

# **City of Laguna Beach**

## **California**



# **Adopted Budget**

## *Fiscal Year 2009-10*

**Cover Art: "Keyhole, Montage", 12x16**  
*Courtesy of Toni Danchick*  
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# City of Laguna Beach

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## ELECTED OFFICIALS

**MAYOR**

**KELLY BOYD**

**MAYOR PRO TEM**

**ELIZABETH PEARSON**

**COUNCILMEMBER**

**JANE EGLY**

**COUNCILMEMBER**

**TONI ISEMAN**

**COUNCILMEMBER**

**VERNA ROLLINGER**

**CITY CLERK**

**MARTHA ANDERSON**

**CITY TREASURER**

**LAURA PARISI**

## 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-Interim

Paul Workman

Fire Chief

Michael Macey

Marine Safety Chief

Kevin Snow

### *Budget Preparation Team:*

*Finance Officer*  
*Accountant*

*Nancy Pauley*  
*Magdalena Lotolc*



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# **INTRODUCTION**

## ***“How to Use This Budget”***

The Annual Budget for the City of Laguna Beach for fiscal year 2009-10 was adopted by Resolution 09.052 by the City Council on June 16, 2009.

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 17, 2009. 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 17, 2009 and the preparation of this Budget Transmittal, numerous modifications have been made to the Proposed Budget. These modifications are shown on pages v, vi and vii, 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 2009-10**  
**PRELIMINARY BUDGET**  
**AS ADOPTED BY THE CITY COUNCIL ON JUNE 16, 2009**

1. Appropriate \$5,000 to the Community Services Department for water, electric and gas service to Hortense Miller Garden since the City is now responsible for that facility.
2. Appropriate \$18,000 to the Finance Department because one of the trailers at Canyon Acres is vacant and a second should be empty in six months, leaving the City to pay for the lease.
3. Reduce the allocation for workers compensation costs for all departments by \$300,000 to reflect the improvement in workers compensation claims.
4. Eliminate \$61,000 for a vacant Office Specialist position in Public Works.
5. Eliminate \$135,000 in the Police Department for a vacant Police Officer position.
6. Reduce contractual services in Personnel by \$10,000 for physical exams and \$10,000 for employee training.
7. Eliminate \$10,000 in Public Works for studies by the Parking, Traffic and Circulation Committee.
8. Reduce Parks contractual services by \$10,000 for kelp removal from the beaches.
9. Reduce Parks contractual services by \$10,000 for extra service to refurbish facilities.
10. Reduce Fire Department accounts by \$4,000 in training and conferences, \$26,000 in maintenance and operations and \$15,000 for contractual fuel modification.
11. Pare the allowance for exceptional performance pay by \$70,000 in Non-Departmental.
12. Reduce Community Development Department overtime by \$1,000 in Administration, \$3,000 in Zoning, \$4,000 in Building and \$3,000 in Planning.
13. Reduce \$5,000 for public education in Water Quality.
14. Reduce \$50,000 in Fire Department overtime.
15. Reduce \$5,000 in Marine Safety for various maintenance and operations accounts.
16. Eliminate the annual retainer of \$30,000 in the City Manager's Office for a Washington representative.
17. Eliminate \$10,000 in Police for contractual investigative support.
18. Reduce travel to conferences in the City Council budget by \$2,000.

19. Reduce conference travel in the City Manager's Office by \$1,000.
20. Reduce maintenance and operations in Community Services by \$5,000.
21. Reduce overtime by \$5,000 in the Equipment Maintenance Division of Public Works.
22. Reduce overtime by \$500 and legal advertising by \$3,500 in the City Clerk Department.
23. Reduce contractual by \$1,000 in the City Treasurer's budget.
24. Reduce contractual services by \$5,000 in the City Attorney Department.
25. Reduce training, travel and dues by \$1,000 in Public Works.
26. Reduce \$20,000 in Police maintenance and operations.
27. Reduce \$5,000 in part-time salaries in Marine Safety.
28. Reduce overtime by \$20,000 in various divisions within the Police Department.
29. Eliminate the production of the annual report in the City Council budget (\$7,000).
30. Eliminate the July 4, 2010 fireworks display in the Fire Department (\$25,000).
31. Add \$10,000 to Community Services for the cold weather homeless shelters.
32. Add \$22,000 to the City Council contractual account for web streaming for Council meetings.
33. Reduce \$500,000 in the Capital Improvement Program by substituting a \$300,000 project for sidewalk construction from Hinkle Place to M Street (St. Catherine's) for the \$800,000 sidewalk project on Coast Highway from Treasure Island to Camel Point.
34. Reduce expected revenues by \$300,000 in Capital Improvements to reflect a decline in hotel taxes from the Montage, the building construction tax and property transfer tax receipts.
35. Transfer \$20,000 in the Capital Improvement Ocean Avenue Additional Parking project to the new combined project for the Park Avenue view park, construction of a passive park on the Frontage Road and minor improvements to the dirt trail from Old Top of the World to the fire road for a total of \$70,000.

36. Appropriate \$4,000 from the Parking Fund for City's share of an Orange County Transportation Authority study of a possible shuttle service linking downtown with the Metrolink terminal in Irvine.
37. Appropriate \$68,000 from the Parking Fund for the lease of parking spaces behind South Coast Hospital in July and August.
38. Appropriate \$15,000 from the Sewer Fund for raising the height of manholes on Coast Highway.
39. Appropriate \$25,000 from the Street Lighting Fund to pay for painting the streetlights in Victoria Beach.
40. Appropriate \$25,000 from the Street Lighting Fund for higher electrical expenses.

## MEMORANDUM

**DATE:** April 20, 2009  
**TO:** City Council  
**FROM:** Kenneth Frank, City Manager  
**SUBJECT: TRANSMITTAL OF THE 2009-2010 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 2009-2010 is hereby presented. A public workshop and hearing concerning the budget is scheduled for 3:00 p.m. on Tuesday, May 5. A second public forum will be held on Tuesday, June 16; it is anticipated that the Council will adopt the budget at that session.

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

At this moment, the State has balanced its budget without abrogating too much of our financial base. Yes, the State has substantially curtailed transit funding, has imposed higher surcharges on parking tickets, has delayed payments to the City to preserve its interest income, and has hiked a variety of fees and charges, all of which will have an adverse impact on the City. Nonetheless those measures have not usurped the fundamental financial resources from municipal government. This may change since the State budget is still in shambles.

The outlook is not so sanguine for our local revenues. For the first time in 30 years, revenues for the City will actually decline in the current year compared to the previous fiscal year. While a small rise in the property tax base is anticipated for next year, it pales in comparison to the increases which the City has enjoyed in the last several budgets. Laguna's other two main resources – sales taxes and hotel taxes – have actually declined from their zenith in Fiscal Year 2007-08. Because the turmoil in our economy is so prevalent and so extraordinary, it has been extremely difficult to forecast revenues in the coming year. We may have been too austere or we may have overestimated receipts over the coming twelve months. The mid-year budget update will be an opportunity for the City Council to retrench further, if necessary, if our revenue estimates do not reach fruition.

The proposed General Fund budget for next fiscal year is not in balance. Estimated expenditures exceed projected revenues by approximately \$2.1 million. Further budget reductions cannot wait until the 2010 and/or 2011 fiscal years. Before the adoption of the budget at the June 16 Council meeting, I will be recommending approximately \$600,000 in cuts from this preliminary spending plan. By waiting until June, we will know the most current revenue trends.

Despite its \$2 million deficit, the budget was compiled with a fair amount of pain from City departments. The basic hallmark of next year’s budget is “NO.” That means:

- No increase in staffing or service; in fact, two vacant positions have been pared: an Associate Planner in the Zoning Division and a Maintenance Worker in Streets. (There is one additional position in Police; that slot is covered entirely by grant receipts.)
- No increase to the materials and supplies accounts of any department.
- No additional capital equipment, although there are appropriations to replace existing equipment which has outlived its usefulness. The Capital Outlay allowance has declined from \$601,000 this year to \$165,000 next year.
- No additional overtime; in fact, the overtime allowances in most departments have been shaved slightly.
- No salary increases for hourly positions, except for lifeguards who are covered by a union contract.

