53.2		14	2		185.70
80-81	2	2		9	65.5	34	3	53.3		14	3		185.80
81-82	2	2	.5	9	66.5	32	3	53.3		14	3		185.30
82-83	2	2	.5	9	66	35	3	52		14	3.5		187.00
83-84	2	2	.5	9	66	35	3	50		14	3.5		185.00
84-85	2	2	.5	9	66	35	3	50		14.5	4.2		186.20
85-86	2	2	.5	9	66.5	35	3	49		16.6	4.2		187.80
86-87	2	2	.5	9	67.5	35	3	50		16.6	4.2		189.80
87-88	2	2	.5	9	67	34	3	48		17	3.8		186.30
88-89	2	2	.5	9	75	40	3	52		21	3.8		208.30
89-90	2	2	.5	10	77	40	3	53		21	3.8		212.30
90-91	2	2	.5	9	79	43	3	57		22.6	4.75		222.85
91-92	2	2	.5	9	79	43	3	58		22.6	4.8		223.90
92-93	2	2	.5	9	79	40	3	58		21.6	4.8		219.90
93-94	2	2	.5	8.6	77	36	3	56		20.1	4.8		210.00
94-95	2	2	.5	8.6	77	42	3	54		20.1	4.8		214.00
95-96	2	2	.5	8.6	79	43	3	52		19.1	4.75		213.95
96-97	2	2	.5	9	79.5	43	3	49		19.0	4.75		211.75
97-98	2	2	.5	9.4	81	43	3	49		20	5.25		215.18
98-99	2	2	.5	9.5	82	43	3	50		20.2	5.75		217.95
99-00	2	2	.5	9.5	82	43	3	50		21.4	6.75		220.15
00-01	2	2	.5	10.5	84	44	4	55		21.4	6.75		230.15
01-02	2	2	.5	10.5	85	44	4	66		22.6	6.75		243.35
02-03	2	3	.5	11.6	86	44	4	69		23.6	6.75		250.45
03-04	2	3	.625	12	86	41	4	54	15	23.6	6.5	1	248.725
04-05	2	3	.625	12	86	40.75	5	56	15	24	6.5	1	251.875
05-06	2	3	.625	12.4	86	41	5	56	15	24	6.5	1	252.525
06-07	2	3	.625	12.4	86	41	6	56	15	26	6.5	1	255.525
07-08	2	3	.625	12.4	86	41	8	56	15	26	6.5	1	257.525
08-09	2	3	.625	12.4	85	41	8	56	15	29	6.5	1	259.525

## Section II

# Revenues

<b>Revenue Summary.....</b>	<b>page 8</b>
<b>General Fund Analysis.....</b>	<b>page 10</b>
<b>All Fund Analysis.....</b>	<b>page 14</b>
<b>Revenue Detail.....</b>	<b>page 15</b>
<b>Description of Key Revenue Sources.....</b>	<b>page 25</b>

# Revenue Summary

## *Fiscal Year 2008-09*

**All  
Funds**

	<u>Amount</u>	<u>% of Total</u>
<b>General Fund</b>		
Property Tax	23,533,000	
Sales Tax	4,920,000	
Transient Occupancy Tax	5,100,000	
Business License Tax	790,000	
Other Taxes	1,150,000	
Licenses & Permits	1,130,000	
Citations	18,000	
Use of Money & Property	1,637,000	
Revenue from Other Agencies	404,000	
Charges for Current Services	6,898,000	
Reimbursements & Contributions	216,000	
Other Revenue	13,000	
Subtotal General Fund	<b>45,809,000</b>	61.68%
<b>Capital Improvement Fund</b>		
Transient Occupancy Tax	3,600,000	
Parking & Other Fines	1,775,000	
Real Property Transfer Tax	350,000	
Building Construction Tax	250,000	
Reimbursements & Contributions	540,000	
Other Revenue	355,000	
Subtotal Capital Improvement	<b>6,870,000</b>	9.2%
<b>Parking Authority Fund</b>		
Parking Lots & Meters	3,647,000	
Parking Permits	1,100,000	
Other Revenue	9,000	
Subtotal Parking Authority Fund	<b>4,756,000</b>	6.4%
<b>Wastewater Fund</b>		
Wastewater Service Charges	5,715,000	
Revenue from Other Agencies	2,053,000	
Subtotal Wastewater Fund	<b>7,768,000</b>	10.5%

**Revenue Summary (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

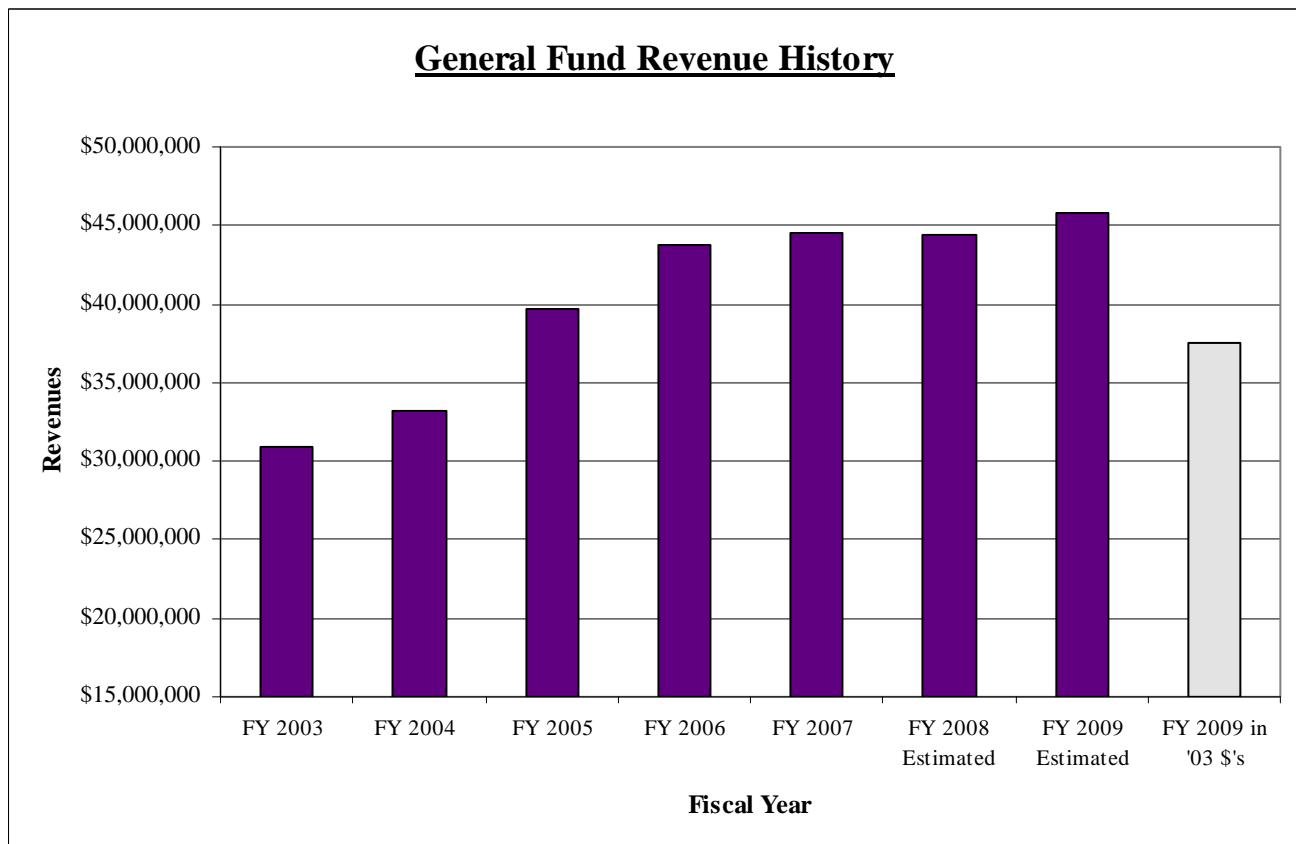
	<u>Amount</u>	<u>% of Total</u>
<b>Transit Fund</b>		
State Grants	1,921,500	
Bus Fares & Other Income	217,000	
Revenue from Other Agencies	372,000	
Parking Authority Fund Subsidy in Lieu of Tram & Bus Fares	110,000	
Subtotal Transit Fund	<b>2,620,500</b>	3.5%
<b>Debt Service Fund</b>	<b>1,715,000</b>	2.3%
<b>Disaster Relief Fund</b>	<b>2,500,000</b>	3.4%
<b>Gas Tax Fund</b>	<b>1,225,000</b>	1.6%
<b>Street Lighting Fund</b>	<b>1,032,000</b>	1.4%
<b>Special Revenue &amp; Grants Fund</b>	<b>15,000</b>	0.02%
<b>TOTAL ALL REVENUES</b>	<b><u><u>\$74,310,500</u></u></b>	<b>100%</b>

## General Fund Analysis

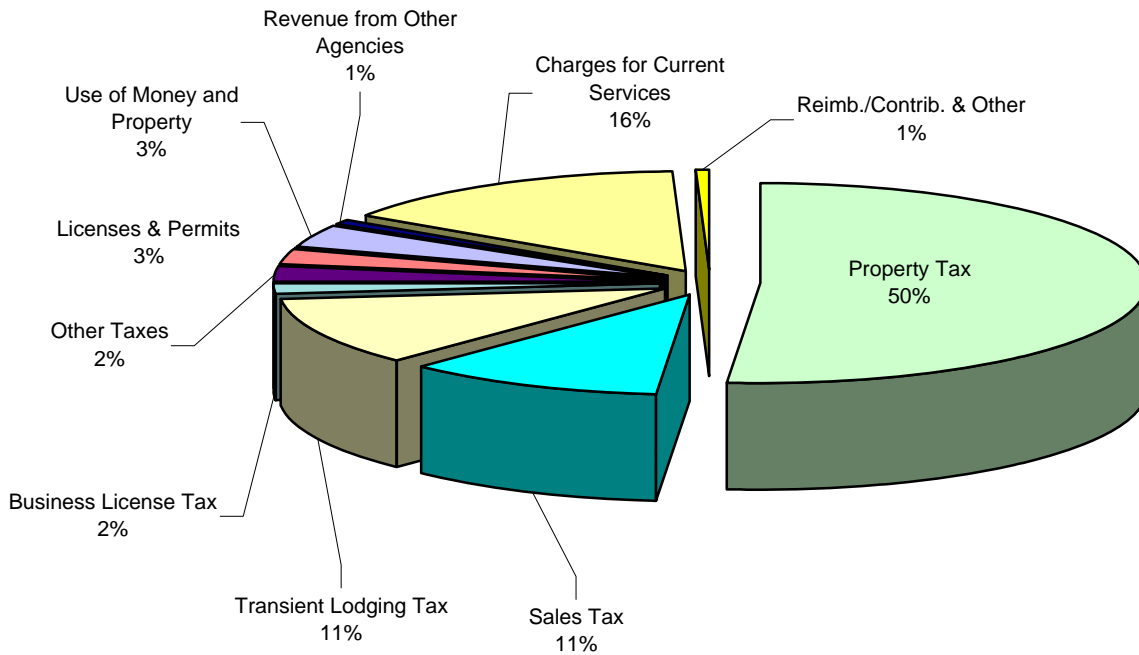
As shown on the Revenue Summary, the City relies on the General Fund as its primary source of operating revenues. The following three charts provide an overview of the history, composition and use of General Fund revenues.

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

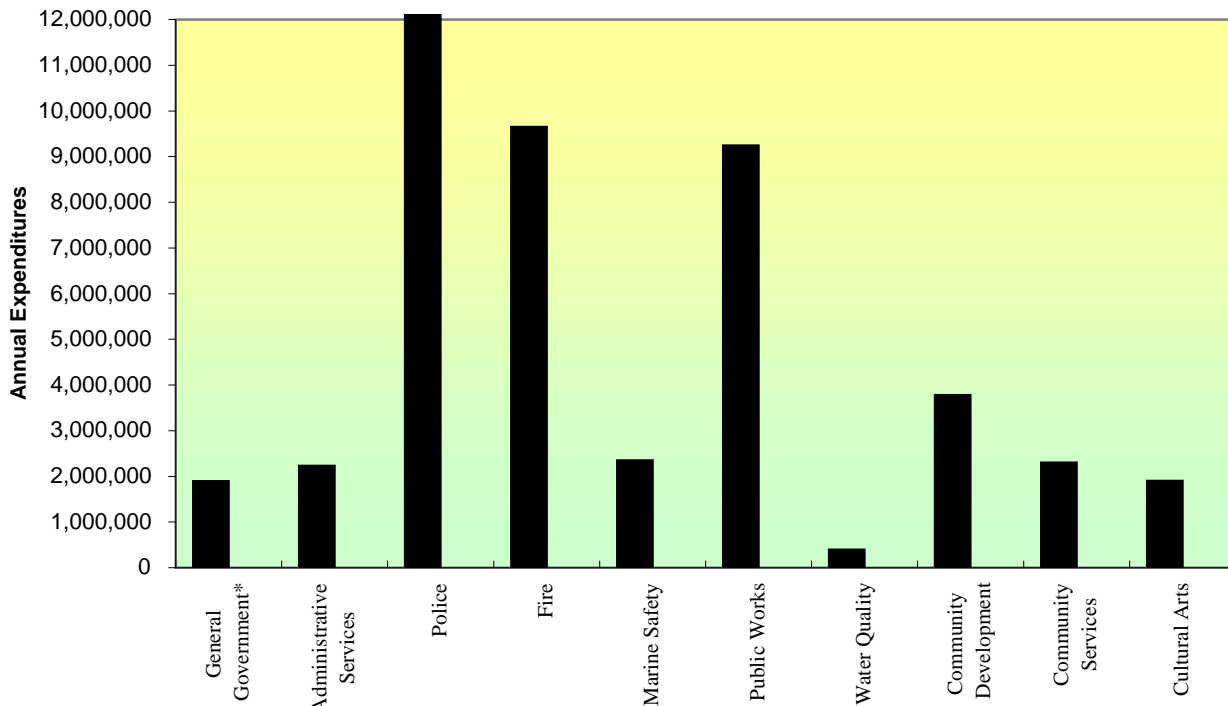
In the bar charts showing revenue histories, an unshaded bar has been added to the far right side of each graph to show the impact of inflation over the period of time covered by the graph. This unshaded bar is labeled “FY 2009 in '03 \$'s.” The value for this bar is arrived at by applying the inflation rate over the preceding years to the amount of revenue projected for Fiscal Year 2009. For example, in looking at the General Fund Revenue History shown immediately below, revenues have grown over forty eight percent since 2003. But, when measured in dollars that are adjusted for inflation (the unshaded bar), the *purchasing power* of the revenues in 2009 has actually increased by about twenty one percent.



## General Fund Revenue Source

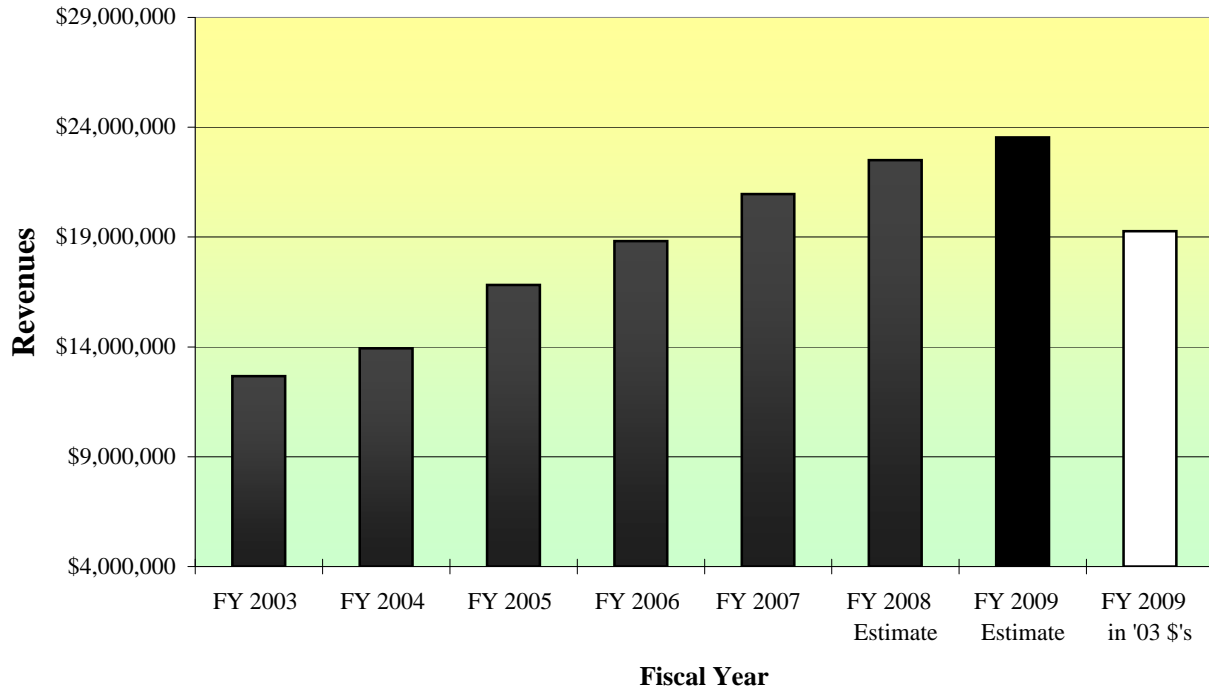


## General Fund Expenditures by Department

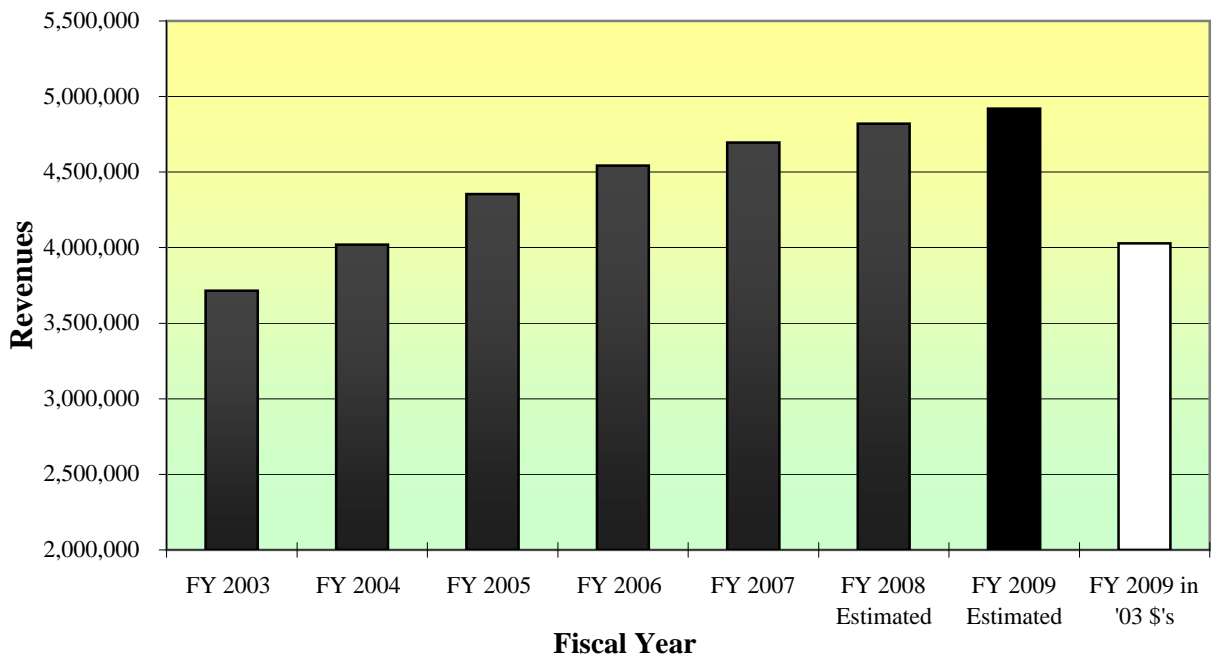


\* Includes City Council, City Manager, City Clerk, City Treasurer and City Attorney.

### Property Tax

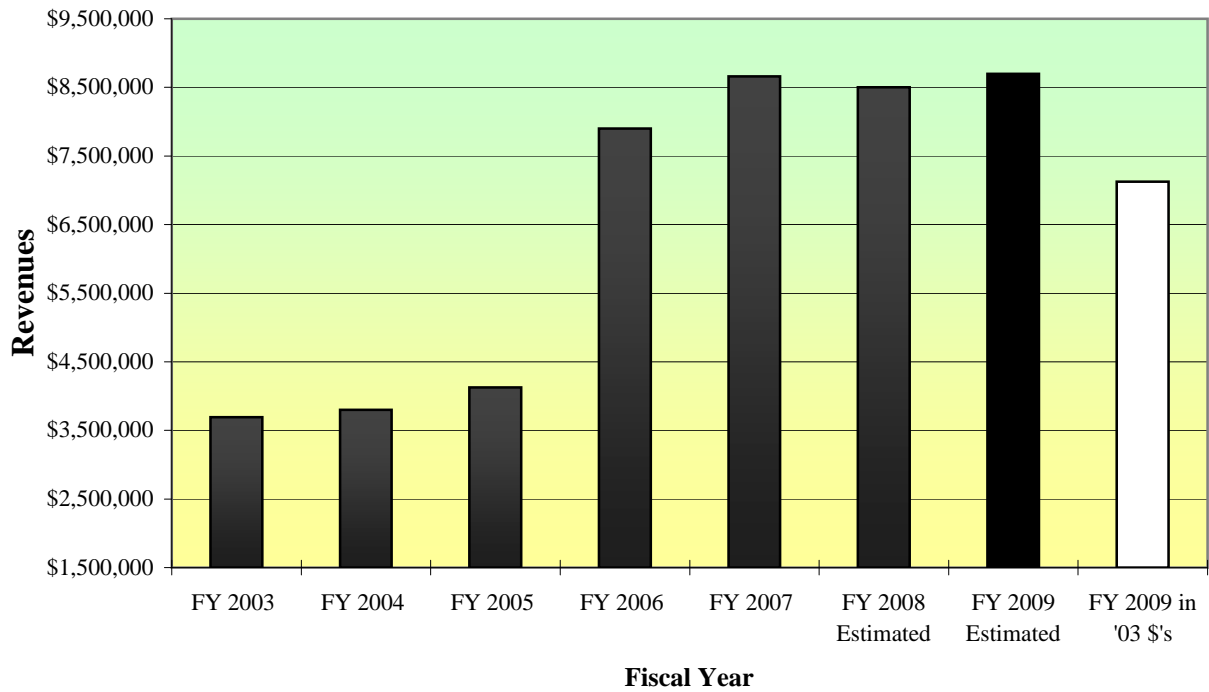


### Sales Tax

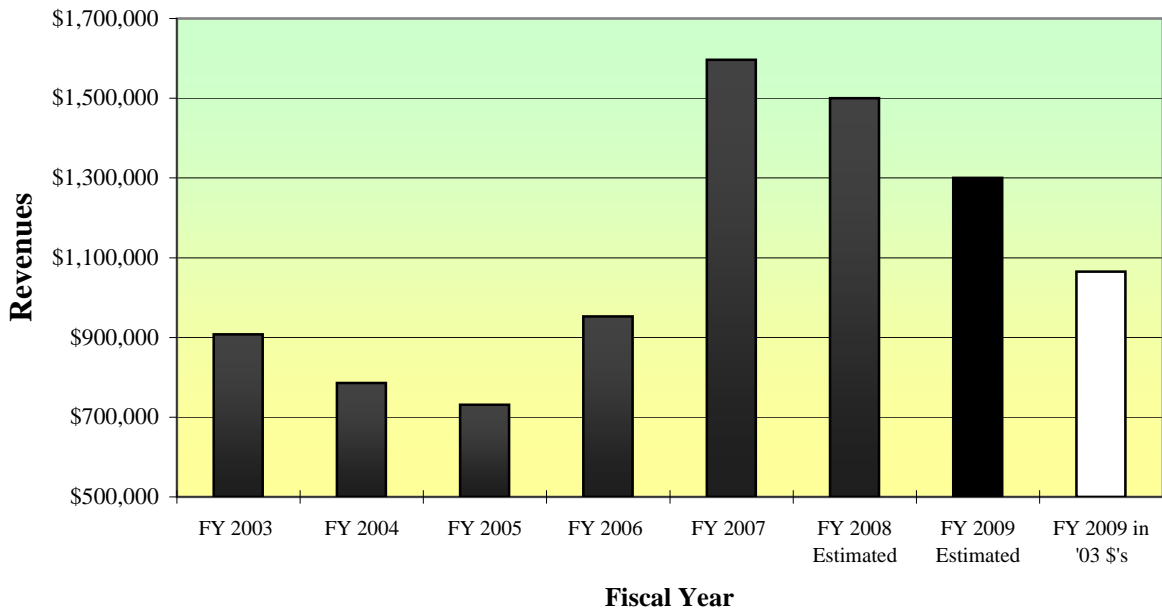




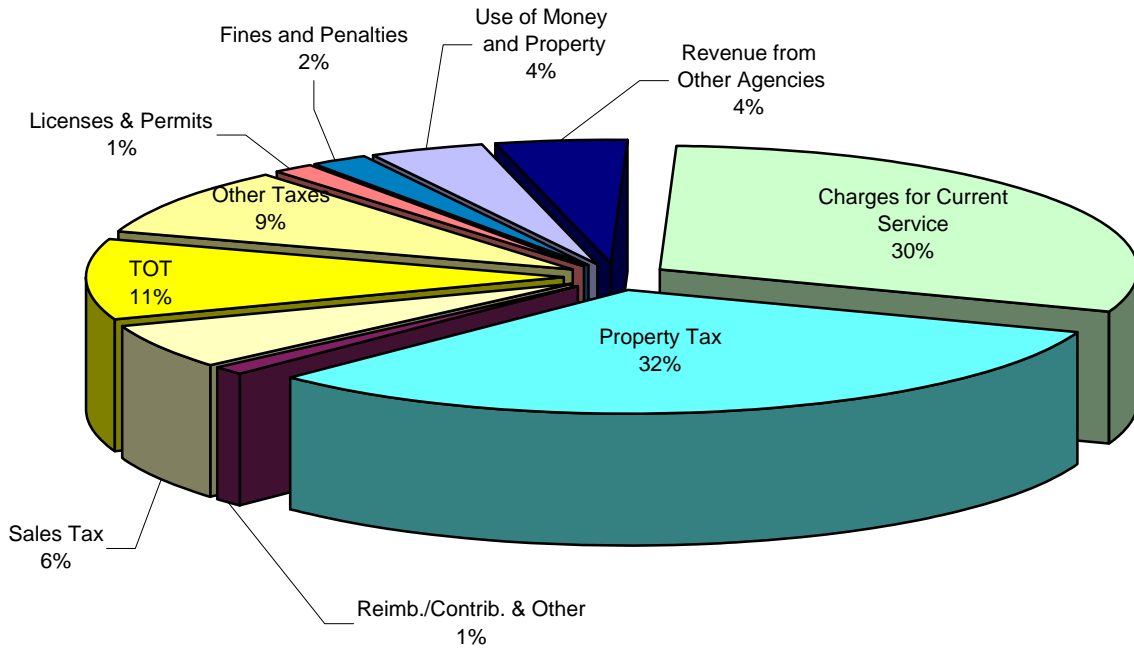
### Transient Occupancy Tax



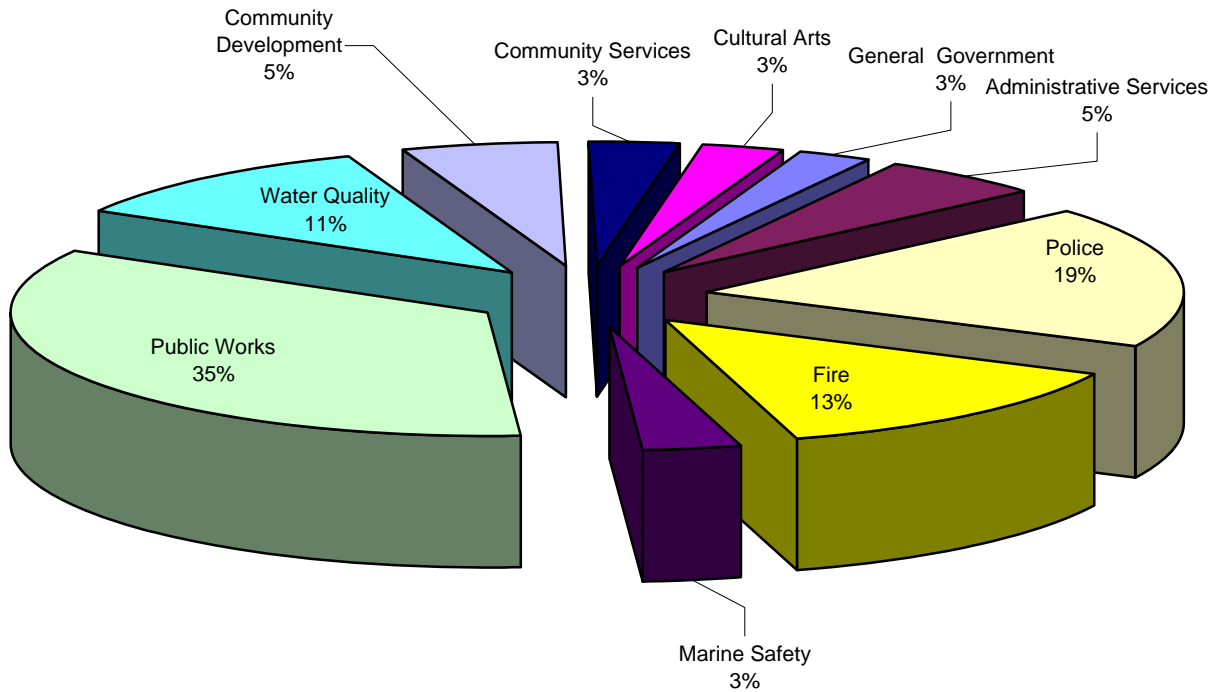
### Investment Income



### All Funds Revenue Source



### All Funds Expenditures by Department



# Revenue Detail

## Fiscal Year 2008-09

# All Funds

Object	Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b>110 GENERAL FUND</b>					
<b><u>Property Tax</u></b>					
3010	Current Secured	\$16,860,386	\$18,377,000	\$18,698,000	\$19,830,000
3015	Public Utility	150,164	145,000	145,000	145,000
3020	Current Unsecured	782,988	833,000	802,000	833,000
3025	Supplemental Apportionment	905,304	700,000	750,000	500,000
3030	Prior Years	224,218	150,000	225,000	200,000
3040	Other Property Taxes	398			
3050	Interest & Penalties - Delinquencies	243,082	80,000	80,000	125,000
3080	In Lieu of VLF	1,794,385	1,600,000	1,800,000	1,900,000
	Subtotal	20,960,925	21,885,000	22,500,000	23,533,000
<b><u>Other Taxes</u></b>					
3101	Sales Tax - General	3,262,245	3,450,000	3,450,000	3,500,000
3103	Sales Tax - Public Safety	319,436	320,000	320,000	320,000
3104	In Lieu of Sales Tax	1,112,853	1,050,000	1,050,000	1,100,000
3112	Transient Occupancy Tax	4,959,444	4,900,000	4,900,000	5,100,000
3113	Transient Occupancy Tax-Montage	485,839			
3118	Franchise Tax - Trash	230,894	230,000	230,000	230,000
3119	Franchise Tax - Cable TV	523,783	430,000	430,000	520,000
3120	Franchise Tax - Natural Gas	128,175	130,000	130,000	130,000
3121	Franchise Tax - Electricity	269,420	210,000	210,000	270,000
3135	Business License Tax	850,073	760,000	760,000	790,000
	Subtotal	12,142,162	11,480,000	11,480,000	11,960,000
<b><u>Licenses and Permits</u></b>					
3300	Animal Licenses	63,838	70,000	70,000	70,000
3310	Building Permits	770,800	904,000	904,000	820,000
3313	Plumbing Permits	37,595	36,000	36,000	38,000
3316	Electric Permits	56,859	64,000	64,000	63,000
3319	Mechanical Permits	27,363	25,000	25,000	29,000
3320	Coastal Development Permits	56,402	35,000	35,000	45,000
3328	Public Works Permits	7,441	7,000	7,000	7,000
3335	Grading Permits	3,959	4,000	4,000	4,000
3340	Temporary Use Permits	4,480	3,000	3,000	3,000
3345	Conditional Use Permits	41,821	25,000	25,000	30,000
3350	Encroachment Permits	4,200	6,000	6,000	6,000
3360	Alarm Permits	21,250	15,000	15,000	15,000
	Subtotal	1,096,008	1,194,000	1,194,000	1,130,000
<b><u>Fines and Penalties</u></b>					
3440	Citations - Code Enforcement	19,005	15,000	15,000	15,000
3441	Citations - Water Quality	3,700	3,000	3,000	3,000
	Subtotal	22,705	18,000	18,000	18,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b><u>Use of Money and Property</u></b>				
3500 Investment Earnings	1,596,066	1,100,000	1,100,000	1,300,000
3510 Rent - Community Center	14,550	9,000	9,000	10,000
3515 Rent - Festival of Arts	213,542	213,000	213,000	213,000
3520 Rent - Third Street	38,160			
3530 Rent - Moulton Playhouse	12,479	12,800	12,800	13,000
3540 Rent - Anneliese Pre-School	62,594	70,000	70,000	71,000
3550 Rent - Miscellaneous	27,993	35,000	35,000	30,000
Subtotal	1,965,385	1,439,800	1,439,800	1,637,000
<b><u>From Other Agencies</u></b>				
3601 Motor Vehicle In-Lieu Tax	144,395	140,000	140,000	140,000
3615 Homeowners Property Tax Relief	182,097	190,000	190,000	190,000
3635 Peace Officers Standards & Training	19,979	30,000	30,000	30,000
3638 Motor Vehicle Off Highway		1,000	1,000	
3690 Mutual Aid Contract	113,191			
3705 Abandoned Vehicle Program	9,827	20,000	20,000	10,000
3730 Air Quality Management District		1,000	1,000	1,000
<b><u>State Grants:</u></b>				
3640 Recycling-State	(6,700)	7,000	7,000	6,000
3641 Used Oil Recycling Block	(3,322)	7,000	7,000	7,000
3642 Hazardous Waste Recycling			20,000	20,000
<b><u>Federal Grants:</u></b>				
3865 Department Home Security, Grant 1	204,865			
3866 Department Home Security, Grant 2	40,000			
Subtotal	704,331	396,000	416,000	404,000
<b><u>Charges for Current Services</u></b>				
3901 Variance	344,878	210,000	210,000	315,000
3907 Plan Check Fees - Building	386,119	491,000	491,000	451,000
3908 Water Quality Inspection Fees	40,024	63,000	63,000	40,000
3909 Plan Check Fees - Zoning	220,770	183,000	183,000	210,000
3910 Design Review	402,286	420,000	420,000	437,000
3915 Subdivision Fees	63,405	12,000	12,000	12,000
3923 General Plan Amendment	5,000			
3926 Environmental Report	15,485	8,000	8,000	8,000
3930 Real Property Report	132,640	120,000	120,000	100,000
3935 Design Review Appeals	20,582	15,000	15,000	15,000
3939 Document Retention Fee	20,166	32,000	32,000	25,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object	Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
3940	Other Filing & Permit Fees	63,167	49,000	49,000	55,000
3942	Use & Occupancy Inspection Fees	27,000	30,000	30,000	30,000
3943	Grading Fee - Diamond/Crestview	4,896	6,000	6,000	6,000
3944	Floor Area Fee - Diamond/Crestview	3,038	5,000	5,000	5,000
3950	Other Inspection Fees	679	1,000	1,000	1,000
3955	Special Policing Fees	8,484	6,000	6,000	8,000
3956	False Alarm Fees	7,250	17,000	17,000	8,000
3957	Finger Printing	695	1,000	1,000	1,000
3958	Police Reports	10,060	14,000	14,000	11,000
3960	Vehicle Towing & Release Fees	27,470	28,000	28,000	28,000
3961	DUI Cost Recovery Fee	16,019	10,000	10,000	5,000
3965	Animal Services - Laguna Woods	70,798	75,000	75,000	79,000
3970	Animal Shelter Fees	20,235	25,000	25,000	25,000
3978	Weed & Lot Cleaning	14,237	30,000	30,000	63,000
3980	Landscape Development Fee	49,870	60,000	60,000	60,000
3990	C & D Administration Fees	8,306			
4003	Business Improvement District	1,732,201	1,650,000	1,650,000	1,775,000
4005	Refuse Service Charges	1,614,936	1,751,500	1,751,500	1,767,000
4008	Misc Refuse/Recycling Revenue	275			
4010	Paramedic Non-Resident Fees	8,635	35,000	35,000	55,000
4011	Paramedic Medical Supplies Fees	28,705	25,000	25,000	28,000
4012	Swimming Pool Classes	143,551	119,000	119,000	136,000
4013	Swimming Pool Use Fees	41,335	41,000	41,000	41,000
4014	Marine Safety Beach Classes	80,592	77,400	87,900	80,000
4020	Recreation - Social & Cultural	618,045	564,000	564,000	648,000
4021	Recreation - Basketball Leagues		5,000	5,000	
4024	Recreation - Adult Softball	10,743	25,000	25,000	27,000
4030	Recreation - Misc. Sports Programs	127,836	105,000	105,000	125,000
4038	Recreation - Special Programs	7,290	14,000	14,000	8,000
4041	Recreation - Brochure Advertising	42,869	41,000	41,000	41,000
4042	Recreation - Park Weddings	97,925	85,000	85,000	90,000
4043	Recreation - Film Permits	23,750	25,000	25,000	15,000
4044	Recreation - Miscellaneous Fees	788	16,800	16,800	17,000
4045	Recreation - Administrative Fees	15,285			
4048	City Hall Parking	164,778	175,000	175,000	
4130	Lifeguard Services - Private Beaches	23,000	23,000	23,000	24,000
4140	Sale of Maps, Books & Copying	10,546	12,000	12,000	12,000
4150	Assessment District Service Fees	70,946	10,000	10,000	10,000
4160	Returned Check Fee	1,293	1,000	1,000	1,000
	Subtotal	6,848,881	6,711,700	6,722,200	6,898,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b><u>Other Revenue</u></b>				
4202 Sale of Real & Personal Property	999	2,000	2,000	2,000
4220 Police Auction	1,171	1,000	1,000	1,000
4230 Miscellaneous Income	202,886	10,000	10,000	10,000
4280 Over & Short	1,804			
4290 Prior Year Adjustment	259			
Subtotal	207,119	13,000	13,000	13,000
<b><u>Reimbursements &amp; Contributions</u></b>				
Reimbursements:				
4301 SB 90	201,281			
4302 RNSP Overtime	9,754			
4303 Lifeguard Training - SA College	19,963	15,000	15,000	15,000
4312 Other Agencies	92	15,000	15,000	
4314 Festival of Arts Parking Plan	28,995	29,000	29,000	33,000
4320 Workers' Compensation Insurance	206,038	115,000	115,000	115,000
4330 Property Damage	4,958	3,000	3,000	3,000
4357 School District	31,872	35,000	35,000	33,000
4360 Miscellaneous	30,440	5,000	5,000	5,000
Contributions:				
4370 Non-Government Sources	100	2,000	2,000	2,000
4375 Animal Shelter	11,771	5,000	5,000	5,000
4376 D.A.R.E.	10,000			
4384 Laguna Beach School District				5,000
Subtotal	555,264	224,000	224,000	216,000
<b>GENERAL FUND TOTAL</b>	<b>44,502,779</b>	<b>43,361,500</b>	<b>44,007,000</b>	<b>45,809,000</b>
<b>114 OPEN SPACE FUND</b>				
3663 Coastal Conservancy Grant			1,302,000	
<b>OPEN SPACE FUND TOTAL</b>	<b>0</b>	<b>0</b>	<b>1,302,000</b>	<b>0</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b>116 CAPITAL IMPROVEMENT FUND</b>				
3113 Transient Occupancy Tax	3,215,734	3,600,000	3,600,000	3,600,000
3138 Real Property Transfer Tax	539,991	450,000	350,000	350,000
3144 Building Construction Tax	282,802	250,000	250,000	250,000
3410 Vehicle Code Fines	213,765	300,000	300,000	300,000
3415 Municipal Code Fines - Other	13,469	30,000	30,000	30,000
3420 Municipal Code Fines - Parking	1,076,266	875,000	875,000	1,300,000
3422 Municipal Code Fines - DMV	87,874	100,000	100,000	100,000
3442 Administrative Citations - Police	42,601	75,000	75,000	45,000
3959 Auto Immobilization Fee	1,965	5,000	5,000	5,000
4202 Sale of Real & Personal Property	4,788,172		2,261,828	350,000
4230 Miscellaneous	(34)			
<b><u>Reimbursements &amp; Contributions</u></b>				
Reimbursements:				
4360 Miscellaneous	38,281			
3698 Damaged Streets-FEMA	(7,163)			
Contributions:				
4375 Animal Shelter Donations				500,000
4381 Laguna Beach Seniors Inc.	500,000		2,500,000	
4382 Three Arch Bay Association			70,000	
4384 Laguna Beach School District				40,000
<u>State Grants:</u>				
3651 Clean Beach Initiative	1,016,595			
3663 Brown's Park	7,396			
3679 Safe Route - Park Avenue	357,480			
3680 State Park Grant		5,000,000	4,400,000	
3681 Measure M	160,956			
3691 OCTA TDM (Measure M)	133,367			
3749 Transportation Enhancement Activities	13,898		475,370	
<b>CAPITAL IMPROVEMENT FUND TOTAL</b>	<b>12,483,414</b>	<b>10,685,000</b>	<b>15,292,198</b>	<b>6,870,000</b>
<b>118 PARKING AUTHORITY FUND</b>				
Parking Meter Zones	2,037,647	1,924,000	1,924,000	1,975,000
Parking Lot Meters & Fees	1,237,493	1,417,000	1,417,000	1,672,000
4084 Parking Permits	1,045,514	100,000	100,000	1,100,000
4202 Sale of Real & Personal Property		3,000	3,000	
4230 Miscellaneous Income	14,253	9,000	9,000	9,000
4280 Over & Short	(658)			
<b>PARKING AUTHORITY FUND TOTAL</b>	<b>4,334,250</b>	<b>3,453,000</b>	<b>3,453,000</b>	<b>4,756,000</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b>120 PARKING IN-LIEU FUND</b>				
3500 Investment Earnings	599			
<b>PARKING IN-LIEU FUND TOTAL</b>	<b>599</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>122 PARK IN-LIEU FUND</b>				
3160 Park In-Lieu Fee	62,102			
3500 Investment Earnings	4,501			
<b>PARK IN-LIEU FUND TOTAL</b>	<b>66,603</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>123 ART IN-LIEU FUND</b>				
3150 Art In-Lieu Fee	(23,000)			
3500 Investment Earnings	3,716			
<b>ART IN-LIEU FUND TOTAL</b>	<b>(19,284)</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>124 DRAINAGE FUND</b>				
3170 Drainage In-Lieu Fee	83,111			
3500 Investment Earnings	3,399			
<b>DRAINAGE FUND TOTAL</b>	<b>86,510</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>132 GAS TAX FUND</b>				
3102 Sales Tax - Measure M	342,939	380,000	380,000	380,000
3500 Investment Earnings	58,132	35,000	35,000	35,000
3620 OCTA Gas Tax Exchange	660,000			
3624 Gasoline Tax - Section 2105	151,546	150,000	150,000	150,000
3625 Gasoline Tax - Section 2106	98,054	100,000	100,000	100,000
3626 Gasoline Tax - Section 2107	202,548	200,000	200,000	200,000
3627 Gasoline Tax - Section 2107.5	5,000	5,000	5,000	5,000
3631 Traffic Congestion Relief Fund				240,000
3684 Proposition 1B		235,000	235,000	115,000
3820 Arterial Highway Rehab Program	(49,111)			
<b>GAS TAX FUND TOTAL</b>	<b>1,469,108</b>	<b>1,105,000</b>	<b>1,105,000</b>	<b>1,225,000</b>