Moreover, several programs in which the City Council has expressed interest are not included in the proposed budget:

- Web streaming software which would have a \$26,000 capital cost plus \$18,000 a year operating expense.
- Television coverage for Planning Commission meetings, which would cost about \$6,000 each year.
- Operating the winter homeless shelters because of a 60% cut in funding from Community Development Block Grant funds (\$10,000).
- Video technology for the police radar trailer as recommended by the Parking, Traffic and Circulation Committee (\$15,000).
- Three more downtown sidewalk steam cleanings (\$30,000).

**II. GENERAL FUND REVENUE OUTLOOK**

Property taxes are the principal revenue source for the City of Laguna Beach. Until recently, 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>
2009-10 (est.)	\$20,703,000	3.0
2008-09	\$20,110,000	6.9
2007-08	\$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	

Estimating a 3% increase is a little aggressive because the Orange County Assessor has stated that the roll is likely to increase from minus 1% to plus 1% throughout the County. Nonetheless, Laguna Beach has been fortunate to exceed the Assessor's estimates in recent years which supports our relatively sanguine projection.

The transient lodging tax has surpassed the sales tax as the second most lucrative revenue source for the City. (If revenues from the Montage were included in the General Fund – rather than placed in the Capital Improvement Fund – hotel taxes would be almost double sales tax receipts.) At this point, we are projecting a 14% lower return from the hotels than was generated in the 2007-08 fiscal year which was the pinnacle for hotel operators in Laguna Beach. While that seems like a draconian decrease, it is actually about the same revenue which the transient occupancy tax generated in fiscal year 2005-06.

Sales tax revenues are anticipated to decline by 18% from their high point in 2007-08.

Revenues from Community Development fees are also declining. Our best guess is a 20% drop in both building and zoning receipts next year.

### **III. EXPENDITURE HIGHLIGHTS**

There are no highlights for next fiscal year. The budget is virtually stable – approximately \$200,000 above last year's adopted General Fund budget – even though the budget is absorbing contractually obligated salary increases of 5% for all four unions.

**City Council, City Manager, City Attorney, City Clerk, City Treasurer and Water Quality**—There were virtually no changes within these departments. Part-time salaries were eliminated from the City Clerk's Department, but City employees from other departments will assist the Clerk's office in scanning records.

**Administrative Services Department** -- Advertising and contractual services are down in Personnel because there are less recruitments.

**Police Department** – The Police Department budget reflects a significant reorganization which is expenditure-neutral. The basic concept includes the following components:

- Creating Lieutenant Watch Commanders to provide more management oversight of daily operations, especially on the weekends.
- Transferring functions which do not require sworn police officers to civilians to reduce costs by not having to pay the public safety retirement rates.



- Assigning one existing Police Officer from the Investigations Division to a Countywide auto theft task force which is grant funded and having the workload assumed by a new civilian position.

**Fire Department** – The Fire Department, like the Police Department, will be replacing old 800 MHz radios with the predominant cost being covered by a Federal grant. An issue in the Fire Department is the escalating cost of the July 4 fireworks display. In the last two years, Pyro Spectaculars has substantially increased the cost. It was \$15,000 two years ago, \$22,000 in July of 2009 and next year’s budget includes \$25,000 for July of 2010. The Council may want to consider whether the fireworks show should be continued, especially in light of the plethora of visitors which come to the town and overwhelm the beaches, parks and City streets thereby creating massive traffic jams and congestion with little benefit to the community.

**Marine Safety** – Last summer was a 78-day season, but there will be 84 days budgeted for summer coverage starting July 1, 2009 through June 30, 2010. The number of days varies slightly each year, depending upon when Laguna schools have summer recess and when Labor Day falls. The only increase the department budget reflects is the 84-day summer service rather than 78 days.

**Public Works** – One Street Maintenance Worker is being eliminated. It is anticipated that additional Street Division positions will be pared in the 2010-11 budget since the City has completely repaved all of its streets in just over twelve years. There is a one time cost of \$100,000 for smart irrigation timers to reduce water use. Half of that cost will be reimbursed by the Metropolitan Water District. There are additional costs in the Parks and Building Division associated with the new Community/Senior Center, since that building is much larger than the facility it replaced. Also, there are costs and offsetting revenue to lease and maintain the Legion Hall. There is a modest increase in Waste Management fees based on the City’s franchise with that company. Those additional charges will be recovered by fees charged to users. Finally, there is a \$20,000 reduction in the revenues and expenditures to collect household hazardous wastes because a County grant has ended.

**Community Development** – One vacant planning post within the Zoning Division is being eliminated. If development applications continue to decline, there will need to be further staff reductions. To the extent possible, employees will be assigned to other departments.

**Community Services** – Minor changes within this department include:

- Replacement covers for the swimming pool to reduce energy usage.
- New shower heads at the pool to reduce maintenance and water use.
- The elimination of advertising in the Recreation brochure since the revenues were barely enough to cover the pages devoted to the ads.
- Elimination of the after school recreation program at Moulton Meadows; that program has been dormant for several years. The part-time salary savings will be transferred to the Community Center so that someone is available from 5:00 p.m. to closing Monday through Friday and as needed on the weekends.

**Community Assistance**—There is a slight increase in funding to \$229,300 based on last summer’s receipts from the Festival of Arts. Traditionally, the Council selects two of its members to review the grant applications and to make a recommendation to the full Council in June.

**Cultural Arts** – Funding from the Business Improvement District is declining this year. It is anticipated that the Visitors Bureau will receive \$750,000. The Laguna Art Museum, Laguna Playhouse and the Laguna College of Art and Design should each expect approximately \$150,000. Arts Commission special programs and the cultural arts agency fundings will receive similar amounts.

**IV. FUTURE GENERAL FUND FORECAST**

There are two primary factors adversely affecting the City’s future financial health:

- Reduction in revenues (which has been discussed earlier in this report); and,
- Existing labor contracts with future raises built in.

The City deals with four labor associations and each has a multi-year contract that cannot be abrogated unilaterally by the City. The following table depicts the impact of those accords. (Costs for July 1, 2009 have already been incorporated into the preliminary budget and these numbers include management salaries.):

	<u>July 1, 2009</u>	<u>July 1, 2010</u>	<u>July 1, 2011</u>
Police	5% (\$465,000)	No Contract	No Contract
Fire	5% (\$330,000)	5% (\$340,000)	No Contract
Municipal	5% (\$573,000)	5% (\$600,000)	5% (\$ 645,000)
Seasonal Lifeguards	<u>5% (\$41,000)</u>	<u>5% (\$43,000)</u>	<u>No Contract</u>
TOTAL	\$1,409,000	\$983,000	\$645,000

In addition, all non-sworn personnel will be covered by the 2.5% at 55 retirement formula instead of 2.0% at 55 effective July 1, 2010. That will cost an estimated \$460,000 per year, based on data that is two years old.

Historically, the City has been well served by multi-year labor agreements. Less concessions are likely compared to bargaining each year. There is less acrimony. Staff time in negotiations is reduced. Also, the budget process is much easier because future labor costs are known.

In this extraordinary instance – which has not happened for many decades – the City’s primary revenue source (property tax) may increase only one to three percent – less than the 5% salary increases. That would be okay if the sales and hotel taxes were not actually decreasing – each more than 10%!!

As a result of the existing labor contracts and the stable or declining revenue, the financial outlook for the City is:

FY 2008-09	Things are okay this year and we estimate that both the General Fund balance of 15% and the Recession Smoothing Account of \$2.5 million will be intact on June 30, 2009.
FY 2009-10	It will be austere. The preliminary budget is \$2 million out of balance, even with two positions eliminated. The General Fund reserve will decline to 11%; however, the Recession Smoothing Account of \$2.5 million remains intact.
FY 2010-11	The deficit will be about \$3 million even with several more positions pared, thereby using the entire Recession Smoothing Account of \$2.5 million and dropping the General Fund reserve to 10%.
FY 2011-12	PERS rates are expected to increase because of massive investment losses, the budget will be about \$5 million out of whack, and there will be numerous layoffs and service cuts.

On the other hand, if there were no salary increases, there would be relatively moderate turmoil. Attrition over the next two years should obviate the need for layoffs. Some service cuts would be necessary but probably not massive changes, depending upon the state of the economy and the extent of PERS increases.

## **V. TRANSIT FUND**

Summer transit routes have expanded in the last few years and ridership has escalated dramatically. Our consultant recommended adding a trolley to the south route in the summer. This will not be possible because State transit funds have been slashed. The City is planning to continue leasing parking spaces at South Coast Hospital for a second year, since that program was extremely successful last summer. Next year's budget includes a full year of service on the Downtown to Ritz route which was restored by the Council in the mid-year budget. A transfer of \$688,000 from the Parking Fund is needed to maintain the existing level of bus service.

## **VI. PARKING FUND**

Each year, on the average, the Parking Fund nets about \$1.2 million after all expenses and transfers are considered. Since the Parking Fund is the backstop for cuts to the transit budget and for any expansion in the transit system, a transfer of \$688,000 from the Parking Fund is necessary to sustain bus service. There is also a transfer of \$700,000 each year to support the General Fund. There should be about \$4 million available in the Parking Fund at the end of next fiscal year. It is assumed that the Parking Fund will be reserved to help finance a parking facility at the Village Entrance. In fact, the budget continues to assume that all costs associated with the Village Entrance project will be financed from the Parking Fund.

The Council recently appropriated funds to purchase new credit card parking meters for the Downtown; therefore, there is no allowance in next year's budget for meter replacement. Because of the depressed economy, the Council did not adjust parking rates at the new meters even though they are more costly to operate. Future consideration should be given to raising the

rates to \$2 per hour as has been done with the new meters along Cliff Drive and the parking lots; in fact, the Broadway lot is \$3 per hour.

## **VII. 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 more than \$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. The Street Lighting Fund is the only meaningful source of revenue if the Council proceeds with undergrounding the utilities along Laguna Canyon Road.

## **VIII. GAS TAX FUND**

Because the gas tax is based on a flat amount per gallon, this revenue source does not keep pace with inflation. On the other hand – in these crazy financial times – the gas tax has not decreased! (However, Measure M sales tax receipts are deposited in the Gas Tax Fund and those revenues have decreased.) For the next several years, all of the State gas tax revenues will be allocated to repaying internal loans which enabled the City to undertake more than \$10 million of street paving in the last two years.

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

Expenditures from these funds occur as opportunities present themselves. No expenses are currently projected for next fiscal year.

## **X. CAPITAL IMPROVEMENT FUND.**

Next year, \$1.5 million is proposed to repave those alleys in North Laguna which have not been repaired for many decades. (Some alleys in North Laguna were completely renovated when sewer lines in those alleys were replaced over the last 15 years.) This allowance should be sufficient to complete the alleys which are desperately in need of attention.

In order to preserve the streets which were resurfaced a dozen years ago, the budget proposes \$700,000 to slurry seal the streets in Top of the World and portions of North Laguna and South Laguna. By sealing the streets every ten years, the City should be able to avoid much more costly resurfacing for another 20 years.

Expecting a State grant of \$2.5 million, the budget includes an additional \$1.5 million of City funds for the final phase of the Heisler Park renovation. Areas of the park between Main Beach and the gazebo and around Monument Point are the focus of the final renovation phase.

Another significant project is the construction of sidewalks on Coast Highway from Wesley to Camel Point on the ocean side of the highway. This was the highest priority in the master plan of sidewalk improvements for South Laguna.

## **XI. SEWER FUND**

During the last few years, we have constructed massive improvements to the City's sewer infrastructure. Decades of neglect have been overcome in a relatively short period of time. Unfortunately, the Sewer Fund is exhausted and the reconstruction of the Main Beach lift station will be the last significant project unless additional funding is secured. Even that project requires an infusion of \$1 million from the Capital Improvement Program so that the new pump station can be built in conjunction with the Lifeguard Headquarters. Moreover, the proposed sewer budget assumes \$700,000 in revenue from the Federal Stimulus Plan; that revenue is probably unlikely.

Because the sewer treatment plant is scheduled for massive renovation over the next five years, there will be no money for needed capital improvements to the collection system. Hence, the staff will be preparing future funding options for Council consideration next year.

## **XII. DEBT SERVICE FUND**

Servicing the debt on the General Obligation Bonds, which were issued for the acquisition of land in Laguna Canyon, will cost about \$1.6 million next year. The property tax override adds less than 3% to the base property tax rate. This special property tax will continue until 2011.

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

The City Council has terminated the Measure A sales tax at the end of the current fiscal year. It is anticipated that the account will have raised approximately \$7.8 million in revenue. The proposed budget assumes that \$4 million of that amount will be needed for costs which are not eligible for Federal and State disaster funds, although final accounting is still nine to twelve months away.

## **XIV. 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 9 vehicles compared to 11 last year and 20 the previous year. One of the trucks in the Streets Division was scheduled for replacement, but that vehicle will not be replaced as we begin to wind down the in-house activity of the Streets Division.

The Insurance Fund collects contributions from each of the departmental budgets for workers compensation, liability coverage, medical insurance, dental insurance, long-term disability insurance, unemployment compensation and leave payoffs. The allocations to each department are predicated on the incidents of cost within those departments, i.e., those departments that have higher workers compensation expenses are charged a higher premium. The liability insurance account for many years was budgeted at \$700,000. Due to favorable results in the last few years, that allocation was dropped to \$600,000 in the current fiscal year and remains stable in next year's budget. Workers compensation costs appear to have stabilized, albeit at a high level. For that reason, the charges to the departments for workers compensation are being reduced by approximately \$250,000 in Fiscal Year 2009-10.



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# 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 2009-10

# All Funds<sup>1</sup>

	Estimated Beginning Balance July 1, 2009	Estimated Revenues	Transfers In (Out)	Estimated Expenditures	Estimated Ending Balance June 30, 2010
<b><u>Operating and Capital Project Funds</u></b>					
General	\$7,118,724	\$43,955,000	\$769,000 <sup>2</sup>	\$45,927,800	\$5,914,924 <sup>7</sup>
Open Space	318,626				318,626
Capital Improvement	2,936,547	7,495,000	(1,400,000) <sup>3</sup>	7,370,000	1,661,547
Parking Authority	3,989,559	3,610,000	(1,392,500) <sup>4</sup>	1,971,900	4,235,159
Parking in Lieu	43,504				43,504
Park in Lieu	984				984
Art in Lieu	106,680				106,680
Drainage	21,500				21,500
Housing in Lieu	140,595				140,595
Gas Tax	(487,726)	1,041,000	400,000	950,000	3,274
Street Lighting	1,101,612	1,112,000		336,500	1,877,112
Wastewater	60,914	6,644,000	1,000,000	7,104,200	600,714
Spec. Revenue & Grants <sup>6</sup>	86,822	229,600	(69,000)	160,600	86,822
Disaster Relief	7,835,205		(4,000,000) <sup>5</sup>		3,835,205
Debt Service	2,219,222	1,620,000		1,615,700	2,223,522
Transit	2,000	1,500,000	692,500	2,192,500	2,000
<b>Total</b>	<b>25,494,768</b>	<b>67,206,600</b>	<b>(4,000,000)</b>	<b>67,629,200</b>	<b>21,072,168</b>
<b><u>Internal Service Funds</u></b>					
Insurance	4,243,443	6,310,000		6,666,600	3,886,843
Vehicle Replacement	331,544	1,055,000		433,000	953,544
<b>Total</b>	<b>\$4,574,987</b>	<b>\$7,365,000</b>	<b>\$0</b>	<b>\$7,099,600</b>	<b>\$4,840,387</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 \$100,000 Special Revenue and Grants Fund and a transfer out of \$31,000 to the Special Revenue and Grants Fund.