**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object	Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b>134 STREET LIGHTING DISTRICT FUND</b>					
<u>Property Taxes:</u>					
3010	Current Secured	589,489	638,000	638,000	700,000
3015	Public Utility	5,057	5,000	5,000	5,000
3020	Current Unsecured	27,211	29,000	29,000	29,000
3025	Supplemental Apportionment	31,456	28,000	28,000	20,000
3030	Prior Years	7,761	6,000	6,000	6,000
3040	Other Property Taxes	256,737	250,000	250,000	264,000
3050	Interest & Penalties	1,754	2,000	2,000	2,000
3615	Homeowners Property Tax Relief	6,328	6,000	6,000	6,000
<b>STREET LIGHTING DISTRICT FUND TOTAL</b>		<b>925,794</b>	<b>964,000</b>	<b>964,000</b>	<b>1,032,000</b>
<b>137 WASTEWATER FUND</b>					
3695	State Tribal Asist	64,650			
3696	State Tribal Asist (STAG) II	323,801			
3825	EPA Appropriations Act Grant	(79,985)			
3982	Wastewater Service Charges	5,330,896	5,410,000	5,410,000	5,600,000
3986	Wastewater Connection Charges	150,472	155,000	155,000	115,000
4551	Loan Proceeds	2,071,567			2,000,000
<u>Reimbursements:</u>					
4312	Other Agencies		216,000	216,000	
4313	North Coast Interceptor	17,698	47,600	47,600	53,000
4360	Miscellaneous	1,562			
<b>WASTEWATER FUND TOTAL</b>		<b>7,880,660</b>	<b>5,828,600</b>	<b>5,828,600</b>	<b>7,768,000</b>
<b>SPECIAL REVENUE &amp; GRANTS FUNDS</b>					
<b>133 POLICE GRANTS</b>					
<u>State Grants:</u>					
3650	COPS	100,209	100,000	100,000	
3765	OTS - STEP	75,394			
Subtotal State Grants		175,603	100,000	100,000	0
<u>Federal Grants:</u>					
3660	UASI	133,868			
3669	Alcohol Beverage Control	9,901			
3764	DOJ State Domestic Preparedness	9,948			
Subtotal Federal Grants		153,716	0	0	0
<b>POLICE GRANTS TOTAL</b>		<b>329,319</b>	<b>100,000</b>	<b>100,000</b>	<b>0</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b>135 ASSET FORFEITURES</b>				
3430 Asset Forfeitures - RNSP	20,059			
3500 Investment Earnings	1,443			
ASSET FORFEITURES TOTAL	21,502	0	0	0
<b>139 COMMUNITY DEVELOPMENT BLOCK GRANT</b>				
3810 Community Development Block Grant	15,000	10,000	15,000	15,000
COMM. DEV. BLOCK GRANT TOTAL	15,000	10,000	15,000	15,000
<b>SPECIAL REVENUE &amp; GRANTS TOTAL</b>				
	<b>365,821</b>	<b>110,000</b>	<b>115,000</b>	<b>15,000</b>
<b>140 DISASTER RELIEF FUND</b>				
3190 Sales Tax - Measure A	2,000,512	2,100,000	2,300,000	2,300,000
3500 Investment Earnings	3,495		130,000	200,000
DISASTER RELIEF FUND TOTAL	2,004,007	2,100,000	2,430,000	2,500,000
<b>144 DEBT SERVICE FUND</b>				
<u>Property Taxes:</u>				
3010 Current Secured	1,426,881	1,550,000	1,550,000	1,515,000
3015 Public Utility	28,508	29,000	29,000	29,000
3020 Current Unsecured	15,779	17,000	17,000	17,000
3025 Supplemental Apportionment	83,757	65,000	65,000	65,000
3030 Prior Years	16,166	26,000	26,000	26,000
3040 Other Property Taxes	311			
3050 Interest & Penalties	4,555	5,000	5,000	5,000
3500 Investment Earnings	36,340	50,000	50,000	50,000
3615 Homeowners Property Tax Relief	7,037	8,000	8,000	8,000
DEBT SERVICE FUND TOTAL	1,619,335	1,750,000	1,750,000	1,715,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b>310 TRANSIT FUND</b>				
3105 Transportation Tax - Operating	948,100	888,650	888,650	871,500
3108 Transportation Tax - Capital	1,289,600	130,800	130,800	1,050,000
3500 Investment Earnings	19,532			
4090 Main Line Summer Fares		9,000		
4091 Main Line Regular Fares	25,615	34,000	34,000	
4092 Main Line AQMD Passes	15,136	20,000	29,000	29,000
4093 Transit Plus Taxi Vouchers	4,696	5,000	5,000	5,000
4094 Act V Lot Park & Ride	122,443	168,000	168,000	168,000
4095 Main Line Regular Passes	8,407	2,000	2,000	3,000
4096 Bus Charter Fees	37,609	41,000	41,000	41,000
4097 Festival Regular Fares	110,000	110,000 *	110,000 *	110,000 *
4360 Reimbursements-Miscellaneous	4,000			
<u>Grants:</u>				
3710 OCTA Transportation Planning	42,292			
3720 OCTA Operating Assistance	165,000	311,000	311,000	335,000
4098 Festival AQMD Art College Service		8,000	8,000	8,000
<b>TRANSIT FUND TOTAL</b>	<b>2,792,429</b>	<b>1,727,450</b>	<b>1,727,450</b>	<b>2,620,500</b>
<b>ALL OPERATING FUNDS TOTAL</b>	<b>\$78,512,026</b>	<b>\$71,084,550</b>	<b>\$77,974,248</b>	<b>\$74,310,500</b>

\* Fares paid by Parking Authority Fund.

**Revenue Detail (Con't.)**  
*Fiscal Year 2008-09*

**All  
Funds**

Object Account Title	Actual 2006-07	Adopted Budget 2007-08	Revised Estimate 2007-08	Adopted Budget 2008-09
<b><u>INTERNAL SERVICE FUNDS</u></b>				
<b>126 INSURANCE &amp; BENEFITS FUND</b>				
4400 Employer - General Liability	\$599,999	\$700,000	\$700,000	\$600,000
4403 Employer - Workers' Compensation	1,962,601	1,964,000	1,964,000	1,963,800
4406 Employer - Group Insurance	1,751,713	2,215,800	2,223,800	2,192,700
4412 Employer - Dental Insurance	180,928	163,000	163,000	206,800
4420 Employer - Life Insurance	12,336	47,000	47,000	46,800
4425 Employer - Long Term Disability	88,408	130,000	130,000	130,000
4430 Employer - Unemployment Insurance	22,616	21,000	21,000	21,000
4440 Employee - Medical Insurance	399,866	407,000	407,000	412,100
4445 Employee - Retiree/Cobra	182,082	242,000	242,000	242,300
4452 Employee - Dental Insurance	59,907	43,000	43,000	43,300
4460 Employee Benefit - Comp Time	3,800	3,000	3,000	3,000
4461 Employee Benefit - Vacation	324,101	413,000	413,000	413,100
4462 Employee Benefit - Sick Leave	298,500	375,000	375,000	375,000
<u>Reimbursements:</u>				
4360 Miscellaneous	259,712			
<b>INSURANCE &amp; BENEFITS FUND TOTAL</b>	<b>\$6,146,568</b>	<b>\$6,723,800</b>	<b>\$6,731,800</b>	<b>\$6,649,900</b>
<b>128 VEHICLE REPLACEMENT FUND</b>				
3500 Investment Earnings	10,516	14,000	14,000	34,000
3560 Vehicle Use Rent	943,300	1,012,000	1,012,000	1,090,600
4202 Sale of Real & Personal Property	37,415			
<b>VEHICLE REPLACEMENT FUND TOTAL</b>	<b>991,231</b>	<b>1,026,000</b>	<b>1,026,000</b>	<b>1,124,600</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.

**Property Tax in Lieu of Vehicle License Fee:** In FY 2004-2005, cities and counties began receiving additional property tax to replace vehicle license fee (VLF) revenue that was cut when the state repealed the state general fund backfill for the reduction in VLF. This property tax in lieu of VLF grows with the change in gross assessed valuation of taxable property in the jurisdiction from the prior year. Property tax in lieu of VLF allocations are in addition to other property tax apportionments.

**Sales Tax:** The City's share of sales tax is equal to 1.5% of total taxable sales generated within the City (or 1.5% of the 8.25% 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.

**In Lieu of Sales Tax:** In FY 2004-2005, cities and counties began receiving additional property tax in lieu of sales tax. While the State of California fiscal recovery bonds are outstanding, one quarter of one percent of the city sales tax has been suspended. The City receives additional property tax in an amount equal to the sales tax.

**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 and Property:** 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 & 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.

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

**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 Home Owners Property Tax Relief.

**Charges for Current Services:** 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.

**Franchise Tax:** This revenue is generated from 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 and Fees:** 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.

**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 if the developer does not provide the affordable housing.

**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.

## Section III

# Expenditures

<b>General Government.....</b>	<b>page 29</b>
<b>Administrative Services Department.....</b>	<b>page 41</b>
<b>Police Department.....</b>	<b>page 53</b>
<b>Fire Department.....</b>	<b>page 70</b>
<b>Marine Safety Department.....</b>	<b>page 81</b>
<b>Public Works Department.....</b>	<b>page 87</b>
<b>Water Quality Department.....</b>	<b>page 111</b>
<b>Community Development Department.....</b>	<b>page 122</b>
<b>Community Services Department.....</b>	<b>page 135</b>
<b>Cultural Arts Department.....</b>	<b>page 147</b>
<b>Internal Service Funds.....</b>	<b>page 155</b>

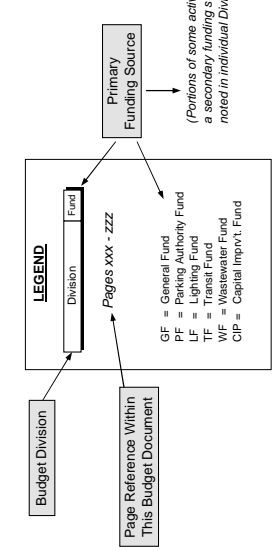
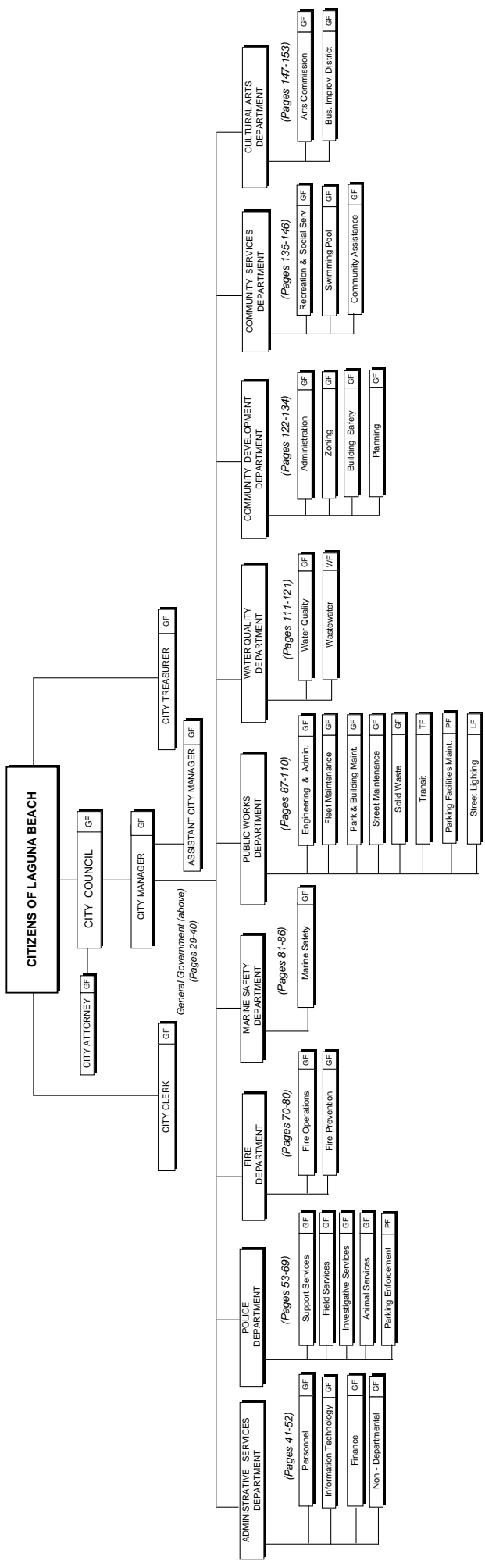
Each of the above departments are further broken down by division and the budgets for each division are shown within their respective departments. The *chart on the next page* (p. 28) shows all of the City’s operating departments and divisions and how they are organized within the Expenditure Section 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 chart entitled “Sources & Uses of Funds - *Summary by Department & Fund*” on page: 4 and 5 of this budget.

**Organization Chart  
Expenditure Budget**

**City of Laguna Beach  
FY 2008-09 Budget Structure**





# 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 and City Attorney are appointed.

**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. The City 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 has created the following commissions, boards, and standing committees: Arts Commission, Board of Adjustment/Design Review Board, Personnel Board, Planning Commission, TechComm Committee, Heritage Committee, HIV Advisory Committee, Housing and Human Services Committee, Environmental Committee, Parking, Traffic and Circulation Committee and the Recreation Committee.

**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 Executive Assistant assists the City Manager and the five Councilmembers. 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.

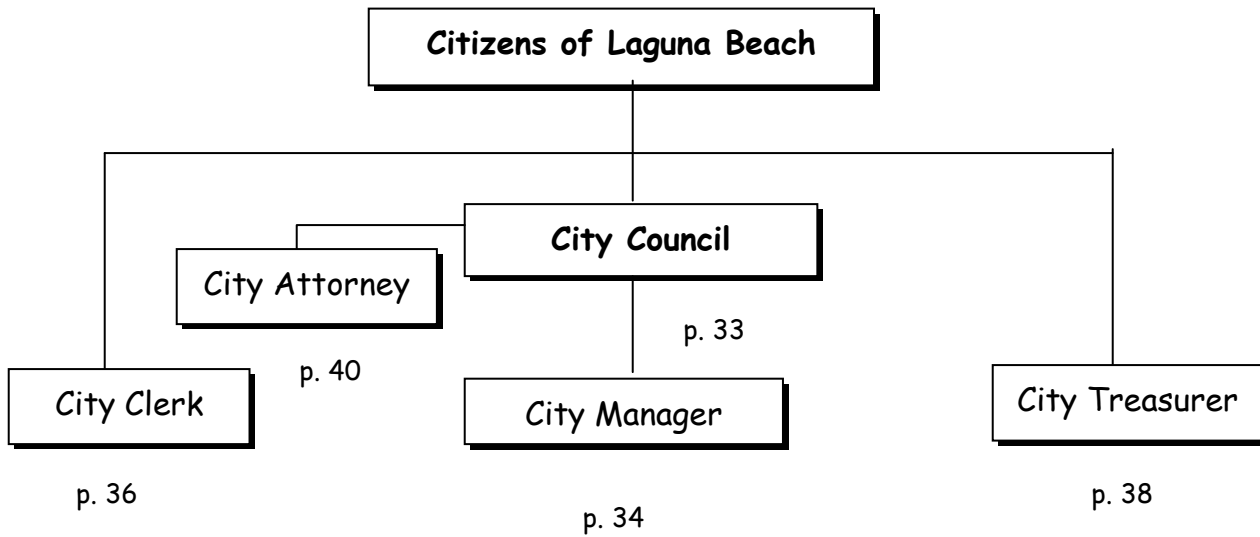
**City Clerk** - The City Clerk is elected and serves a four-year term. The department is comprised of two employees, the City Clerk and the Deputy City Clerk. The City Clerk is the City's Legislative Administrator whose duties include: preparation of agenda packets and minutes for all City Council meetings, 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 and serves a four-year term. The Treasurer's responsibilities include the following: receiving for safekeeping all funds coming into the City treasury; monitoring compliance with laws governing public funds; overseeing the investment portfolio; preparation of monthly investment reports; monitoring cash flow, conducting periodic audits of money collected through the City's parking systems, transient occupancy tax and business improvement district collections; 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 \$6,600 per month for up to 60 hours of legal services, with additional litigation billed at \$210 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.

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:

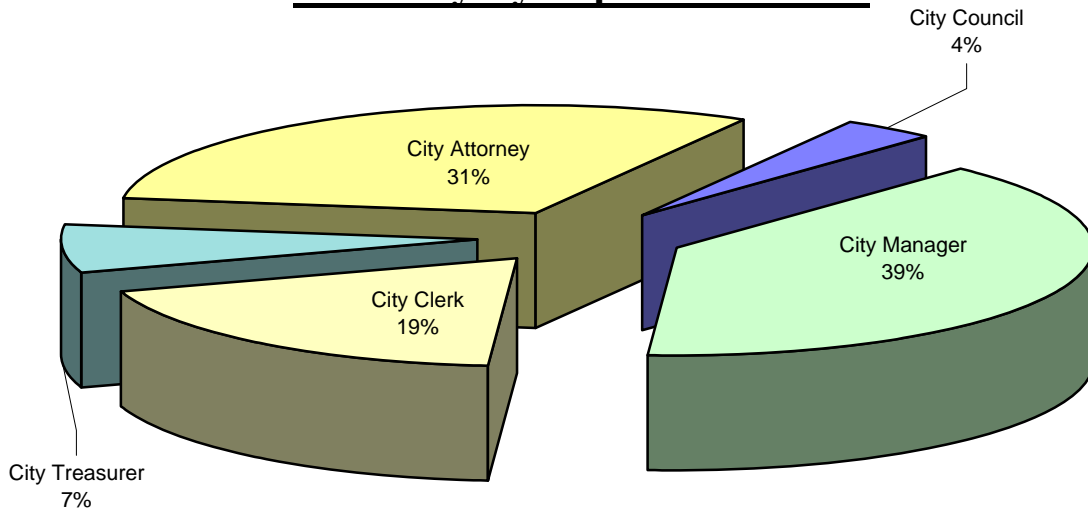


# General Government Budget Summary

*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	\$35,000	\$35,500				<b>\$70,500</b>
City Manager	641,400	98,050				<b>\$739,450</b>
City Clerk	259,300	84,050	7,100	\$5,000		<b>\$355,450</b>
City Treasurer	109,400	19,700	4,800			<b>\$133,900</b>
City Attorney		590,000				<b>\$590,000</b>
<b>Department Total</b>	<b>\$1,045,100</b>	<b>\$827,300</b>	<b>\$11,900</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$1,889,300</b>

## Summary By Department Total



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

<b>Account No.</b>	<b>Account Title</b>	<b>Actual Expenditures 2006-07</b>	<b>Adopted Budget 2007-08</b>	<b>Department Request 2008-09</b>	<b>Adopted Budget 2008-09</b>
<b><u>Salaries and Wages</u></b>					
1003	Salaries, Part Time	\$29,280	\$30,600	\$32,400	\$32,400
1101	P.E.R.S. Retirement	846	1,000	1,100	1,100
1103	P.A.R.S. Retirement	862	900	1,000	1,000
1318	Medicare Insurance	454	400	500	500
	<b>Subtotal</b>	<b>31,443</b>	<b>32,900</b>	<b>35,000</b>	<b>35,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel And Dues	9,248	19,300	18,500	18,500
2031	Telephone	3,621	5,900	3,600	3,600
2101	Materials And Supplies	683	1,700	1,900	1,900
2281	Printing	3,049	4,700	4,800	4,800
2401	Contractual Services	495	4,000	4,100	4,100
2432	Postage	22	2,500	2,600	2,600
	<b>Subtotal</b>	<b>17,119</b>	<b>38,100</b>	<b>35,500</b>	<b>35,500</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture and Equipment	3,409	9,000		
	<b>Subtotal</b>	<b>3,409</b>	<b>9,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$51,971</b>	<b>\$80,000</b>	<b>\$70,500</b>	<b>\$70,500</b>

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

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2006-07	2007-08	2008-09	2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$426,504	\$465,800	\$493,200	\$493,200
1038	Sick Leave Payoff	13,600	12,400	14,200	14,200
1040	Vacation Payoff	2,700	2,400	3,200	3,200
1059	Residency Incentive	13,018	13,000	13,500	13,500
1101	Retirement	70,048	76,100	79,200	79,200
1201	Workers' Compensation	4,100	4,100	4,200	4,200
1300	Employee Group Insurance	29,600	30,000	30,000	30,000
1318	Medicare Insurance	3,296	3,700	3,900	3,900
<b>Subtotal</b>		<b>562,865</b>	<b>607,500</b>	<b>641,400</b>	<b>641,400</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	37,997	41,200	43,300	43,300
2024	Electricity	742	600	700	700
2027	Water	36	50	50	50
2031	Telephone	1,091	1,100	1,100	1,100
2101	Materials and Supplies	2,338	8,300	8,400	8,400
2170	General Insurance	5,700	5,700	5,800	5,800
2222	Repairs and Maint. Other		1,300	1,300	1,300
2281	Printing	355	700	700	700
2401	Contractual Services	32,150	36,700	36,700	36,700
<b>Subtotal</b>		<b>80,409</b>	<b>95,650</b>	<b>98,050</b>	<b>98,050</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture and Equipment		1,900		
<b>Subtotal</b>		<b>0</b>	<b>1,900</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>\$643,274</b>	<b>\$705,050</b>	<b>\$739,450</b>	<b>\$739,450</b>

## City Manager Position Summary

<b><u>Position Title</u></b>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
City Manager	1	1	1	\$220,500	\$235,700	\$235,700
Assistant City Manager	1	1	1	169,700	178,200	178,200
Executive Assistant	1	1	1	75,600	79,300	79,300
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$465,800</b>	<b>\$493,200</b>	<b>\$493,200</b>

**City Clerk**

General Fund/1301

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$151,088	\$171,200	\$179,900	\$179,900
1003	Salaries, Part Time		8,400	8,800	8,800
1006	Salaries, Overtime	3,928	6,500	6,800	6,800
1038	Sick Leave Payoff	5,800	6,000	5,300	5,300
1040	Vacation Payoff	5,400	4,200	4,900	4,900
1101	Retirement	22,795	28,000	28,900	28,900
1103	P.A.R.S. Retirement		300	300	300
1201	Workers' Compensation	1,600	1,500	1,600	1,600
1300	Employee Group Insurance	16,000	20,000	20,000	20,000
1318	Medicare Insurance	2,195	2,700	2,800	2,800
	<b>Subtotal</b>	<b>208,805</b>	<b>248,800</b>	<b>259,300</b>	<b>259,300</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	4,869	6,000	6,200	6,200
2024	Electricity	742	600	700	700
2027	Water	36	50	50	50
2031	Telephone	1,091	1,100	1,100	1,100
2101	Materials and Supplies	8,603	11,100	11,400	11,400
2170	General Insurance	2,200	2,100	2,200	2,200
2222	Repairs and Maint. Other	784	8,800	22,000	22,000
2281	Printing	1,327	9,300	6,000	6,000
2302	Legal Advertising	8,100	9,400	9,400	9,400
2401	Contractual Services	31,758	2,000	25,000	25,000
	<b>Subtotal</b>	<b>59,510</b>	<b>50,450</b>	<b>84,050</b>	<b>84,050</b>
<b><u>Capital Outlay</u></b>					
5408	(A) County Network Connection			3,700	3,700
5408	(R) Personal Computer			3,400	3,400
	<b>Subtotal</b>	<b>1,895</b>	<b>4,000</b>	<b>7,100</b>	<b>7,100</b>
<b><u>Special Programs</u></b>					
8300	Scanning Project Programming			5,000	5,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$270,210</b>	<b>\$303,250</b>	<b>\$355,450</b>	<b>\$355,450</b>



***City Clerk Position Summary***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
City Clerk	1	1	1	\$109,000	\$114,500	\$114,500
Deputy City Clerk	1	1	1	59,300	62,300	62,300
Assignment Pay				2,900	3,100	3,100
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$171,200</b>	<b>\$179,900</b>	<b>\$179,900</b>

**City Treasurer**

General Fund/1401

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$72,863	\$76,900	\$123,900	\$81,400
1038	Sick Leave Payoff	2,500	2,700	2,600	2,600
1040	Vacation Payoff	500	400	500	500
1101	Retirement	11,065	12,600	19,900	13,100
1201	Workers' Compensation	700	700	600	600
1300	Employee Group Insurance	8,000	10,000	10,000	10,000
1318	Medicare Insurance	1,080	1,100	1,800	1,200
<b>Subtotal</b>		<b>96,708</b>	<b>104,400</b>	<b>159,300</b>	<b>109,400</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,058	3,800	5,200	4,300
2024	Electricity	742	600	700	700
2027	Water	36	50	50	50
2031	Telephone	546	900	900	900
2101	Materials and Supplies	654	1,400	1,400	1,400
2170	General Insurance	900	900	900	900
2222	Repairs and Maint. Other	380	500	500	500
2401	Contractual Services	7,622	9,600	11,200	10,950
<b>Subtotal</b>		<b>14,937</b>	<b>17,750</b>	<b>20,850</b>	<b>19,700</b>
<b>Capital Outlay</b>					
5408	(A) Currency Bill Counter			2,400	2,400
5408	(R) Personal Computer			2,400	2,400
<b>Subtotal</b>		<b>0</b>	<b>1,900</b>	<b>4,800</b>	<b>4,800</b>
<b>Grand Total</b>		<b>\$111,645</b>	<b>\$124,050</b>	<b>\$184,950</b>	<b>\$133,900</b>

## *City Treasurer Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget 2007-08	Dept. Request 2008-09	Adopted Budget 2008-09	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
City Treasurer	0.625	1	0.625	\$76,900	\$123,900	\$81,400
<b>TOTAL</b>	0.625	1	0.625	\$76,900	\$123,900	\$81,400

**City Attorney**

*General Fund/1501*

<b>Account</b>		<b>Actual</b>	<b>Adopted</b>	<b>Department</b>	<b>Adopted</b>
<b>No.</b>	<b>Account Title</b>	<b>Expenditures</b>	<b>Budget</b>	<b>Request</b>	<b>Budget</b>
		<b>2006-07</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
<b><u>Maintenance and Operations</u></b>					
2401	Contractual Services	\$527,060	\$530,000	\$590,000	\$590,000
	<b>Grand Total</b>	<b>\$527,060</b>	<b>\$530,000</b>	<b>\$590,000</b>	<b>\$590,000</b>

# Administrative Services Department

The Administrative Services Department is comprised of four divisions; Personnel, Information Technology, Finance and Non-Departmental. This department also provides technical support to all operating departments. There are 12.4 authorized positions, which are filled by 13 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 3.8 employees: a Personnel Officer, 1.8 Senior Personnel Specialists and a Senior Clerk. Responsibilities of the division include maintenance of personnel records for the City's 250 full-time and 220 part-time employees. It also includes responsibility for recruitment, selection, hiring and orientation of all new employees. Annually the division conducts approximately 50 recruitments, reviews more than 2,500 applications and processes approximately 1,400 Personnel Action Forms. Personnel also manages employee training and development programs; administers the City's compensation, classification 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.

**Information Technology** - This division 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. Staff support is provided to the Techcomm Committee.

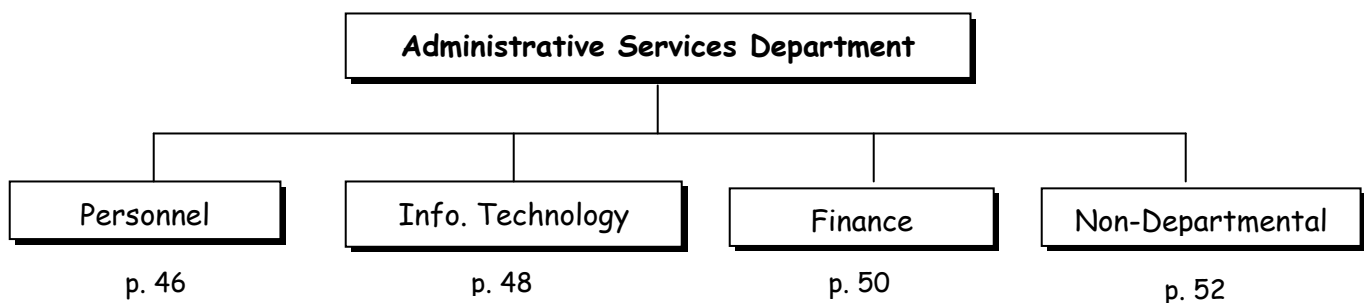
**Finance** - This division performs all finance, accounting, business licensing and cashiering functions for the City. It also prepares and monitors the City's annual budget. Primary responsibilities include the following: daily processing of accounts payable, accounts receivable, fixed assets and payroll. 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 9,600 payroll and 8,000 vendor checks. The division also provides accounting for approximately \$68 million in revenues and approximately \$68 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 and the computation, review and placement of assessments for sewer, solid waste management and weed abatement on the County of Orange Tax Roll. An annual audit by an independent certified public accountant is administered and financed through this division's contractual service account.

**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. Additionally, costs to administer the general obligation debt issued to purchase the Laguna Laurel open space are included in this division.

**Major Initiatives:**

- Continue to focus on workers' compensation program improvements through claim management and department training with a goal of reducing work related injuries and lost time.
- Improve the availability of City financial information to City's staff and to the public through the new financial system.

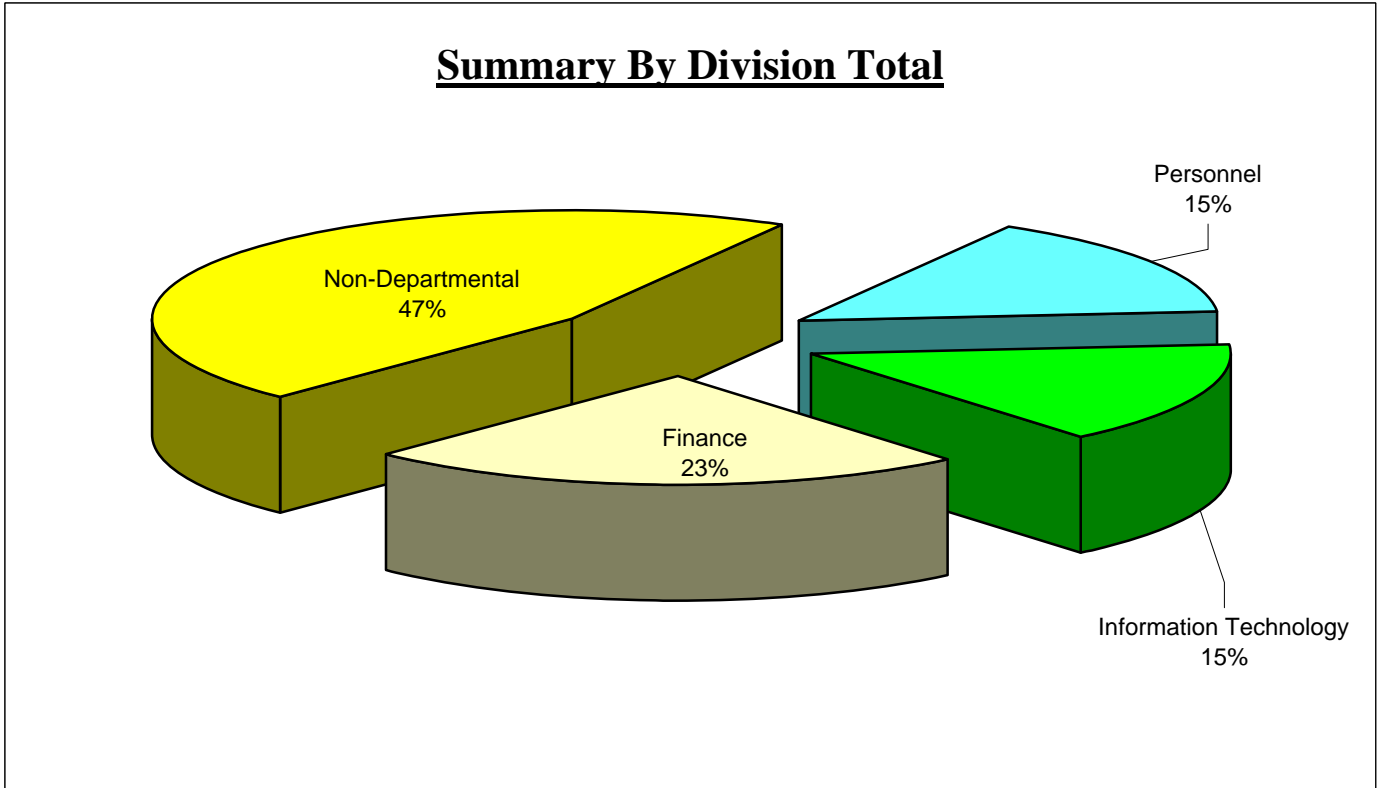
The chart below shows the budget structure of the Administrative Services Department. The numbers below each division indicate the pages that follow in which a more detailed budget can be found:



# Administrative Services Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Personnel	\$398,300	\$143,850	\$3,800	\$47,300		\$593,250
Information Technology	276,800	202,150	94,600			\$573,550
Finance	758,200	143,100				\$901,300
Non-Departmental	567,700	1,202,000		5,000		\$1,774,700
<b>Department Total</b>	<b>\$2,001,000</b>	<b>\$1,691,100</b>	<b>\$98,400</b>	<b>\$52,300</b>	<b>\$0</b>	<b>\$3,842,800</b>



**Administrative Services Department**  
**Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,206,926	\$1,442,000	\$1,484,900	\$1,484,900
1003	Salaries, Part Time	36,428	41,100	52,200	52,200
1006	Salaries, Overtime	16,178	20,000	23,800	23,800
1009	Salaries, Redistributed	3,600	(25,700)	(26,900)	(26,900)
1011	Salary Equity Adjustment		55,600		
1038	Sick Leave Payoff	13,500	12,500	10,500	10,500
1040	Vacation Payoff	13,900	13,300	13,300	13,300
1101	Retirement	201,430	254,700	286,000	286,000
1103	P.A.R.S. Retirement	1,313	1,500	2,000	2,000
1201	Workers' Compensation	19,700	11,900	10,700	10,700
1300	Employee Group Insurance	99,200	124,000	124,000	124,000
1318	Medicare Insurance	14,200	19,800	20,500	20,500
	<b>Subtotal</b>	<b>1,626,376</b>	<b>1,970,700</b>	<b>2,001,000</b>	<b>2,001,000</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	15,200	17,800	17,900	17,900
2024	Electricity	3,709	3,400	3,900	3,900
2027	Water	145	200	200	200
2031	Telephone	6,001	6,200	6,300	6,300
2101	Materials and Supplies	36,128	49,600	51,400	51,400
2150	Rents and Leases	32,028	32,800	55,000	55,000
2170	General Insurance	12,600	12,700	12,400	12,400
2222	Repairs and Maint. Other	61,881	34,200	35,100	35,100
2281	Printing	11,889	17,500	16,900	16,900
2302	Legal Advertising	25,044	30,000	30,000	30,000
2401	Contractual Services	159,144	187,300	279,200	283,200
2432	Postage	41,527	48,600	48,600	48,600
2501	Bond Principal	1,255,000	1,310,000	1,360,000	1,360,000
2521	Bond Interest	359,056	307,800	250,200	250,200
2804	Costs Redistributed	(424,700)	(469,900)	(480,000)	(480,000)
	<b>Subtotal</b>	<b>1,594,652</b>	<b>1,588,200</b>	<b>1,687,100</b>	<b>1,691,100</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	39,582	2,000	12,300	10,400
5622	Other Equipment	48,142	106,200	88,000	88,000
	<b>Subtotal</b>	<b>87,724</b>	<b>108,200</b>	<b>100,300</b>	<b>98,400</b>
<b><u>Special Programs</u></b>					
	Special Programs	48,344	86,000	52,300	52,300
	Open Space Acquisition	696,311			
	<b>Subtotal</b>	<b>744,655</b>	<b>86,000</b>	<b>52,300</b>	<b>52,300</b>
	<b>Grand Total</b>	<b>\$4,053,406</b>	<b>\$3,753,100</b>	<b>\$3,840,700</b>	<b>\$3,842,800</b>



**Administrative Services Department  
Position Summary**

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Dept.	Adopted	Adopted	Department	Adopted
	Budget	Request	Budget	Budget	Request	Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Director of Administrative Services	1			\$161,600		
Director of Finance & IT		1	1		\$154,500	\$154,500
Finance Officer	1	1	1	133,400	128,600	128,600
Personnel Services Manager		1	1		128,600	128,600
Personnel Officer	1			122,500		
Accountant	1	1	1	73,400	77,100	77,100
Accounting Technician	0.6	0.6	0.6	39,000	41,000	41,000
Computer Network Administrator	1	1	1	100,900	106,000	106,000
Information System Specialist	1	1	1	88,800	93,200	93,200
Sr. Personnel Specialists	1.8	1.8	1.8	116,100	122,900	122,900
Senior Account Clerk	1			56,100		
Account Specialist		1	1		51,100	51,100
Senior Clerks	3			125,700		
Office Specialist		1	1		43,000	43,000
Senior Office Specialist		2	2		93,800	93,800
Non-Departmental				419,300	442,200	442,200
Medical Coverage Waiver				5,200	2,900	2,900
<b>TOTAL</b>	12.4	12.4	12.4	\$1,442,000	\$1,484,900	\$1,484,900

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$253,016	\$281,200	\$294,500	\$294,500
1006	Salaries, Overtime	22		3,000	3,000
1038	Sick Leave Payoff	2,500	1,300	2,500	2,500
1040	Vacation Payoff	6,500	7,000	6,300	6,300
1101	Retirement	40,497	46,000	47,300	47,300
1201	Workers' Compensation	2,300	2,400	2,400	2,400
1300	Employee Group Insurance	30,400	38,000	38,000	38,000
1318	Medicare Insurance	3,601	4,100	4,300	4,300
	<b>Subtotal</b>	<b>338,836</b>	<b>380,000</b>	<b>398,300</b>	<b>398,300</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,191	5,000	5,000	5,000
2024	Electricity	742	600	700	700
2027	Water	36	50	50	50
2031	Telephone	1,091	1,300	1,200	1,200
2101	Materials and Supplies	7,702	12,400	12,200	12,200
2170	General Insurance	3,300	3,400	3,300	3,300
2222	Repairs and Maint. Other	201	400	400	400
2281	Printing	1,657	1,900	1,900	1,900
2302	Legal Advertising	25,044	30,000	30,000	30,000
2401	Contractual Services	61,360	61,300	75,100	89,100
	<b>Subtotal</b>	<b>105,324</b>	<b>116,350</b>	<b>129,850</b>	<b>143,850</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computers			5,700	3,800
	<b>Subtotal</b>	<b>0</b>	<b>2,000</b>	<b>5,700</b>	<b>3,800</b>
<b>Special Programs</b>					
8000	DMV Requirements	2,280	2,200	3,200	3,200
8031	Educational Reimbursement	9,056	20,000	20,000	20,000
8039	Employee Training	18,195	23,000	24,100	24,100
8810	Customer Services Enhancements		34,500		
	<b>Subtotal</b>	<b>29,531</b>	<b>79,700</b>	<b>47,300</b>	<b>47,300</b>
	<b>Grand Total</b>	<b>\$473,691</b>	<b>\$578,050</b>	<b>\$581,150</b>	<b>\$593,250</b>

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

## *Personnel Division Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Personnel Services Manager		1	1		\$128,600	\$128,600
Personnel Officer	1			\$122,500		
Sr. Personnel Specialists	1.8	1.8	1.8	116,100	122,900	122,900
Senior Clerk	1			42,600		
Office Specialist		1	1		43,000	43,000
<b>TOTAL</b>	<b>3.8</b>	<b>3.8</b>	<b>3.8</b>	<b>\$281,200</b>	<b>\$294,500</b>	<b>\$294,500</b>

**Information Technology Services**Administrative Services  
General Fund 1603

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$179,944	\$189,700	\$199,200	\$199,200
1006	Salaries, Overtime	13,940	15,900	16,700	16,700
1038	New Sick Leave Payoff	3,600	4,900	4,300	4,300
1040	Vacation Payoff	1,200	1,100	1,300	1,300
1101	Retirement	28,833	31,000	32,000	32,000
1201	Workers' Compensation	1,800	1,800	1,700	1,700
1300	Employee Group Insurance	16,000	20,000	20,000	20,000
1318	Medicare Insurance	1,462	1,500	1,600	1,600
	<b>Subtotal</b>	<b>246,778</b>	<b>265,900</b>	<b>276,800</b>	<b>276,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	771	2,000	2,000	2,000
2024	Electricity	742	900	1,000	1,000
2027	Water	36	50	50	50
2031	Telephone	546	800	700	700
2101	Materials and Supplies	12,840	12,000	14,000	14,000
2150	Rents and Leases	25,938	32,000	54,200	54,200
2170	General Insurance	2,500	2,500	2,400	2,400
2222	Repairs and Maint. Other	60,069	31,000	32,000	32,000
2401	Contractual Services	3,346	10,000	105,800	95,800
	<b>Subtotal</b>	<b>106,788</b>	<b>91,250</b>	<b>212,150</b>	<b>202,150</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computers			3,600	3,600
5622	(R) Domain Server			7,000	7,000
5622	(R) Internet Mail Server			7,000	7,000
5622	(R) MS Exchange Mail			20,000	20,000
5622	(A) Content Management Software			54,000	54,000
5408	(R) Laptop			3,000	3,000
	<b>Subtotal</b>	<b>48,142</b>	<b>106,200</b>	<b>94,600</b>	<b>94,600</b>
<b>Special Programs</b>					
8622	IT Office Relocation	7,950			
	<b>Subtotal</b>	<b>7,950</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$409,657</b>	<b>\$463,350</b>	<b>\$583,550</b>	<b>\$573,550</b>

## Information Technology Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Computer Network Admin.	1	1	1	\$100,900	\$106,000	\$106,000
Information System Specialist	1	1	1	88,800	93,200	93,200
<b>TOTAL</b>	2	2	2	\$189,700	\$199,200	\$199,200

**Finance Division***Administrative Services  
General Fund 1701*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$515,349	\$551,800	\$549,000	\$549,000
1003	Salaries, Part Time	36,428	41,100	52,200	52,200
1006	Salaries, Overtime	2,216	4,100	4,100	4,100
1009	Salaries, Redistributed	(25,200)	(25,700)	(26,900)	(26,900)
1038	Sick Leave Payoff	7,400	6,300	3,700	3,700
1040	Vacation Payoff	6,200	5,200	5,700	5,700
1101	Retirement	81,571	89,300	87,600	87,600
1103	P.A.R.S. Retirement	1,313	1,500	2,000	2,000
1201	Workers' Compensation	15,600	7,700	6,600	6,600
1300	Employee Group Insurance	52,800	66,000	66,000	66,000
1318	Medicare Insurance	7,359	8,100	8,200	8,200
	<b>Subtotal</b>	<b>701,036</b>	<b>755,400</b>	<b>758,200</b>	<b>758,200</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	10,238	10,800	10,900	10,900
2024	Electricity	2,225	1,900	2,200	2,200
2027	Water	73	100	100	100
2031	Telephone	4,365	4,100	4,400	4,400
2101	Materials and Supplies	5,114	7,000	7,000	7,000
2150	Rents and Leases	6,090	800	800	800
2170	General Insurance	6,800	6,800	6,700	6,700
2222	Repairs and Maint. Other	1,610	2,800	2,700	2,700
2281	Printing	10,232	15,600	15,000	15,000
2401	Contractual Services	92,171	111,000	93,300	93,300
	<b>Subtotal</b>	<b>138,918</b>	<b>160,900</b>	<b>143,100</b>	<b>143,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	39,582			
	<b>Subtotal</b>	<b>39,582</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8307	New Accounting System	15,057			
	<b>Subtotal</b>	<b>15,057</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$894,594</b>	<b>\$916,300</b>	<b>\$901,300</b>	<b>\$901,300</b>

## *Finance Division Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Director of Administrative Services	1			\$161,600		
Director of Finance & IT		1	1		\$154,500	\$154,500
Finance Officer	1	1	1	133,400	128,600	128,600
Accountant	1	1	1	73,400	77,100	77,100
Accounting Technician	0.6	0.6	0.6	39,000	41,000	41,000
Senior Account Clerk	1			56,100		
Account Specialist		1	1		51,100	51,100
Senior Clerk	2			83,100		
Senior Office Specialist		2	2		93,800	93,800
Medical Coverage Waiver				5,200	2,900	2,900
<b>TOTAL</b>	6.6	6.6	6.6	\$551,800	\$549,000	\$549,000

**Non-Departmental Division**Administrative Services  
General Fund/1781

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$258,617	\$419,300	\$442,200	\$442,200
1009	Salaries, Redistributed	28,800			
1011	Salary Equity Adjustment		55,600		
1101	Retirement	50,530	88,400	119,100	119,100
1318	Medicare Insurance	1,779	6,100	6,400	6,400
	<b>Subtotal</b>	<b>339,726</b>	<b>569,400</b>	<b>567,700</b>	<b>567,700</b>
<b>Maintenance and Operations</b>					
2101	Materials and Supplies	10,471	18,200	18,200	18,200
2401	Contractual Services*	2,267	5,000	5,000	5,000
2432	Postage	41,527	48,600	48,600	48,600
2501	Bond Principal*	1,255,000	1,310,000	1,360,000	1,360,000
2521	Bond Interest*	359,056	307,800	250,200	250,200
2804	Costs Redistributed	(424,700)	(469,900)	(480,000)	(480,000)
	<b>Subtotal</b>	<b>1,243,622</b>	<b>1,219,700</b>	<b>1,202,000</b>	<b>1,202,000</b>
<b>Special Programs</b>					
8204	LAFCO Funding	3,756	5,000	5,000	5,000
8703	OC Demographic Research		1,300		
8709	Customer Service Survey	8,400			
	<b>Subtotal</b>	<b>12,156</b>	<b>6,300</b>	<b>5,000</b>	<b>5,000</b>
<b>Capital Improvements</b>					
9374	Open Space Acquisition**	696,311			
	<b>Subtotal</b>	<b>696,311</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$2,291,814</b>	<b>\$1,795,400</b>	<b>\$1,774,700</b>	<b>\$1,774,700</b>

\* Funded from Launa Laurel Debt Service Fund. \*\* Funded from Open Space Fund.