<sup>3</sup>Includes a transfer out of \$1,000,000 to the Sewer Fund and \$400,000 to the Gas Tax Fund.

<sup>4</sup>Includes transfers out of \$700,000 to the General Fund and \$692,500 to the Transit Fund.

<sup>5</sup>Includes a transfer out of \$4,000,000 to the Bluebird Landslide Fund.

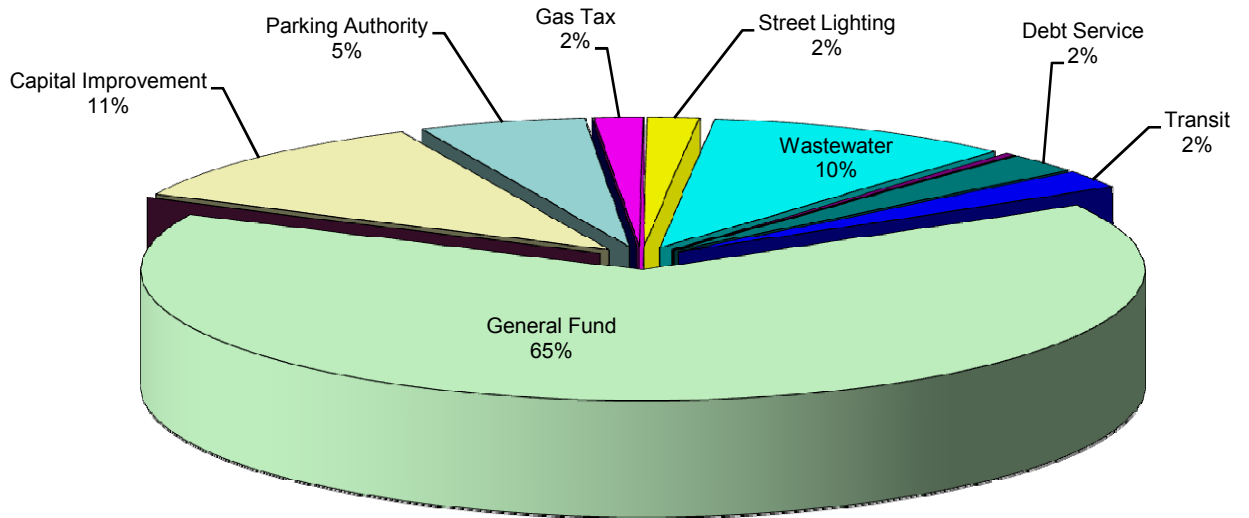
<sup>6</sup>Includes Asset Forfeitures, Police Grants, Community Development Block Grants.

<sup>7</sup>The City Council established a Recession Smoothing Account of \$2,500,000 which is not shown in this fund balance.

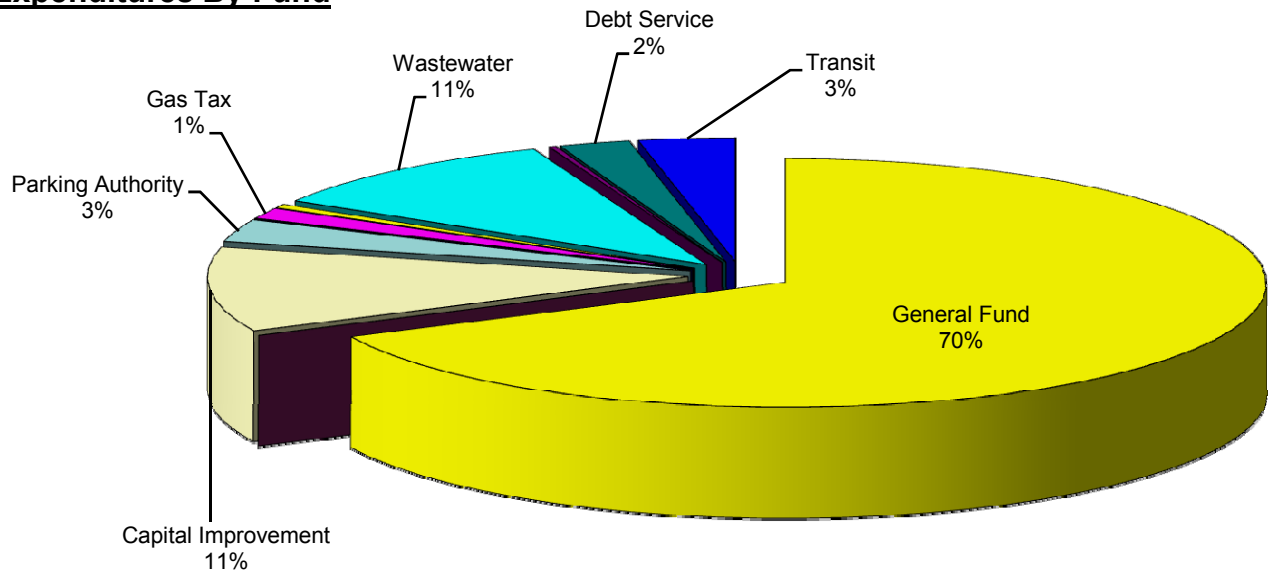
# Sources & Uses of Funds<sup>1</sup>

## 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, 2009		7,118,724	318,626	2,936,547	3,989,559	43,504	984	106,680	21,500	140,595	(487,726)	1,101,612	60,914	86,822	7,835,205	2,219,222	2,000	331,544	4,243,443	
Revenues	67,206,600	43,955,000	0	7,495,000	3,610,000	0	0	0	0	0	1,041,000	1,112,000	6,644,000	229,600	1,620,000	1,500,000	1,055,000	6,310,000		
Transfers: In/(Out)	(4,000,000)	769,000	0	(1,400,000)	(1,392,500)	0	0	0	0	0	400,000	0	1,000,000	(69,000)	(4,000,000)	0	692,500	0	0	
TOTAL SOURCES OF FUNDS	88,701,368	51,842,724	318,626	9,031,547	6,207,059	43,504	984	106,680	21,500	140,595	953,274	2,213,612	7,704,914	247,422	3,835,205	3,839,222	2,194,500	1,386,544	10,553,443	
<b>USES OF FUNDS</b>																				
City Council (p. 33)	62,700																			
City Manager (p. 34)	722,800																			
City Clerk (p. 36)	293,400																			
City Treasurer (p. 38)	163,200																			
City Attorney (p. 40)	585,000																			
Administrative Services (p. 41)	3,803,400																			
Police (p. 53)	13,894,500																			
Fire (p. 70)	9,488,300																			
Marine Safety (p. 81)	2,357,000																			
Public Works (p. 87)	21,101,700			7,370,000	1,107,900						950,000	336,500					2,192,500			
Water Quality (p. 111)	7,489,000												7,104,200							
Community Development (p. 122)	3,667,000																			
Community Services (p. 135)	2,372,800													5,600						
Cultural Arts (p. 147)	1,628,400																			
TOTAL USES OF FUNDS	67,629,200	45,927,800	0	7,370,000	1,971,900	0	0	0	0	0	950,000	336,500	7,104,200	160,600	0	1,615,700	2,192,500	433,000	6,666,600	
ENDING BALANCE: June 30, 2010	21,072,168	5,914,924	318,626	1,661,547	4,235,159	43,504	984	106,680	21,500	140,595	3,274	1,877,112	600,714	86,822	3,835,205	2,223,522	2,000	953,544	3,886,843	

<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** **25,131**  
**Assessed Valuation Fiscal Year 2007-08** **\$9,761,826,509**

## **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
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	57	15	29	6.65	1	260.675
09-10	2	3	.625	12.4	85	41	8	55	15	28	6.65	1	257.675