# Police Department

The Police Department's budget is organized into five activities and provides general law enforcement services, including animal control. There are 86 positions, 49 of which are sworn personnel. In addition, the department utilizes 10 reserve officers, 24 community volunteers, 8 police explorers, and 8 seasonal positions during the summer months. The following is a description of the services provided by each division:

**Support Services** - This division provides technical support functions for the department as a whole, in addition to the 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 ten full-time dispatchers and one part-time dispatcher. These highly trained personnel process emergency and non-emergency police activities, which totaled more than 48,000 in 2005. The records section is staffed by five civilians and is assisted by the department's Citizen's on Patrol (volunteers) staff. The records section is responsible for assisting the public at the business counter, processing reports, compiling statistical information pursuant to local, state and federal mandates, preparation of court documents and all citations. The Support Services division also handles fleet maintenance for 37 vehicles, processes the departmental payroll and co-manages the parking enforcement program.

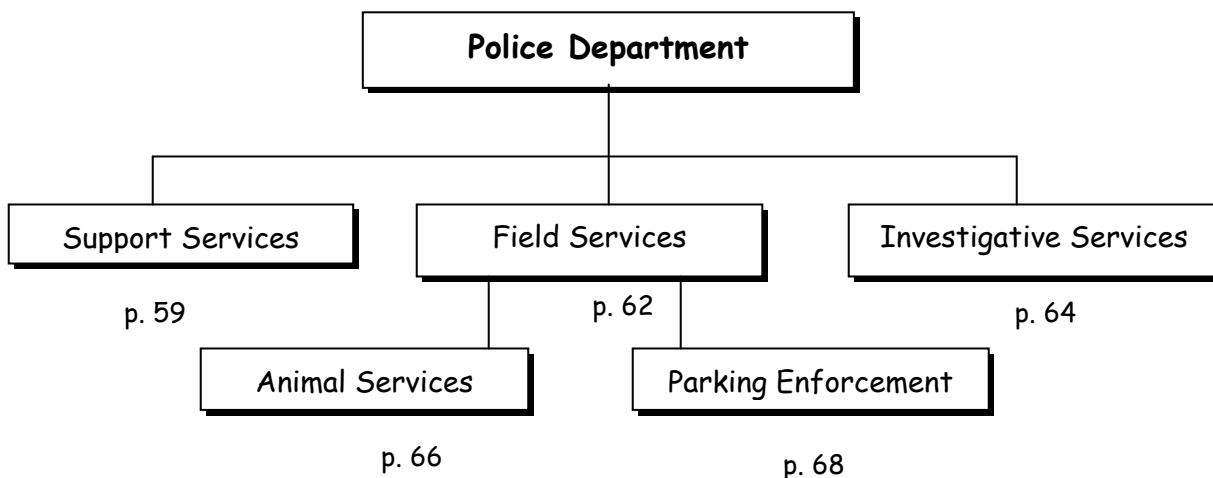
**Field Services** - This division consists primarily of uniformed field personnel responsible for enforcement of municipal, state and federal laws. The Patrol Section, with its twenty-five field officers, is the main response team for calls for service. Officers are responsible for a specific area and 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. Reserve officers, police explorers and volunteers perform many duties which would otherwise be assigned to full time employees. Seven 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 civilian 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.

**Animal Services Section** - Under the auspices of the Field Services Division and with three full time personnel and approximately 43 volunteers, the Animal Shelter cares for more than 400 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 4,000 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 support staff who are responsible for processing more than 42,000 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.

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:

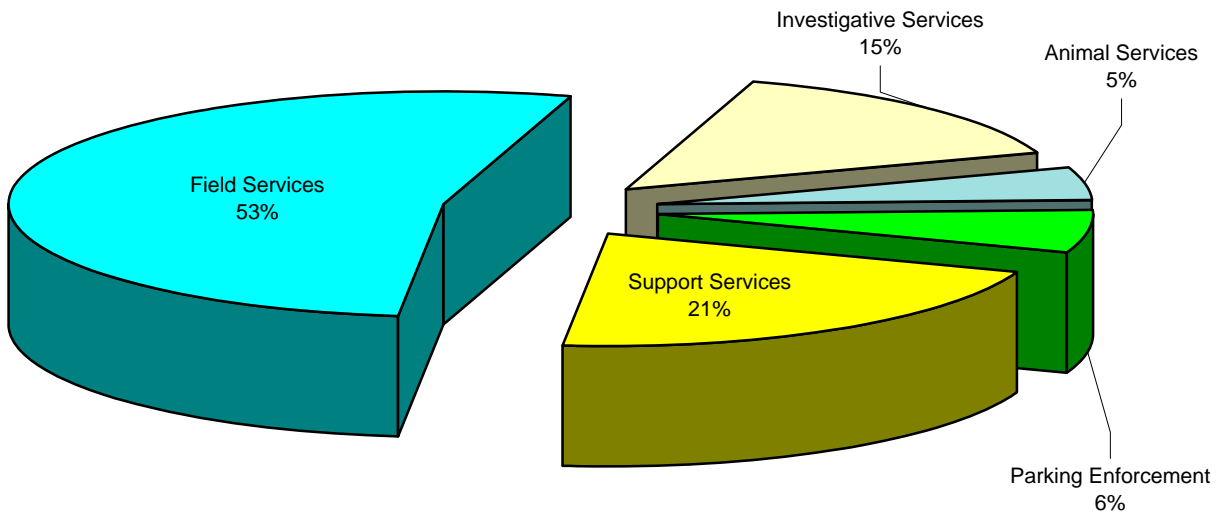


# Police Department Budget Summary

*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	\$2,258,300	\$566,600	\$39,200	\$2,400		\$2,866,500
Field Services	6,644,300	440,800	131,900			\$7,217,000
Investigative Services	1,841,100	182,300		32,000		\$2,055,400
Animal Services	504,900	110,800	22,000	5,000		\$642,700
Parking Enforcement	656,000	175,700				\$831,700
<b>Department Total</b>	<b>\$11,904,600</b>	<b>\$1,476,200</b>	<b>\$193,100</b>	<b>\$39,400</b>	<b>\$0</b>	<b>\$13,613,300</b>

## Summary By Division Total



***Police Department***  
**Budget Detail**

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	5,414,114	\$6,645,100	\$6,837,500	\$6,837,500
1003	Salaries, Part Time	257,028	207,400	217,800	217,800
1006	Salaries, Overtime	568,378	417,500	438,400	438,400
1009	Salaries, Redistributed	(6,200)			
1011	Salary Equity Adjustment		7,900		
1038	Sick Leave Payoff	99,900	132,700	126,900	126,900
1040	Vacation Payoff	110,100	131,000	147,000	147,000
1042	Comp Time Payoffs	3,800	3,000	6,200	6,200
1053	Holiday Allowance	116,688	136,400	143,300	143,300
1101	Retirement	1,226,470	1,563,900	2,201,400	2,245,400
1103	P.A.R.S. Retirement	9,573	7,700	8,200	8,200
1201	Workers' Compensation	857,100	818,400	791,200	791,200
1300	Employee Group Insurance	688,000	861,200	850,000	850,000
1318	Medicare Insurance	69,741	89,800	92,700	92,700
	<b>Subtotal</b>	<b>9,414,692</b>	<b>11,022,000</b>	<b>11,860,600</b>	<b>11,904,600</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	46,958	52,900	54,300	54,300
2011	Training, Travel and Dues	14,416	28,200	36,800	29,700
2021	Natural Gas	5,852	7,000	6,300	6,300
2024	Electricity	35,334	28,900	35,300	35,300
2027	Water	19,531	9,800	11,400	11,400
2031	Telephone	78,816	89,800	79,100	79,100
2051	Gas and Lubrications	99,969	119,800	131,000	148,100
2101	Materials and Supplies	110,842	105,300	115,600	115,600
2150	Rents and Leases	189,331	206,900	200,600	200,600
2170	General Insurance	126,500	127,700	117,300	117,300
2201	Repairs and Maint. Auto.	102,402	94,800	95,800	95,800
2222	Repairs and Maint. Other	78,050	84,300	85,500	85,500
2281	Printing	26,823	22,100	24,100	24,100
2401	Contractual Services	276,458	350,000	473,100	473,100
2432	Postage	2,284			
	<b>Subtotal</b>	<b>1,213,563</b>	<b>1,327,500</b>	<b>1,466,200</b>	<b>1,476,200</b>

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

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

Account	Actual	Adopted	Department	Adopted
No.    Account Title	Expenditures	Budget	Request	Budget
	2006-07	2007-08	2008-09	2008-09
<b><u>Capital Outlay</u></b>				
5408    Office Furniture & Equipment	21,232	14,200	45,200	39,200
5622    Other Equipment	236,910	212,300	171,500	153,900
5650    Public Dispatch System	647,789			
<b>Subtotal</b>	905,931	226,500	216,700	193,100
<b><u>Special Programs</u></b>				
Special Programs	244,173	37,300	39,400	39,400
<b>Subtotal</b>	244,173	37,300	39,400	39,400
<b>Grand Total</b>	<b>\$11,778,360</b>	<b>\$12,613,300</b>	<b>\$13,582,900</b>	<b>\$13,613,300</b>

***Police Department***  
**Position Summary**

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

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Police Chief	1	1	1	\$161,600	\$169,700	\$169,700
Police Captains	3	3	3	400,200	420,300	420,300
Information System Specialist	1			88,700		
Police Sergeants	9	9	9	927,700	966,600	966,600
Police Officers II	12			1,085,100		
Police Corporals		15	15		1,415,300	1,415,300
Investigators	7	1	1	560,600	84,100	84,100
Police Officers	17	17	17	1,307,800	1,356,300	1,356,300
Police Recruits		3	3		202,300	202,300
Dispatchers	5	7	7	281,300	417,900	417,900
Senior Dispatchers	5	3	3	342,700	231,200	231,200
Records Clerks	6	6	6	263,300	287,700	287,700
Administrative Secretary	1	1	1	59,300	62,300	62,300
Division Supervisor	1			100,900		
Support Services Supervisor		1	1		108,000	108,000
Supply Clerk	1			50,900		
Police Fleet Coordinator		1	1		61,200	61,200
Administrative Clerk	1	1	1	52,100	54,700	54,700
Comm. Serv. Officers I	3	3	3	168,400	177,000	177,000
Senior Clerk	1			48,700		
Sr. Office Specialist		1	1		51,100	51,100
Kennel Manager	1	1	1	56,100	59,000	59,000
Animal Serv. Officers	3	3	3	164,700	175,700	175,700
Kennel Aides	2	2	2	97,400	102,200	102,200
Parking Control Officers	5	5	5	251,000	261,100	261,100
Computer Operator	1	1	1	56,100	59,000	59,000
Assignment Pay				12,300	14,400	14,400
Bilingual Pay				4,500	4,500	4,500
Education Incentive				85,100	75,200	75,200
Housing Assistance Program					6,500	6,500
Medical Coverage Waiver				7,800	5,800	5,800
Uniform Pay				10,800	8,400	8,400
<b>TOTAL</b>	<b>86</b>	<b>85</b>	<b>85</b>	<b>\$6,645,100</b>	<b>\$6,837,500</b>	<b>\$6,837,500</b>

**Support Services Division***Police Department  
General Fund/2101*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,175,236	\$1,501,400	\$1,501,800	\$1,501,800
1003	Salaries, Part Time	24,450	33,100	34,800	34,800
1006	Salaries, Overtime	141,883	51,300	53,900	53,900
1009	Salaries, Redistributed	(104,300)	(106,500)	(122,100)	(122,100)
1038	Sick Leave Payoff	11,000	39,400	48,000	48,000
1040	Vacation Payoff	13,500	32,100	41,000	41,000
1042	Comp Time Payoffs		300	700	700
1053	Holiday Allowance	17,183	25,000	26,300	26,300
1101	Retirement	216,266	288,900	320,500	323,600
1103	P.A.R.S. Retirement	848	1,200	1,300	1,300
1201	Workers' Compensation	124,800	132,800	118,700	118,700
1300	Employee Group Insurance	168,000	220,000	210,000	210,000
1318	Medicare Insurance	16,631	20,400	20,300	20,300
	<b>Subtotal</b>	<b>1,805,498</b>	<b>2,239,400</b>	<b>2,255,200</b>	<b>2,258,300</b>

**Maintenance and Operations**

2001	Uniforms and Laundry	6,002	6,000	6,000	6,000
2011	Training, Travel and Dues	6,634	14,400	21,200	16,200
2024	Electricity	30,413	25,300	30,400	30,400
2027	Water	1,413	1,300	1,400	1,400
2031	Telephone	70,129	80,100	70,100	70,100
2051	Gas and Lubrications	9,431	8,300	8,800	10,000
2101	Materials and Supplies	41,407	40,600	44,000	44,000
2150	Rents and Leases	11,439	18,700	19,000	19,000
2170	General Insurance	31,800	16,700	17,300	17,300
2201	Repairs and Maint. Automotive	618	5,500	5,500	5,500
2222	Repairs and Maint. Other	59,509	63,800	64,000	64,000
2281	Printing	10,180	11,000	11,000	11,000
2401	Contractual Services	134,414	156,300	271,700	271,700
	<b>Subtotal</b>	<b>413,389</b>	<b>448,000</b>	<b>570,400</b>	<b>566,600</b>

**Support Services Division (cont.)**

*Police Department  
General Fund/2101*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Capital Outlay</b>					
5622	(A) Online Police Report System			22,000	22,000
5408	(R) Eight Personal Computers			17,200	17,200
5622	(A) Four DES Software Licenses			3,600	
5408	(R) Three Notebook Computers			6,000	
	<b>Subtotal</b>	<b>879,753</b>	<b>119,200</b>	<b>48,800</b>	<b>39,200</b>
<b>Special Programs</b>					
8061	O. C. Human Relations Comm.	2,265	2,000	2,400	2,400
8430	Infrastructure Security	133,868			
	<b>Subtotal</b>	<b>136,133 *</b>	<b>2,300</b>	<b>2,400</b>	<b>2,400</b>
	<b>Grand Total</b>	<b>\$3,234,772</b>	<b>\$2,808,900</b>	<b>\$2,876,800</b>	<b>\$2,866,500</b>

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

\* Partly or fully funded by a police grant in the Special Revenue and Grants Fund.



## Support Services Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Police Chief	1	1	1	\$161,600	\$169,700	\$169,700
Police Captain	1	1	1	133,400	140,100	140,100
Division Supervisor	1			100,900		
Support Services Supervisor		1	1		108,000	108,000
Information System Specialist	1			88,700		
Dispatchers	5	7	7	281,300	417,900	417,900
Sr. Dispatchers	5	3	3	342,700	231,200	231,200
Records Clerks	5	5	5	218,400	236,600	236,600
Admin. Secretary	1	1	1	59,300	62,300	62,300
Administrative Clerk	1	1	1	52,100	54,700	54,700
Supply Clerk	1			50,900		
Police Fleet Coordinator		1	1		61,200	61,200
Bilingual Pay				1,800	1,800	1,800
Assignment Pay				10,300	11,800	11,800
Housing Assistance Program					6,500	6,500
<b>TOTAL</b>	22	21	21	\$1,501,400	\$1,501,800	\$1,501,800

**Field Services Division**

**Police Department  
General Fund/2102**

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2006-07	2007-08	2008-09	2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$2,682,374	\$3,403,400	\$3,473,300	\$3,473,300
1003	Salaries, Part Time	182,446	139,300	146,300	146,300
1006	Salaries, Overtime	349,042 *	284,100	298,300	298,300
1009	Salaries, Redistributed	24,300	24,300	25,600	25,600
1038	Sick Leave Payoff	67,500	71,200	58,300	58,300
1040	Vacation Payoff	74,600	74,400	79,600	79,600
1042	Comp Time Payoffs	3,500	2,500	4,900	4,900
1053	Holiday Allowance	84,605	85,500	89,800	89,800
1101	Retirement	694,424	903,500	1,368,000	1,400,400
1103	P.A.R.S. Retirement	6,823	5,200	5,500	5,500
1201	Workers' Compensation	684,000	644,200	632,300	632,300
1300	Employee Group Insurance	304,000	380,000	380,000	380,000
1318	Medicare Insurance	36,915 *	49,000	50,000	50,000
<b>Subtotal</b>		<b>5,194,529</b>	<b>6,066,600</b>	<b>6,611,900</b>	<b>6,644,300</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	34,314 *	38,100	39,500	39,500
2011	Training, Travel and Dues	2,574	4,700	4,200	4,200
2051	Gas and Lubrications	72,503	88,400	97,000	109,100
2101	Materials and Supplies	23,231	20,800	24,600	24,600
2150	Rents and Leases	126,360	127,400	124,800	124,800
2170	General Insurance	51,800	57,000	55,700	55,700
2201	Repairs and Maint. Auto.	82,588	71,000	71,000	71,000
2222	Repairs and Maint. Other	6,768	5,700	6,000	6,000
2281	Printing	2,921	2,400	2,500	2,500
2401	Contractual Services	2,647	2,600	3,400	3,400
<b>Subtotal</b>		<b>405,706</b>	<b>418,100</b>	<b>428,700</b>	<b>440,800</b>
<b>Capital Outlay</b>					
5622	(A) Mobile Video Unit			3,700	3,700
5622	(R) Mobile Data Computers			74,500	74,500
5622	(R) Semi-Automatic Hanguns			25,700	25,700
5622	(A) LIDAR Speed Guns			14,000	
5622	(A) External AEDs			28,000	28,000
<b>Subtotal</b>		<b>18,178</b>	<b>94,500</b>	<b>145,900</b>	<b>131,900</b>
<b>Special Programs</b>					
8411	DOJ Grant	(3,679)			
8707	OTS-STEP Grant	67,051			
<b>Subtotal</b>		<b>63,372 *</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>		<b>\$5,681,784</b>	<b>\$6,579,200</b>	<b>\$7,186,500</b>	<b>\$7,217,000</b>

\* Partly or fully funded by a police grant in the Special Revenue and Grants Fund.

## *Field Services Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Police Captain	1	1	1	\$133,400	\$140,100	\$140,100
Police Sergeants	8	8	8	822,700	858,600	858,600
Police Officers II	12			1,085,100		
Police Corporals		9	9		850,100	850,100
Police Officers	17	17	17	1,307,800	1,356,300	1,356,300
Police Recruits		3	3		202,300	202,300
Education Incentive				49,100	60,300	60,300
Bilingual Pay				2,700	2,700	2,700
Medical Coverage Waiver				2,600	2,900	2,900
<b>TOTAL</b>	<b>38</b>	<b>38</b>	<b>38</b>	<b>\$3,403,400</b>	<b>\$3,473,300</b>	<b>\$3,473,300</b>

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$972,421	\$1,068,100	\$1,151,700	\$1,151,700
1006	Salaries, Overtime	73,348 *	72,000	75,600	75,600
1038	Sick Leave Payoff	16,800	16,800	15,600	15,600
1040	Vacation Payoff	14,400	15,200	16,800	16,800
1042	Comp Time Payoffs			200	200
1053	Holiday Allowance	7,044	17,300	18,200	18,200
1101	Retirement	219,645	259,700	396,800	405,300
1201	Workers' Compensation	17,900	13,800	13,000	13,000
1300	Employee Group Insurance	104,000	131,200	130,000	130,000
1318	Medicare Insurance	9,989	13,700	14,700	14,700
	<b>Subtotal</b>	<b>1,435,547</b>	<b>1,607,800</b>	<b>1,832,600</b>	<b>1,841,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,295	4,500	4,500	4,500
2011	Training, Travel and Dues	5,122	8,000	10,100	8,000
2051	Gas and Lubrications	9,736	10,700	11,200	12,900
2101	Materials and Supplies	16,522	19,000	19,000	19,000
2150	Rents and Leases	17,500	23,100	24,900	24,900
2170	General Insurance	23,800	26,600	24,000	24,000
2201	Repairs and Maint. Auto.	8,395	9,500	8,500	8,500
2222	Repairs and Maint. Other	1,141	3,500	3,500	3,500
2281	Printing	1,466	3,000	2,000	2,000
2401	Contractual Services	68,700	75,000	75,000	75,000
	<b>Subtotal</b>	<b>155,678</b>	<b>182,900</b>	<b>182,700</b>	<b>182,300</b>
<b>Special Programs</b>					
8118	P.O.S.T. Reimb. Training	28,797	30,000	32,000	32,000
8244	D.A.R.E. Program	3,805			
	<b>Subtotal</b>	<b>32,602</b>	<b>30,000</b>	<b>32,000</b>	<b>32,000</b>
	<b>Grand Total</b>	<b>\$1,631,827</b>	<b>\$1,833,500</b>	<b>\$2,047,300</b>	<b>\$2,055,400</b>

\* Partly or fully funded by a police grant in the Special Revenue and Grants Fund.

## Investigative Services Position Summary

<b><u>Position Title</u></b>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Police Captain	1	1	1	133,400	\$140,100	\$140,100
Police Sergeant	1	1	1	105,000	108,000	108,000
Investigators	7	1	1	560,600	84,100	84,100
Police Corporals		6	6		565,200	565,200
Comm. Serv. Officer I	3	3	3	168,400	177,000	177,000
Senior Clerk	1			48,700		
Sr. Office Specialist		1	1		51,100	51,100
Education Incentive				36,000	14,900	14,900
Uniform Pay				10,800	8,400	8,400
Medical Coverage Waiver				5,200	2,900	2,900
<b>TOTAL</b>	13	13	13	\$1,068,100	\$1,151,700	\$1,151,700

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$297,418	\$318,200	\$336,900	\$336,900
1003	Salaries, Part Time	19,953	20,500	21,500	21,500
1006	Salaries, Overtime	3,433	7,200	7,600	7,600
1038	Sick Leave Payoff	2,400	2,300	1,900	1,900
1040	Vacation Payoff	2,200	2,600	3,300	3,300
1053	Holiday Allowance	5,749	8,600	9,000	9,000
1101	Retirement	49,122	53,800	55,800	55,800
1103	P.A.R.S. Retirement	748	800	800	800
1201	Workers' Compensation	7,200	5,200	4,400	4,400
1300	Employee Group Insurance	48,000	60,000	60,000	60,000
1318	Medicare Insurance	3,133	3,500	3,700	3,700
	<b>Subtotal</b>	<b>439,357</b>	<b>482,700</b>	<b>504,900</b>	<b>504,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,160	1,800	1,800	1,800
2011	Training, Travel and Dues	85	300	300	300
2021	Natural Gas	5,852	7,000	6,300	6,300
2024	Electricity	4,921	3,600	4,900	4,900
2027	Water	18,118	8,500	10,000	10,000
2031	Telephone	3,491	4,300	3,500	3,500
2051	Gas and Lubrications	4,175	7,400	8,500	9,800
2101	Materials and Supplies	25,816	18,900	22,000	22,000
2150	Rents and Leases	14,300	16,600	11,100	11,100
2170	General Insurance	12,600	21,200	14,700	14,700
2201	Repairs and Maint. Auto.	4,663	4,800	4,800	4,800
2222	Repairs and Maint. Other	5,213	3,700	5,000	5,000
2281	Printing	506	1,600	1,600	1,600
2401	Contractual Services	6,834	15,100	15,000	15,000
	<b>Subtotal</b>	<b>107,733</b>	<b>114,800</b>	<b>109,500</b>	<b>110,800</b>
<b>Capital Outlay</b>					
5408	(A) Licensing Software			22,000	22,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>22,000</b>	<b>22,000</b>
<b>Special Programs</b>					
8185	Estate Donation Expenditures	3,707			
8243	Animal Shelter Donations	8,360	5,000	5,000	5,000
	<b>Subtotal</b>	<b>12,067</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$559,156</b>	<b>\$602,500</b>	<b>\$641,400</b>	<b>\$642,700</b>

## *Animal Services Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Kennel Manager	1	1	1	\$56,100	\$59,000	\$59,000
Animal Serv. Officers	3	3	3	164,700	175,700	175,700
Kennel Aides	2	2	2	97,400	102,200	102,200
<b>TOTAL</b>	6	6	6	\$318,200	\$336,900	\$336,900

## Parking Enforcement Division

*Police Department  
Parking Authority Fund/2301*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$286,664	\$354,000	\$373,800	\$373,800
1003	Salaries, Part Time	30,179	14,500	15,200	15,200
1006	Salaries, Overtime	672	2,900	3,000	3,000
1009	Salaries, Redistributed	73,800	82,200	96,500	96,500
1011	Salary Equity Adjustment		7,900		
1038	Sick Leave Payoff	2,200	3,000	3,100	3,100
1040	Vacation Payoff	5,400	6,700	6,300	6,300
1042	Comp Time Payoffs	300	200	400	400
1053	Holiday Allowance	2,107			
1101	Retirement	47,013	58,000	60,300	60,300
1103	P.A.R.S. Retirement	1,153	500	600	600
1201	Workers' Compensation	23,200	22,400	22,800	22,800
1300	Employee Group Insurance	64,000	70,000	70,000	70,000
1318	Medicare Insurance	3,074	3,200	4,000	4,000
	<b>Subtotal</b>	539,762	625,500	656,000	656,000
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	2,187	2,500	2,500	2,500
2011	Training, Travel and Dues		800	1,000	1,000
2031	Telephone	5,196	5,400	5,500	5,500
2051	Gas and Lubrications	4,124	5,000	5,500	6,300
2101	Materials and Supplies	3,866	6,000	6,000	6,000
2150	Rents and Leases	19,732	21,100	20,800	20,800
2170	General Insurance	6,500	6,200	5,600	5,600
2201	Repairs and Maint. Auto.	6,138	4,000	6,000	6,000
2222	Repairs and Maint. Other	5,418	7,600	7,000	7,000
2281	Printing	11,750	4,100	7,000	7,000
2401	Contractual Services	63,863	101,000	108,000	108,000
2432	Postage	2,284			
	<b>Subtotal</b>	131,057	163,700	174,900	175,700
	<b>Grand Total</b>	<b>\$670,820</b>	<b>\$789,200</b>	<b>\$830,900</b>	<b>\$831,700</b>



## ***Parking Enforcement Position Summary***

<u><b>Position Title</b></u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
Parking Control Officers	5	5	5	\$251,000	\$261,100	\$261,100
Computer Operator	1	1	1	56,100	59,000	59,000
Records Clerk	1	1	1	44,900	51,100	51,100
Assignment Pay				2,000	2,600	2,600
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>\$354,000</b>	<b>\$373,800</b>	<b>\$373,800</b>

# Fire Department

The Fire Department is organized into two budgetary divisions, Fire Operations/Training and Fire Prevention. The Department responds to approximately 2,400 requests for emergency service. The majority (50%) of these incidents are emergency medical related. Responses to fires in buildings, vehicles or the wild land account for another 15% of the Department's emergency responses; 15% of emergency responses are rescues involving trapped persons as a result of vehicle accidents, falls from a cliff, construction site accidents, and weather related incidents. The Department also responds to spills and releases of hazardous materials, public service and other miscellaneous requests, which account for the remaining 20% of the Fire Department's incident responses. The Department maintains a fully-equipped emergency response force of twelve firefighters on duty, at all times, assigned to suppression; in addition to 4 staff personnel, 15 reserve firefighters, and an administrative secretary. A description of services provided by each division is as follows:

**Operations and Training/EMS Divisions** - 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 Two has a four-wheel drive brush unit that is specifically designed to go into the wildland interface areas. Station Two has a squad that is equipped to respond to fuel spills, water removal calls, and board-ups. Station One has a utility vehicle that responds to public service calls such as flooding and mudslides. The Department also has access to one engine supplied by the Governor's Office of Emergency Services (OES) which is activated as part of the mutual aid system in the case of a major wildland fire or other emergency. The Department has sixteen personnel with paramedic training who staff two paramedic engine companies that respond from Station One and Station Four. These engine companies have specialized equipment for medical emergency incidents and at least two of the three firefighters are paramedics. Firefighter/Paramedics respond to all medical emergencies within the City. In addition to 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 and skills maintenance-training programs, and conduct fire prevention inspections annually in local businesses.

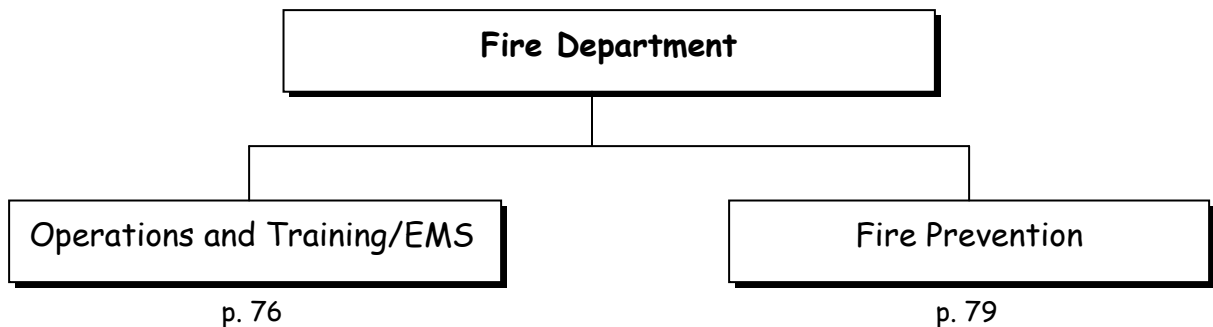
**Fire Prevention Division** - The Fire Prevention Division manages the daily fire prevention activities and inspections of the engine companies; the plan review and new construction process; supervises the fire investigators; and oversees the vegetation management and hazardous materials programs.

The vegetation management program is divided into two sub-divisions, weed abatement and fuel-modification. The weed abatement program reduces fire hazards that result from uncontrolled growth of vegetation on private properties. The fuel management program consists of approximately 1,500 acres surrounding the exterior of the City, along the open wildland areas, where vegetation is reduced creating fuel breaks to protect residential structures. The fuel modification program is accomplished and maintained through the use of goats.

**Major Initiatives:**

- Enhance the training and professional development of all personnel.
- Continue to review and enhance Fire Department communications and dispatch procedures.
- Continue to review and enhance Fire Department fleet maintenance procedures.
- Enhance Firefighter safety through the use of new technologies that are now available.
- Enhance the Information Technology capabilities of the Fire Department through improvements in telecommunications, network connections, and software and hardware acquisitions where applicable and in concert with the City's Information Technology Division's recommendations.
- Address the repairs needed to the Fire Department's facilities and fire stations through the establishment of priorities in concert with funding availabilities for immediate needs and support the City's Facility Study.

The chart below shows the budget structure of the Fire Department. The numbers underneath each activity indicate the following pages on which a more detailed budget can be found:



# Fire Department Budget Summary

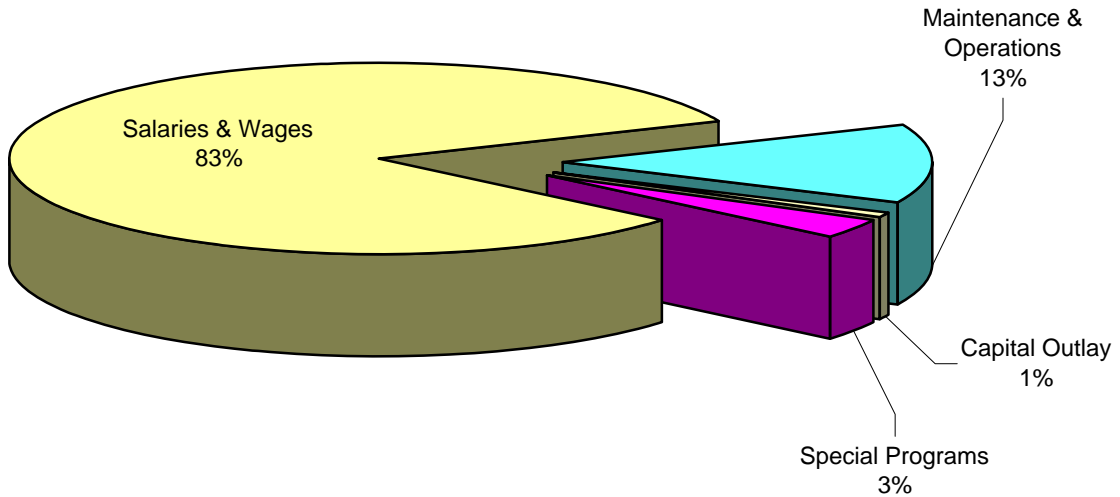
*All  
Divisions*

**Division**

**Fire Operations**  
**Fire Prevention**  
**Department Total**

<i>MAJOR CATEGORY OF EXPENDITURE</i>					<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>	
\$7,713,000	\$1,011,300	\$72,000			<b>\$8,796,300</b>
252,100	275,400		\$324,100		<b>\$851,600</b>
<b>\$7,965,100</b>	<b>\$1,286,700</b>	<b>\$72,000</b>	<b>\$324,100</b>	<b>\$0</b>	<b>\$9,647,900</b>

## Summary By Category Total



***Fire Department***  
**Budget Detail**

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$3,413,555	\$3,788,800	\$4,075,300	\$4,075,300
1003	Salaries, Part Time	31,234	81,700	151,400	91,500
1006	Salaries, Overtime	886,317	972,000	1,212,100	1,020,000
1007	Salaries, Overtime-Mutual Aid	73,892			
1038	Sick Leave Payoff	51,100	55,700	50,000	50,000
1040	Vacation Payoff	82,200	91,200	92,400	92,400
1059	Residency Incentive	27,095	30,000	40,500	40,500
1101	Retirement	1,274,715	1,478,200	1,610,900	1,610,900
1103	P.A.R.S. Retirement	1,171	3,500	5,700	3,400
1201	Workers' Compensation	628,400	511,600	508,200	508,200
1300	Employee Group Insurance	328,000	410,000	410,000	410,000
1318	Medicare Insurance	43,431	57,400	66,600	62,900
	<b>Subtotal</b>	<b>6,841,111</b>	<b>7,480,100</b>	<b>8,223,100</b>	<b>7,965,100</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	65,053	72,100	80,200	79,400
2011	Training, Travel and Dues	52,589	64,400	68,900	68,900
2021	Natural Gas	4,043	4,400	4,100	4,100
2024	Electricity	21,516	16,700	21,500	21,500
2027	Water	6,723	5,100	6,700	6,700
2031	Telephone	29,485	26,300	36,100	36,100
2051	Gas and Lubrications	31,439	46,500	55,700	76,400
2101	Materials and Supplies	68,006	71,700	74,000	74,000
2110	Paramedic Medical Supplies	26,288	57,600	60,200	46,200
2150	Rents and Leases	187,541	207,600	222,900	222,900
2170	General Insurance	56,600	59,700	61,200	61,200
2201	Repairs and Maint. Auto.	103,581	106,100	114,300	114,300
2222	Repairs and Maint. Other	59,699	69,400	75,200	75,200
2281	Printing	1,467	5,500	6,300	6,300
2401	Contractual Services	121,230	175,100	393,500	393,500
	<b>Subtotal</b>	<b>835,260</b>	<b>988,200</b>	<b>1,280,800</b>	<b>1,286,700</b>

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

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

Account	Actual	Adopted	Department	Adopted	
No.    Account Title	Expenditures	Budget	Request	Budget	
	2006-07	2007-08	2008-09	2008-09	
<b><u>Capital Outlay</u></b>					
5305	Improvements Other Than Bldgs.	64,506	12,000	144,500	22,000
5408	Office Furniture & Equipment	12,126	9,500	8,500	
5510	Automotive Equipment			26,000	
5622	Other Equipment	71,015	79,400	87,800	50,000
5650	Public Safety Dispatch System	1,652		35,000	
5655	Mobile Data Computer Software	205,698			
	<b>Subtotal</b>	<b>354,997</b>	<b>100,900</b>	<b>301,800</b>	<b>72,000</b>
<b><u>Special Programs</u></b>					
	Special Programs	209,072	337,300	324,100	324,100
	<b>Subtotal</b>	<b>209,072</b>	<b>337,300</b>	<b>324,100</b>	<b>324,100</b>
	<b>Grand Total</b>	<b>\$8,240,440</b>	<b>\$8,906,500</b>	<b>\$10,129,800</b>	<b>\$9,647,900</b>

## *Fire Department* **Position Summary**

*All  
Divisions*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Fire Chief	1	1	1	\$161,600	\$169,700	\$169,700
Fire Division Chiefs	1	2	2	133,400	280,200	280,200
Fire Battalion Chief	2	1	1	266,800	140,100	140,100
Fire Captains	12	12	12	1,109,800	1,160,700	1,160,700
Fire Engineers	12	12	12	929,900	992,800	992,800
Firefighters	12	12	12	761,200	805,700	805,700
Administrative Secretary	1			59,300		
Administrative Assistant		1	1		62,300	62,300
Acting Pay				45,300	49,800	49,800
Education Pay				53,300	72,500	72,500
Holiday Pay				116,500	113,900	113,900
Paramedic Pay				151,700	227,600	227,600
<b>TOTAL</b>	41	41	41	\$3,788,800	\$4,075,300	\$4,075,300

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$3,289,064	\$3,655,400	\$3,935,200	\$3,935,200
1003	Salaries, Part Time	15,896	63,500	126,900	67,000
1006	Salaries, Overtime	882,150	972,000	1,212,100	1,020,000
1007	Salaries, Overtime-Mutual Aid	73,892			
1038	Sick Leave Payoff	50,700	53,000	46,900	46,900
1040	Vacation Payoff	77,400	76,000	77,200	77,200
1059	Residency Incentive	27,095	30,000	40,500	40,500
1101	Retirement	1,227,149	1,426,900	1,556,300	1,556,300
1103	P.A.R.S. Retirement	596	2,800	4,800	2,500
1201	Workers' Compensation	627,100	510,300	506,900	506,900
1300	Employee Group Insurance	320,000	400,000	400,000	400,000
1318	Medicare Insurance	43,209	55,200	64,200	60,500
	<b>Subtotal</b>	<b>6,634,251</b>	<b>7,245,100</b>	<b>7,971,000</b>	<b>7,713,000</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	63,343	68,700	75,700	75,700
2011	Training, Travel and Dues	46,175	51,000	57,000	57,000
2021	Natural Gas	4,043	4,400	4,100	4,100
2024	Electricity	21,516	16,700	21,500	21,500
2027	Water	6,723	5,100	6,700	6,700
2031	Telephone	29,485	26,300	36,100	36,100
2051	Gas and Lubrications	30,207	40,900	49,900	69,700
2101	Materials and Supplies	61,070	63,400	66,900	66,900
2110	Paramedic Medical Supplies	26,288	57,600	60,200	46,200
2150	Rents and Leases	178,741	198,700	214,100	214,100
2170	General Insurance	54,800	57,900	59,400	59,400
2201	Repairs and Maint. Auto.	101,081	103,500	108,700	108,700
2222	Repairs and Maint. Other	59,699	69,400	75,200	75,200
2281	Printing	524	4,300	4,500	4,500
2401	Contractual Services	68,341	122,100	165,500	165,500
	<b>Subtotal</b>	<b>752,036</b>	<b>890,000</b>	<b>1,005,500</b>	<b>1,011,300</b>



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

*Fire Department  
General Fund/2401*

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2006-07	2007-08	2008-09	2008-09
<b>Capital Outlay</b>					
5622	(A) Telestaff			40,000	40,000
5305	(A) Plymovent for Station1			8,000	8,000
5622	(A) SCBA Air Compressor			10,000	10,000
5622	(A) Engine Fabrication			20,000	
5408	(R) Office Furniture			6,000	
5622	(R) Four Free Weights			4,800	
5305	Seismic Survey			63,000	
5622	(A) 800 MHz Portable Radios			10,000	
5305	(A) Motorola Processor			60,000	
5305	(R) PPE Lockers			13,500	14,000
5650	(A) Pro QA CAD EMS Software			35,000	
5408	(A) Laptop			2,500	
5622	(A) Video Camera			3,000	
	<b>Subtotal</b>	<b>394,997</b>	<b>100,900</b>	<b>275,800</b>	<b>72,000</b>
<b>Special Programs</b>					
8026	800 MHz Portable Radios		32,000		
8999	Raising Apparatus Doors Study		10,000		
	<b>Subtotal</b>	<b>0</b>	<b>42,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$7,781,284</b>	<b>\$8,278,000</b>	<b>\$9,252,300</b>	<b>\$8,796,300</b>

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

## *Fire Operations Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Fire Chief	1	1	1	\$161,600	\$169,700	\$169,700
Fire Division Chiefs	1	2	2	133,400	280,200	280,200
Fire Battalion Chief	1			133,400		
Fire Captains	12	12	12	1,109,800	1,160,700	1,160,700
Fire Engineers	12	12	12	929,900	992,800	992,800
Firefighters	12	12	12	761,200	805,700	805,700
Administrative Secretary	1			59,300		
Administrative Assistant		1	1		62,300	62,300
Acting Pay				45,300	49,800	49,800
Education Pay				53,300	72,500	72,500
Holiday Pay				116,500	113,900	113,900
Paramedic Pay				151,700	227,600	227,600
<b>TOTAL</b>	40	40	40	\$3,655,400	\$3,935,200	\$3,935,200

**Fire Prevention Division***Fire Department  
General Fund/2501*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$124,491	\$133,400	\$140,100	\$140,100
1003	Salaries, Part Time	15,338	18,200	24,500	24,500
1006	Salaries, Overtime	4,166			
1038	Sick Leave Payoff	400	2,700	3,100	3,100
1040	Vacation Payoff	4,800	15,200	15,200	15,200
1101	Retirement	47,566	51,300	54,600	54,600
1103	P.A.R.S. Retirement	575	700	900	900
1201	Workers' Compensation	1,300	1,300	1,300	1,300
1300	Employee Group Insurance	8,000	10,000	10,000	10,000
1318	Medicare Insurance	222	2,200	2,400	2,400
	<b>Subtotal</b>	<b>206,859</b>	<b>235,000</b>	<b>252,100</b>	<b>252,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,710	3,400	4,500	3,700
2011	Training, Travel and Dues	6,414	13,400	11,900	11,900
2051	Gas and Lubrications	1,232	5,600	5,800	6,700
2101	Materials and Supplies	6,936	8,300	7,100	7,100
2150	Rents and Leases	8,800	8,900	8,800	8,800
2170	General Insurance	1,800	1,800	1,800	1,800
2201	Repairs and Maint. Auto.	2,500	2,600	5,600	5,600
2281	Printing	943	1,200	1,800	1,800
2401	Contractual Services	52,890	53,000	228,000	228,000
	<b>Subtotal</b>	<b>83,225</b>	<b>98,200</b>	<b>275,300</b>	<b>275,400</b>
<b>Capital Outlay</b>					
5510	(A) Pickup Truck			26,000	
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>26,000</b>	<b>0</b>
<b>Special Programs</b>					
8040	Fuel Modification Program	198,449	215,700	166,000	166,000
8301	Hazardous Materials Mitigation	10,622	16,600	17,700	17,700
8503	Document Scanning			72,400	72,400
8804	Weed Abatement-Private Lots		33,000	63,000	63,000
8805	Update Pre-Plans		30,000	5,000	5,000
	<b>Subtotal</b>	<b>209,072</b>	<b>295,300</b>	<b>324,100</b>	<b>324,100</b>
	<b>Grand Total</b>	<b>\$499,156</b>	<b>\$628,500</b>	<b>\$877,500</b>	<b>\$851,600</b>

***Fire Prevention Position Summary***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Fire Battalion Chief	1	1	1	\$133,400	\$140,100	\$140,100
<b>TOTAL</b>	1	1	1	\$133,400	\$140,100	\$140,100

# Marine Safety Department

The Marine Safety Department is responsible for 5.5 miles of City coastline and 17 square miles of ocean. Marine Safety has seven full-time safety positions, two recurrent positions and approximately 100 seasonal and recurrent positions. In addition, Marine Safety has one full-time Marine Protection Officer that is responsible for Marine Environment Education and Enforcement. 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 response and backcountry extrication. During an average year, Marine Safety personnel rescue 3,500 beach-goers and give medical attention to another 4,000 people. Lifeguards also enforce beach and marine municipal ordinances, and issue 170,000 safety warnings annually. The Marine Safety Department is organized into four divisions: Field Operations (summer), Junior Lifeguards, Field Operations (off-season), Training and Marine Education and Enforcement.

**Field Operations (summer)** - Summer deployment consists of 48 positions per day providing lifeguard coverage to the City and Irvine Cove beaches. Summer operations are structured into six divisions. Division One covers Irvine Cove to Rock Pile 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 Bluebird Beach and is serviced by eight lifeguard towers and a mobile unit with two supervisors. Division Four covers from Pearl Street Beach to Treasure Island and is serviced by seven lifeguard towers and a mobile unit with two supervisors. Division Five consists of dispatching, administrative, training and maintenance services. Division six consists of marine enforcement, patrol and education.

**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 400 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 and Training (off-season)** - Off-season deployment is initiated from September 7 to June 19. Operations during the off-season consist of seven full-time lifeguards, two recurrent lifeguards, one Marine Safety Protection Officer and 20 seasonal employees. Several deployment schedules (skeleton coverage and reduced coverage) are utilized to address varied seasonal and weekend demands. Field Operations include patrol, emergency response, nighttime response, marine ecological patrol protection and maintenance. Marine Safety has five separate levels of training that are required by the United States Surf Lifesaving Association. The specific levels of training are: Marine Safety Officer certification training, technical rescue training, supervisor training, seasonal training and rookie academy training. Most of the Marine Safety Department's training takes place in the off-season.

**Marine Education and Enforcement** - The marine protection officer patrols beaches issuing warnings and citations regarding marine violations. The full-time Marine Protection Officer is responsible for educating school children, community service groups, residents and visitors about marine ecology.

**Major Initiatives:**

- Coordinate the design and relocation of the Marine Safety Headquarters
- Continue the replacement of old lifeguard chairs with lifeguard towers that provide more protection from the environment
- Enhance Marine Safety communications and dispatch procedures by implementing a CAD computer aided dispatch system
- Continue to evaluate seasonal lifeguard recruitment procedures in order to enhance staffing levels throughout the summer

# Marine Safety Department Budget Summary

*All  
Divisions*

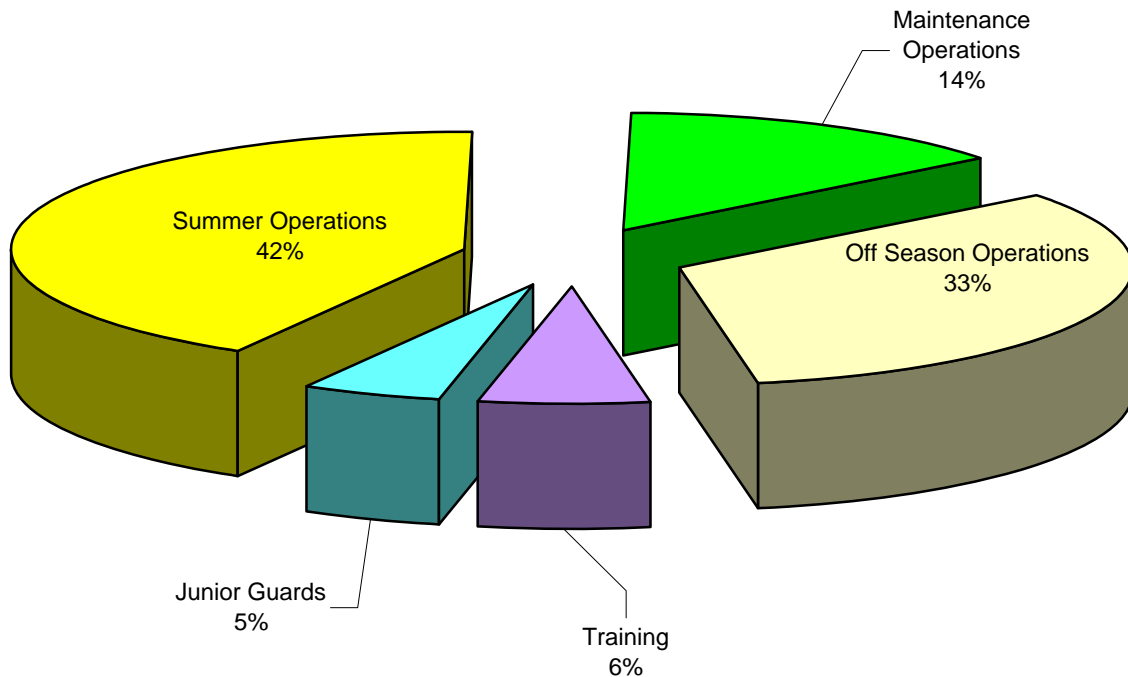
**Division**

Marine Safety

Department Total

	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Marine Safety	\$1,889,000	\$329,300	\$126,900			\$2,345,200
Department Total	\$1,889,000	\$329,300	\$126,900	\$0	\$0	\$2,345,200

## Summary By Operation Total



**Marine Safety Department  
Budget Detail**

**All  
Divisions**

*General Fund/2601*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$537,860	\$611,800	\$672,800	\$672,800
1003	Salaries, Part Time	711,868	722,200	758,300	781,800
1006	Salaries, Overtime	78,638	90,300	94,800	99,800
1038	Sick Leave Payoff	2,300	2,300	4,500	4,500
1040	Vacation Payoff	2,500	3,800	5,200	5,200
1053	Holiday Allowance	1,405			
1101	Retirement	129,497	151,300	166,700	166,700
1103	P.A.R.S. Retirement	30,664	27,400	28,400	29,300
1201	Workers' Compensation	83,400	59,300	26,200	26,200
1300	Employee Group Insurance	56,000	80,000	80,000	80,000
1318	Medicare Insurance	19,574	20,700	22,100	22,700
	<b>Subtotal</b>	1,653,705	1,769,100	1,859,000	1,889,000
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	24,488	29,500	30,000	30,000
2011	Training, Travel and Dues	11,814	13,600	13,600	13,600
2021	Natural Gas	657	800	700	700
2024	Electricity	742	900	1,000	1,000
2027	Water	181	300	300	300
2031	Telephone	19,659	17,100	19,700	19,700
2051	Gas and Lubrications	8,357	9,600	9,600	11,500
2101	Materials and Supplies	59,470	58,500	75,900	75,900
2150	Rents and Leases	73,400	73,400	70,600	70,600
2170	General Insurance	15,900	15,900	16,700	16,700
2201	Repairs and Maint. Auto.	8,395	8,800	8,800	8,800
2222	Repairs and Maint. Other	23,739	32,300	32,500	32,500
2281	Printing	908	1,200	1,200	1,200
2401	Contractual Services	14,490	31,900	46,800	46,800
	<b>Subtotal</b>	262,201	293,800	327,400	329,300
<b>Capital Outlay</b>					
5622	(R) Four Lifeguard Towers			145,000	115,000
5622	(A) Six Mobile Data Computers			117,000	
5622	(A) Two Hand Held 800 MHZ Radios			8,200	
5622	(A) 800 MHZ Radio			4,800	
5408	(R) Personal Computer			1,900	1,900
5622	(R) Two AEDs			10,000	10,000
5622	(A) Dive Team Communication			21,000	
5622	(A) Video Camera - Training			1,800	

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



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

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
5622	(A) WEB Camera			2,500	
5408	(A) Laptop			2,000	
	<b>Subtotal</b>	110,646	172,900	314,200	126,900
<b><u>Special Programs</u></b>					
8026	Portable 800 MHZ Radios	5,172			
8706	Beach Monitoring Program	1,976			
	<b>Subtotal</b>	7,148	0	0	0
	<b>Grand Total</b>	<b>\$2,033,700</b>	<b>\$2,235,800</b>	<b>\$2,500,600</b>	<b>\$2,345,200</b>

***Marine Safety Department  
Position Summary***

***All  
Divisions***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted</b>	<b>Dept.</b>	<b>Adopted</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>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
Chief of Marine Safety	1	1	1	\$122,500	\$128,600	\$128,600
Marine Safety Captain	1	1	1	88,700	96,600	96,600
Marine Safety Lieutenant	2	2	2	153,800	169,400	169,400
Marine Safety Officer	3	3	3	174,700	202,000	202,000
Marine Protection Officer	1	1	1	71,600	75,200	75,200
Uniform Allowance				500	1,000	1,000
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$611,800</b>	<b>\$672,800</b>	<b>\$672,800</b>

# Public Works Department

The Public Works Department is organized into eight divisions: Engineering and Administration, Fleet Maintenance, Parks and Building Maintenance, Street Maintenance, Solid Waste, Transit, Parking Facilities Maintenance and Street Lighting. Capital Improvement Projects are included within the respective division budgets. There are 56 employees in the department. Following are descriptions of services provided by each division:

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

**Fleet 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 200 pieces of equipment, including a variety of heavy and light-duty trucks and vehicles, medium sized tractors, and specialized equipment.

**Parks and Building Maintenance** - The 21 employees in this division perform maintenance activities at 85 separate parks and facilities totaling more than 56 acres. There are approximately 60,000 square feet of City buildings, including 12 public restrooms throughout the City. Additional part-time staff assist with litter control and downtown cleanup. The City contracts with private companies for custodial services at City Hall, Legion Hall, and Lang Park, and trimming of trees and turf mowing in the parks. This budget also includes funds for disposal of waste generated at parks, beaches, and on public streets.

**Street Maintenance** - This division has 15 employees who maintain City streets, sidewalks, and storm drains. The City has approximately 80 miles of paved streets and 1,000 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 the daily downtown clean-up program and abatement of street intersection obstructions. This budget provides for contractual services including: tree trimming within street area, street 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. State grant funds augment the division's programming for beverage container recycling and used oil recycling. This division's costs are recovered through a solid waste assessment on individual property tax bills.

**Transit** - The Transit Division budget includes 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 Transportation Authority (OCTA) 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). There are five full time staff in this division. Another 65 part time staff are employed during the summer festival season. The City receives revenue from a variety of sources to fund the transit operations. Funding sources include a State tax on gasoline, air quality subvention funds, fare-box revenues, and private charters. Transit operations are also subsidized by parking receipts. The Transit Fund also includes funds for OCTA paratransit service.

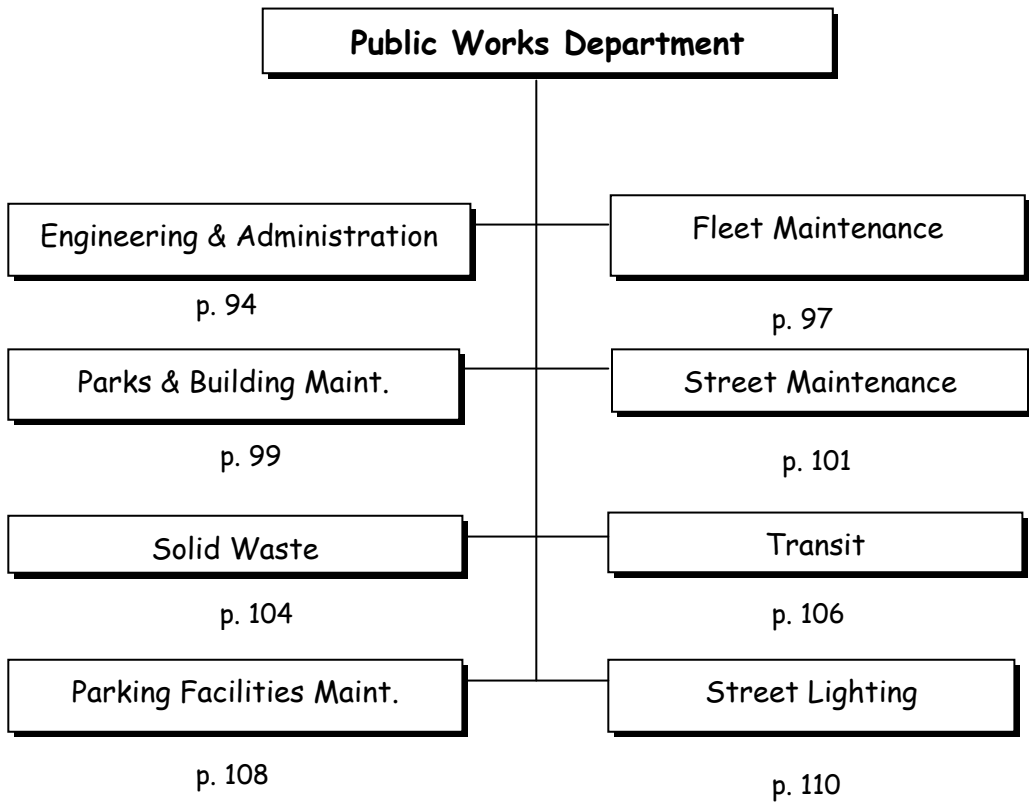
**Parking Facilities Maintenance** - This division has 3 employees who maintain more than 2,100 parking meters. Functions include installation, maintenance and replacement of meters, parking permit machines, and change machines. In addition, the division collects meter revenue daily. Part-time staff assists with parking lot maintenance.

**Street Lighting** - This fund represents property tax revenue collected for the purpose of lighting the City's public rights-of-way. These restricted use funds provide for electrical energy and maintenance and repair for street lights and associated facilities. This is accomplished with the cooperation of Southern California Edison and Sand Diego Gas and Electric.

**Major Initiatives:**

- Construct the South Laguna Streetscape and Pedestrian Improvements projects.
- Resurface all of the alleys from Cress Street to Alta Vista.
- Construct street resurfacing of the streets on the ocean side of South Coast Highway from Cleo Street to Nyes Place and on the inland side of South Coast Highway from Mountain Road to Upland.
- Coordinate construction of a traffic signal on Laguna Canyon Road at the Festival of the Arts.
- Complete numerous construction projects designed in prior fiscal years

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:

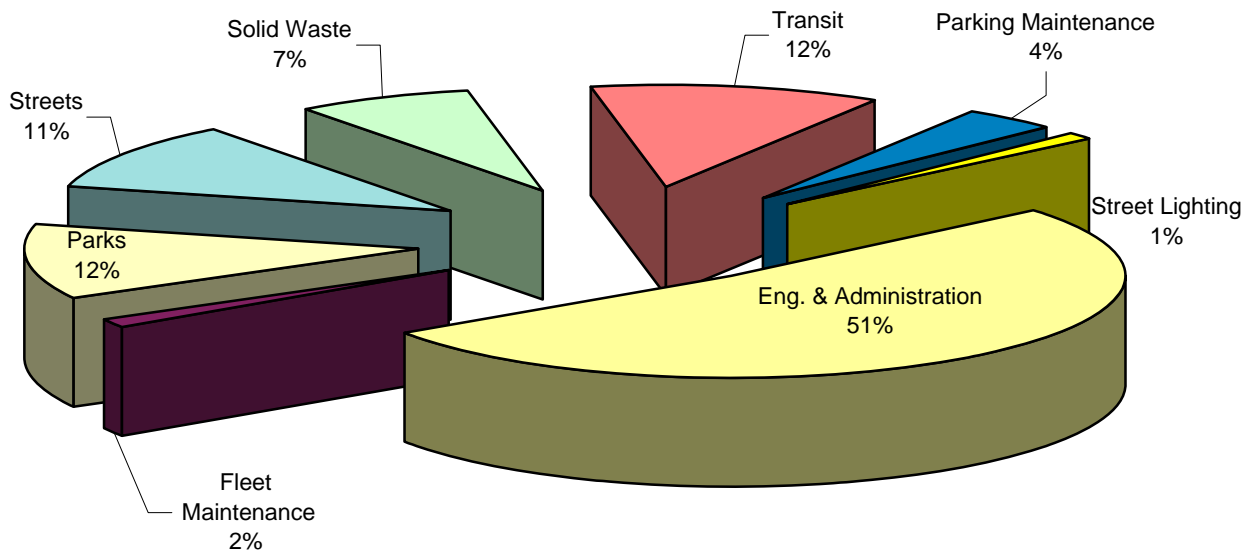


# Public Works Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
<b>Eng. &amp; Administration</b>	\$1,087,500	\$111,700	\$3,800		\$11,230,000	<b>\$12,433,000</b>
<b>Fleet Maintenance</b>	297,900	109,800				<b>\$407,700</b>
<b>Park &amp; Bldg Maint.</b>	1,723,500	1,218,600	1,900	100,000		<b>\$3,044,000</b>
<b>Street Maintenance</b>	1,532,600	1,237,200				<b>\$2,769,800</b>
<b>Solid Waste</b>	110,600	1,642,500	1,900	63,000		<b>\$1,818,000</b>
<b>Transit</b>	1,183,000	758,300	1,051,900	111,000		<b>\$3,104,200</b>
<b>Parking Facilities Maint.</b>	427,700	443,400	2,000	110,000		<b>\$983,100</b>
<b>Street Lighting</b>	17,200	227,300		40,300		<b>\$284,800</b>
<b>Department Total</b>	<b>\$6,380,000</b>	<b>\$5,748,800</b>	<b>\$1,061,500</b>	<b>\$424,300</b>	<b>\$11,230,000</b>	<b>\$24,844,600</b>

### Summary By Division Total



**Public Works Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$2,994,346	\$3,485,700	\$3,741,200	\$3,741,200
1003	Salaries, Part Time	511,219	626,000	690,300	677,000
1006	Salaries, Overtime	169,176	160,300	221,500	221,500
1009	Salaries, Redistributed	20,700	31,900	34,800	34,800
1038	Sick Leave Payoff	45,233	76,800	67,400	67,400
1040	Vacation Payoff	40,758	47,500	62,500	62,500
1042	Comp Time Payoffs			400	400
1053	Holiday Allowance	1,213			
1101	Retirement	454,701	565,600	602,100	602,100
1103	P.A.R.S. Retirement	9,523	23,500	25,900	25,400
1201	Workers' Compensation	297,200	343,600	320,300	320,300
1300	Employee Group Insurance	440,000	548,000	570,000	570,000
1318	Medicare Insurance	40,460	51,100	57,600	57,400
	<b>Subtotal</b>	<b>5,024,528</b>	<b>5,960,000</b>	<b>6,394,000</b>	<b>6,380,000</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	29,147	37,400	35,600	35,600
2011	Training, Travel and Dues	17,163	26,600	28,500	26,500
2021	Natural Gas	5,065	6,200	5,200	5,200
2024	Electricity	268,745	233,400	289,300	289,300
2027	Water	132,851	113,300	133,300	133,300
2031	Telephone	16,433	17,600	23,600	23,600
2051	Gas and Lubrications	216,145	337,800	373,500	438,600
2101	Materials and Supplies	620,386	773,400	804,900	804,900
2150	Rents and Leases	432,937	517,500	551,000	551,000
2170	General Insurance	242,200	277,100	273,600	273,600
2201	Repairs and Maint. Automotive	151,679	171,000	184,000	184,000
2222	Repairs and Maint. Other	112,555	165,100	219,900	194,900
2281	Printing	16,230	42,500	49,300	49,300
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	2,338,198	2,411,900	2,525,800	2,475,600
2432	Postage	2,995	5,700	6,000	6,000
2508	Vehicle Cost Redistribution	(51,775)	(36,000)	(40,000)	(40,000)
2804	Costs Redistributed	268,200	295,700	296,400	296,400
	Depreciation	241,533			
	<b>Subtotal</b>	<b>5,060,688</b>	<b>5,397,200</b>	<b>5,760,900</b>	<b>5,748,800</b>

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

**All  
Divisions**

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2006-07	2007-08	2008-09	2008-09
<b>Capital Outlay</b>					
5305	Improv. Other Than Bldgs	34,379			
5408	Office Furniture & Equipment	8,889	16,400	11,500	11,500
5510	Automotive Equipment	27,000	45,000	1,050,000	1,050,000
5622	Other Equipment	198,184	279,500		
5625	Trolley Rehabilitation	54,689	80,000		
	<b>Subtotal</b>	<b>323,141</b>	<b>420,900</b>	<b>1,061,500</b>	<b>1,061,500</b>
<b>Special Programs</b>					
	Special Programs	316,193	322,400	404,000	424,300
	<b>Subtotal</b>	<b>316,193</b>	<b>322,400</b>	<b>404,000</b>	<b>424,300</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	16,299,632	12,040,000	12,030,000	11,230,000
	<b>Subtotal</b>	<b>16,299,632</b>	<b>12,040,000</b>	<b>12,030,000</b>	<b>11,230,000</b>
	<b>Grand Total</b>	<b>\$27,024,182</b>	<b>\$24,140,500</b>	<b>\$25,650,400</b>	<b>\$24,844,600</b>



**Public Works Department  
Position Summary**

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Director of Public Works/City Eng.	1	1	1	\$161,600	\$169,700	\$169,700
Assistant City Engineer	1	1	1	130,800	140,100	140,100
Deputy Director Public Works	1	1	1	122,500	128,600	128,600
Parks & Buildings Manager	1	1	1	122,500	128,600	128,600
Project Director	1	1	1	125,000	128,600	128,600
Associate Engineer	1	1	1	100,900	106,400	106,400
Administrative Analyst	1	1	1	63,000	68,300	68,300
Project Managers	1	2	2	88,800	182,000	182,000
Project Coordinator	1			80,700		
Administrative Secretary	1			51,000		
Administrative Assistant		1	1		56,200	56,200
Administrative Clerk	1			52,100		
Administrative Office Specialist		1	1		54,700	54,700
Senior Clerk	1			48,100		
Sr. Office Specialist		1	1		51,100	51,100
PW Technician		1	1		41,900	41,900
Equipment Mechanics	3	3	3	170,300	186,400	186,400
Maintenance Workers	1	1	1	37,800	43,800	43,800
Maint Lead Workers	6	6	6	400,200	420,400	420,400
Maintenance Workers II	5	5	5	266,300	292,000	292,000
Maintenance Workers I	12	11	11	512,400	500,800	500,800
Parks Gardeners	6	7	7	332,800	388,600	388,600
Equipment Operator	2	2	2	97,700	103,100	103,100
Motor Sweeper Operators	2	2	2	108,100	109,900	109,900
Senior Fleet Maint Supervisor	1	1	1	84,600	93,200	93,200
Maintenance Supervisor	1	1	1	79,400	84,700	84,700
Traffic Maintenance Tech.	1	1	1	59,300	62,300	62,300
Custodian	1	1	1	35,300	37,800	37,800
Lead Bus Driver	1	1	1	57,700	62,300	62,300
Bus Drivers	2	2	2	96,800	99,700	99,700
<b>TOTAL</b>	<b>56</b>	<b>57</b>	<b>57</b>	<b>\$3,485,700</b>	<b>\$3,741,200</b>	<b>\$3,741,200</b>

**Engineering & Administration Division***Public Works  
General Fund/3101*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$633,292	\$790,900	\$837,700	\$837,700
1006	Salaries, Overtime	9,653	12,100	12,700	12,700
1009	Salaries, Redistributed	(60,700)	(43,300)	(46,300)	(46,300)
1038	Sick Leave Payoff	10,300	22,600	22,400	22,400
1040	Vacation Payoff	12,900	16,200	28,900	28,900
1101	Retirement	98,430	129,200	134,500	134,500
1201	Workers' Compensation	7,100	6,700	6,600	6,600
1300	Employee Group Insurance	64,000	80,000	80,000	80,000
1318	Medicare Insurance	8,535	10,300	11,000	11,000
	<b>Subtotal</b>	<b>783,509</b>	<b>1,024,700</b>	<b>1,087,500</b>	<b>1,087,500</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	9,020	14,500	14,400	14,400
2021	Natural Gas	1,328	1,500	1,300	1,300
2024	Electricity	5,917	6,000	5,900	5,900
2027	Water	1,769	1,300	1,800	1,800
2031	Telephone	14,007	15,000	14,300	14,300
2051	Gas and Lubrications	2,047	1,800	1,800	1,800
2101	Materials and Supplies	16,776	10,900	10,000	10,000
2150	Rents and Leases	6,600	6,600	10,600	10,600
2170	General Insurance	9,100	9,000	8,900	8,900
2222	Repairs and Maint. Other	338	1,000	1,000	1,000
2281	Printing	1,666	4,500	4,700	4,700
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	23,760	27,600	46,200	36,000
	<b>Subtotal</b>	<b>92,329</b>	<b>100,700</b>	<b>121,900</b>	<b>111,700</b>
<b>Capital Outlay</b>					
5408	(R) Two Personal Computers		( <i>Prior Years' Capital Outlay shown in Total Only</i> )	3,800	3,800
	<b>Subtotal</b>	<b>1,864</b>	<b>4,800</b>	<b>3,800</b>	<b>3,800</b>

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

*Public Works  
General Fund/3101*

Account		Actual	Adopted	Department	Adopted
		Expenditures	Budget	Request	Budget
No.	Account Title	2006-07	2007-08	2008-09	2008-09
<b>Special Programs</b>					
8095	AQMD Grant Funds	385			
8710	Lag Cyn Parking/Traffic Study	8,725			
	<b>Subtotal</b>	<b>9,111</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects		12,040,000	12,030,000	11,230,000 *
	<b>Subtotal</b>	<b>0</b>	<b>12,040,000</b>	<b>12,030,000</b>	<b>11,230,000</b>
	<b>Grand Total</b>	<b>\$886,812</b>	<b>\$13,170,200</b>	<b>\$13,243,200</b>	<b>\$12,433,000</b>

\* Represents twenty one individual projects funded from a variety of sources . See Capital Improvement Project Summary (page 171).

## Engineering & Administration Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Director of Public Works/City Eng.	1	1	1	161,600	\$169,700	\$169,700
Assistant City Engineer	1	1	1	130,800	140,100	140,100
Project Director	1	1	1	125,000	128,600	128,600
Associate Engineer	1	1	1	100,900	106,400	106,400
Project Managers	1	2	2	88,800	182,000	182,000
Project Coordinator	1			80,700		
Administrative Secretary	1			51,000		
Administrative Assistant		1	1		56,200	56,200
Administrative Clerk	1			52,100		
Administrative Office Specialist		1	1		54,700	54,700
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$790,900</b>	<b>\$837,700</b>	<b>\$837,700</b>

## Fleet Maintenance Division

*Public Works  
General Fund/3102*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$125,490	\$170,300	\$186,400	\$186,400
1003	Salaries, Part Time	24,448			
1006	Salaries, Overtime	18,636	15,900	31,500	31,500
1038	Sick Leave Payoff	2,600	5,200	5,700	5,700
1040	Vacation Payoff	2,700	8,200	9,500	9,500
1053	Holiday Allowance	168			
1101	Retirement	20,383	27,900	30,000	30,000
1103	P.A.R.S. Retirement	1,095			
1201	Workers' Compensation	1,700	1,700	1,600	1,600
1300	Employee Group Insurance	24,000	30,000	30,000	30,000
1318	Medicare Insurance	2,634	2,700	3,200	3,200
<b>Subtotal</b>		223,854	261,900	297,900	297,900
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	2,818	3,000	3,000	3,000
2011	Training, Travel and Dues	5,841	5,300	7,300	5,300
2021	Natural Gas	1,867	2,200	1,900	1,900
2024	Electricity	10,531	9,700	19,600	19,600
2031	Telephone			500	500
2051	Gas and Lubrications	1,389	3,600	5,000	5,000
2101	Materials and Supplies	14,721	15,000	15,000	15,000
2170	General Insurance	2,300	2,300	2,200	2,200
2201	Repairs and Maint. Automotive	65,218	75,000	75,000	75,000
2222	Repairs and Maint. Other	7,734	10,000	10,000	10,000
2281	Printing		300	300	300
2401	Contractual Services	5,695	7,500	12,000	12,000
2508	Vehicle Cost Redistribution	(51,775)	(36,000)	(40,000)	(40,000)
<b>Subtotal</b>		66,340	97,900	111,800	109,800
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment		2,000		
5622	Other Equipment	113,376	10,000		
<b>Subtotal</b>		113,376	12,000	0	0
<b>Grand Total</b>		<b>\$403,570</b>	<b>\$371,800</b>	<b>\$409,700</b>	<b>\$407,700</b>

***Fleet Maintenance Position Summary***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Equipment Mechanics	3	3	3	\$170,300	\$186,400	\$186,400
<b>TOTAL</b>	3	3	3	\$170,300	\$186,400	\$186,400

## Park & Building Maintenance Division

*Public Works  
General Fund/3104*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,020,188	\$1,127,800	\$1,194,500	\$1,194,500
1003	Salaries, Part Time	23,195	48,900	53,700	53,700
1006	Salaries, Overtime	40,958	29,200	30,700	30,700
1009	Salaries, Redistributed	(24,500)	(24,800)	(27,600)	(27,600)
1038	Sick Leave Payoff	11,800	13,400	10,200	10,200
1040	Vacation Payoff	11,700	12,000	13,800	13,800
1042	Comp Time Payoffs			400	400
1053	Holiday Allowance	1,045			
1101	Retirement	165,217	179,300	192,500	192,500
1103	P.A.R.S. Retirement	3,084	1,800	2,000	2,000
1201	Workers' Compensation	55,700	39,300	30,100	30,100
1300	Employee Group Insurance	160,000	200,000	210,000	210,000
1318	Medicare Insurance	11,866	11,200	13,200	13,200
	<b>Subtotal</b>	1,480,253	1,638,100	1,723,500	1,723,500
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	14,197	13,500	14,200	14,200
2011	Training, Travel and Dues	1,111	1,900	1,900	1,900
2021	Natural Gas	1,363	1,900	1,500	1,500
2024	Electricity	36,570	29,200	42,400	42,400
2027	Water	116,056	98,200	116,100	116,100
2031	Telephone			2,300	2,300
2051	Gas and Lubrications	47,291	72,600	78,900	92,900
2101	Materials and Supplies	227,040	183,300	213,900	213,900
2150	Rents and Leases	175,857	183,600	188,400	188,400
2170	General Insurance	62,500	54,600	13,800	13,800
2201	Repairs and Maint. Automotive	71			
2222	Repairs and Maint. Other	93,546	115,700	176,500	151,500
2281	Printing	136	300	300	300
2401	Contractual Services	302,989	334,400	389,400	379,400
	<b>Subtotal</b>	1,078,727	1,089,200	1,239,600	1,218,600
<b>Capital Outlay</b>					
5408	(R) Personal Computer		<small>(Prior Years' Capital Outlay shown in Total Only)</small>	1,900	1,900
	<b>Subtotal</b>	61,379	197,000	1,900	1,900

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

*Public Works  
General Fund/3104*

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2006-07	2007-08	2008-09	2008-09
<b>Special Programs</b>					
8815	Abatement of Invasive Weeds		45,000	45,000	45,000
8999	Show Lang Park MP Room Floor				25,000
8999	Fuel Pumps Upgrade				30,000
	<b>Subtotal</b>	0	45,000	45,000	100,000
	<b>Grand Total</b>	<b>\$2,620,358</b>	<b>\$2,969,300</b>	<b>\$3,010,000</b>	<b>\$3,044,000</b>



## ***Park & Building Maintenance Position Summary***

<u><b>Position Title</b></u>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
Parks & Buildings Manager	1	1	1	\$122,500	\$128,600	\$128,600
Maint. Lead Workers	2	2	2	133,400	140,100	140,100
Parks Gardeners	6	7	7	332,800	388,600	388,600
Maintenance Workers II	4	3	3	211,000	174,100	174,100
Maintenance Workers I	7	7	7	292,800	325,300	325,300
Custodian	1	1	1	35,300	37,800	37,800
<b>TOTAL</b>	21	21	21	\$1,127,800	\$1,194,500	\$1,194,500

**Street Maintenance Division**Public Works  
General Fund/3106

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$687,096	\$873,000	\$960,500	\$960,500
1003	Salaries, Part Time	68,764	78,000	50,500	37,200
1006	Salaries, Overtime	28,365	47,200	46,800	46,800
1009	Salaries, Redistributed	(56,700)	(72,400)	(82,400)	(82,400)
1038	Sick Leave Payoff	5,600	3,900	2,300	2,300
1040	Vacation Payoff	9,400	5,000	4,600	4,600
1101	Retirement	110,929	143,400	154,500	154,500
1103	P.A.R.S. Retirement	2,762	2,900	1,900	1,400
1201	Workers' Compensation	131,600	232,700	234,600	234,600
1300	Employee Group Insurance	120,000	148,000	160,000	160,000
1318	Medicare Insurance	9,407	12,600	13,300	13,100
	<b>Subtotal</b>	<b>1,117,223</b>	<b>1,474,300</b>	<b>1,546,600</b>	<b>1,532,600</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,804	9,000	8,000	8,000
2011	Training, Travel and Dues	308	1,700	1,700	1,700
2024	Electricity			5,600	5,600
2027	Water	7,941	7,500	8,300	8,300
2031	Telephone			1,800	1,800
2051	Gas and Lubrications	41,346	66,100	76,600	101,900
2101	Materials and Supplies	270,607	375,400	375,400	375,400
2150	Rents and Leases	200,811	241,500	212,500	212,500
2170	General Insurance	151,600	192,300	219,600	219,600
2201	Repairs and Maint. Automotive	337			
2222	Repairs and Maint. Other	2,253	14,000	10,000	10,000
2281	Printing	97	900	500	500
2401	Contractual Services	388,337	308,200	314,900	291,900
	<b>Subtotal</b>	<b>1,068,440</b>	<b>1,216,600</b>	<b>1,234,900</b>	<b>1,237,200</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	7,025			
5622	Other Equipment	42,615			
	<b>Subtotal</b>	<b>49,640</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8620	Street Sweeper Rehabilitation	(182)			
8708	Emergency Storm Drain Repair	41,741			
	<b>Subtotal</b>	<b>41,559</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$2,276,862</b>	<b>\$2,690,900</b>	<b>\$2,781,500</b>	<b>\$2,769,800</b>

## Street Maintenance Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Deputy Director Public Works	1	1	1	\$122,500	\$128,600	\$128,600
Maintenance Lead Workers	4	4	4	266,800	280,300	280,300
Maintenance Workers II	1	2	2	55,300	117,900	117,900
Maintenance Workers I	3	2	2	136,700	83,900	83,900
Maintenance Worker	1	1	1	37,800	43,800	43,800
Equipment Operators	2	2	2	97,700	103,100	103,100
Motor Sweeper Operators	2	2	2	108,100	109,900	109,900
Senior Clerk	1			48,100		
Sr. Office Specialist		1	1		51,100	51,100
PW Technician		1	1		41,900	41,900
<b>TOTAL</b>	15	16	16	\$873,000	\$960,500	\$960,500

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$56,537	\$63,000	\$68,300	\$68,300
1006	Salaries, Overtime	100			
1009	Salaries, Redistributed	5,800	5,600	3,500	3,500
1038	Sick Leave Payoff	300	14,700	14,700	14,700
1040	Vacation Payoff	500	1,300	1,500	1,500
1101	Retirement	9,044	10,200	11,000	11,000
1201	Workers' Compensation	700	600	600	600
1300	Employee Group Insurance	8,000	10,000	10,000	10,000
1318	Medicare Insurance	731	900	1,000	1,000
	<b>Subtotal</b>	<b>81,712</b>	<b>106,300</b>	<b>110,600</b>	<b>110,600</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	61	600	600	600
2031	Telephone	818	800	800	800
2101	Materials and Supplies	335	1,300	1,300	1,300
2170	General Insurance	1,000	1,600	1,900	1,900
2201	Repairs and Maint. Auto.	209			
2281	Printing	1,518	5,000	5,000	5,000
2401	Contractual Services	1,574,592	1,623,200	1,615,900	1,615,900
2432	Postage	2,995	2,500	2,500	2,500
2804	Cost Redistributed	13,000	11,700	14,500	14,500
	<b>Subtotal</b>	<b>1,594,529</b>	<b>1,646,700</b>	<b>1,642,500</b>	<b>1,642,500</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			1,900	1,900
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>1,900</b>	<b>1,900</b>
<b>Special Programs</b>					
8105	Recycling Grant Programs		6,000	46,000	6,000
8117	Used Oil Recycling	2,512	7,000	7,000	7,000
8999	HHW Curbside Collections			50,000	50,000
	<b>Subtotal</b>	<b>2,512</b>	<b>13,000</b>	<b>103,000</b>	<b>63,000</b>
	<b>Grand Total</b>	<b>\$1,678,753</b>	<b>\$1,766,000</b>	<b>\$1,858,000</b>	<b>\$1,818,000</b>

## *Solid Waste Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Administrative Analyst	1	1	1	\$63,000	\$68,300	\$68,300
<b>TOTAL</b>	1	1	1	\$63,000	\$68,300	\$68,300