# 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 2009-10*

# All Funds

	<u>Amount</u>	<u>% of Total</u>
<b>General Fund</b>		
Property Tax	24,302,000	
Sales Tax	3,900,000	
Transient Occupancy Tax	4,400,000	
Business License Tax	750,000	
Other Taxes	1,167,000	
Licenses & Permits	840,000	
Citations	8,000	
Use of Money & Property	1,510,000	
Revenue from Other Agencies	460,000	
Charges for Current Services	6,351,000	
Reimbursements & Contributions	259,000	
Other Revenue	8,000	
Subtotal General Fund	<b>43,955,000</b>	65.36%
<b>Capital Improvement Fund</b>		
Transient Occupancy Tax	3,000,000	
Parking & Other Fines	1,810,000	
Real Property Transfer Tax	100,000	
Building Construction Tax	80,000	
State Grants	2,500,000	
Other Revenue	5,000	
Subtotal Capital Improvement	<b>7,495,000</b>	11.2%
<b>Parking Authority Fund</b>		
Parking Lots & Meters	3,500,000	
Parking Permits	100,000	
Other Revenue	10,000	
Subtotal Parking Authority Fund	<b>3,610,000</b>	5.4%
<b>Wastewater Fund</b>		
Wastewater Service Charges	5,925,000	
Revenue from Other Agencies	719,000	
Subtotal Wastewater Fund	<b>6,644,000</b>	9.9%

**Revenue Summary**  
*Fiscal Year 2009-10*

**All  
Funds**

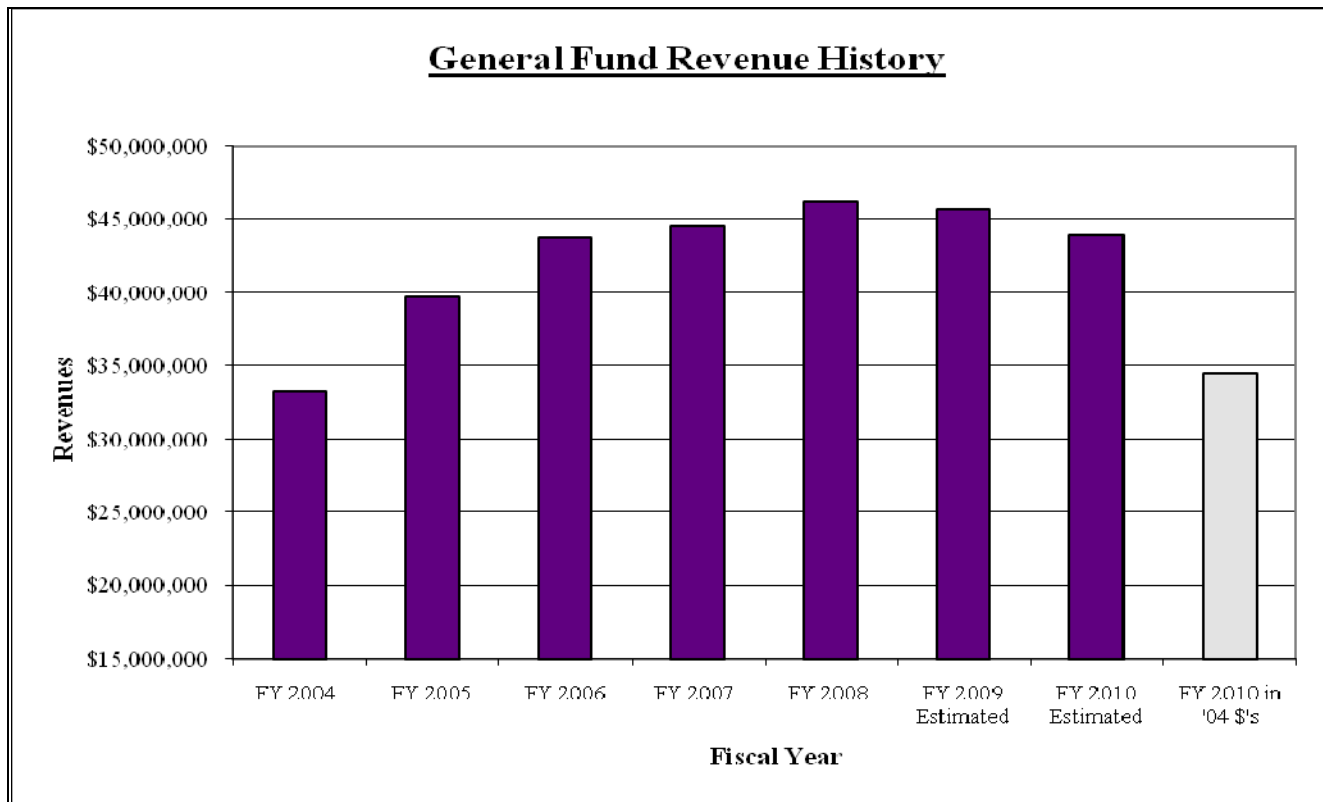
	<u>Amount</u>	<u>% of Total</u>
<b>Transit Fund</b>		
State Grants	944,000	
Bus Fares & Other Income	236,000	
Revenue from Other Agencies	210,000	
Parking Authority Fund Subsidy in Lieu of Tram & Bus Fares	110,000	
Subtotal Transit Fund	<u>1,500,000</u>	2.2%
<b>Debt Service Fund</b>	<b>1,620,000</b>	2.4%
<b>Gas Tax Fund</b>	<b>1,041,000</b>	1.5%
<b>Street Lighting Fund</b>	<b>1,112,000</b>	1.7%
<b>Special Revenue &amp; Grants Fund</b>	<b>229,600</b>	0.34%
<b>TOTAL ALL REVENUES</b>	<u><u>\$67,206,600</u></u>	<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.