**Transit Division****Public Works  
Transit Fund/3401,3402,3403 & 3404**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$295,554	\$273,300	\$295,700	\$295,700
1003	Salaries, Part Time	377,102	471,200	555,300	555,300
1006	Salaries, Overtime	66,079	45,300	89,300	89,300
1009	Salaries, Redistributed	49,100	53,200	59,500	59,500
1038	Sick Leave Payoff	1,833	4,200	5,100	5,100
1040	Vacation Payoff	(442)	1,100	1,800	1,800
1101	Retirement	22,134	44,800	47,700	47,700
1103	P.A.R.S. Retirement	1,878	17,700	20,800	20,800
1201	Workers' Compensation	97,600	59,800	44,100	44,100
1300	Employee Group Insurance	40,000	50,000	50,000	50,000
1318	Medicare Insurance	5,529	11,300	13,700	13,700
	<b>Subtotal</b>	<b>956,368</b>	<b>1,031,900</b>	<b>1,183,000</b>	<b>1,183,000</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,217	10,300	9,000	9,000
2011	Training, Travel and Dues	822	1,600	1,600	1,600
2021	Natural Gas	507	600	500	500
2024	Electricity	5,671	6,000	5,700	5,700
2031	Telephone	546	900	1,000	1,000
2051	Gas and Lubrications	119,901	187,700	204,700	229,700
2101	Materials and Supplies	26,965	41,000	42,800	42,800
2150	Rents and Leases	34,770	71,600	125,300	125,300
2170	General Insurance	11,800	13,400	23,400	23,400
2201	Repairs and Maint. Automotive	84,493	90,000	105,000	105,000
2222	Repairs and Maint. Other	2,403	7,400	5,400	5,400
2281	Printing	11,544	26,000	25,500	25,500
2401	Contractual Services	5,090	54,200	42,500	42,500
2804	Costs Redistributed	125,900	140,300	140,900	140,900
	Depreciation	241,533			
	<b>Subtotal</b>	<b>678,161</b>	<b>651,000</b>	<b>733,300</b>	<b>758,300</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			1,900	1,900
5510	(R) Three Trolleys			1,050,000	1,050,000
	<b>Subtotal</b>	<b>54,974</b>	<b>130,800</b>	<b>1,051,900</b>	<b>1,051,900</b>
<b>Special Programs</b>					
8095	AQMD Grant Funds	1,325	1,000		
8108	Transit Evening Services	12,578	16,000	21,500	21,500
8304	Paratransit Costs	112,282	86,400	89,500	89,500
8704	OCTA Planning Grant	42,292			
8830	ACT V Lot Restrooms		16,000		
	<b>Subtotal</b>	<b>168,477</b>	<b>119,400</b>	<b>111,000</b>	<b>111,000</b>
	<b>Grand Total</b>	<b>\$1,857,980</b>	<b>\$1,933,100</b>	<b>\$3,079,200</b>	<b>\$3,104,200</b>

## *Transit Division Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Sr. Fleet Maint. Supervisor	1	1	1	\$84,600	\$93,200	\$93,200
Lead Bus Driver	1	1	1	57,700	62,300	62,300
Bus Drivers	2	2	2	96,800	99,700	99,700
Maintenance Worker I	1	1	1	34,200	40,500	40,500
<b>TOTAL</b>	5	5	5	\$273,300	\$295,700	\$295,700

**Parking Facilities Maintenance Division**

*Public Works  
Parking Authority Fund/3501*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$176,189	\$187,400	\$198,100	\$198,100
1003	Salaries, Part Time	17,709	27,900	30,800	30,800
1006	Salaries, Overtime	5,384	10,600	10,500	10,500
1009	Salaries, Redistributed	92,500	98,300	110,900	110,900
1038	Sick Leave Payoff	12,800	12,800	7,000	7,000
1040	Vacation Payoff	4,000	3,700	2,400	2,400
1101	Retirement	28,564	30,800	31,900	31,900
1103	P.A.R.S. Retirement	705	1,100	1,200	1,200
1201	Workers' Compensation	2,800	2,800	2,700	2,700
1300	Employee Group Insurance	24,000	30,000	30,000	30,000
1318	Medicare Insurance	1,758	2,100	2,200	2,200
	<b>Subtotal</b>	<b>366,410</b>	<b>407,500</b>	<b>427,700</b>	<b>427,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,112	1,600	1,400	1,400
2011	Training, Travel and Dues		1,000	1,000	1,000
2024	Electricity	2,762	2,300	2,800	2,800
2027	Water	7,085	6,300	7,100	7,100
2031	Telephone	1,062	900	2,900	2,900
2051	Gas and Lubrications	4,170	6,000	6,500	7,300
2101	Materials and Supplies	63,941	143,500	143,500	143,500
2150	Rents and Leases	14,900	14,200	14,200	14,200
2170	General Insurance	3,900	3,900	3,800	3,800
2201	Repairs and Maint. Automotive	1,351	6,000	4,000	4,000
2222	Repairs and Maint. Other	6,281	15,000	15,000	15,000
2281	Printing	1,269	5,500	13,000	13,000
2401	Contractual Services	31,909	41,800	89,900	82,900
2432	Postage		3,200	3,500	3,500
2804	Costs Redistributed	129,300	143,700	141,000	141,000
	<b>Subtotal</b>	<b>269,042</b>	<b>394,900</b>	<b>449,600</b>	<b>443,400</b>
<b>Capital Outlay</b>					
5408	(R) Laptop			2,000	2,000
	<b>Subtotal</b>			<b>2,000</b>	<b>2,000</b>
<b>Special Programs</b>					
8305	Festival Tram Fares	110,000	110,000	110,000	110,000
	<b>Subtotal</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>
	<b>Grand Total</b>	<b>\$787,360</b>	<b>\$919,900</b>	<b>\$989,300</b>	<b>\$983,100</b>



## *Parking Facilities Maintenance Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Maintenance Supervisor	1	1	1	\$79,400	\$84,700	\$84,700
Traffic Maint Technician	1	1	1	\$59,300	62,300	62,300
Maintenance Worker I	1	1	1	48,700	51,100	51,100
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$187,400</b>	<b>\$198,100</b>	<b>\$198,100</b>

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

Account No. Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>				
1009 Salaries, Redistributed	\$15,200	\$15,300	\$17,200	\$17,200
<b>Subtotal</b>	<b>15,200</b>	<b>15,300</b>	<b>17,200</b>	<b>17,200</b>
<b><u>Maintenance and Operations</u></b>				
2024 Electricity	207,294	180,200	207,300	207,300
2101 Materials and Supplies		3,000	3,000	3,000
2222 Repairs and Maint. Other		2,000	2,000	2,000
2401 Contractual Services	5,827	15,000	15,000	15,000
<b>Subtotal</b>	<b>213,121</b>	<b>200,200</b>	<b>227,300</b>	<b>227,300</b>
<b><u>Special Programs</u></b>				
8621 Holiday Lighting Program	35,000	35,000	35,000	35,000
8967 Underground Utility Connection				5,300
<b>Subtotal</b>	<b>35,000</b>	<b>35,000</b>	<b>35,000</b>	<b>40,300</b>
<b><u>Capital Improvements</u></b>				
Capital Improvements	26,715			
<b>Subtotal</b>	<b>26,715</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Grand Total</b>	<b>\$290,036</b>	<b>\$250,500</b>	<b>\$279,500</b>	<b>\$284,800</b>

# Water Quality Department

The Water Quality Department is organized into two Divisions: Wastewater and Water Quality. There are 15 employees in the Department. The following are descriptions of services provided by Division:

**Wastewater** - The Wastewater Division is responsible for maintaining 95 miles of sewer lines, 28 lift stations, the four-mile North Coast Interceptor that transmits sewage to the regional treatment plant and 18 Urban Runoff Diversion Units. Key functions include maintaining the wastewater collection system, continuing an aggressive capital improvement program to reduce sewer spills, securing grants and managing low-interest funding, coordinating with the South Orange County Wastewater Authority, complying with mandates from the Environmental Protection Agency and the Regional Water Quality Control Board, and advocating City policy necessary to meet federal Clean Water Act requirements.

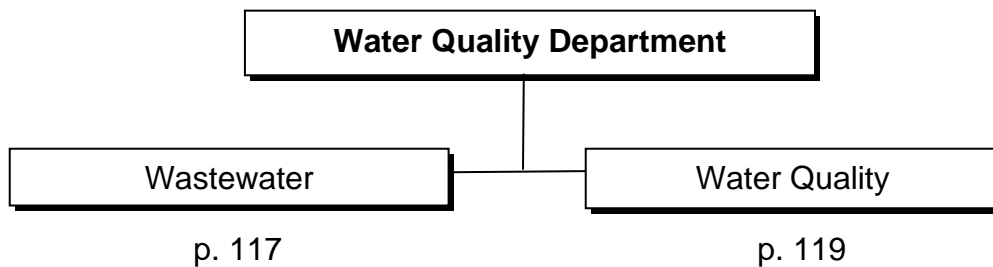
The Division has 13 staff allocated to it for FY 2007-08. This includes 11 full-time positions, including 10 crewmembers, a project manager, and the Director of Water Quality and an administrative secretarial position. The later two positions are allocated to both Divisions in the Department.

**Water Quality** - The Water Quality Division functions to comply with, and implement, the requirements of the National Pollution Discharge Elimination System (water quality) permit. The permit functions to support the federal Clean Water Act and is administered and enforced by the San Diego Regional Water Quality Control Board. The new 2007 permit identifies tasks which cities and counties must complete to comply with the permit and reduce water pollution. This Division consists of two full-time employees responsible for coordinating permit compliance with other City departments, businesses, residents, contractors and the County. In order to carry out these responsibilities, the Division provides education to the community on activities to reduce water pollution, encourages participation, and takes enforcement actions when necessary.

**Major Initiatives:**

- Reduce sewer spills by developing, identifying funding, and implementing a ten-year capital improvement program for the wastewater system.
- Reduce sewer spills caused by roots through the implementation of the private sewer laterals program.
- Implement programs to reduce water pollution and meet the new water quality regulations.
- Acquire low-interest loans and grant funding to support the Wastewater System Improvements.

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

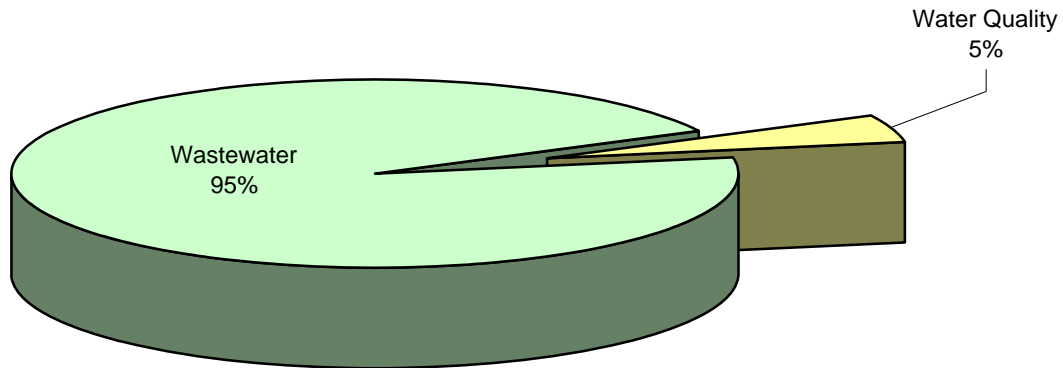


**Water Quality Department  
Budget Summary**

**All  
Divisions**

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Water Quality	\$242,600	\$20,900		\$129,000		<b>\$392,500</b>
Wastewater	1,418,500	3,456,300		12,500	\$2,840,000	<b>\$7,727,300</b>
<b>Department Total</b>	<b>\$1,661,100</b>	<b>\$3,477,200</b>	<b>\$0</b>	<b>\$141,500</b>	<b>\$2,840,000</b>	<b>\$8,119,800</b>

**Summary By Division Total**



# Water Quality Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$917,633	\$1,055,200	\$1,154,700	\$1,154,700
1003	Salaries, Part Time	48,736	48,400	52,500	52,500
1006	Salaries, Overtime	47,361	63,300	35,600	35,600
1009	Salaries, Redistributed	(2,600)	12,300	13,100	13,100
1038	Sick Leave Payoff	15,400	16,500	9,200	9,200
1040	Vacation Payoff	15,100	17,800	21,000	21,000
1055	Relocation Costs	1,843			
1059	Residency Incentive	12,226			15,000
1101	Retirement	147,464	169,200	177,300	177,300
1103	P.A.R.S. Retirement	1,852	1,800	2,000	2,000
1201	Workers' Compensation	26,000	18,600	15,900	15,900
1300	Employee Group Insurance	123,200	150,000	150,000	150,000
1318	Medicare Insurance	12,912	13,900	14,800	14,800
	<b>Subtotal</b>	<b>1,367,127</b>	<b>1,567,000</b>	<b>1,646,100</b>	<b>1,661,100</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	6,881	7,100	7,100	7,100
2011	Training, Travel and Dues	7,100	11,900	11,900	11,900
2021	Natural Gas	2,388	2,500	2,500	2,500
2024	Electricity	142,026	147,600	147,600	147,600
2027	Water	27,448	23,100	27,500	27,500
2031	Telephone	24,863	19,200	12,800	12,800
2051	Gas and Lubrications	21,177	16,000	21,400	25,600
2101	Materials and Supplies	88,223	60,200	60,900	60,900
2150	Rents and Leases	109,927	116,700	133,500	133,500
2160	Lease Payments-Debt Service	585,130	600,000	300,000	300,000
2170	General Insurance	100,100	66,500	78,600	78,600
2201	Repairs and Maint. Auto.	17,556	22,500	22,500	22,500
2222	Repairs and Maint. Other	85,644	125,300	125,300	125,300
2281	Printing	2,946	3,000	3,200	3,200
2401	Contractual Services	65,223	57,000	69,400	63,900
2402	Contractual SOCWA Operation	1,315,400	1,480,000	1,620,000	1,620,000
2432	Postage	1,952	9,500	9,700	9,700
2521	Interest	421,267	468,000	620,000	620,000
2522	Loan Administration Fees	21,000	12,000	21,000	21,000
2804	Costs Redistributed	156,500	174,200	183,600	183,600
	<b>Subtotal</b>	<b>3,202,754</b>	<b>3,422,300</b>	<b>3,478,500</b>	<b>3,477,200</b>

**Water Quality Department  
Budget Detail (Con't)**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		4,800		
5622	Other Equipment	7,708	6,500		
	<b>Subtotal</b>	<u>7,708</u>	<u>11,300</u>	0	0
<b>Special Programs</b>					
	Special Programs	147,742	199,300	185,500	141,500
	<b>Subtotal</b>	<u>147,742</u>	<u>199,300</u>	<u>185,500</u>	<u>141,500</u>
<b>Capital Improvements</b>					
	Capital Improvement Projects	3,978,178	1,510,000	2,840,000	2,840,000
	<b>Subtotal</b>	<u>3,978,178</u>	<u>1,510,000</u>	<u>2,840,000</u>	<u>2,840,000</u>
	<b>Grand Total</b>	<u><u>\$8,703,509</u></u>	<u><u>\$6,709,900</u></u>	<u><u>\$8,150,100</u></u>	<u><u>\$8,119,800</u></u>

**Water Quality Department  
Position Summary**

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Water Quality Director	1	1	1	\$161,600	\$169,700	\$169,700
Project Manager	1	1	1	88,700	93,200	93,200
Sr. Sewer Services Supervisor	1	1	1	88,700	93,200	93,200
Sr. Water Quality Analyst	1	1	1	79,900	92,500	92,500
Maintenance Supervisor	1	1	1	80,700	81,800	81,800
Environmental Specialist	1	1	1	65,000	68,300	68,300
Maintenance Lead Workers	1	1	1	63,500	70,100	70,100
Administrative Secretary	1	1	1	59,300	62,300	62,300
Maintenance Workers II	4	4	4	207,800	222,300	222,300
Maintenance Workers I	3	3	3	137,400	148,400	148,400
Housing Assistance Program				20,000	50,000	50,000
Medical Coverage Waiver				2,600	2,900	2,900
<b>TOTAL</b>	15	15	15	\$1,055,200	\$1,154,700	\$1,154,700



**Water Quality Division***Water Quality  
General Fund/3303*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$116,389	\$144,900	\$160,800	\$160,800
1006	Salaries, Overtime	1,244	5,600	6,500	6,500
1009	Salaries, Redistributed	13,800	14,000	15,600	15,600
1038	Sick Leave Payoff	3,700	5,000	3,800	3,800
1040	Vacation Payoff	1,900	5,000	6,300	6,300
1101	Retirement	18,781	23,700	25,800	25,800
1201	Workers' Compensation	1,500	1,500	1,400	1,400
1300	Employee Group Insurance	16,000	20,000	20,000	20,000
1318	Medicare Insurance	1,763	2,200	2,400	2,400
	<b>Subtotal</b>	<b>175,077</b>	<b>221,900</b>	<b>242,600</b>	<b>242,600</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	306	1,000	1,000	1,000
2031	Telephone	1,953	1,900	2,000	2,000
2051	Gas and Lubrications	151	400	400	400
2101	Materials and Supplies	672	1,200	1,900	1,900
2150	Rents and Leases	9,300	9,300	4,100	4,100
2170	General Insurance	2,100	3,000	1,900	1,900
2201	Repairs and Maint. Auto.	171	400	400	400
2222	Repairs and Maint. Other		300	300	300
2281	Printing	641	600	800	800
2401	Contractual Services	1,837	2,400	9,400	3,900
2432	Postage	1,754	4,000	4,200	4,200
	<b>Subtotal</b>	<b>18,886</b>	<b>24,500</b>	<b>26,400</b>	<b>20,900</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		2,400		
	<b>Subtotal</b>	<b>0</b>	<b>2,400</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8002	Aliso Creek Study	5,568	7,000	7,000	7,000
8103	Treasure Island Marine Plan	21,427	30,000		
8303	Public Education	7,268	15,000	16,000	16,000
8314	Heisler Park Study	26,471	45,000	45,000	12,000
8533	NPDES Storm Water Permit	73,345	84,000	90,000	90,000
8543	Laguna Creek Restoration	(407)	4,000	15,000	4,000
	<b>Subtotal</b>	<b>133,672</b>	<b>185,000</b>	<b>173,000</b>	<b>129,000</b>
	<b>Grand Total</b>	<b>\$327,635</b>	<b>\$433,800</b>	<b>\$442,000</b>	<b>\$392,500</b>

## Water Quality Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Sr. Water Quality Analyst	1	1	1	\$79,900	\$92,500	\$92,500
Environmental Specialist	1	1	1	65,000	68,300	68,300
<b>TOTAL</b>	2	2	2	\$144,900	\$160,800	\$160,800

**Wastewater Division****Water Quality  
Wastewater Fund/3301 & 3302**

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2006-07	2007-08	2008-09	2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$801,244	\$910,300	\$993,900	\$993,900
1003	Salaries, Part Time	48,736	48,400	52,500	52,500
1006	Salaries, Overtime	46,117	57,700	29,100	29,100
1009	Salaries, Redistributed	(16,400)	(1,700)	(2,500)	(2,500)
1038	Sick Leave Payoff	11,700	11,500	5,400	5,400
1040	Vacation Payoff	13,200	12,800	14,700	14,700
1055	Relocation Costs	1,843			
1059	Residency Incentive	12,226			15,000
1101	Retirement	128,684	145,500	151,500	151,500
1103	P.A.R.S. Retirement	1,852	1,800	2,000	2,000
1201	Workers' Compensation	24,500	17,100	14,500	14,500
1300	Employee Group Insurance	107,200	130,000	130,000	130,000
1318	Medicare Insurance	11,148	11,700	12,400	12,400
	<b>Subtotal</b>	<b>1,192,050</b>	<b>1,345,100</b>	<b>1,403,500</b>	<b>1,418,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,881	7,100	7,100	7,100
2011	Training, Travel and Dues	6,794	10,900	10,900	10,900
2021	Natural Gas	2,388	2,500	2,500	2,500
2024	Electricity	142,026	147,600	147,600	147,600
2027	Water	27,448	23,100	27,500	27,500
2031	Telephone	22,910	17,300	10,800	10,800
2051	Gas and Lubrications	21,026	15,600	21,000	25,200
2101	Materials and Supplies	87,551	59,000	59,000	59,000
2150	Rents and Leases	100,627	107,400	129,400	129,400
2160	Lease Payments-Debt Service	585,130	600,000	300,000	300,000
2170	General Insurance	98,000	63,500	76,700	76,700
2201	Repairs and Maint. Auto.	17,386	22,100	22,100	22,100
2222	Repairs and Maint. Other	85,644	125,000	125,000	125,000
2281	Printing	2,305	2,400	2,400	2,400
2401	Contractual Services	63,386	54,600	60,000	60,000
2402	Contractual SOCWA Operation	1,315,400	1,480,000	1,620,000	1,620,000
2432	Postage	198	5,500	5,500	5,500
2521	Bond Interest	421,267	468,000	620,000	620,000
2522	Loan Administration Fees	21,000	12,000	21,000	21,000
2804	Costs Redistributed	156,500	174,200	183,600	183,600
	<b>Subtotal</b>	<b>3,183,868</b>	<b>3,397,800</b>	<b>3,452,100</b>	<b>3,456,300</b>

**Wastewater Division (Con't)****Water Quality  
Wastewater Fund/3301 & 3302**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		2,400		
5622	Other Equipment	7,708	23,800		
	<b>Subtotal</b>	<b>7,708</b>	<b>26,200</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8206	Wastewater Grease Control Prog.	3,540	9,300	12,500	12,500
8208	Computerized Maint Mgmt System	10,530	5,000		
	<b>Subtotal</b>	<b>14,070</b>	<b>14,300</b>	<b>12,500</b>	<b>12,500</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	2,854,680	1,510,000	2,840,000	2,840,000 *
	<b>Subtotal</b>	<b>2,854,680</b>	<b>1,510,000</b>	<b>2,840,000</b>	<b>2,840,000</b>
	<b>Grand Total</b>	<b>\$7,252,376</b>	<b>\$6,293,400</b>	<b>\$7,708,100</b>	<b>\$7,727,300</b>

\*Represents seven projects funded from the Wastewater Fund. See Water Quality Department Capital Improvement Project Section (p. 211) for project descriptions.

## Wastewater Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Water Quality Director	1	1	1	\$161,600	\$169,700	\$169,700
Project Manager	1	1	1	88,700	93,200	93,200
Sr. Sewer Services Supervisor	1	1	1	88,700	93,200	93,200
Maintenance Supervisor	1	1	1	80,700	81,800	81,800
Maintenance Lead Worker	1	1	1	63,500	70,100	70,100
Administrative Secretary	1	1	1	59,300	62,300	62,300
Maintenance Workers II	4	4	4	207,800	222,300	222,300
Maintenance Workers I	3	3	3	137,400	148,400	148,400
Housing Assistance Program				20,000	50,000	50,000
Medical Coverage Waiver				2,600	2,900	2,900
<b>TOTAL</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>\$910,300</b>	<b>\$993,900</b>	<b>\$993,900</b>

# Community Development Department

The Community Development Department is organized into the following four divisions: Administration, Zoning, Building and Planning. 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. The Director also supervises the Senior Code Enforcement Officer.

**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. The Zoning Division staff is also involved in the processing of certificates of use and real property reports. This division is financially self-sustaining with zoning review fees covering the operational expenses of the division. The Zoning Division also provides staff support for the Heritage Committee.

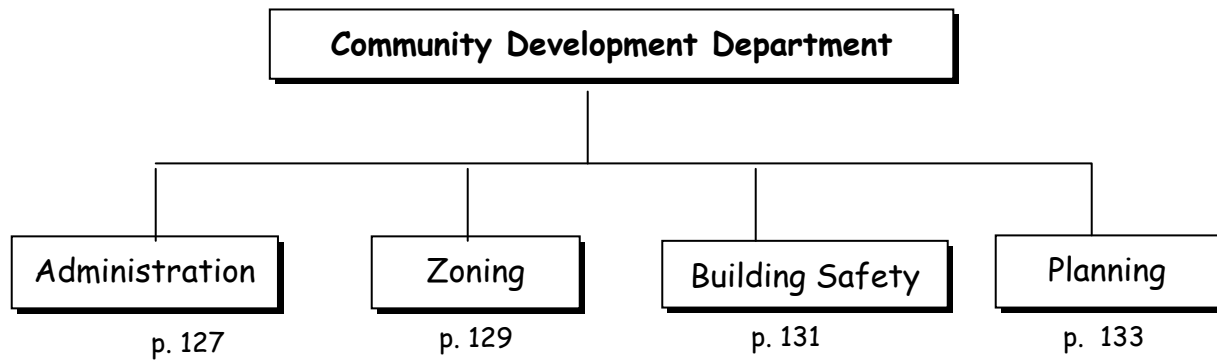
**Building Safety Division** - The Building Safety Division is managed by the City's Building Official. The Division provides building plan checks (for compliance with the Uniform Building Code), issues building permits, conducts all field inspections and provides clerical support at the public counter. This Division is financially self-sustaining with building permit and plan check fees covering the operational expenses of the Division. In the 2006 calendar year, the Building Safety Division issued 1,609 permits for a total permit valuation of \$74 million.

**Planning Division** - This Division is managed by the Planning Administrator 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 priorities are listed below. The Planning Division provides staff support to the Planning Commission and Open Space Committee.

**Major Initiatives:**

- Village Entrance Project EIR.
- General Plan Updates (Housing and Land use elements).
- Building Permit Software Upgrade.
- Design Review Task Force report recommendations implementation.

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:

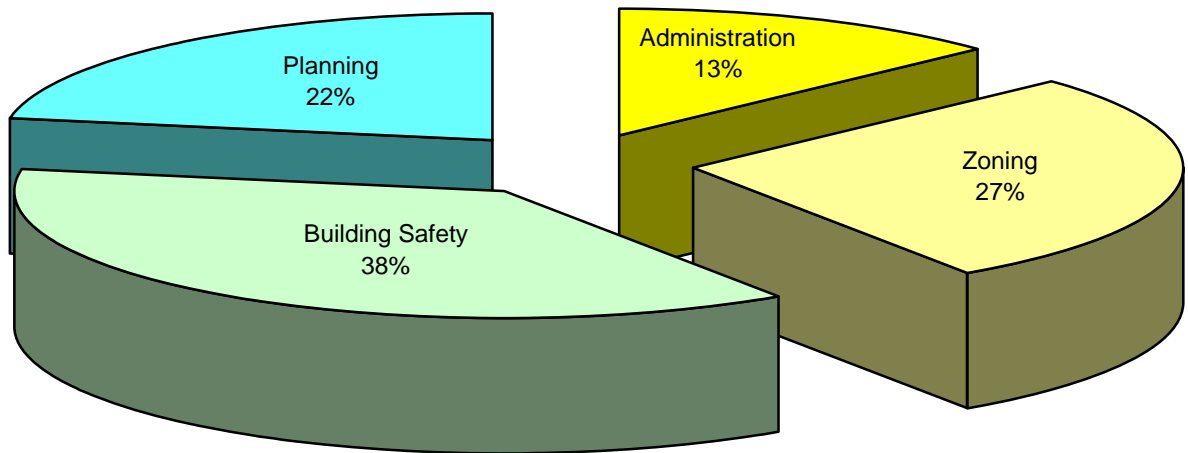


# Community Development Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Administration	\$299,000	\$50,100	\$9,400	\$135,500		<b>\$494,000</b>
Zoning	934,600	37,000	1,900	60,000		<b>\$1,033,500</b>
Building Safety	1,267,300	97,700	2,400	40,000		<b>\$1,407,400</b>
Planning	796,000	36,400	8,100			<b>\$840,500</b>
<b>Department Total</b>	<b>\$3,296,900</b>	<b>\$221,200</b>	<b>\$21,800</b>	<b>\$235,500</b>	<b>\$0</b>	<b>\$3,775,400</b>

## Summary By Division Total





**Community Development Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,799,065	\$2,038,000	\$2,338,800	\$2,338,800
1003	Salaries, Part Time	83,415	114,100	72,700	72,700
1006	Salaries, Overtime	48,106	71,100	86,200	86,200
1038	Sick Leave Payoff	42,100	47,900	29,700	29,700
1040	Vacation Payoff	45,500	88,700	38,600	38,600
1042	Comp Time Payoffs			1,000	1,000
1101	Retirement	289,168	332,600	374,900	374,900
1103	P.A.R.S. Retirement	3,129	4,200	2,700	2,700
1201	Workers' Compensation	37,700	27,500	28,300	28,300
1300	Employee Group Insurance	208,000	270,000	290,000	290,000
1318	Medicare Insurance	25,694	30,100	34,000	34,000
	<b>Subtotal</b>	<b>2,581,877</b>	<b>3,024,200</b>	<b>3,296,900</b>	<b>3,296,900</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	14,110	34,600	31,900	31,900
2024	Electricity	13,547	11,300	13,800	13,800
2027	Water	616	600	600	600
2031	Telephone	11,053	10,800	13,600	13,600
2051	Gas and Lubrications	6,949	12,100	10,500	11,800
2101	Materials and Supplies	24,146	33,100	38,600	38,600
2150	Rents and Leases	20,600	27,200	23,900	23,900
2170	General Insurance	28,000	32,000	31,200	31,200
2201	Repairs and Maint. Auto.	338	2,900	2,000	2,000
2222	Repairs and Maint. Other	2,364	4,800	5,400	5,400
2281	Printing	13,360	17,900	17,200	17,200
2401	Contractual Services	186,426	87,600	32,500	31,200
	<b>Subtotal</b>	<b>321,507</b>	<b>274,900</b>	<b>221,200</b>	<b>221,200</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	39,051		21,800	21,800
	<b>Subtotal</b>	<b>39,051</b>	<b>0</b>	<b>21,800</b>	<b>21,800</b>
<b><u>Special Programs</u></b>					
	Special Programs	78,926	200,500	327,500	235,500
	<b>Subtotal</b>	<b>78,926</b>	<b>200,500</b>	<b>327,500</b>	<b>235,500</b>
<b><u>Capital Improvements</u></b>					
	Village Entrance Project	45,960			
	<b>Subtotal</b>	<b>45,960</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$3,067,321</b>	<b>\$3,499,600</b>	<b>\$3,867,400</b>	<b>\$3,775,400</b>

**Community Development Department  
Position Summary**

**All  
Divisions**

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<b>Adopted</b>	<b>Dept.</b>	<b>Adopted</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>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
Dir. of Comm. Development	1	1	1	\$147,100	\$154,500	\$154,500
Building Official	1	1	1	122,500	128,600	128,600
Zoning Administrator	1	1	1	122,500	128,600	128,600
Planning Manager		1	1		128,600	128,600
Planning Administrator	1			122,500		
Sr. Plan Checker	1	1	1	111,300	111,300	111,300
Sr. Building Inspector/Plan Checker	1	1	1	88,800	93,200	93,200
Sr.Code Enfor. Officer	1			73,400		
Code Enfor. Officer	1	1	1	61,200	68,300	68,300
Code Enfor. Supervisor		1	1		73,200	73,200
Principal Planners	3	3	3	286,700	300,900	300,900
Senior Planners	1	1	1	80,500	88,800	88,800
Associate Planner		2	2		147,100	147,100
Assistant Planner	2	1	1	132,300	77,100	77,100
Planning Technician		1	1		56,100	56,100
Building Inspectors	2	2	2	146,800	154,100	154,100
Sr. Building Inspector	1	1	1	80,700	84,700	84,700
Administrative Secretaries	2			118,600		
Administrative Assistants		2	2		124,600	124,600
Sr. Permit Aide	2	2	2	112,200	118,000	118,000
Records Management Coordinator	1	1	1	52,100	54,700	54,700
Permit Aide	1	1	1	42,800	49,600	49,600
Senior Clerks	2			81,600		
Sr. Office Specialist		2	2		97,400	97,400
Office Specialist		2	2		90,300	90,300
Typist Clerk	1			46,000		
Assignment Pay				5,800	6,200	6,200
Medical Coverage Waiver				2,600	2,900	2,900
<b>TOTAL</b>	<b>26</b>	<b>29</b>	<b>29</b>	<b>\$2,038,000</b>	<b>\$2,338,800</b>	<b>\$2,338,800</b>

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$197,116	\$209,300	219,900	219,900
1006	Salaries, Overtime	5,388	6,400	6,600	6,600
1038	Sick Leave Payoff	13,700	15,400	5,100	5,100
1040	Vacation Payoff	20,000	58,900	3,500	3,500
1101	Retirement	31,366	34,200	35,300	35,300
1201	Workers' Compensation	10,700	6,800	5,300	5,300
1300	Employee Group Insurance	16,000	20,000	20,000	20,000
1318	Medicare Insurance	2,932	3,100	3,300	3,300
	<b>Subtotal</b>	<b>297,201</b>	<b>354,100</b>	<b>299,000</b>	<b>299,000</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,510	6,700	6,700	6,700
2024	Electricity	13,547	11,000	13,500	13,500
2027	Water	616	600	600	600
2031	Telephone	11,053	10,800	11,100	11,100
2101	Materials and Supplies	2,812	3,500	3,500	3,500
2150	Rents and Leases	6,600	3,400	0	0
2170	General Insurance	2,600	8,100	7,800	7,800
2222	Repairs and Maint. Other	500	600	600	600
2281	Printing	95	300	300	300
2401	Contractual Services	5,218	6,000	6,000	6,000
	<b>Subtotal</b>	<b>47,550</b>	<b>51,000</b>	<b>50,100</b>	<b>50,100</b>
<b>Capital Outlay</b>					
5408	(R) GIS Server Computer			7,500	7,500
5408	(R) Personal Computer			1,900	1,900
	<b>Subtotal</b>	<b>1,413</b>	<b>0</b>	<b>9,400</b>	<b>9,400</b>
<b>Special Programs</b>					
8015	Heritage Committee	400	500	1,000	1,000
8962	GIS Software			16,500	16,500
8963	GIS/Trapeze Integration			30,000	30,000
8964	Aerial Photography/Topography			70,000	65,000
8999	Wetland/Stream Inventory			100,000	
8965	SLV Zone Parking Study			10,000	10,000
8966	Design Review Process				13,000
	<b>Subtotal</b>	<b>400</b>	<b>500</b>	<b>227,500</b>	<b>135,500</b>
	<b>Grand Total</b>	<b>\$346,565</b>	<b>\$405,600</b>	<b>\$586,000</b>	<b>\$494,000</b>

## Administration Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Dir. of Comm. Development	1	1	1	\$147,100	\$154,500	\$154,500
Administrative Secretary	1			59,300		
Administrative Assistant		1	1		62,300	62,300
Assignment Pay				2,900	3,100	3,100
<b>TOTAL</b>	2	2	2	\$209,300	\$219,900	\$219,900

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$453,915	\$517,000	\$630,500	\$630,500
1003	Salaries, Part Time	50,549	56,200	58,900	58,900
1006	Salaries, Overtime	18,311	19,200	22,600	22,600
1038	Sick Leave Payoff	9,000	13,300	11,600	11,600
1040	Vacation Payoff	5,900	10,000	12,000	12,000
1042	Comp Time Payoffs			300	300
1101	Retirement	73,098	84,500	101,200	101,200
1103	P.A.R.S. Retirement	1,896	2,100	2,200	2,200
1201	Workers' Compensation	5,900	5,100	5,000	5,000
1300	Employee Group Insurance	56,000	70,000	80,000	80,000
1318	Medicare Insurance	7,607	8,600	10,300	10,300
	<b>Subtotal</b>	<b>682,175</b>	<b>786,000</b>	<b>934,600</b>	<b>934,600</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	1,946	11,300	11,300	11,300
2101	Materials and Supplies	5,459	8,800	7,500	7,500
2150	Rents and Leases			4,100	4,100
2170	General Insurance	5,400	7,100	6,900	6,900
2222	Repairs and Maint. Other	226	600	600	600
2281	Printing	5,952	5,500	4,800	4,800
2401	Contractual Services	464	1,800	1,800	1,800
	<b>Subtotal</b>	<b>19,447</b>	<b>35,100</b>	<b>37,000</b>	<b>37,000</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			1,900	1,900
	<b>Subtotal</b>	<b>9,900</b>	<b>0</b>	<b>1,900</b>	<b>1,900</b>
<b>Special Programs</b>					
8501	Landscape Review Consulting	18,924	60,000	60,000	60,000
8701	Televise DRB Meetings	3,847			
8702	Design Review Brochure	16,046			
	<b>Subtotal</b>	<b>38,817</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
	<b>Grand Total</b>	<b>\$750,339</b>	<b>\$881,100</b>	<b>\$1,033,500</b>	<b>\$1,033,500</b>

## Zoning Division Position Summary

<b><u>Position Title</u></b>	<i>No. of Positions</i>			<i>Salaries</i>		
	<b>Adopted</b>	<b>Dept.</b>	<b>Adopted</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>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
Zoning Administrator	1	1	1	\$122,500	\$128,600	\$128,600
Principal Planner	1	1	1	95,600	100,300	100,300
Assistant Planner	1	1	1	73,400	77,100	77,100
Associate Planner		1	1		80,700	80,700
Code Enfor. Officer	1	1	1	61,200	68,300	68,300
Administrative Secretary	1			59,300		
Administrative Assistant		1	1		62,300	62,300
Sr. Permit Aide	1	1	1	56,100	59,000	59,000
Typist Clerk	1			46,000		
Sr. Office Specialist		1	1		51,100	51,100
Assignment Pay				2,900	3,100	3,100
<b>TOTAL</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>\$517,000</b>	<b>\$630,500</b>	<b>\$630,500</b>

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$713,861	\$817,100	\$908,300	\$908,300
1003	Salaries, Part Time	26,266	51,300		
1006	Salaries, Overtime	20,177	31,400	39,000	39,000
1038	Sick Leave Payoff	10,700	11,100	9,700	9,700
1040	Vacation Payoff	16,100	16,000	19,100	19,100
1042	Comp Time Payoffs			700	700
1101	Retirement	114,982	133,100	145,300	145,300
1103	P.A.R.S. Retirement	985	1,900		
1201	Workers' Compensation	16,700	11,100	13,700	13,700
1300	Employee Group Insurance	88,000	120,000	120,000	120,000
1318	Medicare Insurance	8,941	10,900	11,500	11,500
	<b>Subtotal</b>	<b>1,016,711</b>	<b>1,203,900</b>	<b>1,267,300</b>	<b>1,267,300</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,890	10,600	6,900	6,900
2024	Electricity		300	300	300
2031	Telephone			2,500	2,500
2051	Gas and Lubrications	6,949	12,100	10,500	11,800
2101	Materials and Supplies	7,410	10,800	17,300	17,300
2150	Rents and Leases	14,000	23,800	16,400	16,400
2170	General Insurance	13,800	10,500	10,500	10,500
2201	Repairs and Maint. Auto.	338	2,900	2,000	2,000
2222	Repairs and Maint. Other	748	1,400	2,000	2,000
2281	Printing	3,792	4,600	4,600	4,600
2401	Contractual Services	180,744	79,800	24,700	23,400
	<b>Subtotal</b>	<b>231,671</b>	<b>156,800</b>	<b>97,700</b>	<b>97,700</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			2,400	2,400
	<b>Subtotal</b>	<b>19,005</b>	<b>0</b>	<b>2,400</b>	<b>2,400</b>
<b>Special Programs</b>					
8502	Building Permit Software	3,750			
8503	Document Scanning	48,991	40,000	40,000	40,000
	<b>Subtotal</b>	<b>52,741</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$1,320,129</b>	<b>\$1,400,700</b>	<b>\$1,407,400</b>	<b>\$1,407,400</b>

## ***Building Safety Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></i>		
	<b>Adopted Budget</b>	<b>Dept. Request</b>	<b>Adopted Budget</b>	<b>Adopted Budget</b>	<b>Department Request</b>	<b>Adopted Budget</b>
	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>	<b>2007-08</b>	<b>2008-09</b>	<b>2008-09</b>
Building Official	1	1	1	\$122,500	\$128,600	\$128,600
Sr. Plan Checker	1	1	1	111,300	111,300	111,300
Sr. Building Inspector/Plan Checker	1	1	1	88,800	93,200	93,200
Sr. Building Inspector	1	1	1	80,700	84,700	84,700
Sr.Code Enfor. Officer	1			73,400		
Code Enfor. Supervisor		1	1		73,200	73,200
Building Inspectors	2	2	2	146,800	154,100	154,100
Sr. Permit Aide	1	1	1	56,100	59,000	59,000
Permit Aide	1	1	1	42,800	49,600	49,600
Records Management Coordinator	1	1	1	52,100	54,700	54,700
Senior Clerks	1			40,000		
Sr. Office Specialist		1	1		46,300	46,300
Office Specialist		1	1		50,700	50,700
Medical Coverage Waiver				2,600	2,900	2,900
<b>TOTAL</b>	<b>11</b>	<b>12</b>	<b>12</b>	<b>\$817,100</b>	<b>\$908,300</b>	<b>\$908,300</b>



**Planning Division**

*Community Development  
General Fund/4106*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$434,174	\$494,600	\$580,100	\$580,100
1003	Salaries, Part Time	6,600	6,600	13,800	13,800
1006	Salaries, Overtime	4,231	14,100	18,000	18,000
1038	Sick Leave Payoff	8,700	8,100	3,300	3,300
1040	Vacation Payoff	3,500	3,800	4,000	4,000
1101	Retirement	69,722	80,800	93,100	93,100
1103	P.A.R.S. Retirement	248	200	500	500
1201	Workers' Compensation	4,400	4,500	4,300	4,300
1300	Employee Group Insurance	48,000	60,000	70,000	70,000
1318	Medicare Insurance	6,214	7,500	8,900	8,900
	<b>Subtotal</b>	<b>585,789</b>	<b>680,200</b>	<b>796,000</b>	<b>796,000</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	3,764	6,000	7,000	7,000
2101	Materials and Supplies	8,464	10,000	10,300	10,300
2150	Rents and Leases			3,400	3,400
2170	General Insurance	6,200	6,300	6,000	6,000
2222	Repairs and Maint. Other	890	2,200	2,200	2,200
2281	Printing	3,521	7,500	7,500	7,500
	<b>Subtotal</b>	<b>22,839</b>	<b>32,000</b>	<b>36,400</b>	<b>36,400</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computers			8,100	8,100
	<b>Subtotal</b>	<b>8,734</b>	<b>0</b>	<b>8,100</b>	<b>8,100</b>
<b>Special Programs</b>					
8315	Parking Management Study	6,861			
8806	Land Use Element EIR		100,000		
	<b>Subtotal</b>	<b>6,861</b>	<b>100,000</b>	<b>0</b>	<b>0</b>
<b>Capital Improvements</b>					
9321	Village Entrance Project*	45,960			
	<b>Subtotal</b>	<b>45,960</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$670,182</b>	<b>\$812,200</b>	<b>\$840,500</b>	<b>\$840,500</b>

\* Funded by the Capital Improvement Fund.

## Planning Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Planning Manager		1	1		\$128,600	\$128,600
Planning Administrator	1			\$122,500		
Principal Planners	2	2	2	191,100	200,600	200,600
Senior Planner	1	1	1	80,500	88,800	88,800
Assistant Planner	1			58,900		
Associate Planner		1	1		66,400	66,400
Planning Technician		1	1		56,100	56,100
Senior Clerk	1			41,600		
Office Specialist		1	1		39,600	39,600
<b>TOTAL</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>\$494,600</b>	<b>\$580,100</b>	<b>\$580,100</b>

# Community Services Department

The Community Services Department is organized into three Divisions: Recreation and Social Services, Swimming Pool and Community Assistance. There are 6.5 authorized full-time positions, approximately 75 seasonal and part-time positions, and more than 85 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 5.5 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 and 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 71% of the Division's budget, excluding the cost of operating the parking lots.

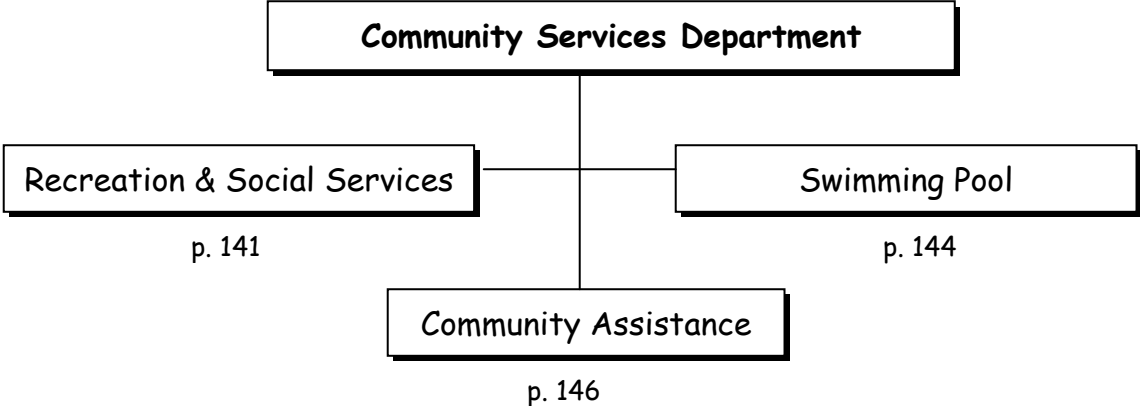
**Swimming Pool** - This Division has one full-time Pool Manager and approximately 25 seasonal personnel. The Division is responsible for managing the aquatic facility shared with the Laguna Beach Unified School District. Apart from maintaining the pool and related equipment, a variety of special programs are offered through the Recreation Division: beginning through advanced Red Cross swim lessons, lap swimming, aquatic exercises, youth swim and water polo teams, water safety certification, etc. The cost to operate the pool is \$420,900 per year, \$35,300 of which is reimbursed by the School District for shared operating expenses which include utilities, chemicals, testing supplies, deck furniture, mats and general repairs and maintenance (30% of totals). The various swim programs and facility rentals generate an additional \$160,600. Currently, operating costs exceed revenues by approximately \$225,000 per year.

**Community Assistance** - The Community Assistance Grant Program provides funds to help support local community organizations. The allocation for fiscal year 2007-08 is \$213,500. This amount represents the lease payment received from the Festival of Arts. The City Council usually appoints two Council members to recommend the allocation of this money.

**Major Initiatives:**

- Prepare for the opening of the new Community and Senior Center

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:

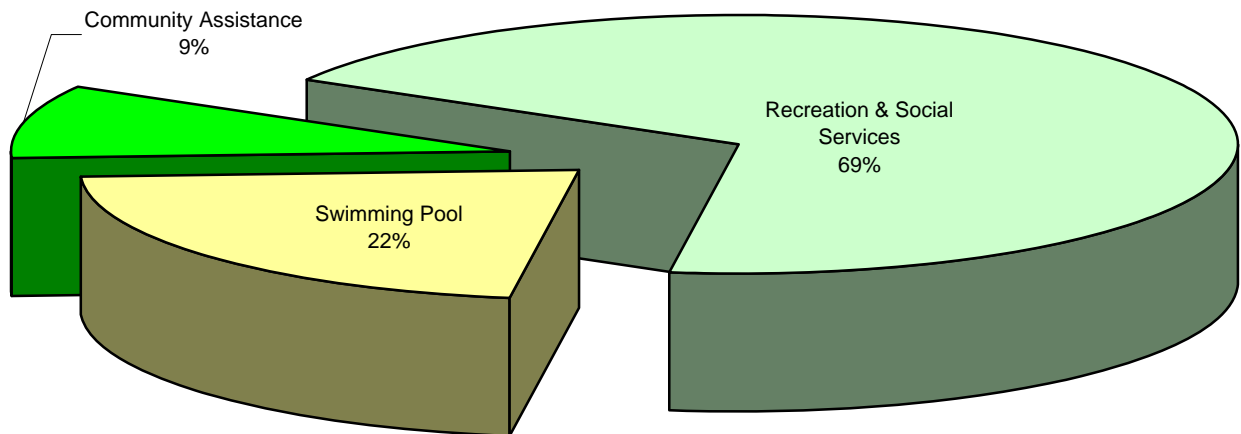


# Community Services Department Budget Summary

*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.	\$745,700	\$797,000	\$5,700	\$48,300		\$1,596,700
Swimming Pool	208,300	233,400	64,000			\$505,700
Community Assistance		213,500				\$213,500
<b>Department Total</b>	<b>\$954,000</b>	<b>\$1,243,900</b>	<b>\$69,700</b>	<b>\$48,300</b>	<b>\$0</b>	<b>\$2,315,900</b>

## Summary By Division Total



**Community Services Department  
Budget Detail**

**All  
Divisions**

Account No. Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>				
1001 Salaries, Full Time	\$395,152	\$480,500	\$513,600	\$513,600
1003 Salaries, Part Time	218,611	237,400	255,500	255,500
1006 Salaries, Overtime	11,948	3,500	5,700	5,700
1009 Salaries, Redistributed	(15,500)	(18,500)	(21,000)	(21,000)
1038 Sick Leave Payoff	8,000	11,100	12,400	12,400
1040 Vacation Payoff	4,600	12,500	14,900	14,900
1101 Retirement	62,863	78,100	82,000	82,000
1103 P.A.R.S. Retirement	949	8,900	9,600	9,600
1201 Workers' Compensation	6,000	6,100	5,900	5,900
1300 Employee Group Insurance	52,000	65,000	66,500	66,500
1318 Medicare Insurance	5,170	8,000	8,900	8,900
<b>Subtotal</b>	<b>749,792</b>	<b>892,600</b>	<b>954,000</b>	<b>954,000</b>
<b>Maintenance and Operations</b>				
2001 Uniforms and Laundry	1,427	3,100	3,600	3,600
2011 Training, Travel and Dues	12,971	13,700	13,700	13,700
2021 Natural Gas	42,826	52,700	48,900	48,900
2024 Electricity	34,414	40,700	50,000	50,000
2027 Water	9,468	12,500	13,000	13,000
2031 Telephone	5,950	5,600	6,100	6,100
2101 Materials and Supplies	64,867	63,600	74,900	74,900
2150 Rents and Leases	27,938	29,700	18,900	18,900
2170 General Insurance	8,300	8,400	8,200	8,200
2222 Repairs and Maint. Other	22,549	22,700	34,400	34,400
2281 Printing	39,767	46,300	47,100	47,100
2401 Contractual Services	653,275	669,700	695,300	695,300
2432 Postage	15,385	15,900	16,300	16,300
Community Assistance	212,200	213,500	485,635	213,500
<b>Subtotal</b>	<b>1,151,338</b>	<b>1,198,100</b>	<b>1,516,035</b>	<b>1,243,900</b>
<b>Capital Outlay</b>				
5305 Improvements Other Than Buildings		15,000	45,000	45,000
5408 Office Furniture & Equipment	2,040	3,500	5,700	5,700
5622 Other Equipment	3,147		19,000	19,000
<b>Subtotal</b>	<b>5,188</b>	<b>18,500</b>	<b>69,700</b>	<b>69,700</b>

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

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

Account No.    Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Special Programs</u></b>				
Special Programs	125,600	195,700	48,300	48,300
<b>Subtotal</b>	125,600	195,700	48,300	48,300
<b>Grand Total</b>	<b>\$2,031,918</b>	<b>\$2,304,900</b>	<b>\$2,588,035</b>	<b>\$2,315,900</b>

**Community Services Department  
Position Summary**

**All  
Divisions**

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Dir of Community Services/ Assistant to the City Manager	1	1	1	\$133,400	\$140,100	\$140,100
Sr. Recreation Supervisors	2	1.9	1.9	161,400	160,900	160,900
Administrative Secretary	1			59,300		
Administrative Assistant		1	1		62,300	62,300
Pool Manager	1	1	1	56,100	59,000	59,000
Senior Services Coordinator	0.75	1	1	36,900	54,400	54,400
Senior Clerk	0.75			30,800		
Sr. Office Assistant		0.75	0.75		34,000	34,000
Medical Coverage Waiver				2,600	2,900	2,900
<b>TOTAL</b>	6.5	6.65	6.65	\$480,500	\$513,600	\$513,600



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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$341,755	\$424,400	\$454,600	\$454,600
1003	Salaries, Part Time	103,859	130,500	143,300	143,300
1006	Salaries, Overtime	10,978	2,100	4,200	4,200
1009	Salaries, Redistributed	(15,500)	(18,500)	(21,000)	(21,000)
1038	Sick Leave Payoff	7,800	10,900	9,800	9,800
1040	Vacation Payoff	4,300	8,100	9,500	9,500
1101	Retirement	56,640	68,900	72,500	72,500
1103	P.A.R.S. Retirement	893	4,900	5,400	5,400
1201	Workers' Compensation	4,500	4,600	4,500	4,500
1300	Employee Group Insurance	44,000	55,000	56,500	56,500
1318	Medicare Insurance	4,534	5,600	6,400	6,400
	<b>Subtotal</b>	<b>563,760</b>	<b>696,500</b>	<b>745,700</b>	<b>745,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,335	1,400	1,400	1,400
2011	Training, Travel and Dues	6,725	10,100	10,100	10,100
2021	Natural Gas	2,630	3,700	4,300	4,300
2024	Electricity	7,418	10,100	23,000	23,000
2027	Water	4,791	5,700	6,600	6,600
2031	Telephone	4,610	4,800	4,600	4,600
2101	Materials and Supplies	34,539	33,200	44,400	44,400
2150	Rents and Leases	27,934	29,700	18,900	18,900
2170	General Insurance	6,300	6,400	6,300	6,300
2222	Repairs and Maint. Other	10,880	13,200	20,700	20,700
2281	Printing	39,522	46,100	46,600	46,600
2401	Contractual Services	559,355	592,700	593,800	593,800
2432	Postage	15,385	15,900	16,300	16,300
	<b>Subtotal</b>	<b>721,423</b>	<b>773,000</b>	<b>797,000</b>	<b>797,000</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computers			(Prior Years' Capital Outlay shown in Total Only) 5,700	5,700
	<b>Subtotal</b>	<b>2,040</b>	<b>3,500</b>	<b>5,700</b>	<b>5,700</b>

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

*Community Services  
General Fund/5101*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Special Programs</b>					
8017	Cold Weather Shelter *	14,982	13,500	15,000	15,000
8092	Summer Festivals Parking	16,139	32,200	33,300	33,300
8114	3rd Street Relocation Payments	60,296			
8116	Third Street Operating Costs	34,183			
8807	Community Center Furnishings		150,000		
	<b>Subtotal</b>	<b>125,600</b>	<b>195,700</b>	<b>48,300</b>	<b>48,300</b>
	<b>Grand Total</b>	<b>\$1,412,823</b>	<b>\$1,668,700</b>	<b>\$1,596,700</b>	<b>\$1,596,700</b>

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

## Recreation & Social Services Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Dir. of Community Services/ Assistant to the City Manager	1	1	1	\$133,400	\$140,100	\$140,100
Sr. Recreation Supervisors	2	1.9	1.9	161,400	160,900	160,900
Administrative Secretary	1			59,300		
Administrative Assistant		1	1		62,300	62,300
Senior Services Coordinator	0.75	1	1	36,900	54,400	54,400
Senior Clerk	0.75			30,800		
Sr. Office Assistant		0.75	0.75		34,000	34,000
Medical Coverage Waiver				2,600	2,900	2,900
<b>TOTAL</b>	5.5	5.65	5.65	\$424,400	\$454,600	\$454,600

## Swimming Pool Division

*Community Services  
General Fund/5102*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$53,397	\$56,100	\$59,000	\$59,000
1003	Salaries, Part Time	114,752	106,900	112,200	112,200
1006	Salaries, Overtime	970	1,400	1,500	1,500
1038	New Sick Leave Payoff	200	200	2,600	2,600
1040	Vacation Payoff	300	4,400	5,400	5,400
1101	Retirement	8,222	9,200	9,500	9,500
1103	P.A.R.S. Retirement	56	4,000	4,200	4,200
1201	Workers' Compensation	1,500	1,500	1,400	1,400
1300	Employee Group Insurance	8,000	10,000	10,000	10,000
1318	Medicare Insurance	636	2,400	2,500	2,500
	<b>Subtotal</b>	188,032	196,100	208,300	208,300
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	92	1,700	2,200	2,200
2011	Training, Travel and Dues	6,246	3,600	3,600	3,600
2021	Natural Gas	40,196	49,000	44,600	44,600
2024	Electricity	26,997	30,600	27,000	27,000
2027	Water	4,678	6,800	6,400	6,400
2031	Telephone	1,341	800	1,500	1,500
2101	Materials and Supplies	30,328	30,400	30,500	30,500
2150	Rents and Leases	4			
2170	General Insurance	2,000	2,000	1,900	1,900
2222	Repairs and Maint. Other	11,669	9,500	13,700	13,700
2281	Printing	244	200	500	500
2401	Contractual Services	93,920	77,000	101,500	101,500
	<b>Subtotal</b>	217,715	211,600	233,400	233,400
<b><u>Capital Outlay</u></b>					
5622	(R) Chemical Pumps			4,000	4,000
5305	(R) Fire Alarm System			20,000	20,000
5305	(R) Shade Covers			25,000	25,000
5622	(R) Variable Speed Pump			15,000	15,000
	<b>Subtotal</b>	3,147	15,000	64,000	64,000
	<b>Grand Total</b>	<b>\$408,894</b>	<b>\$422,700</b>	<b>\$505,700</b>	<b>\$505,700</b>

## Swimming Pool Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Pool Manager	1	1	1	\$56,100	\$59,000	\$59,000
<b>TOTAL</b>	1	1	1	\$56,100	\$59,000	\$59,000

## Community Assistance

*Community Services  
General Fund/5201*

Account No.	Organization	Actual Expenditures 2006-07	Adopted Budget 2007-08	Community Request 2008-09	Adopted Budget 2008-09
2900	Contingency		\$300		\$2,300
2976	Action (AIDS Care)	\$1,000	1,000		
2999	Auto-Free Orange County			\$5,000	
2922	Boys & Girls Club of Laguna Beach	10,000	10,000	10,000	10,000
2907	Brain Power		500		
2918	CaDance Laguna Dance Festival			28,500	6,000
2977	Clean Water Now! Coalition	2,000	2,000		
2932	Coastal Family Therapy Services	6,000	6,000	25,000	5,000
2978	Community Art Project (CAP)	500			
2940	Cross Cultural Council	22,000	22,000	32,000	20,000
2923	CSP Youth Shelter	3,000			
2908	Friends of Laguna Beach Library, Inc.	12,000	13,500	15,000	14,500
2911	Friends of the Hortense Miller Garden	6,000	6,000	10,000	
2920	Friends of the Sea Lions	10,000	10,000	10,000	10,000
2938	Friendship Shelter, Inc.	2,000	2,000	18,000	3,000
2975	Gallimaufry Performance Arts	6,500	6,500	25,000	5,000
2943	HIV Advisory Committee	8,000	8,000	25,000	6,000
2915	Laguna Beach Chamber of Commerce	10,000	11,500	37,500	12,500
2917	Laguna Beach Community Clinic	13,000	14,000	25,000	15,000
2969	Laguna Beach Film Society (LAM)	2,000		3,000	
2970	Laguna Beach H.S. Baseball Boosters	1,000			
2947	Laguna Beach Historical Society	1,000	1,000	6,000	1,000
2964	Laguna Beach Live!	6,500	8,000	24,100	8,000
2905	Laguna Beach Relief & Resource Center	15,000	19,500	39,500	21,000
2924	Laguna Beach Seniors, Inc.	15,000	12,500	17,780	13,500
2979	Laguna Beach Women's Club	2,000	2,000	15,000	4,000
2925	Laguna Community Concert Band	7,000	7,000	7,000	6,000
2972	Laguna Ocean Foundation	5,000	5,000	15,000	4,000
2949	Laguna Outreach Comm. Arts (LOCA)	3,000	3,000	15,500	4,000
2980	Laguna Plein Air Painters Association				2,000
2912	No Square Theater	8,200	8,200	8,200	8,200
2952	Rescuing Unwanted Furry Friends (RUFF)	500	500		500
2974	Rotary Club of Laguna Beach			1,500	
2931	Sally's Fund, Inc.	12,000	12,000	15,000	12,000
2999	Sawdust Art Festival			2,000	
2999	Soul Adventures, Inc.			8,000	
2967	South Coast Medical Center Foundation	5,000	7,000	8,455	5,000
2966	South County Senior Services, Inc.	10,000	7,500	10,000	8,500
2910	STOP GAP	2,000	2,000	3,600	
2916	TLC BranchLaguna Club for Kids Trauma Intervention Programs	5,000	5,000	10,000	6,500
	<b>Grand Total</b>	<b>\$212,200</b>	<b>\$213,500</b>	<b>\$485,635</b>	<b>\$213,500</b>

# Cultural Arts Department

The Cultural Arts Department is organized into two divisions: the Arts Commission and the Business Improvement District. A description of the services provided by each division is as follows:

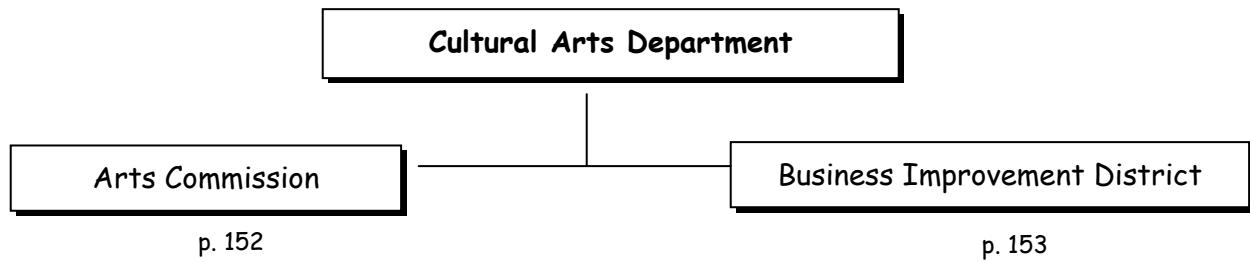
**Arts Commission** - The Arts Commission consists of eight appointed community members. The Commission makes recommendations to the City Council about cultural affairs. The Commission organizes special programs, which include Artist Designed Benches, Banner Competition, Music in the Park, Palette Competition, Art That's Small at City Hall, and the annual public Art Tours. A full-time Cultural Arts Manager serves as a liaison to the Commission and the City's arts organizations and galleries and also facilitates the Community Cultural Calendar, Public Art Brochure and Arts Directory.

**Business Improvement District** - The Business Improvement District was established to fund activities that promote tourism and related tourist events. The funds are generated from a 2% assessment on hotel room receipts. One half is allocated to the Laguna Beach Hospitality Association and the other half is distributed equally among the Arts Commission, Cultural Art Funding, Laguna Art Museum, Laguna Playhouse and Laguna College of Art and Design.

## **Major Initiatives:**

- Continue to collaborate with developers in installing Art in Public Places.
- Continue to offer opportunities for Laguna Beach artists to display and perform their works.
- Implement the community cultural plan.

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



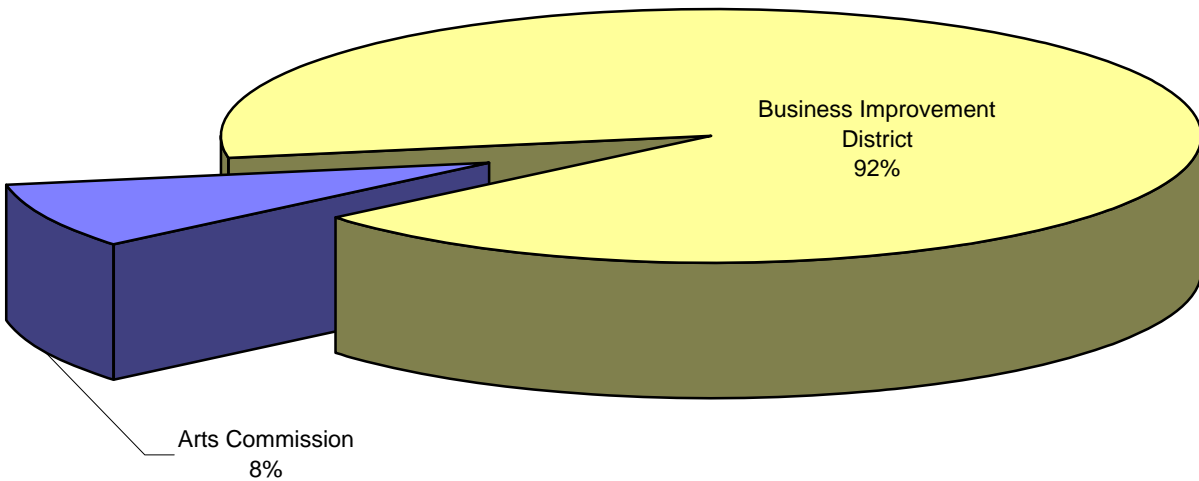


**Cultural Arts Department  
Budget Summary**

**All  
Divisions**

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division Total
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Arts Commission	\$119,700	\$3,700		\$40,000		<b>\$163,400</b>
Business Improv. District				1,775,000		<b>\$1,775,000</b>
Department Total	<b>\$119,700</b>	<b>\$3,700</b>	<b>\$0</b>	<b>\$1,815,000</b>	<b>\$0</b>	<b>\$1,938,400</b>

**Summary By Division Total**



**Cultural Arts Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$73,217	\$80,700	\$84,700	\$84,700
1003	Salaries, Part Time	5,881	5,800	7,700	7,700
1038	Sick Leave Payoff	900	700	800	800
1040	Vacation Payoff	400	400	600	600
1101	Retirement	11,817	13,200	13,600	13,600
1103	P.A.R.S. Retirement	221	200	300	300
1201	Workers' Compensation	700	700	700	700
1300	Employee Group Insurance	8,000	10,000	10,000	10,000
1318	Medicare Insurance	1,148	1,300	1,300	1,300
	<b>Subtotal</b>	<b>102,284</b>	<b>113,000</b>	<b>119,700</b>	<b>119,700</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	400	900	900	900
2031	Telephone		500	500	500
2101	Materials and Supplies	568	1,000	500	500
2170	General Insurance	1,000	1,000	1,000	1,000
2281	Printing		800	800	800
	<b>Subtotal</b>	<b>1,968</b>	<b>4,200</b>	<b>3,700</b>	<b>3,700</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment		1,900		
	<b>Subtotal</b>	<b>0</b>	<b>1,900</b>	<b>0</b>	<b>0</b>
<b><u>Special Programs</u></b>					
	Special Programs	1,641,056	1,650,000	1,815,000	1,815,000
	<b>Subtotal</b>	<b>1,641,056</b>	<b>1,650,000</b>	<b>1,815,000</b>	<b>1,815,000</b>
	<b>Grand Total</b>	<b>\$1,745,308</b>	<b>\$1,769,100</b>	<b>\$1,938,400</b>	<b>\$1,938,400</b>

***Cultural Arts Department  
Position Summary***

***All  
Divisions***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2007-08	2008-09	2008-09	2007-08	2008-09	2008-09
Cultural Arts Manager	1	1	1	\$80,700	\$84,700	\$84,700
<b>TOTAL</b>	1	1	1	\$80,700	\$84,700	\$84,700

**Arts Commission Division**

*Cultural Arts  
General Fund/5151*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$73,217	\$80,700	\$84,700	\$84,700
1003	Salaries, Part Time	5,881	5,800	7,700	7,700
1038	New Sick Leave Payoff	900	700	800	800
1040	Vacation Payoff	400	400	600	600
1101	Retirement	11,817	13,200	13,600	13,600
1103	P.A.R.S. Retirement	221	200	300	300
1201	Workers' Compensation	700	700	700	700
1300	Employee Group Insurance	8,000	10,000	10,000	10,000
1318	Medicare Insurance	1,148	1,300	1,300	1,300
	<b>Subtotal</b>	<b>102,284</b>	<b>113,000</b>	<b>119,700</b>	<b>119,700</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	400	900	900	900
2031	Telephone		500	500	500
2101	Materials and Supplies	568	1,000	500	500
2170	General Insurance	1,000	1,000	1,000	1,000
2281	Printing		800	800	800
	<b>Subtotal</b>	<b>1,968</b>	<b>4,200</b>	<b>3,700</b>	<b>3,700</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		1,900		
	<b>Subtotal</b>	<b>0</b>	<b>1,900</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8958	380 Third Street Art*			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>\$104,252</b>	<b>\$119,100</b>	<b>\$163,400</b>	<b>\$163,400</b>

\* Funded by the Art in Lieu Fund.

**Business Improvement District**

**Cultural Arts  
General Fund/5202**

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
8012	Laguna Beach Visitor's Bureau	\$865,248	\$825,000	\$887,500	\$887,500
8041	Laguna Art Museum	173,050	165,000	177,500	177,500
8200	Laguna Moulton Playhouse	173,050	165,000	177,500	177,500
8201	Laguna College of Art and Design	173,050	165,000	177,500	177,500
8004	Arts Commission Special Programs	102,659	165,000	177,500	177,500
8203	Cultural Arts Funding	154,000	165,000	177,500	177,500
<b>Subtotal</b>		<b>\$1,641,056</b>	<b>\$1,650,000</b>	<b>\$1,775,000</b>	<b>\$1,775,000</b>

<b>Allocations of Funds*</b>		
Description	As of July 1, 2007	As of July 1, 2008
<i>Arts Commission Special Programs:</i>		
Artist Designed Bench Competition	42,000	11,000
Banner/Palette Competitions	14,000	17,000
Bluebird Park Entry Gate	20,500	
City Hall Exhibitions	10,000	11,000
Cultural Arts Information Publications	21,000	26,000
Cultural Arts Facilities		50,000
Festival of Mosaics	14,000	
Performances	17,500	20,000
Public Art Tour Day	8,000	6,000
Restoration of Public Art	14,000	11,500
Sculpture Rotation Program	4,000	6,000
Sculpture - Laguna Frontage Road		28,000
Subtotal	165,000	186,500
<i>Cultural Arts Funding:</i>		
CaDance	7,000	4,500
Community Art Project		2,000
Endangered Planet		6,000
Festival of Arts	10,000	
First Thursday's Art Walk	20,000	21,000
Gallimaufry Performing Arts	25,000	26,000
Laguna Beach Alliance for the Arts	25,000	26,000
Laguna Beach Live!	20,000	21,000
Laguna Community Concert Band	11,000	11,000
Laguna Outreach Community Arts	16,500	17,000
Laguna Plein Air Painters Association	4,000	2,500
My Hero Project	2,000	2,500
No Square Theater	15,000	15,000
Sawdust Art Festival	12,500	13,500
Subtotal	168,000	168,000
<b>Grand Total</b>	<b>\$333,000</b>	<b>\$354,500</b>
* Allocations for program year 2008-09 are based on revenues received in the preceding fiscal year. The 2008-09 adopted budget reflects the anticipated reserves for		

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## 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.

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

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1040	Vacation Payoff	\$397,088	\$412,100	\$402,300	\$402,300
1041	Sick Leave Payoff	269,464	373,100	328,400	328,400
1042	Comp Time Payoffs	30,015	3,000	7,600	7,600
1101	Retirement	(133)			
1201	Workers' Comp. Insurance	442,573	1,803,800	1,713,800	1,713,800
1300	Health Insurance	2,270,349	2,808,000	3,016,000	3,016,000
1300	Dental Insurance	187,209	206,800	206,800	206,800
1300	Life Insurance	31,145	37,800	37,800	37,800
1300	Long Term Disability Ins.	80,574	94,000	94,000	94,000
1300	Unemployment Insurance	16,519	21,000	21,000	21,000
1318	Medicare Insurance	3,645	11,400	10,700	10,700
	<b>Subtotal</b>	<b>3,728,448</b>	<b>5,771,000</b>	<b>5,838,400</b>	<b>5,838,400</b>
<b>Maintenance and Operations</b>					
2170	General Insurance	894,426	600,000	600,000	600,000
2600	Premium Expense			309,100	309,100
	<b>Subtotal</b>	<b>894,426</b>	<b>600,000</b>	<b>909,100</b>	<b>909,100</b>
	<b>Grand Total</b>	<b>\$4,622,874</b>	<b>\$6,371,000</b>	<b>\$6,747,500</b>	<b>\$6,747,500</b>



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

<b>Description</b>	<b>Division</b>	<b>Department Request 2008-09</b>	<b>Adopted Budget 2008-09</b>
<b><u>Police Department:</u></b>			
Marked Patrol Vehicle	2102	\$29,000	\$29,000
Motorcycle	2102	25,000	25,000
Motorcycle	2102	25,000	25,000
Cargo Van	2102	32,000	32,000
All Terrain Vehicle	2102	6,500	6,500
Parking Enforcement Vehicle	2301	17,000	17,000
Parking Enforcement Vehicle	2301	17,000	17,000
	<b>Subtotal</b>	<b>151,500</b>	<b>151,500</b>
<b><u>Fire Department:</u></b>			
Chevy Tahoe	2401	70,000	70,000
Fire Engine	2401	450,000	
	<b>Subtotal</b>	<b>520,000</b>	<b>70,000</b>
<b><u>Public Works Department:</u></b>			
Ford F-450 Truck w/aerial lift	3104	140,000	140,000
	<b>Subtotal</b>	<b>140,000</b>	<b>140,000</b>
<b><u>Community Development Department:</u></b>			
Toyota Prius	4104	26,000	26,000
Toyota Prius	4106	26,000	26,000
	<b>Subtotal</b>	<b>52,000</b>	<b>52,000</b>
	<b>GRAND TOTAL</b>	<b>\$863,500</b>	<b>\$413,500</b>

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## Section IV

### **APPENDIX**

## Budget Detail By Fund

(For Major Funds Only)

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

## Fund Detail

Account No. Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>				
1001 Salaries, Full Time	\$17,402,321	\$20,341,700	\$21,700,500	\$21,658,000
1003 Salaries, Part Time	1,933,699	2,123,100	2,299,600	2,249,900
1006 Salaries, Overtime	1,830,030	1,804,500	2,124,900	1,937,800
1007 Salaries, Overtime-Mutual Aid	73,892			
1011 Salary Equity Adjustment		63,500		
1038 Sick Leave Payoff	300,333	377,300	333,500	333,500
1040 Vacation Payoff	323,658	413,200	404,100	404,100
1041 Sick Leave Payoff				
1042 Comp Time Payoffs	3,800	3,000	7,600	7,600
1053 Holiday Allowance	119,305	136,400	143,300	143,300
1055 Relocation Costs	1,843			
1059 Residency Incentive	52,339	43,000	54,000	69,000
1101 Retirement	3,902,879	4,724,500	5,644,000	5,681,200
1103 P.A.R.S. Retirement	59,256	79,900	86,100	84,200
1201 Workers' Compensation	1,962,600	1,804,000	1,713,800	1,713,800
1300 Employee Group Insurance	2,056,000	2,578,200	2,610,500	2,610,500
1318 Medicare Insurance	239,355	300,000	327,500	323,600
<b>Subtotal</b>	<b>30,261,312</b>	<b>34,792,300</b>	<b>37,449,400</b>	<b>37,216,500</b>
<b>Maintenance and Operations</b>				
2001 Uniforms and Laundry	173,954	202,100	210,800	210,000
2011 Training, Travel and Dues	201,935	282,000	297,300	287,300
2021 Natural Gas	60,830	73,600	67,700	67,700
2024 Electricity	522,259	484,700	564,500	564,500
2027 Water	197,072	165,050	193,150	193,150
2031 Telephone	198,609	202,100	204,500	204,500
2051 Gas and Lubrications	384,037	541,800	601,700	712,000
2101 Materials and Supplies	1,084,912	1,238,900	1,319,800	1,319,800
2110 Paramedic Medical Supplies	26,288	57,600	60,200	46,200
2150 Rents and Leases	1,073,704	1,211,800	1,276,400	1,276,400
2160 Lease Payments-Debt Service	585,130	600,000	300,000	300,000
2170 General Insurance	600,000	609,700	609,100	609,100

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

## All Funds Summary (Con't)

## *Fund Detail*

Account	Actual	Adopted	Department	Adopted
No. Account Title	Expenditures	Budget	Request	Budget
	2006-07	2007-08	2008-09	2008-09
2201 Repairs and Maint. Auto.	383,951	406,100	427,400	427,400
2222 Repairs and Maint. Other	447,646	548,700	637,100	612,100
2281 Printing	118,120	171,500	177,600	177,600
2302 Legal Advertising	33,144	40,400	40,400	40,400
2401 Contractual Services	4,413,529	4,552,800	5,182,600	5,129,350
2402 Contractual SOCWA Operations	1,315,400	1,480,000	1,620,000	1,620,000
2432 Postage	64,165	82,200	83,200	83,200
2501 Bond Principal	1,255,000	1,310,000	1,360,000	1,360,000
2508 Vehicle Cost Redistribution	(51,775)	(36,000)	(40,000)	(40,000)
2521 Interest	780,323	775,800	870,200	870,200
2522 Loan Administration Fees	21,000	12,000	21,000	21,000
2956 Gas Tax Exchange	660,000			
Community Assistance	212,200		485,635	213,500
Depreciation	241,533	213,500		
<b>Subtotal</b>	<b>15,002,967</b>	<b>15,226,350</b>	<b>16,570,285</b>	<b>16,305,400</b>
<b><u>Capital Outlay</u></b>				
5305 Improv.Other Than Buildings	98,885	27,000	189,500	67,000
5408 Office Furniture & Equipment	129,105	78,800	120,800	102,400
5510 Automotive Equipment	27,000	45,000	1,076,000	1,050,000
5622 Other Equipment	674,871	847,100	676,600	435,900
5625 Trolley Rehabilitation	54,689	80,000		
5650 Public Safety Dispatch System	649,441		35,000	
5655 Mobile Data Computer	205,698			
<b>Subtotal</b>	<b>1,839,689</b>	<b>1,077,900</b>	<b>2,097,900</b>	<b>1,655,300</b>
<b><u>Special Programs</u></b>				
Special Programs	2,818,254	3,028,500	3,201,100	3,085,400
<b>Subtotal</b>	<b>2,818,254</b>	<b>3,028,500</b>	<b>3,201,100</b>	<b>3,085,400</b>
<b><u>Capital Improvements</u></b>				
Capital Improvement Projects	21,020,081	13,550,000	14,870,000	14,070,000
<b>Subtotal</b>	<b>21,020,081</b>	<b>13,550,000</b>	<b>14,870,000</b>	<b>14,070,000</b>
<b>Grand Total</b>	<b>\$70,942,303</b>	<b>\$67,675,050</b>	<b>\$74,188,685</b>	<b>\$72,332,600</b>

# General Fund Summary

## Fund Detail

Account No. Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>				
1001 Salaries, Full Time	\$15,842,670	\$18,616,700	\$19,839,000	\$19,796,500
1003 Salaries, Part Time	1,459,972	1,561,100	1,645,800	1,596,100
1006 Salaries, Overtime	1,702,060	1,688,000	1,993,000	1,805,900
1007 Salaries, Overtime-Mutual Aid	73,892			
1009 Salaries, Redistributed	(214,200)	(247,300)	(281,600)	(281,600)
1011 Salary Equity Adjustment		55,600		
1038 Sick Leave Payoff	271,800	345,800	312,900	312,900
1040 Vacation Payoff	301,500	388,900	378,900	378,900
1042 Comp Time Payoffs	3,500	2,800	7,200	7,200
1053 Holiday Allowance	117,198	136,400	143,300	143,300
1059 Residency Incentive	40,113	43,000	54,000	54,000
1101 Retirement	3,676,525	4,445,400	5,352,600	5,389,800
1103 P.A.R.S. Retirement	53,641	58,800	61,500	59,600
1201 Workers' Compensation	1,814,500	1,701,900	1,629,700	1,629,700
1300 Employee Group Insurance	1,820,800	2,298,200	2,330,500	2,330,500
1318 Medicare Insurance	217,649	271,700	295,200	291,300
<b>Subtotal</b>	<b>27,181,621</b>	<b>31,367,000</b>	<b>33,762,000</b>	<b>33,514,100</b>
<b>Maintenance and Operations</b>				
2001 Uniforms and Laundry	157,557	180,600	190,800	190,000
2011 Training, Travel and Dues	194,319	267,700	282,800	272,800
2021 Natural Gas	57,935	70,500	64,700	64,700
2024 Electricity	164,506	148,600	201,100	201,100
2027 Water	162,538	135,650	158,550	158,550
2031 Telephone	168,895	177,600	184,300	184,300
2051 Gas and Lubrications	234,815	327,500	364,000	443,500
2101 Materials and Supplies	902,589	986,400	1,065,500	1,065,500
2110 Paramedic Medical Supplies	26,288	57,600	60,200	46,200
2150 Rents and Leases	903,675	997,500	986,700	986,700
2170 General Insurance	479,800	522,700	499,600	499,600
2201 Repairs and Maint. Auto.	274,584	284,000	290,300	290,300
2222 Repairs and Maint. Other	347,900	391,700	482,700	457,700
2281 Printing	91,252	133,500	129,700	129,700
2302 Legal Advertising	33,144	40,400	40,400	40,400
2401 Contractual Services	4,241,204	4,281,200	4,862,200	4,815,950

# General Fund Summary (Con't)

## Fund Detail

Account		Actual	Adopted	Department	Adopted
		Expenditures	Budget	Request	Budget
No.	Account Title	2006-07	2007-08	2008-09	2008-09
2432	Postage	61,684	73,500	74,200	74,200
2501	Bond Principal				
2508	Vehicle Cost Redistribution	(51,775)	(36,000)	(40,000)	(40,000)
2804	Costs Redistributed	(411,700)	(458,200)	(465,500)	(465,500)
2956	Exchange Expenditure	660,000			
	Community Assistance	212,200	213,500	485,635	213,500
<b>Subtotal</b>		<b>8,911,411</b>	<b>8,795,950</b>	<b>9,917,885</b>	<b>9,629,200</b>
<b>Capital Outlay</b>					
5305	Improv. Other Than Buildings	98,885	27,000	189,500	67,000
5408	Office Furniture & Equipment	129,105	70,600	116,900	98,500
5510	Automotive Equipment	27,000		26,000	
5622	Other Equipment	624,970	833,100	676,600	435,900
5650	Public Safety Dispatch System	649,441		35,000	
5655	Mobile Data Computer	205,698			
<b>Subtotal</b>		<b>1,735,100</b>	<b>930,700</b>	<b>1,044,000</b>	<b>601,400</b>
<b>Special Programs</b>					
Special Programs		2,278,485	2,736,300	2,877,600	2,756,600
<b>Subtotal</b>		<b>2,278,485</b>	<b>2,736,300</b>	<b>2,877,600</b>	<b>2,756,600</b>
<b>Grand Total</b>		<b>\$40,106,617</b>	<b>\$43,829,950</b>	<b>\$47,601,485</b>	<b>\$46,501,300</b>

# Parking Authority Fund Summary

*Fund  
Detail*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$462,854	\$541,400	\$571,900	\$571,900
1003	Salaries, Part Time	47,888	42,400	46,000	46,000
1006	Salaries, Overtime	6,057	13,500	13,500	13,500
1009	Salaries, Redistributed	166,300	180,500	207,400	207,400
1011	Salary Equity Adjustment		7,900		
1038	Sick Leave Payoff	15,000	15,800	10,100	10,100
1040	Vacation Payoff	9,400	10,400	8,700	8,700
1042	Comp Time Payoffs	300	200	400	400
1053	Holiday Allowance	2,107			
1101	Retirement	75,577	88,800	92,200	92,200
1103	P.A.R.S. Retirement	1,858	1,600	1,800	1,800
1201	Workers' Compensation	26,000	25,200	25,500	25,500
1300	Employee Group Insurance	88,000	100,000	100,000	100,000
1318	Medicare Insurance	4,832	5,300	6,200	6,200
	<b>Subtotal</b>	<b>906,172</b>	<b>1,033,000</b>	<b>1,083,700</b>	<b>1,083,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,299	4,100	3,900	3,900
2011	Training, Travel and Dues		1,800	2,000	2,000
2024	Electricity	2,762	2,300	2,800	2,800
2027	Water	7,085	6,300	7,100	7,100
2031	Telephone	6,258	6,300	8,400	8,400
2051	Gas and Lubrications	8,294	11,000	12,000	13,600
2101	Materials and Supplies	67,807	149,500	149,500	149,500
2150	Rents and Leases	34,632	35,300	35,000	35,000
2170	General Insurance	10,400	10,100	9,400	9,400
2201	Repairs and Maint. Auto.	7,489	10,000	10,000	10,000
2222	Repairs and Maint. Other	11,699	22,600	22,000	22,000
2281	Printing	13,019	9,600	20,000	20,000
2401	Contractual Services	95,772	142,800	197,900	190,900
2432	Postage	2,284	3,200	3,500	3,500
2804	Costs Redistributed	129,300	143,700	141,000	141,000
	<b>Subtotal</b>	<b>400,099</b>	<b>558,600</b>	<b>624,500</b>	<b>619,100</b>



# Parking Authority Fund Summary (Con't)

*Fund  
Detail*

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment			2,000	2,000
5622	Other Equipment	41,908	7,500		
	<b>Subtotal</b>	<b>41,908</b>	<b>7,500</b>	<b>2,000</b>	<b>2,000</b>
<b><u>Special Programs</u></b>					
	Special Programs	110,000	110,000	110,000	110,000
	<b>Subtotal</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>	<b>110,000</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects			270,000	270,000
	<b>Subtotal</b>	<b>0</b>	<b>0</b>	<b>270,000</b>	<b>270,000</b>
	<b>Grand Total</b>	<b>\$1,458,180</b>	<b>\$1,709,100</b>	<b>\$2,090,200</b>	<b>\$2,084,800</b>

# Wastewater Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$801,244	\$910,300	\$993,900	\$993,900
1003	Salaries, Part Time	48,736	48,400	52,500	52,500
1006	Salaries, Overtime	46,117	57,700	29,100	29,100
1009	Salaries, Redistributed	(16,400)	(1,700)	(2,500)	(2,500)
1038	Sick Leave Payoff	11,700	11,500	5,400	5,400
1040	Vacation Payoff	13,200	12,800	14,700	14,700
1055	Relocation Costs	1,843			
1059	Residency Incentive	12,226			15,000
1101	Retirement	128,684	145,500	151,500	151,500
1103	P.A.R.S. Retirement	1,852	1,800	2,000	2,000
1201	Workers' Compensation	24,500	17,100	14,500	14,500
1300	Employee Group Insurance	107,200	130,000	130,000	130,000
1318	Medicare Insurance	11,148	11,700	12,400	12,400
	<b>Subtotal</b>	<b>1,192,050</b>	<b>1,345,100</b>	<b>1,403,500</b>	<b>1,418,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,881	7,100	7,100	7,100
2011	Training, Travel and Dues	6,794	10,900	10,900	10,900
2021	Natural Gas	2,388	2,500	2,500	2,500
2024	Electricity	142,026	147,600	147,600	147,600
2027	Water	27,448	23,100	27,500	27,500
2031	Telephone	22,910	17,300	10,800	10,800
2051	Gas and Lubrications	21,026	15,600	21,000	25,200
2101	Materials and Supplies	87,551	59,000	59,000	59,000
2150	Rents and Leases	100,627	107,400	129,400	129,400
2160	Lease Payments-Debt Service	585,130	600,000	300,000	300,000
2170	General Insurance	98,000	63,500	76,700	76,700
2201	Repairs and Maint. Auto.	17,386	22,100	22,100	22,100
2222	Repairs and Maint. Other	85,644	125,000	125,000	125,000
2281	Printing	2,305	2,400	2,400	2,400
2401	Contractual Services	63,386	54,600	60,000	60,000
2402	Contractual SOCWA Operations	1,315,400	1,480,000	1,620,000	1,620,000
2432	Postage	198	5,500	5,500	5,500
2521	Interest	421,267	468,000	620,000	620,000
2522	Loan Administration Fees	21,000	12,000	21,000	21,000
2804	Costs Redistributed	156,500	174,200	183,600	183,600
	<b>Subtotal</b>	<b>3,183,868</b>	<b>3,397,800</b>	<b>3,452,100</b>	<b>3,456,300</b>

# Wastewater Fund Summary (Con't)

## Fund Detail

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		2,400		
5622	Other Equipment	7,708	6,500		
	<b>Subtotal</b>	<b>7,708</b>	<b>8,900</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
	Special Programs	14,070	14,300	12,500	12,500
	<b>Subtotal</b>	<b>14,070</b>	<b>14,300</b>	<b>12,500</b>	<b>12,500</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	2,854,680	1,510,000	2,840,000	2,840,000
	<b>Subtotal</b>	<b>2,854,680</b>	<b>1,510,000</b>	<b>2,840,000</b>	<b>2,840,000</b>
	<b>Grand Total</b>	<b>\$7,252,376</b>	<b>\$6,276,100</b>	<b>\$7,708,100</b>	<b>\$7,727,300</b>

# Transit Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2006-07	Adopted Budget 2007-08	Department Request 2008-09	Adopted Budget 2008-09
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$295,554	\$273,300	\$295,700	\$295,700
1003	Salaries, Part Time	377,102	471,200	555,300	555,300
1006	Salaries, Overtime	66,079	45,300	89,300	89,300
1009	Salaries, Redistributed	49,100	53,200	59,500	59,500
1038	Sick Leave Payoff	1,833	4,200	5,100	5,100
1040	Vacation Payoff	(442)	1,100	1,800	1,800
1101	Retirement	22,134	44,800	47,700	47,700
1103	P.A.R.S. Retirement	1,878	17,700	20,800	20,800
1201	Workers' Compensation	97,600	59,800	44,100	44,100
1300	Employee Group Insurance	40,000	50,000	50,000	50,000
1318	Medicare Insurance	5,529	11,300	13,700	13,700
	<b>Subtotal</b>	<b>956,368</b>	<b>1,031,900</b>	<b>1,183,000</b>	<b>1,183,000</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,217	10,300	9,000	9,000
2011	Training, Travel and Dues	822	1,600	1,600	1,600
2021	Natural Gas	507	600	500	500
2024	Electricity	5,671	6,000	5,700	5,700
2031	Telephone	546	900	1,000	1,000
2051	Gas and Lubrications	119,901	187,700	204,700	229,700
2101	Materials and Supplies	26,965	41,000	42,800	42,800
2150	Rents and Leases	34,770	71,600	125,300	125,300
2170	General Insurance	11,800	13,400	23,400	23,400
2201	Repairs and Maint. Auto.	84,493	90,000	105,000	105,000
2222	Repairs and Maint. Other	2,403	7,400	5,400	5,400
2281	Printing	11,544	26,000	25,500	25,500
2401	Contractual Services	5,090	54,200	42,500	42,500
2804	Costs Redistributed	125,900	140,300	140,900	140,900
	Depreciation	241,533			
	<b>Subtotal</b>	<b>678,161</b>	<b>651,000</b>	<b>733,300</b>	<b>758,300</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		5,800	1,900	1,900
5510	Automotive Equipment		45,000	1,050,000	1,050,000
5622	Other Equipment	285			
5625	Trolley Rehabilitation	54,689	80,000		
	<b>Subtotal</b>	<b>54,974</b>	<b>130,800</b>	<b>1,051,900</b>	<b>1,051,900</b>
<b>Special Programs</b>					
	Special Programs	168,477	119,400	111,000	111,000
	<b>Subtotal</b>	<b>168,477</b>	<b>119,400</b>	<b>111,000</b>	<b>111,000</b>
	<b>Grand Total</b>	<b>\$1,857,980</b>	<b>\$1,933,100</b>	<b>\$3,079,200</b>	<b>\$3,104,200</b>

## Section V

# **CAPITAL IMPROVEMENT PROGRAM – PUBLIC WORKS** **DEPARTMENT**

### *Introduction*

The City's Capital Improvement Program for the Public Works Department includes major projects to replace or construct portions of the City's physical infrastructure including, for example, its streets, buildings, parks, street lights and storm drains.