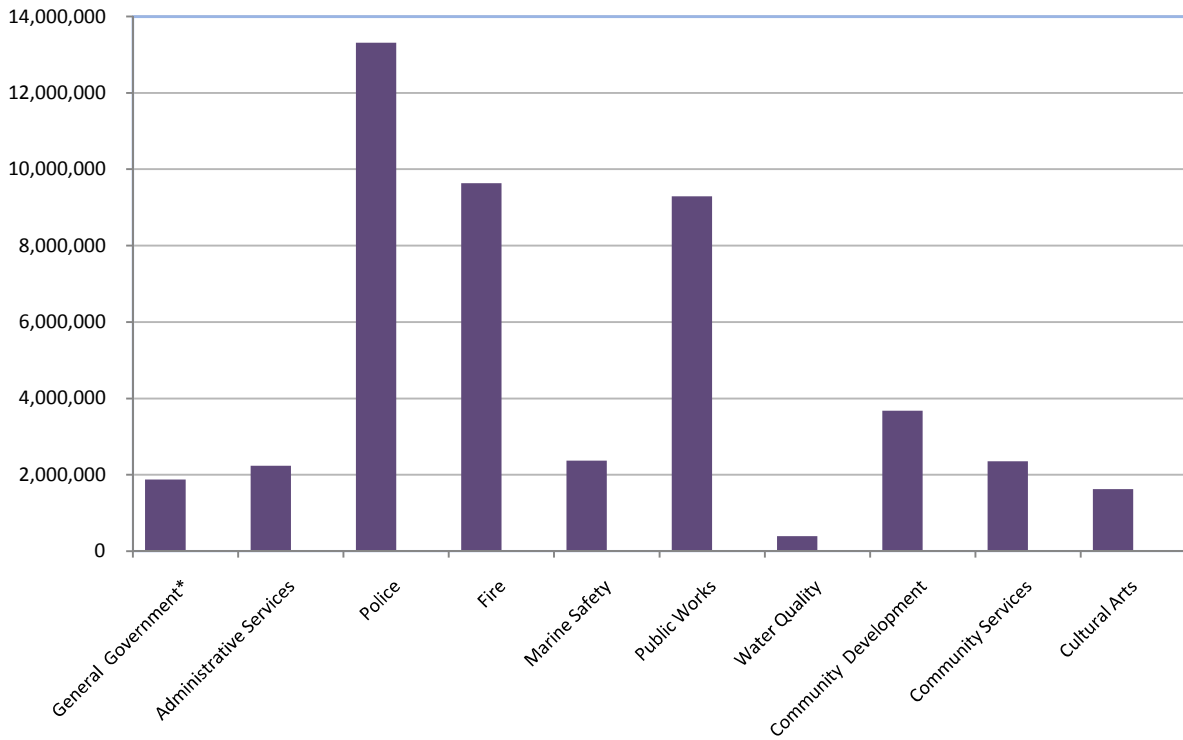
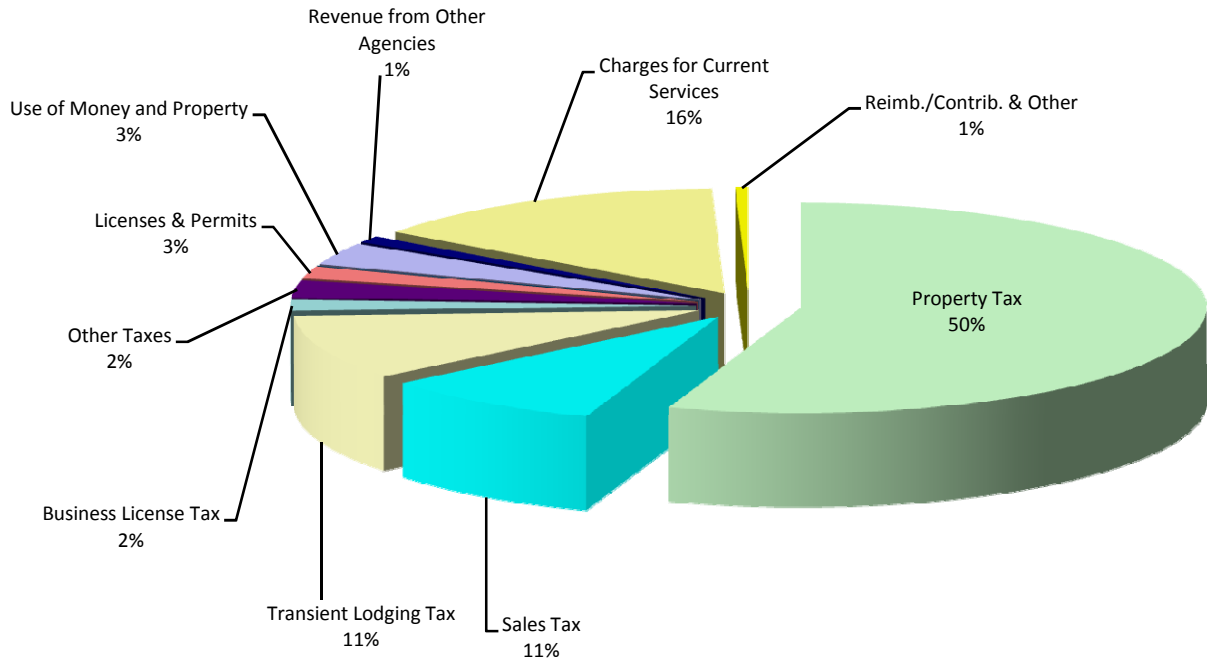
The additional charts on succeeding pages provide a history for significant components of the general fund revenue including property tax, sales tax, transient occupancy tax and investment income.

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 2010 in '04 \$'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 2010. For example, in looking at the General Fund Revenue History shown immediately below, revenues have grown over thirty two percent since 2004, but when measured in dollars that are adjusted for inflation (the unshaded bar), the *purchasing power* of the revenues in 2010 has actually increased by about four percent.

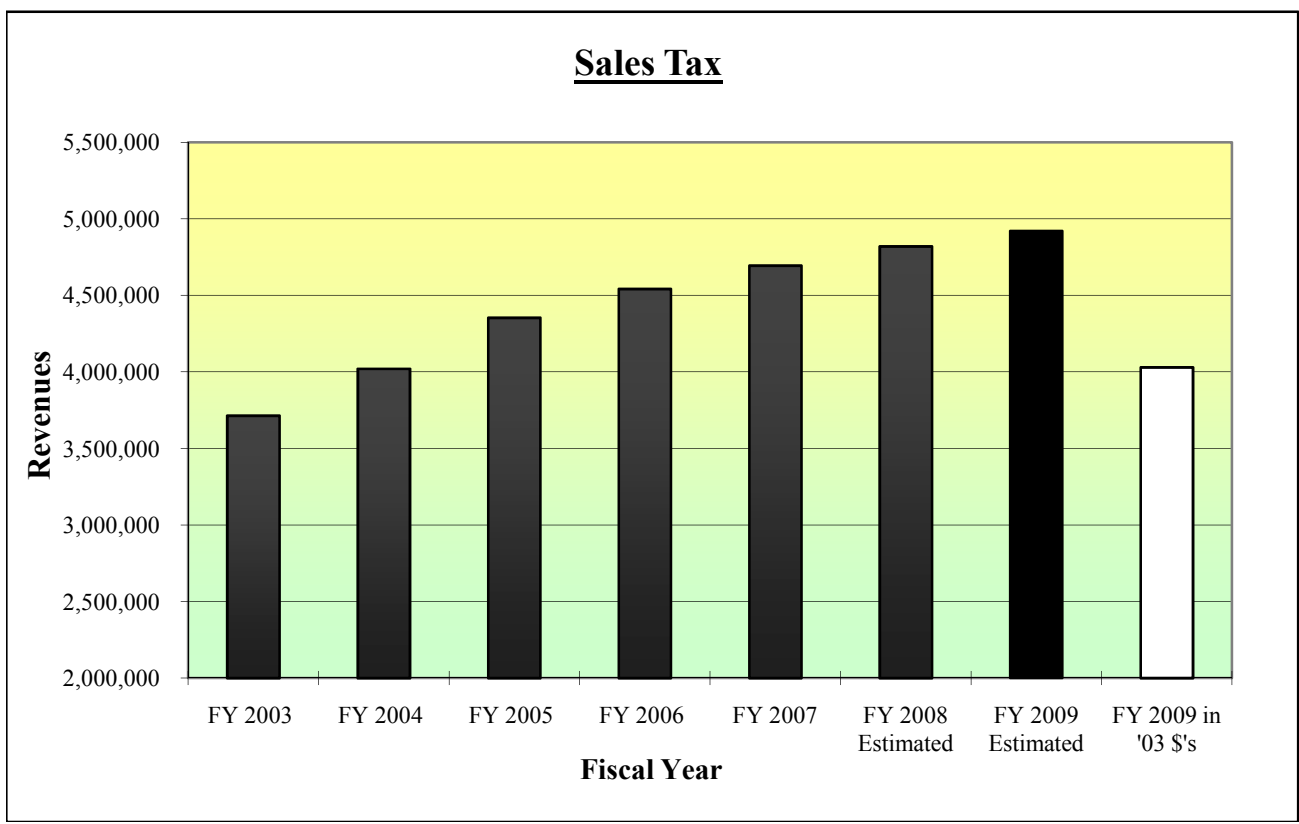
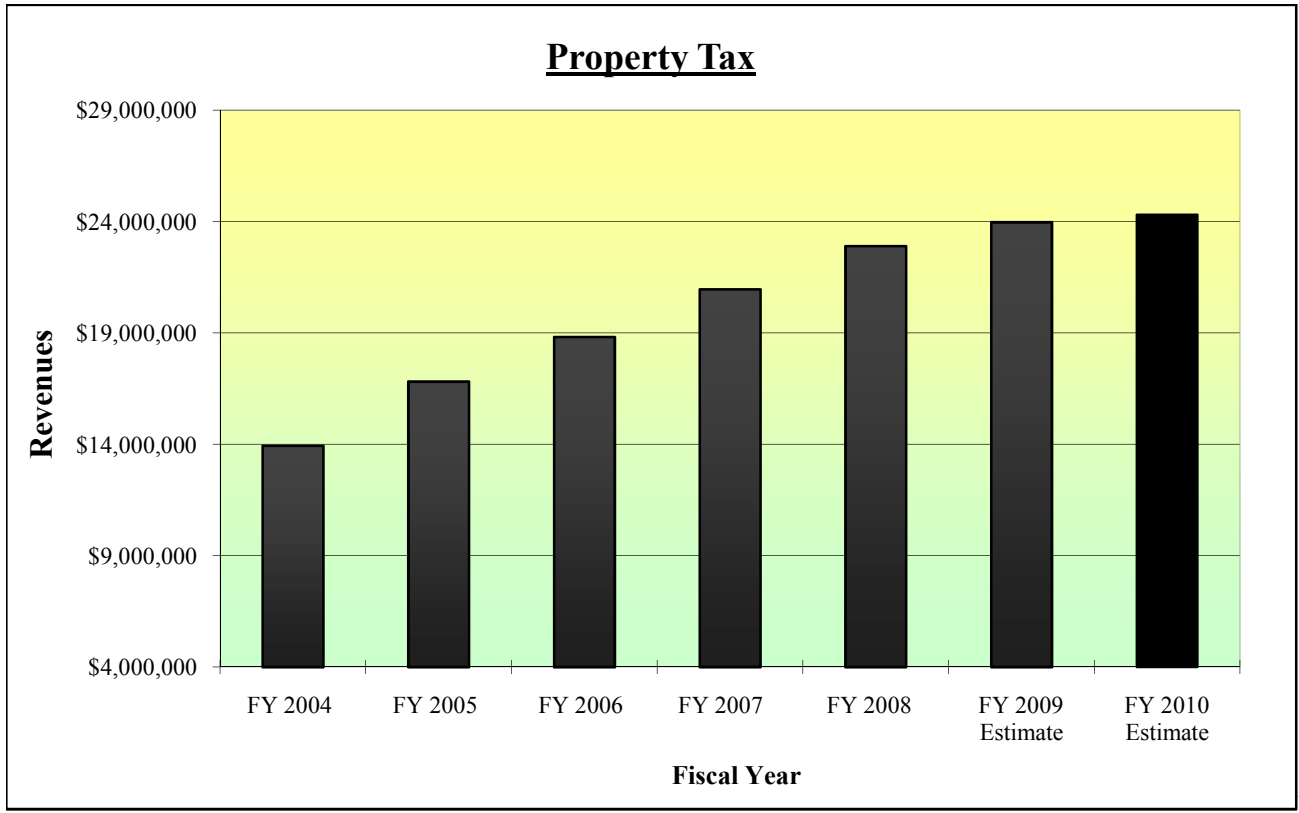




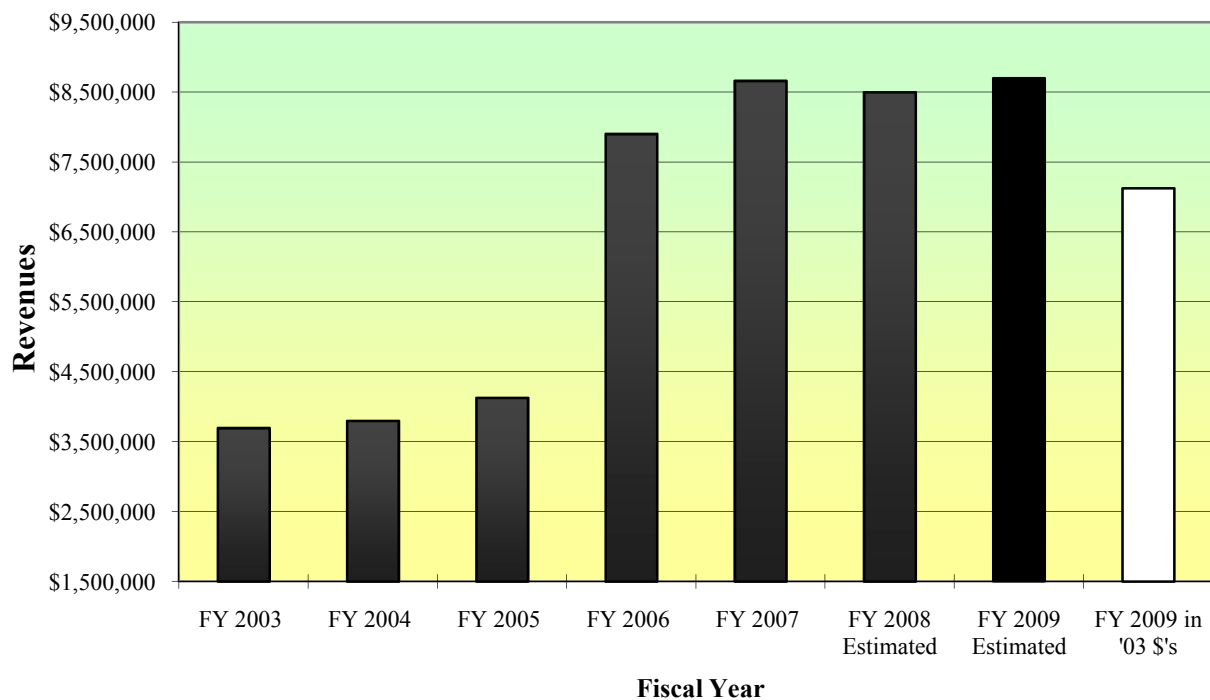
## General Fund Revenue Source



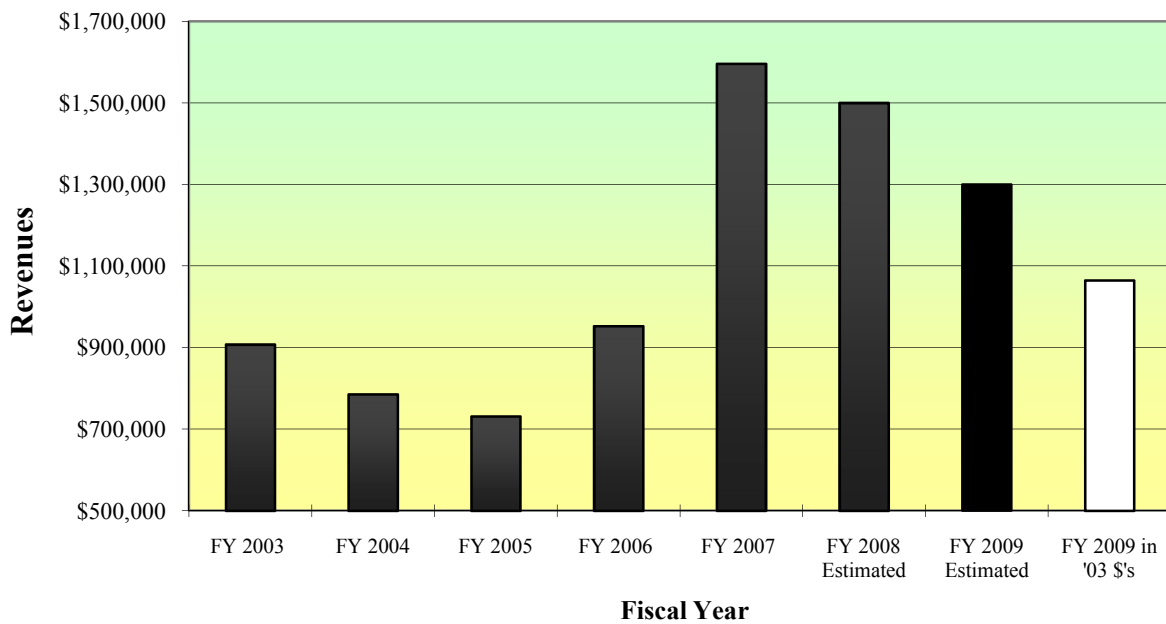
\* Includes City Council, City Manager, City Clerk, City Treasurer and City Attorney.