The following schedules are included on the pages that follow:

1. *"Capital Improvement Project Summary"* (page 171). This schedule summarizes all capital improvement projects budgeted for Fiscal Year 2008-09.
2. *"Capital Project Information"* (pages 172-192). These pages describe the projects budgeted for Fiscal Year 2008-09.
3. *"Ten Year Capital Improvement Plan"* (pages 195-204). A ten-year schedule is provided through Fiscal Year 2017/18 for all capital projects proposed at this time. A one-page funding summary for the entire Ten-Year Plan is shown on page 193. A revenue and budget projection schedule is shown on 194.
4. *"Capital Improvements Not Included in the Ten-Year Plan"* (pages 205-208). This schedule lists projects that have not been included in the Ten-Year Plan presented in order of cost.

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**Fiscal Year 2008/09**

**CAPITAL IMPROVEMENT PROJECT SUMMARY**

**See the Following Pages for Description of Each Project**

**Capital Improvement Fund**

Acct No.			
1	9920	Citywide Metal Storm Drain Repair	\$1,000,000
2	9921	Thalia Street to Cress Street Alley Rehabilitation	\$350,000
3	9922	Laguna Canyon Channel Rehabilitation	\$900,000 <sup>1</sup>
4	9923	Fire Station #1 Raising Apparatus Bay Doors	\$150,000
5	9924	High School Pool Rehabilitation	\$120,000 <sup>2</sup>
6	9925	Main Beach Bench Replacement	\$100,000
7	9827	City Hall Renovation Design	\$300,000
8	9926	Animal Shelter Renovation	\$900,000 <sup>3</sup>
9	9927	Animal Shelter Creek Erosion Protection	\$500,000
10	9928	Lang Park Window Replacement	\$100,000
11	9929	Cliff Dr., Beach St., and Legion St. Traffic Improvements	\$100,000
12	9657	Brooks Street End Beach Access Beautification	\$100,000
13	9930	Arch Beach Heights View Park Construction	\$400,000
14	9931	City Hall Heating and Ventilation Equipment Replacement	\$250,000
15	9932	City Hall Roofing Replacement at Equipment Wells	\$90,000
<b>Total Cost of 2008/09 Capital Improvement Fund Projects</b>			<b>\$5,360,000</b>

**Gas Tax Fund**

Acct No.			
16	9933	Anita to Cress/Temple Ter. to South Coast Hwy. Streets Rehabilitation	\$1,770,000 <sup>4</sup>
17	9934	Skyline/Upper Park Ave. Streets Rehabilitation	\$3,220,000
18	9935	Rembrandt/VanDyke and Diamond/Crestview Streets Rehabilitation	\$1,250,000
19	9936	Loma Terrace Streets Rehabilitation	\$160,000
<b>Total Cost of 2008/09 Gas Tax Fund Projects</b>			<b>\$6,400,000</b>

**Parking Authority Fund**

Acct No.			
20	9126	Seacove Parking Lot Supplemental Funding	\$170,000
21	9937	Gleneyre Parking Structure Vacancy Display	\$100,000
<b>Total Cost of 2008/09 Parking Authority Fund Projects</b>			<b>\$270,000</b>

**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2008/09** **\$12,030,000**

- <sup>1</sup> \$101,000 funded by the Drainage Fund. This project was approved at \$900,000. A temporary transfer of \$800,000 has been made to the 2008-09 Street Rehabilitation Program to be repaid in 2010-2011.
- <sup>2</sup> \$40,000 funded by the School District
- <sup>3</sup> \$800,000 funded by the Animal Shelter Donation Account
- <sup>4</sup> The four paving projects are funded in part by a transfer of \$2,000,000 from the Capital Improvement Fund and an advance of \$2,800,000 from the Gas Tax Fund over the next four fiscal years

## CIP Project Information

Capital Improvement Fund

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Citywide Metal Storm Drain Repair

\$1,000,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 1

**Project Description and Purpose:**

A recent video survey of all existing metal storm drains in the City revealed several corroded, disjointed and deformed pipes. This project will repair or replace damaged metal storm drains identified in the survey.



# CIP Project Information

Capital Improvement Fund

Thalia Street to Cress Street Alley Rehabilitation

\$350,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 2

### Project Description and Purpose:

This project will resurface the alleys that parallel Glenneyre between Coast Highway and Catalina Street from Thalia Street to Cress Street, and the alley parallel to Cress Street between Cress Street and Brooks Street.



# CIP Project Information

Capital Improvement Fund

Laguna Canyon Channel Rehabilitation

\$900,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 3

### Project Description and Purpose:

The City owned concrete box storm drain that extends from Beach Street to the Pacific Ocean is in need of repairs. The concrete around the outlet needs replacement and numerous spalled areas inside the drain need repair. The extent of the repairs was set forth in an engineering analysis conducted in Fiscal Year 2006/07.



# CIP Project Information

Capital Improvement Fund

Fire Station #1 Raising Apparatus Bay Doors

\$150,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 4

**Project Description and Purpose:**

Modern fire apparatus will not fit under the existing apparatus bay doors at Fire Station #1. A feasibility study to increase the opening height of the apparatus bay doors was completed in FY 07/08. A feasible option of raising the existing structural supports and installing horizontal bi-fold doors was identified in the study. This project provides for the design and construction of the improvements to allow modern fire apparatus to operate from the fire station.



# CIP Project Information

Capital Improvement Fund

High School Pool Rehabilitation

\$120,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 5

**Project Description and Purpose:**

This project will renovate the high school pool by replastering the pool, replacing deck drains, and resurfacing the pool decking. It is assumed that the School District will pay for 30% of the renovation costs.



# CIP Project Information

Capital Improvement Fund

Main Beach Bench Replacement

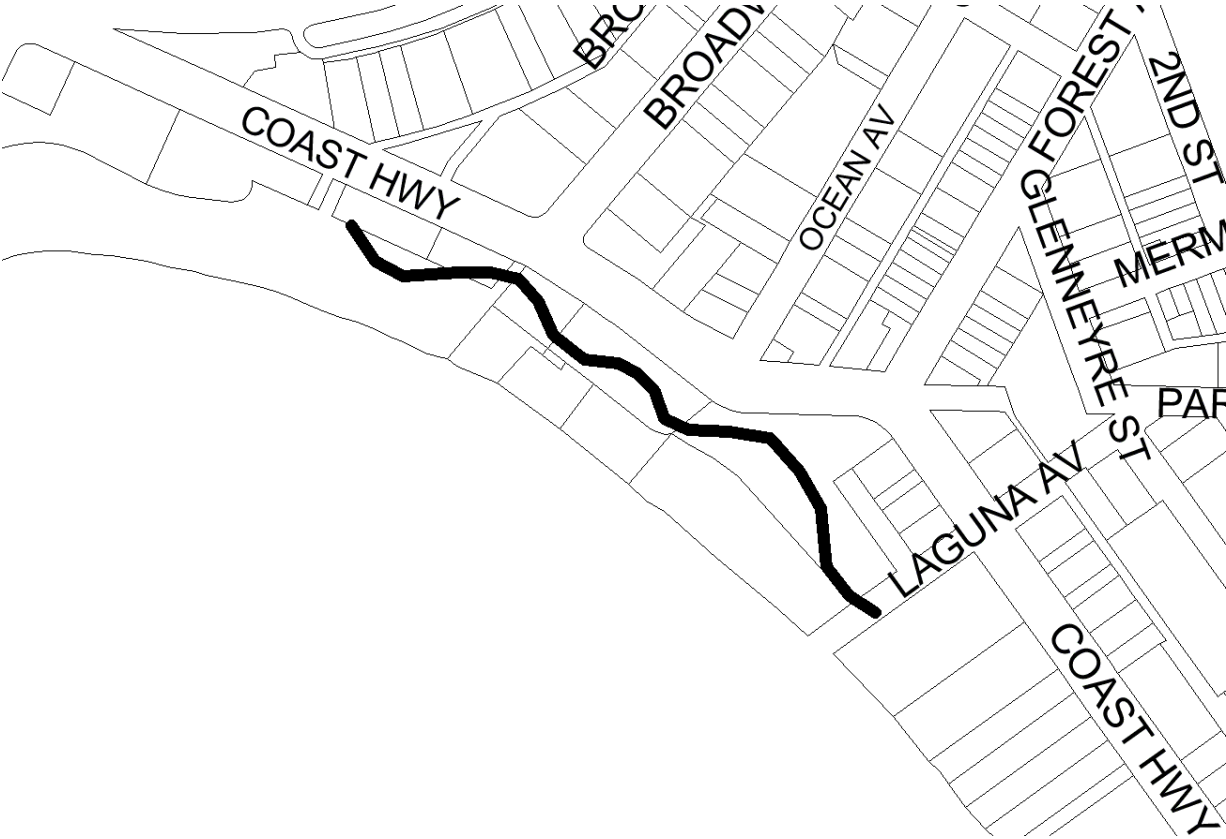
\$100,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 6

**Project Description and Purpose:**

The benches at Main Beach were installed in 1976 and the wood and metal supports are deteriorating from the elements. New benches need to be installed.



# CIP Project Information

Capital Improvement Fund

City Hall Renovation Design

\$300,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 7

**Project Description and Purpose:**

After the Community and Senior Center is completed in the spring of 2009, the existing dance room at City Hall will be vacated. Staffing increases at City Hall have created crowded working conditions. This project provides for design and construction documents to renovate City Hall to utilize the vacated space and alleviate the crowded conditions.



# CIP Project Information

Capital Improvement Fund

Animal Shelter Renovation

\$900,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 8

**Project Description and Purpose:**

This project will provide upgrades for the kennels and operational areas. Kennels will be renovated or replaced, plumbing systems and heating systems will be refurbished, food preparation and grooming area will be upgraded, and additional office space and ADA accessibility improvements will be constructed.



# CIP Project Information

Capital Improvement Fund

Animal Shelter Creek Erosion Protection

\$500,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 9

**Project Description and Purpose:**

Laguna Canyon Creek has eroded its banks and undermined the existing parking lot. This project will investigate suitable erosion control systems and provide for design and construction of the improvements.





# CIP Project Information

Capital Improvement Fund

Lang Park Window Replacement

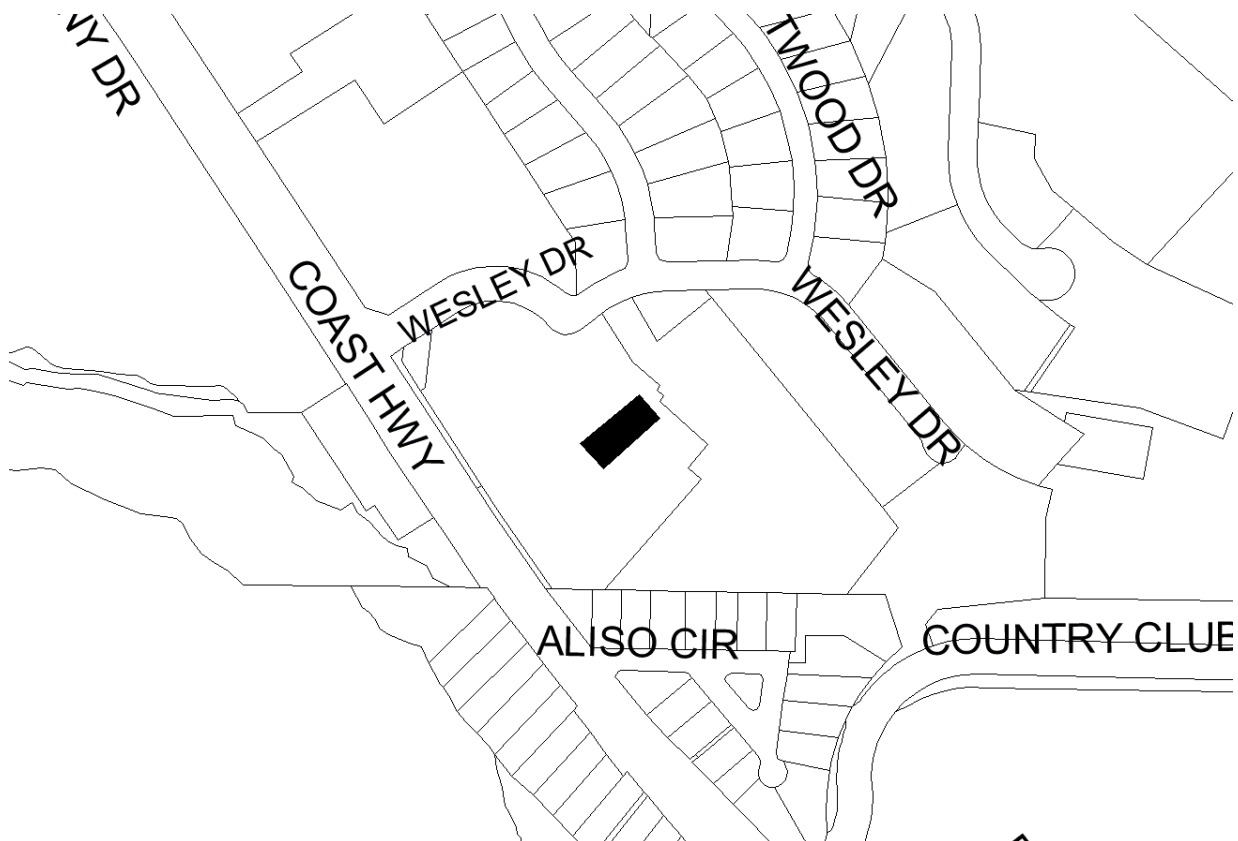
\$100,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 10

### Project Description and Purpose:

The windows in the leased preschool building need replacement. The window operators no longer function and replacement parts are not available. The building is not air conditioned so the windows must be operable.



# CIP Project Information

Capital Improvement Fund

Cliff Dr., Beach St., and Legion St. Traffic Improvements

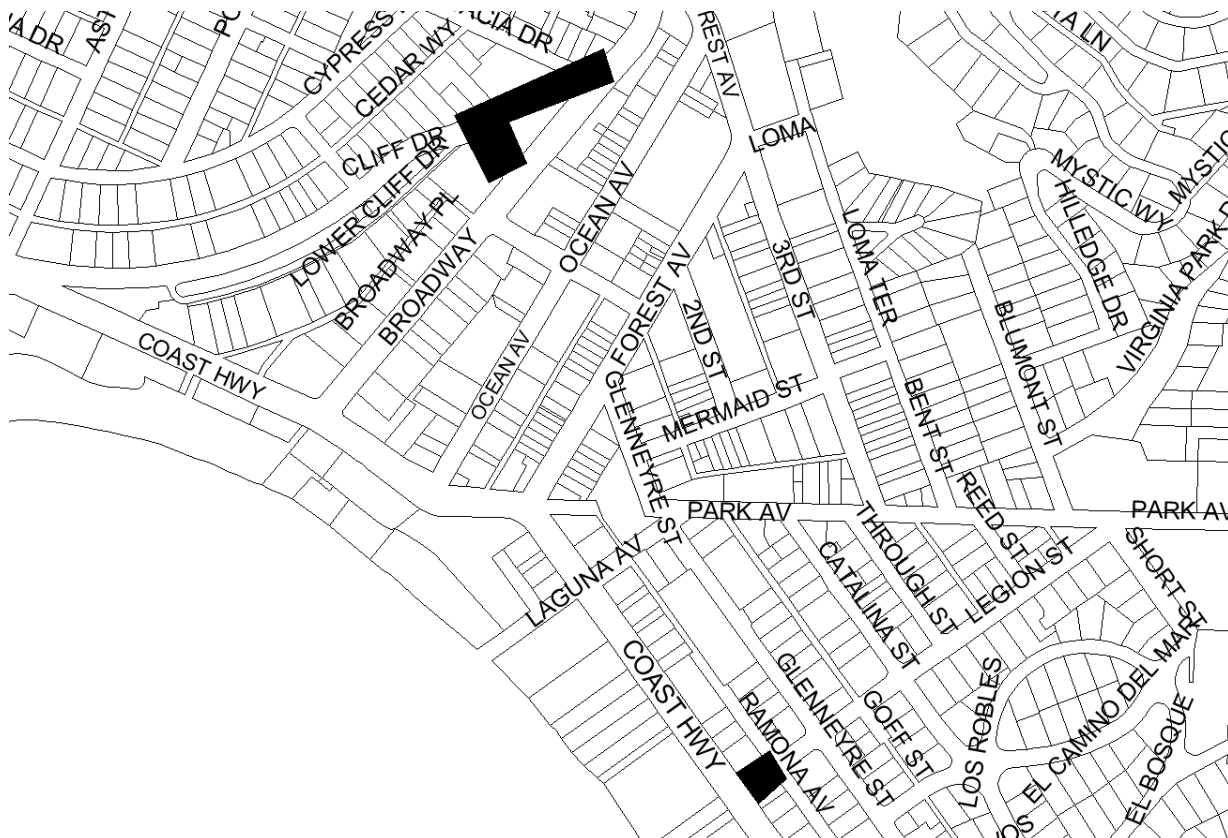
\$100,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 11

### Project Description and Purpose:

This project provides parking and traffic improvements at Cliff Drive between Broadway and Beach Street, and traffic improvements on Legion Street at Coast Highway. Improvements consist of: (1) converting Cliff Drive to one-way westbound from Broadway to Beach Street and adding diagonal parking on south side; (2) converting Beach Street to one-way southbound from Cliff Drive to Broadway and adding a second left turn lane onto eastbound Broadway; and (3) modifying signal phasing and traffic loops at the intersection of Broadway and Beach Street. Traffic will be improved on Legion Street from Gleneyre to South Coast Highway by moving the centerline southerly to create separate right turn and left turn lanes onto north-bound and south-bound South Coast Highway. Traffic loops will be modified.



# CIP Project Information

Capital Improvement Fund

**Brooks Street End Beach Access Beautification**

**\$100,000**

**CIP Ten-Year Plan Year: 1 08/09**

**CIP Number 12**

### Project Description and Purpose:

Improvements to the steps and landscaping at the Brooks Street end beach access has been designed. The prior budget did not include funding for all of the aesthetic features of the design. This project will allow completion of the upgrades to landscaping, irrigation and hardscape.



# CIP Project Information

Capital Improvement Fund

Arch Beach Heights View Park Construction

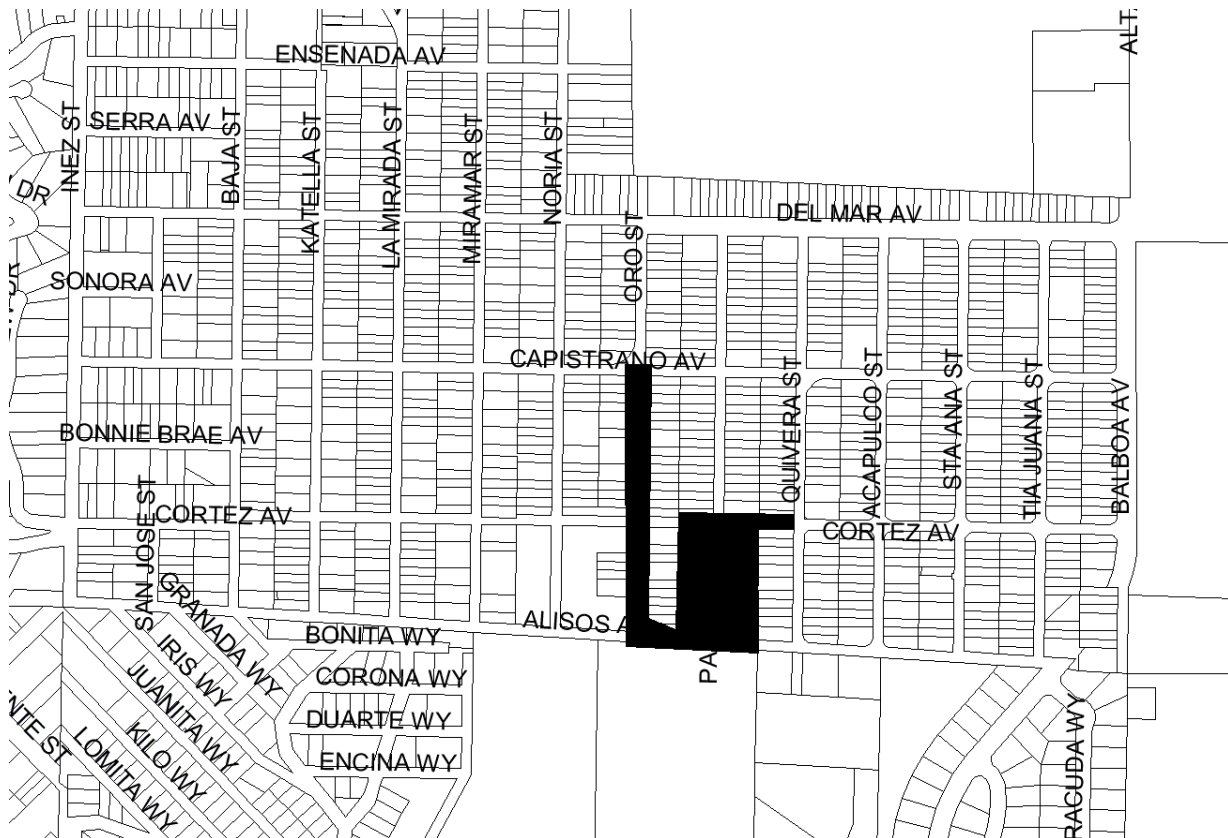
\$400,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 13

### Project Description and Purpose:

This project constructs a passive view park in Arch Beach Heights near Cortez Avenue and Quivera Street. Design for the park was funded in FY 2007/08. The park pathways begin at the intersection of Cortez Ave and Quivera Street and meander through City right-of-way and City owned parcels to join to Oro Street. The park will enhance community connectivity through natural trails; increase public access to open space and coastal views; protect high value habitat; and provide fuel modification zones for protection of adjacent homes.



# CIP Project Information

Capital Improvement Fund

City Hall Heating and Ventilation Equipment Replacement

\$250,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 14

### Project Description and Purpose:

The heating and air-conditioning equipment for City Hall is nearly 20 years old and in need of replacement. Equipment will be replaced with energy efficient heat pumps utilizing zone control features where feasible.



# CIP Project Information

Capital Improvement Fund

City Hall Roofing Replacement at Equipment Wells

\$90,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 15

### Project Description and Purpose:

The roofing materials within the equipment wells of City Hall are leaking and in need of replacement. This project will be coordinated with the heating and air-conditioning equipment replacement within these same equipment wells.



# CIP Project Information

Gas Tax Fund

Anita to Cress/Temple Ter. to South Coast Hwy. Street Rehabilitation

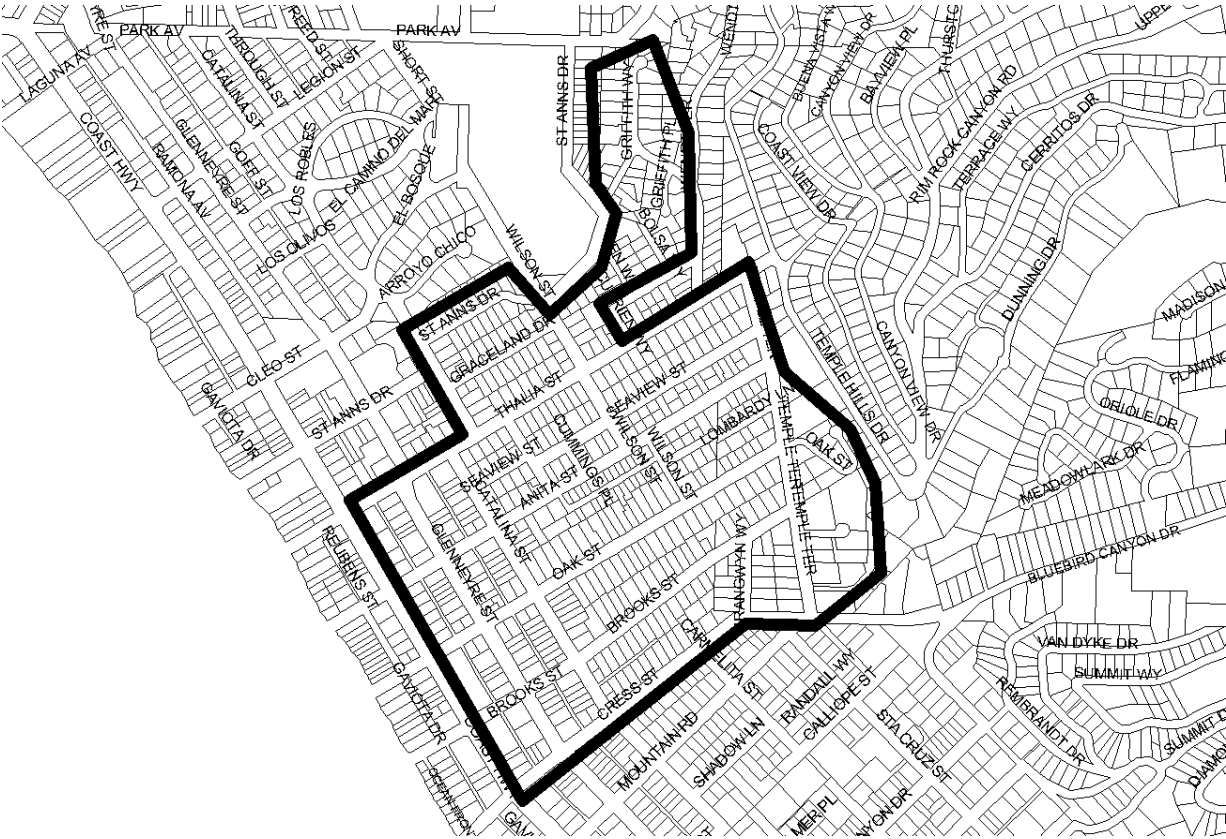
\$1,770,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 16

### Project Description and Purpose:

This project will resurface the streets in the area bounded approximately by Saint Ann's Drive on the north, Temple Terrace on the east, Cress St. on the south, and South Coast Hwy. on the west.



# CIP Project Information

Gas Tax Fund

Skyline/Upper Park Ave. Streets Rehabilitation

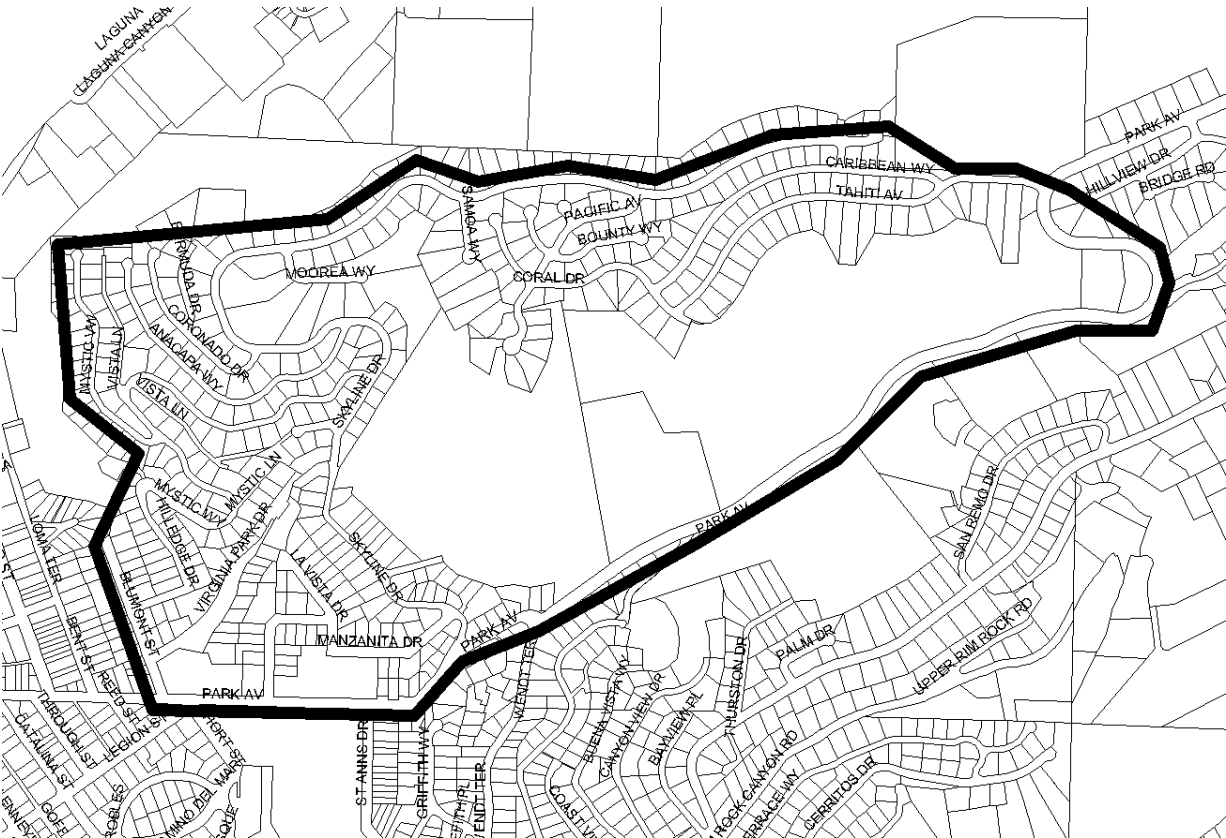
\$3,220,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 17

### Project Description and Purpose:

This project will resurface streets in the area bounded approximately by Park Avenue on the south, Skyline Drive on the north and Blumont Street on the west.





# CIP Project Information

Gas Tax Fund

Rembrandt/VanDyke and Diamond/Crestview Street Rehabilitation

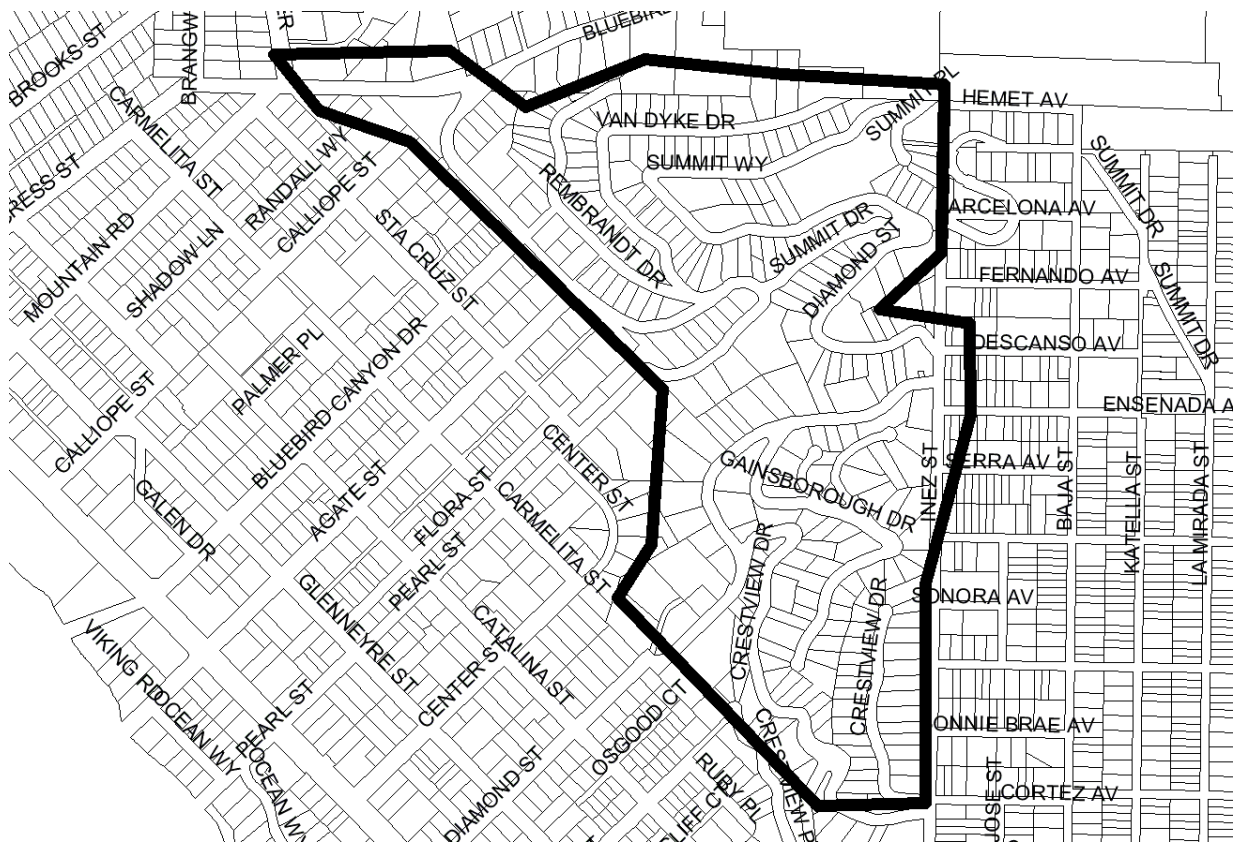
\$1,250,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 18

### Project Description and Purpose:

This project will resurface streets within the Diamond / Crestview and Rembrant / Van Dyke areas.



# CIP Project Information

Gas Tax Fund

Loma Terrace Street Paving

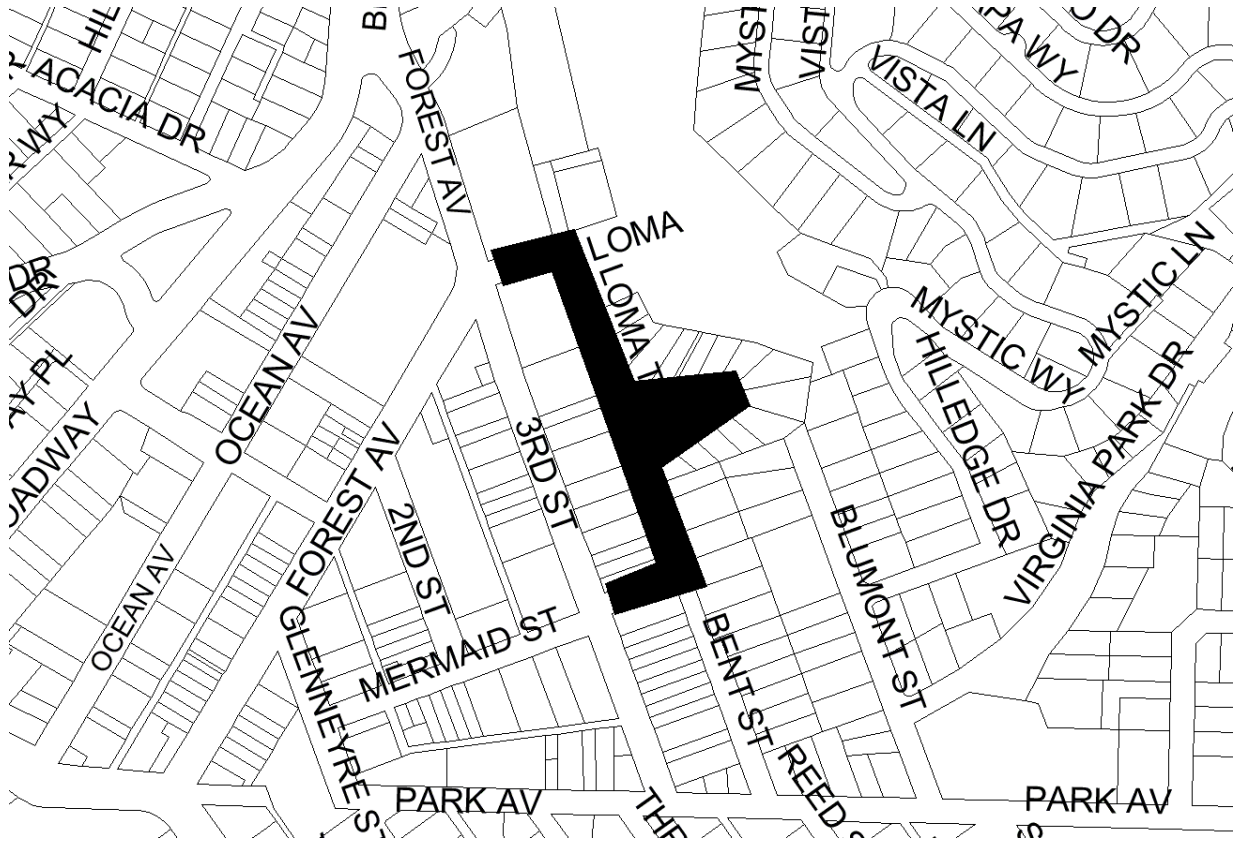
\$160,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 19

### Project Description and Purpose:

After the completion of the Community and Senior Center, this project will resurface Loma Place, Loma Terrace, Y Place, and the section of Mermaid Street between Loma Terrace and Third Street. Third Street between Mermaid Street and Forest Avenue will be slurry sealed.



# CIP Project Information

Parking Authority Fund

Seacove Parking Lot Supplemental Funding

\$170,000

CIP Ten-Year Plan Year: 1 08/09

CIP Number 20

### Project Description and Purpose:

In 2000 the City purchased a lot on the corner of Seacove Drive and Coast Highway at 31681 Coast Highway for the purpose of developing a public parking lot. Final design plans have been completed for construction of a 10-space lot. The total cost of construction is estimated to be \$240,000. This project will provide \$170,000 supplemental funding to the prior budget of \$70,000. The total cost of the project, including the \$245,000 purchase price and \$30,000 previously spent for design, will then be \$515,000.



# CIP Project Information

Parking Authority Fund

**Glenneyre Parking Structure Vacancy Display**

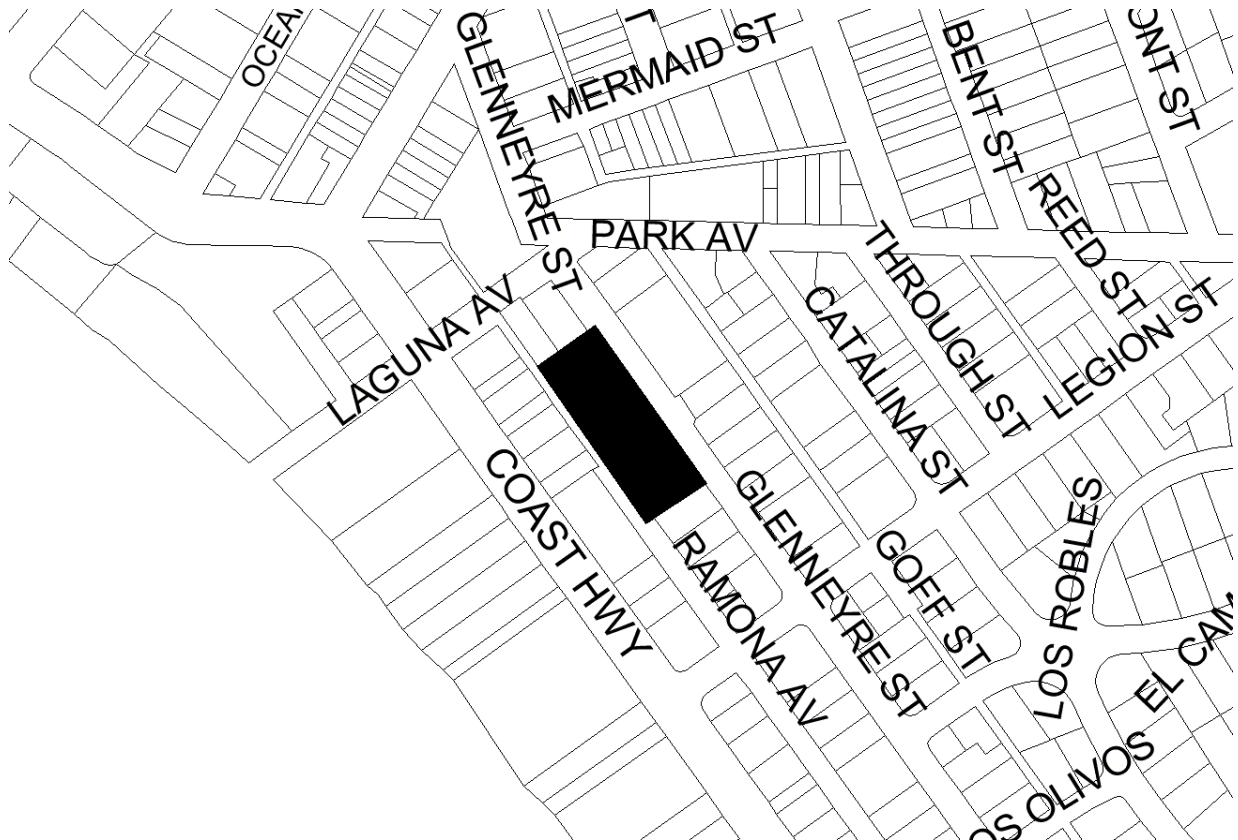
**\$100,000**

**CIP Ten-Year Plan Year: 1 08/09**

**CIP Number 21**

**Project Description and Purpose:**

During busy times, the Glenneyre parking structure is frequently full while drivers circle through the upper and lower levels looking for spaces that do not exist. This causes many unnecessary turning movements onto and from Glenneyre Street as well as wasted time and fuel. This project will install visual displays that show the number of vacancies on each level of the structure. The displays are generated from sensors that detect vehicles entering and exiting the structure.



**FUNDING SUMMARY**  
**TEN YEAR CAPITAL IMPROVEMENT PLAN**  
**Fiscal Year 2008/09 through Fiscal Year 2017/18**

	<b>Year</b>	<b>Capital Improvement Fund</b>	<b>Gas Tax Fund</b>	<b>Parking Authority Fund</b>	<b>Total</b>
1.	2008/09	\$5,360,000 <sup>1,2,3,4</sup>	\$6,400,000 <sup>5</sup>	\$270,000	\$12,030,000
2.	2009/10	10,600,000 <sup>6</sup>	1,100,000		11,700,000
3.	2010/11	5,400,000 <sup>7,8</sup>	1,100,000		6,500,000
4.	2011/12	4,400,000	1,100,000		5,500,000
5.	2012/13	5,600,000	1,100,000		6,700,000
6.	2013/14	5,800,000	1,100,000		6,900,000
7.	2014/15	4,200,000	1,000,000		5,200,000
8.	2015/16	9,700,000	1,000,000		10,700,000
9.	2016/17	6,500,000	1,500,000		8,000,000
10.	2017/18	<u>5,800,000</u>	<u>1,100,000</u>	<u></u>	<u>6,900,000</u>
<b>TOTAL</b>		<u><u>\$63,360,000</u></u>	<u><u>\$16,500,000</u></u>	<u><u>\$270,000</u></u>	<u><u>\$80,130,000</u></u>

<sup>1</sup> \$40,000 funded by the School District

<sup>2</sup> \$800,000 funded by the Animal Shelter Donation Account

<sup>3</sup> \$101,000 funded by the Drainage Fund

<sup>4</sup> A temporary transfer of \$800,000 has been made to the 2008/09 Street Rehabilitation Program to be repaid in 2010-2011

<sup>5</sup> The four paving projects are funded in part by transfer of \$2,000,000 from the Capital Improvement Fund and an advance of \$2,800,000 from the Gas Tax Fund over the next four fiscal years

<sup>6</sup> \$2,300,000 funded by a grant from Prop 84 relating to Areas of Special Biological Significance (ASBS)

<sup>7</sup> \$50,000 funded by the Laguna Beach Unified School District

<sup>8</sup> \$420,000 funded by a grant from a Federal Transportation Grant

**CITY OF LAGUNA BEACH CAPITAL IMPROVEMENT PROGRAM REVENUE AND BUDGET PROJECTIONS**

Program Year	1	2	3	4	5	6	7	8	9	10
Fiscal Year	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
<b>116 CAPITAL IMPROVEMENT FUND</b>										
<b>Starting Fund Balance</b>	\$ 1,800,000	\$ 1,711,000	\$ 101,000	\$ 1,151,000	\$ 2,731,000	\$ 3,111,000	\$ 3,291,000	\$ 5,071,000	\$ 1,351,000	\$ 831,000
3138 Real Property Transfer Tax	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000	\$ 350,000
3144 Building Construction Tax	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000	\$ 250,000
3410 Vehicle Code Fines	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000
3415 Municipal Code Fines Other	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
3420 Municipal Code Fines Parking	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000	\$ 1,300,000
3422 Municipal Code Fines DMV	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
3442 Administrative Citations Police	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000	\$ 45,000
3959 Auto Immobilization Fee	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
3113 Hotel Taxes from Montage	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000	\$ 3,600,000
Federal Transportation Grant (TEA)			\$ 420,000							
Grant From SWRCB Prop 84 ASBS		\$ 2,300,000								
Funds From Laguna Beach Unified School District	\$ 40,000		\$ 50,000							
Funds From City Property Sale	\$ 350,000									
Surplus From Budgeted Projects	\$ 800,000									
Transfer From Animal Shelter Donation Account	\$ 101,000									
Transfer From Drainage Fund	\$ 9,071,000	\$ 10,701,000	\$ 6,551,000	\$ 7,131,000	\$ 8,711,000	\$ 9,091,000	\$ 9,271,000	\$ 11,051,000	\$ 7,331,000	\$ 6,811,000
<b>Total Funds Available</b>	\$ (2,000,000)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Transfer To Gas Tax Fund</b>	\$ (5,360,000)	\$ (10,600,000)	\$ (5,400,000)	\$ (4,400,000)	\$ (5,600,000)	\$ (5,800,000)	\$ (4,200,000)	\$ (9,700,000)	\$ (6,500,000)	\$ (5,800,000)
<b>CIP Budget</b>	\$ 1,711,000	\$ 101,000	\$ 1,151,000	\$ 2,731,000	\$ 3,111,000	\$ 3,291,000	\$ 5,071,000	\$ 1,351,000	\$ 831,000	\$ 1,011,000
<b>Ending Fund Balance</b>										
	1	2	3	4	5	6	7	8	9	10
	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
<b>132 GAS TAX FUND</b>										
<b>Starting Fund Balance</b>	\$ 315,000	\$ 24,000	\$ 54,000	\$ 54,000	\$ 74,000	\$ 84,000	\$ 194,000	\$ 304,000	\$ 414,000	\$ 24,000
<b>Total Revenues</b>	\$ 1,309,000	\$ 1,130,000	\$ 1,100,000	\$ 1,120,000	\$ 1,110,000	\$ 1,110,000	\$ 1,110,000	\$ 1,110,000	\$ 1,110,000	\$ 1,110,000
<b>Internal Loan To Be Repaid By Gas Tax</b>	\$ 2,800,000									
<b>Transfer From Capital Improvement Fund</b>	\$ 2,000,000									
<b>Total Funds Available</b>	\$ 6,424,000	\$ 1,154,000	\$ 1,154,000	\$ 1,174,000	\$ 1,184,000	\$ 1,194,000	\$ 1,304,000	\$ 1,414,000	\$ 1,524,000	\$ 1,134,000
<b>CIP Budget</b>	\$ (6,400,000)	\$ (1,100,000)	\$ (1,100,000)	\$ (1,100,000)	\$ (1,100,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,500,000)	\$ (1,100,000)
<b>Ending Fund Balance</b>	\$ 24,000	\$ 54,000	\$ 54,000	\$ 74,000	\$ 84,000	\$ 194,000	\$ 304,000	\$ 414,000	\$ 24,000	\$ 34,000
	1	2	3	4	5	6	7	8	9	10
	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
<b>134 STREET LIGHTING FUND *</b>										
<b>Starting Fund Balance</b>	\$ 1,356,554	\$ 1,103,754	\$ 1,880,854	\$ 3,088,954	\$ 4,529,554	\$ 5,403,854	\$ 6,313,254	\$ 7,259,054	\$ 8,242,654	\$ 9,265,554
<b>Total Revenues</b>	\$ 1,032,000	\$ 1,073,300	\$ 1,116,100	\$ 1,160,900	\$ 1,207,400	\$ 1,255,800	\$ 1,306,100	\$ 1,356,300	\$ 1,412,600	\$ 1,469,100
<b>Internal Loan to Gas Tax Fund</b>	\$ (1,000,000)									
<b>Total Funds Available</b>	\$ 1,388,554	\$ 2,177,054	\$ 3,396,954	\$ 4,849,854	\$ 5,736,954	\$ 6,659,654	\$ 7,619,354	\$ 8,617,354	\$ 9,655,254	\$ 10,734,654
<b>Operating Expenses</b>	\$ (284,800)	\$ (296,200)	\$ (308,000)	\$ (320,300)	\$ (333,100)	\$ (346,400)	\$ (360,300)	\$ (374,700)	\$ (389,700)	\$ (405,300)
<b>Capital Expenses</b>										
<b>CIP Budget</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Ending Fund Balance</b>	\$ 1,103,754	\$ 1,880,854	\$ 3,088,954	\$ 4,529,554	\$ 5,403,854	\$ 6,313,254	\$ 7,259,054	\$ 8,242,654	\$ 9,265,554	\$ 10,329,354

\* Revenues and expenses for the Street Lighting Fund include a 4 percent annual inflationary increase.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

**Fiscal Year 2008/09**

**Year One**

## Capital Improvement Fund

1 Citywide Metal Storm Drain Repair	\$1,000,000	
2 Thalia Street to Cress Street Alley Rehabilitation	\$350,000	
3 Laguna Canyon Channel Rehabilitation	\$900,000	1
4 Fire Station #1 Raising Apparatus Bay Doors	\$150,000	
5 High School Pool Rehabilitation	\$120,000	2
6 Main Beach Bench Replacement	\$100,000	
7 City Hall Renovation Design	\$300,000	
8 Animal Shelter Renovation	\$900,000	3
9 Animal Shelter Creek Erosion Protection	\$500,000	
10 Lang Park Window Replacement	\$100,000	
11 Cliff Dr., Beach St., and Legion St. Traffic Improvements	\$100,000	
12 Brooks Street End Beach Access Beautification	\$100,000	
13 Arch Beach Heights View Park Construction	\$400,000	
14 City Hall Heating and Ventilation Equipment Replacement	\$250,000	
15 City Hall Roofing Replacement at Equipment Wells	\$90,000	

<b>Total Cost of 2008/09 Capital Improvement Fund Projects</b>	<b>\$5,360,000</b>	
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## Gas Tax Fund

16 Anita to Cress/Temple Ter. to South Coast Hwy. Streets Rehabilitation	\$1,770,000	4
17 Skyline/Upper Park Ave. Streets Rehabilitation	\$3,220,000	
18 Rembrandt/VanDyke and Diamond/Crestview Streets Rehabilitation	\$1,250,000	
19 Loma Terrace Streets Rehabilitation	\$160,000	

<b>Total Cost of 2008/09 Gas Tax Fund Projects</b>	<b>\$6,400,000</b>	
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## Parking Authority Fund

20 Seacove Parking Lot Supplemental Funding	\$170,000	
21 Glenneyre Parking Structure Vacancy Display	\$100,000	

<b>Total Cost of 2008/09 Parking Authority Fund Projects</b>	<b>\$270,000</b>	
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<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2008/09</b>	<b>\$12,030,000</b>	
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- 1 *\$101,000 funded by the Drainage Fund. This project was approved at \$900,000. A temporary transfer of \$800,000 has been made to the 2008-09 Street Rehabilitation Program to be repaid in 2010-2011.*
- 2 *\$40,000 funded by the School District*
- 3 *\$800,000 funded by the Animal Shelter Donation Account*
- 4 *The four paving projects are funded in part by a transfer of \$2,000,000 from the Capital Improvement Fund and an advance of \$2,800,000 from the Gas Tax Fund over the next four fiscal years*

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2009/10

Year Two

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## Capital Improvement Fund

1 North Laguna Alley Rehabilitation	\$1,600,000
2 Fiscal Year 2009/10 Street Slurry Seal	\$800,000
3 Citywide Metal Storm Drain Pipe Repair	\$1,000,000
4 City Hall Renovation	\$3,000,000
5 Heisler Park Renovation Phase 3	\$3,300,000 <sup>1</sup>
6 Citywide Sidewalk Repairs	\$100,000
7 Fire Station #2 Exterior Siding and Stucco Repairs	\$100,000
8 City Hall Slope Stabilization	\$300,000
9 Laguna Avenue Creation of Additional Parking	\$100,000
10 Hillcrest Drive Sidewalk Construction	\$200,000
11 Park Avenue View Park	\$100,000
	<hr/>
<b>Total Cost of 2009/10 Capital Improvement Fund Projects</b>	<b>\$10,600,000</b>

## Gas Tax Fund

12 Repayment of Gas Tax Loan 1	\$1,100,000
	<hr/>
<b>Total Cost of 2009/10 Gas Tax Fund Projects</b>	<b>\$1,100,000</b>

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2009/10** **\$11,700,000**

<sup>1</sup> \$2,300,000 funded by a grant from Prop 84 relating to Areas of Special Biological Significance (ASBS)



# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2010/11

Year Three

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## Capital Improvement Fund

1	FY 2010/11 Street Slurry Seal	\$600,000
2	Balboa Avenue and Nyes Place Storm Drain Construction	\$1,600,000
3	High School Tennis Courts Renovation	\$100,000 <sup>1</sup>
4	Laguna Canyon Road Sidewalk From Act V to Art College	\$300,000
5	High School Tennis Court Lights Renovation	\$100,000
6	High School Tennis Court Additional Lighting Installation	\$100,000
7	South Main Beach Restroom Replacement	\$400,000
8	Broadway Landscaping and Fencing Improvements	\$600,000 <sup>2</sup>
9	Moulton Meadows, Alta Laguna, and TOW Parks Rehabilitation	\$600,000
10	Citywide Sidewalk Repairs	\$100,000
11	Fire Station #1 Kitchen Renovation	\$100,000
12	Third Street Hill Retaining Wall Replacement	\$500,000
13	Catalina and El Camino Del Mar Median Construction	\$300,000
<b>Total Cost of 2010/11 Capital Improvement Fund Projects</b>		<b>\$5,400,000</b>

## Gas Tax Fund

14	Repayment of Gas Tax Loan 2	\$1,100,000
<b>Total Cost of 2010/11 Gas Tax Fund Projects</b>		<b>\$1,100,000</b>

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2010/11** **\$6,500,000**

<sup>1</sup> \$50,000 funded by Laguna Beach Unified School District

<sup>2</sup> \$420,000 funded by a grant from a Federal transportation grant.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2011/12

Year Four

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## Capital Improvement Fund

1	FY 2011/12 Street Slurry Seal and Rehabilitation	\$700,000
2	Alta Vista Way Retaining Wall Replacement Upper Section	\$1,300,000
3	Alta Vista Retaining Wall Replacement Lower Section	\$500,000
4	Riddle Field Restroom Replacement	\$600,000
5	Bluebird Park Gate and Fence Replacement on Cress Street	\$100,000
6	Lang Park Community Center Roof Replacement	\$100,000
7	Lang Park Pathway Replacement	\$100,000
8	Ocean Front Retaining Wall Replacement	\$300,000
9	Park Ave/Third St. Cross Gutter Rehabilitation	\$100,000
10	Coast Highway at Lagunita Walkway	\$200,000
11	Fire Station #2 Apparatus Bay Extension	\$300,000
12	Citywide Sidewalk Repairs	\$100,000

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**Total Cost of 2011/12 Capital Improvement Fund Projects** **\$4,400,000**

## Gas Tax Fund

13	Repayment of Gas Tax Loan 3	\$1,100,000
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**Total Cost of 2011/12 Gas Tax Fund Projects** **\$1,100,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2011/12** **\$5,500,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2012/13

Year Five

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## Capital Improvement Fund

1	City Building Facilities Funds Accural Year 1	\$1,500,000
2	Holly/Brooks Storm Drain Construction	\$1,500,000
3	Coast Highway to Aliso Creek Storm Drain Construction	\$300,000
4	Fire Station #3 Gender Accommodations and Locker Renovation	\$100,000
5	Oak Street Beach Stairs Replacement	\$400,000
6	Moss Street Beach Stairs Replacement	\$400,000
7	Thalia Street Beach Stairs Replacement	\$400,000
8	Beautification of Beach Access Street Ends at Thalia, Moss, and Oak	\$300,000
9	5th Avenue Nuisance Water Diversion Upgrade	\$200,000
10	Citywide Sidewalk Repairs	\$100,000
11	Crestview Drive Vehicle Turn-Around Construction	\$400,000

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**Total Cost of 2012/13 Capital Improvement Fund Projects** **\$5,600,000**

## Gas Tax Fund

12	Repayment of Gas Tax Loan 4	\$500,000
13	FY 2012/13 Street Slurry Seal and Rehabilitation	\$600,000

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**Total Cost of 2012/13 Gas Tax Fund Projects** **\$1,100,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2012/13** **\$6,700,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2013/14

Year Six

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## Capital Improvement Fund

1	City Building Facilities Funds Accural Year 2	\$2,000,000
2	Anita Street and Seaview Street Storm Drain Construction	\$1,100,000
3	Gleneyre St., Calliope to Bluebird, Sidewalk Replacement	\$300,000
4	Coast Highway/Solana Way Sidewalk Construction	\$700,000
5	Myrtle Street and Cliff Drive Intersection Improvements	\$100,000
6	Coast Highway/Alta Vista Sidewalk Construction	\$700,000
7	Top of the World Area Sidewalk Repairs	\$200,000
8	Coast Highway/Arch Street Sidewalk Construction	\$100,000
9	Anita Street Sidewalk Construction	\$100,000
10	St. Ann's Drive Retaining Wall Replacement	\$200,000
11	Citywide Sidewalk Repairs	\$100,000
13	Cress Street Sidewalk Construction	\$200,000

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**Total Cost of 2013/14 Capital Improvement Fund Projects** **\$5,800,000**

## Gas Tax Fund

12	FY 2013/14 Street Slurry Seal and Rehabilitation	\$1,000,000
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**Total Cost of 2013/14 Gas Tax Fund Projects** **\$1,000,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2013/14** **\$6,800,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2014/15

Year Seven

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## Capital Improvement Fund

1 City Building Facilities Funds Accural Year 3	\$1,500,000
2 Coast Highway Sidewalk Construction South of Three Arch Bay	\$600,000
3 Monterey Street Access Ramp Construction	\$300,000
4 Anita Street Beach Stairs Replacement	\$400,000
5 Hinkle Place/Coast Highway Intersection Improvement	\$400,000
6 Laguna Canyon Road Median Rehabilitation and Relandscaping	\$900,000
7 Citywide Sidewalk Repairs	\$100,000

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**Total Cost of 2014/15 Capital Improvement Fund Projects** **\$4,200,000**

## Gas Tax Fund

8 FY 2014/15 Street Slurry Seal and Rehabilitation	\$1,000,000
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**Total Cost of 2014/15 Gas Tax Fund Projects** **\$1,000,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2014/15** **\$5,200,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2015/16

Year Eight

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## Capital Improvement Fund

1 Jasmine Street Storm Drain Construction	\$2,000,000
2 Holly Drive Storm Drain Construction	\$1,100,000
3 Aster Street Storm Drain Construction	\$1,100,000
4 Wave Street Storm Drain Construction	\$800,000
5 Dartmoor Street Storm Drain Construction	\$1,200,000
6 Hillcrest Drive Curb Construction	\$100,000
7 Cypress Drive Curb & Gutter Replacement	\$100,000
8 Cliff Drive Crossgutter Construction	\$100,000
9 Shaw's Cove Stairs Replacement	\$500,000
10 Fisherman's Cove Stairs Replacement	\$500,000
11 Victoria Drive Beach Stairs Replacement	\$500,000
12 Sleepy Hollow Beach Stairs Replacement	\$500,000
13 Beautification of Beach Access Street Ends (Shaws, Fisherman, Victoria, Sl	\$400,000
14 Laguna Canyon Road Sidewalk Construction	\$700,000
15 Citywide Sidewalk Repairs	\$100,000

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### Total Cost of 2015/16 Capital Improvement Fund Projects

**\$9,700,000**

## Gas Tax Fund

16 FY 2015/16 Street Slurry Seal and Rehabilitation	\$1,000,000
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### Total Cost of 2015/16 Gas Tax Fund Projects

**\$1,000,000**

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## TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2015/16

**\$10,700,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2016/17

Year Nine

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## Capital Improvement Fund

1	Coast Highway 3rd Avenue to 10th Avenue Storm Drain Construction	\$2,200,000
2	Miramar Street Stairs Construction	\$200,000
3	285 Agate Street Fire Station 2 Water Quality Run-off Construction	\$100,000
4	Fire Station 3 Water Quality Run-off Construction	\$100,000
5	Sleepy Hollow Retaining Wall Replacement	\$300,000
6	Coast Highway South of Moss Point Sidewalk Construction	\$500,000
7	Coast Highway/Moss Street Sidewalk Construction	\$1,000,000
8	Coast Highway Intersections Rehabilitation	\$300,000
9	Coast Highway at Catalina and West Median Construction	\$100,000
10	Aster Street Sidewalk Construction	\$100,000
11	Monterey Drive Sidewalk Construction	\$400,000
12	Terry/Ashton Pedestrian Access	\$300,000
13	585 Glenneyre Intersection Improvements	\$100,000
14	Cliff Drive/Acacia Intersection Improvements	\$100,000
15	ADA Transition Plan Update	\$100,000
16	Ocean Avenue Drinking Fountains	\$100,000
17	Thurston Park Rehabilitation	\$300,000
18	Crescent Bay Rest Room Lattice and Trash Enclosure Construction	\$100,000
19	Citywide Sidewalk Repairs	\$100,000

**Total Cost of 2016/17 Capital Improvement Fund Projects**

**\$6,500,000**

## Gas Tax Fund

20	FY 2016/17 Street Slurry Seal and Rehabilitation	\$800,000
21	Bluebird Canyon Drive Retaining Wall Construction	\$700,000

**Total Cost of 2016/17 Gas Tax Fund Projects**

**\$1,500,000**

**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2016/17**

**\$8,000,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2008/09 through Fiscal Year 2017/18

Fiscal Year 2017/18

Year Ten

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## Capital Improvement Fund

1 Terry/Rounsevel Drainage Improvements	\$900,000
2 Coast Highway,10th Avenue to South City Limits, Median Construction	\$1,400,000
3 El Toro Road Traffic Signal Interconnect	\$300,000
4 El Toro Road/Canyon Hills Median Improvements	\$200,000
5 Citywide Pedestrian Countdown Timers on Ten Traffic Signals	\$100,000
6 Sleepy Hollow Lane Nuisance Water Diversion	\$400,000
7 Mermaid Street Reconstruction at 367,377,385,and 393	\$300,000
8 Mermaid Street Retaining Wall Replacement	\$300,000
9 Del Mar Sidewalk Construction	\$700,000
10 Crestview Place to Ruby Place Emergency Access Stair Construction	\$300,000
11 Dumond Drive Beach Ramp Extension	\$500,000
12 Crescent Bay Beach Ramp Extension	\$300,000
13 Citywide Sidewalk Repairs	\$100,000

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**Total Cost of 2017/18 Capital Improvement Fund Projects** **\$5,800,000**

## Gas Tax Fund

14 FY 2017/18 Street Slurry Seal and Rehabilitation	\$1,100,000
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**Total Cost of 2017/18 Gas Tax Fund Projects** **\$1,100,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2017/18** **\$6,900,000**



## Capital Improvements Not Included In the Ten-Year Plan

Project Name	Number	Projected Cost <sup>1</sup> of Project
<b>Funding Source      Capital Improvement Fund</b>		
10th Avenue Storm Drain Construction	121	\$300,000
31300 Block of Coast Highway Storm Drain Construction	167	\$200,000
8th Avenue Storm Drain Construction	119	\$300,000
Anita Street Storm Drain Construction	56	\$200,000
Arch Beach Heights Storm Drain Replacement	117	\$2,000,000
Arch Street Storm Drain Construction	91	\$400,000
Arroyo Drive Storm Drain Construction	165	\$100,000
Barranca Street Storm Drain Construction	164	\$200,000
Bayview Place to Park Avenue Storm Drain Construction	282	\$700,000
Bluebird Creek Nature Trail Construction	185	\$300,000
Broadway/Festival of Arts Storm Drain Construction	85	\$300,000
Cajon Street Storm Drain Construction	308	\$400,000
Cajon Street/Alley Storm Drain Construction	93	\$200,000
Calliope Street Storm Drain Construction	86	\$100,000
Cardinal Way Storm Drain Construction	166	\$300,000
Catalina Avenue Storm Drain Construction	169	\$1,300,000
Cedar Way Right of Way Survey	235	\$50,000
Citywide Sidewalk Repairs	374	\$100,000
Citywide Traffic Signal Pre-emption	271	\$500,000
Cliff Drive Strand Stairs to Fisherman's Cove Construction	70	\$300,000
Coast Highway, 11th Ave. to 10th Ave. Storm Drain Construction	122	\$300,000

1. Projected Cost of Project in 2006 Dollars

## Capital Improvements Not Included In the Ten-Year Plan

Project Name	Project Number	Projected Cost <sup>1</sup> of Project
Coast Highway, Alta Vista Way to Upland Road, Storm Drain Construction	315	\$400,000
Coast View, Temple Hills and Wendt Terrace Storm Drain Construction	161	\$150,000
Cortez/Baja to Crestview Storm Drain Construction	337	\$400,000
Cress Street Storm Drain Construction	37	\$390,000
El Toro Road Sidewalk Construction	132	\$250,000
Fire Station #1 Meeting Room Remodel	356	\$15,000
Fire Station #3 Room Addition	355	\$50,000
Glenneyre Street Channel Replacement	151	\$100,000
Hillcrest Drive / Emerald Bay Storm Drain Construction	148	\$200,000
Hillcrest Drive Drainage Improvements	332	\$150,000
Hobo Canyon Storm Drain Construction	354	\$100,000
Irvine Bowl Tennis Court Relocation	236	\$300,000
Laguna Canyon Channel Urban Runoff Recycling Facility Project Report	128	\$50,000
Laguna Canyon Creek Restoration	250	\$2,000,000
Madison Place Road Widening Construction	352	\$45,000
Main Beach South Ramp Construction	108	\$200,000
Manzanita Drive Storm Drain Construction	307	\$900,000
Moss Street Storm Drain Construction	157	\$200,000
Mountain Road Storm Drain Construction	57	\$200,000
Myrtle Street Storm Drain Construction	163	\$200,000
Myrtle Street Storm Drain Construction	309	\$1,000,000
Mystic Hills/Coral Drive Storm Drain Construction	73	\$500,000

1. Projected Cost of Project in 2006 Dollars

## Capital Improvements Not Included In the Ten-Year Plan

Project Name	Number	Projected Cost <sup>1</sup> of Project
Nyes Place Truck Escape Ramp Construction	265	\$400,000
Oak Street Storm Drain Construction	35	\$200,000
Ocean View Street Storm Drain Construction	158	\$100,000
Ocean Vista Drive Storm Drain Construction	318	\$300,000
Pinecrest Drive Storm Drain Construction	150	\$300,000
Rimrock/Bluebird Storm Drain Replacement	58	\$300,000
San Remo Drive/Donna Drive Storm Drain Construction	72	\$300,000
Santa Cruz Street Storm Drain Construction	160	\$150,000
Scenic Drive Storm Drain Construction	171	\$400,000
Seismic Survey of All City Facilities	353	\$100,000
Shaw's Cove Shower Facility Construction	188	\$50,000
Solana Way/South Coast Hwy. Storm Drain Construction	84	\$150,000
Summit Drive Storm Drain Construction	334	\$700,000
Sunset Avenue Storm Drain Construction	170	\$300,000
Tahiti Drive Storm Drain Replacement	335	\$100,000
Temple Hills Drive Storm Drain Construction	280	\$100,000
Temple Hills Pedestrian Path Phase 2	241	\$2,500,000
Top of The World Storm Drain Replacement	41	\$250,000
Upper Cress Street Storm Drain Construction	156	\$600,000
Upper High Drive Storm Drain Construction	212	\$100,000
Upper Oak Street Storm Drain Construction	155	\$300,000
Upper Park Avenue Storm Drain Construction Phase 2	81	\$3,500,000

1. Projected Cost of Project in 2006 Dollars

## Capital Improvements Not Included In the Ten-Year Plan

Project Name	Number	Projected Cost <sup>1</sup> of Project
Wesley Drive and Lang Park Storm Drain Construction	114	\$250,000
Wesley Drive/Marilyn Drive Storm Drain Construction	111	\$200,000
Y Place Storm Drain Construction	99	\$150,000
<b>68Capital Improvement Fund Projects Not Included in the Ten-Year Plan Totaling</b>		<b>\$28,150,000</b>
<b>Funding Source      Gas Tax Fund</b>		
Canyon View Drive/Buena Vista Way Drainage Construction	183	\$650,000
<b>1Gas Tax Fund Projects Not Included in the Ten-Year Plan Totaling</b>		<b>\$650,000</b>
<b>Funding Source      Parking Authority Fund</b>		
4th Avenue Property Acquisition for a Parking Structure	127	\$5,000,000
Village Entrance Improvements	190	\$40,000,000
<b>2Parking Authority Fund Projects Not Included in the Ten-Year Plan Totaling</b>		<b>\$45,000,000</b>
<b>Funding Source      Street Lighting Fund</b>		
Laguna Canyon Road Undergrounding of Utilities	89	\$25,000,000
Victoria Beach Street Light Replacement	198	\$300,000
<b>2Street Lighting Fund Projects Not Included in the Ten-Year Plan Totaling</b>		<b>\$25,300,000</b>

1. Projected Cost of Project in 2006 Dollars

## **CAPITAL IMPROVEMENT PROGRAM –** **WATER QUALITY DEPARTMENT**

### *Introduction*

The City's Capital Improvement Program for the Water Quality Department includes major projects to replace or construct portions of the City's wastewater system.

The following schedules are included on the pages that follow:

1. *"Wastewater Fund Ten Year Capital Improvement Plan"* (pages 211-212). This schedule summarizes all capital improvement projects budgeted for Fiscal Year 2008-09.
2. *"10 Year Wastewater Fund Financial Plan"* (page 214). This is a one-page summary of Wastewater Fund revenue and budget projections for the next ten years.

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**PROPOSED TEN-YEAR  
SEWER SYSTEM CAPITAL IMPROVEMENT PLAN  
Fiscal Year 2008/09 through Fiscal Year 2017/18**

***Fiscal Year 2008/09 (Year 1)***

1	Sewer Manhole Rehab Program (3301-9938)	\$	200,000
2	Main Beach Lift Station Rehab Supplemental (3301-9939)	\$	375,000
3	Design Third Street/Loma Terrace sewer realignment (3301-9940)	\$	100,000
4	Reconstruct North Coast Interceptor Out of Aliso Creek (3302-9716)	\$	730,000
5	Rockledge Sewer Main Replacement (3301-9882)	\$	900,000
6	Improve Access to Bluebird SOCWA Lift Station (3302-9941)	\$	170,000
7	SOCWA Treatment Plant Improvements (3302-9717)	\$	365,000
<b>Total Cost -</b>		<b>\$</b>	<b>2,840,000</b>

***Fiscal Year 2009/10 (Year 2)***

8	Sewer Line video inspection and report	\$	90,000
9	Analyze and Design Abandoning Lift Stations - Santa Cruz, Bernard, & Arch Beach Hts	\$	130,000
10	Reconstruct Third Street/Loma Terrace sewer pipe	\$	690,000
11	Replace pumps/motors Bluebird SOCWA Lift Station	\$	300,000
12	SOCWA Lift Station Control & Alarm System Upgrades	\$	100,000
13	SOCWA Treatment Plant Improvements	\$	570,000
<b>Total Cost -</b>		<b>\$</b>	<b>1,880,000</b>

***Fiscal Year 2010/11 (Year 3)***

14	Abandon Lift Stations and replace with gravity line	\$	300,000
15	Install bypass pumping tees on various lift stations	\$	80,000
16	SOCWA Treatment Plant Improvements	\$	280,000
<b>Total Cost -</b>		<b>\$</b>	<b>660,000</b>

***Fiscal Year 2011/12 (Year 4)***

17	McKnight Lift Station Control Panel + Elect Replacements	\$	100,000
18	SOCWA Lift Station Improvements	\$	90,000
19	SOCWA Treatment Plant Improvements	\$	735,000
<b>Total Cost -</b>		<b>\$</b>	<b>925,000</b>

*Note: SOCWA refers to the South Orange County Wastewater Authority agency which treats the wastewater generated by Laguna Beach.*

**PROPOSED TEN-YEAR  
SEWER SYSTEM CAPITAL IMPROVEMENT PLAN  
Fiscal Year 2008/09 through Fiscal Year 2017/18**

***Fiscal Year 2012/13 (Year 5)***

20	Sewer Main Repairs and Manhole Rehab Program	\$	100,000
21	SOCWA Treatment Plant Improvements	\$	2,785,000
<b>Total Cost -</b>		<b>\$</b>	<b>2,885,000</b>

***Fiscal Year 2013/14 (Year 6)***

22	Pearl Street Lift Station Generator, Electrical Panel + Upgrade	\$	160,000
23	SOCWA Lift Station Upgrades	\$	100,000
24	SOCWA Treatment Plant Improvements	\$	1,850,000
<b>Total Cost -</b>		<b>\$</b>	<b>2,110,000</b>

***Fiscal Year 2014/15 (Year 7)***

25	Lift Station Force Main Replacement at Victoria II Lift Station	\$	200,000
26	SOCWA Lift Station Component Replacements	\$	100,000
27	SOCWA Treatment Plant Improvements	\$	1,470,000
<b>Total Cost -</b>		<b>\$</b>	<b>1,770,000</b>

***Fiscal Year 2015/16 (Year 8)***

28	Sewer Main Repairs and Manhole Rehab	\$	80,000
29	Rehab Lift Station Wet Wells	\$	125,000
30	SOCWA Lift Station Component Replacements	\$	50,000
31	SOCWA Treatment Plant Improvements	\$	1,115,000
<b>Total Cost -</b>		<b>\$</b>	<b>1,370,000</b>

***Fiscal Year 2016/17 (Year 9)***

32	Sewer Main Repairs and Manhole Rehab	\$	125,000
33	Rehab Lift Station Wet Wells	\$	200,000
34	SOCWA Lift Station Component Replacements	\$	75,000
35	SOCWA Treatment Plant Improvements	\$	875,000
<b>Total Cost -</b>		<b>\$</b>	<b>1,275,000</b>

***Fiscal Year 2017/18 (Year 10)***

36	Sewer Main Repairs and Manhole Rehab	\$	200,000
37	Rehab Lift Station Wet Wells	\$	200,000
38	SOCWA Lift Station Component Replacements	\$	200,000
39	SOCWA Treatment Plant Improvements	\$	1,000,000
<b>Total Cost -</b>		<b>\$</b>	<b>1,600,000</b>
<b>Grand Total</b>		<b>\$</b>	<b>17,315,000</b>



**PROPOSED TEN-YEAR  
SEWER SYSTEM CAPITAL IMPROVEMENT PLAN  
Fiscal Year 2008/09 through Fiscal Year 2017/18**

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Unfunded Projects List

A.	Design bypass system for NCI force main for Laguna SOCWA NCI line	\$ 367,000
B.	Design bypass system for NCI force main - Bluebird to Aliso Creek (FY '07-'08)	\$ 270,000
C.	Village Entrance Force Main Realignment at Laguna SOCWA	\$ 380,000
D.	Rehabilitate NCI manholes	\$ 470,000
E.	Increase wet well retention time at Bluebird SOCWA Lift Station	\$ 758,000
F.	Increase wet well retention time at Laguna SOCWA Lift Station	\$ 380,000
G.	Wet well rehabilitation at various stations	\$ 310,000
H.	Increase wet well retention time at Laguna SOCWA Lift Station	\$ 380,000
I.	Increase wet well retention time at Lift Stations	\$ 270,000
J.	Abandon Bernard Ct. Lift Station replace with gravity line	\$ 260,000
K.	Abandon Arch Beach Heights Lift Station replace with gravity line	\$ 340,000
L.	Laguna SOCWA NCI force main rehab.	\$ 1,309,000
M.	Bluebird SOCWA NCI force main rehab.	\$ 2,325,000
O.	Victoria I Lift Station Reconstruction	\$ 1,750,000
P.	Victoria II Lift Station Reconstruction	\$ 1,500,000
Q.	Rockledge Lift Station Reconstruction	\$ 1,500,000
R.	Millers Lift Station Reconstruction	\$ 1,750,000
S.	Brooks Lift Station Reconstruction	\$ 1,500,000
T.	Boat Canyon Lift Station Reconstruction	\$ 1,500,000
U.	Pearl Street Lift Station Reconstruction	\$ 1,500,000
V.	Bluebird Lift Station Reconstruction	\$ 1,500,000
W.	Anita Lift Station Reconstruction	\$ 1,500,000
X.	McKnight Drive Lift Station Reconstruction	\$ 1,500,000
Y.	Irvine Lift Station Reconstruction	\$ 2,000,000
Z.	Santa Cruz Lift Station Reconstruction (if not abandoned)	\$ 1,500,000
AA.	Bernard Court Lift Station Reconstruction (if not abandoned)	\$ 1,500,000
BB.	Bonn Lift Station Reconstruction	\$ 1,500,000
<b>TOTAL UNFUNDED CAPITAL PROJECTS</b>		<b>\$ 29,819,000</b>

# 10-YEAR SEWER FUND FINANCIAL PLAN for FY 2008 - 2009

(Figures in \$1,000s)

	Year 1 FY 2008/09	Year 2 FY 2009/10	Year 3 FY 2010/11	Year 4 FY 2011/12	Year 5 FY 2012/13	Year 6 FY 2013/14	Year 7 FY 2014/15	Year 8 FY 2015/16	Year 9 FY 2016/17	Year 10 FY 2017/18
<b>Available Beginning Fund Balance w/ Carryovers</b>	627	688	1,914	2,422	2,753	1,197	494	207	401	776
<b>Revenues:</b>										
Sewer Service Charges	5,600	5,800	6,010	6,230	6,450	6,680	6,920	7,170	7,430	7,700
Rate Increases (1)	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Residential Rates Monthly Dollars	38.80	40.16	41.57	43.02	44.53	46.08	47.70	49.37	51.09	52.88
Sewer Connection Charges	115	125	135	145	155	155	155	155	155	155
Low Interest Loan (2)	2,000	2,000	0	0	0	0	0	0	0	0
Federal Grant Funds	0	0	0	0	0	0	0	0	0	0
Emerald Bay Reimbursement	53	32	15	19	15	19	19	17	18	23
<b>Total Estimated Revenue</b>	<b>7,768</b>	<b>7,957</b>	<b>6,160</b>	<b>6,394</b>	<b>6,620</b>	<b>6,854</b>	<b>7,094</b>	<b>7,342</b>	<b>7,603</b>	<b>7,878</b>
<b>Expenses:</b>										
Total Operating Expenses	3,948	4,085	4,227	4,374	4,525	4,683	4,845	5,014	5,188	5,369
Inflation Adjustment	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Debt Service:										
Debt Service SOCWA	296									
Debt Service for City System (3)	480	480	480	480	480	480	480	480	480	480
Debt Service (2)	143	285	285	285	285	285	285	285	285	285
<b>Total Debt Service</b>	<b>919</b>	<b>765</b>	<b>765</b>	<b>765</b>	<b>765</b>	<b>765</b>	<b>765</b>	<b>765</b>	<b>765</b>	<b>765</b>
Capital:										
Sewer System Improvement Projects	1,575	910	380	100	100	160	200	205	325	400
NCI includes SOCWA stations	900	400	0	90	0	100	100	50	75	200
SOCWA Treatment Plant	365	570	280	735	2,785	1,850	1,470	1,115	875	1,000
<b>Total Capital Improvement Expenses</b>	<b>2,840</b>	<b>1,880</b>	<b>660</b>	<b>925</b>	<b>2,885</b>	<b>2,110</b>	<b>1,770</b>	<b>1,370</b>	<b>1,275</b>	<b>1,600</b>
<b>Total Budgeted Expenses</b>	<b>7,707</b>	<b>6,730</b>	<b>5,652</b>	<b>6,064</b>	<b>8,175</b>	<b>7,558</b>	<b>7,380</b>	<b>7,149</b>	<b>7,228</b>	<b>7,734</b>
<b>Revenues - Expenses</b>	<b>61</b>	<b>1,227</b>	<b>508</b>	<b>330</b>	<b>(1,555)</b>	<b>(704)</b>	<b>(286)</b>	<b>193</b>	<b>375</b>	<b>145</b>
<b>Available Ending Fund Balance</b>	<b>688</b>	<b>1,914</b>	<b>2,422</b>	<b>2,753</b>	<b>1,197</b>	<b>494</b>	<b>207</b>	<b>401</b>	<b>776</b>	<b>920</b>

(1) Annual Inflationary adjustment Authorized for FY '03-'04 to FY '11-'12 - Adjustments in future years must be approved.  
 (2) Low Interest Loan & associated debt service estimated for \$4M loan acquired FY '08-'09 over 20 years at (approximately) 3.75% incl. fees  
 (3) CA Infrastructure Bank Loan Total \$7M as of FY '05-'06 @ 2.73% + 0.3% Fees; Payments began 8/2005 for a 19-year period.  
 (4) For FY '11-'12 an amount of \$2 M is carried into the Annual SOCWA Improvement Reserve to set the fund balance to support SOCWA's 10-Yr CIP for FY '12-'13