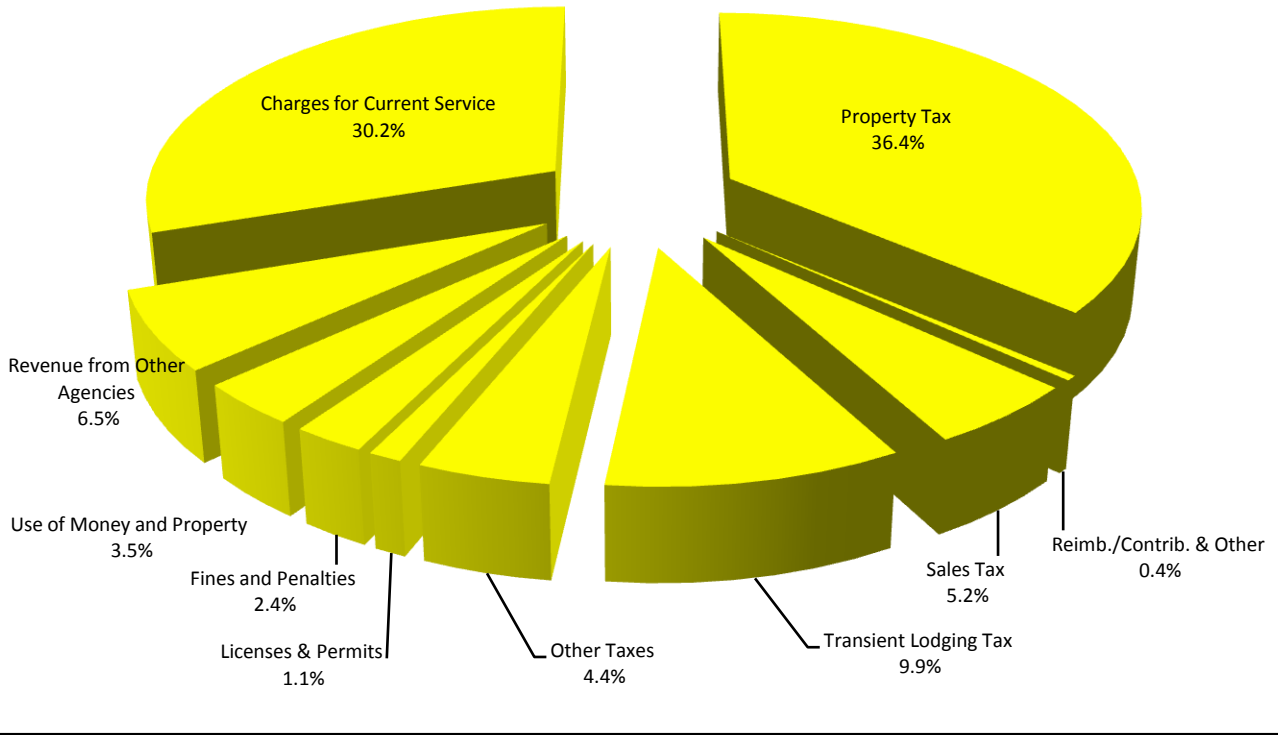
### Transient Occupancy Tax



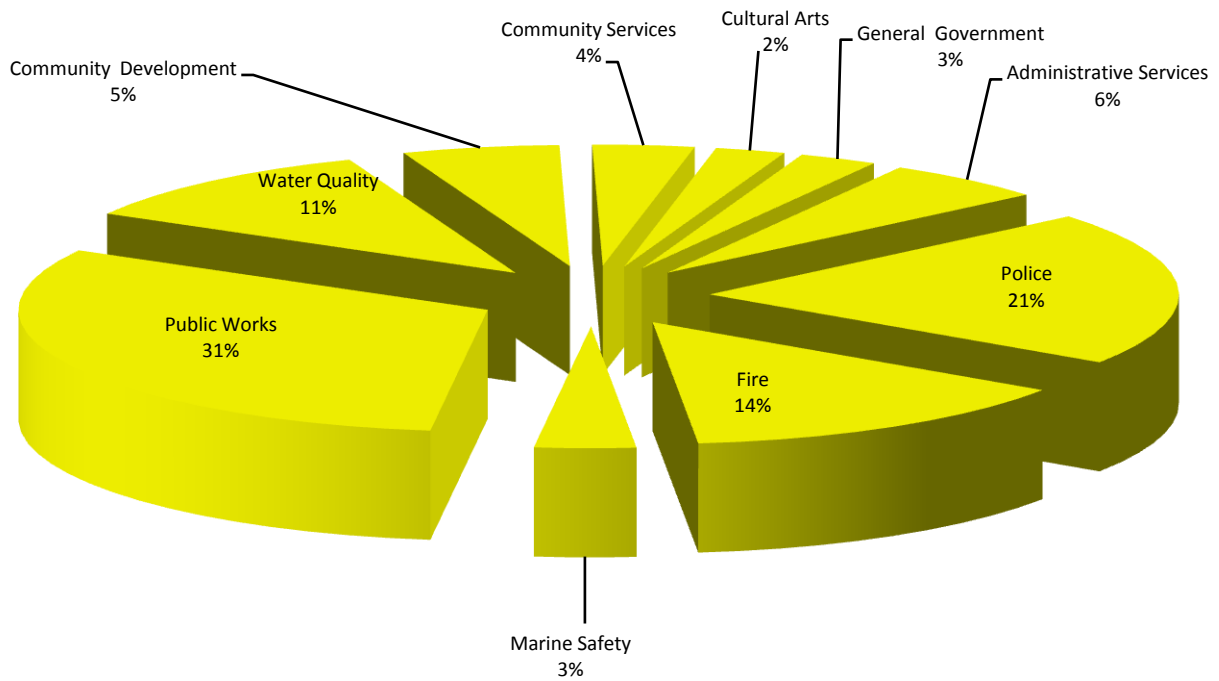
### Investment Income



### All Funds Revenue Source



### All Funds Expenditures by Department



# Revenue Detail

## Fiscal Year 2009-10

**All  
Funds**

Object	Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b>110 GENERAL FUND</b>					
<b><u>Property Tax</u></b>					
3010	Current Secured	\$18,568,831	\$19,830,000	\$19,919,000	\$20,513,000
3015	Public Utility	169,460	145,000	185,000	185,000
3020	Current Unsecured	818,303	833,000	893,000	893,000
3025	Supplemental Apportionment	815,189	500,000	370,000	250,000
3030	Prior Years	391,478	200,000	460,000	250,000
3040	Other Property Taxes	245		1,000	1,000
3050	Interest & Penalties - Delinquencies	176,214	125,000	125,000	125,000
3080	In Lieu of VLF	1,961,266	1,900,000	2,014,000	2,085,000
	Subtotal	22,900,986	23,533,000	23,967,000	24,302,000
<b><u>Other Taxes</u></b>					
3101	Sales Tax - General	3,419,345	3,500,000	2,800,000	2,800,000
3103	Sales Tax - Public Safety	314,316	320,000	290,000	260,000
3104	In Lieu of Sales Tax	1,149,419	1,100,000	1,161,000	840,000
3112	Transient Occupancy Tax	5,129,771	5,100,000	4,700,000	4,400,000
3118	Franchise Tax - Trash	228,898	230,000	230,000	230,000
3119	Franchise Tax - Cable TV	560,507	520,000	520,000	560,000
3120	Franchise Tax - Natural Gas	112,709	130,000	130,000	115,000
3121	Franchise Tax - Electricity	262,314	270,000	262,000	262,000
3135	Business License Tax	823,202	790,000	790,000	750,000
	Subtotal	12,000,480	11,960,000	10,883,000	10,217,000
<b><u>Licenses and Permits</u></b>					
3300	Animal Licenses	84,290	70,000	70,000	75,000
3310	Building Permits	680,498	820,000	720,000	579,000
3313	Plumbing Permits	33,418	38,000	35,000	28,000
3316	Electric Permits	50,273	63,000	50,000	40,000
3319	Mechanical Permits	28,266	29,000	28,000	22,000
3320	Coastal Development Permits	78,707	45,000	45,000	36,000
3328	Public Works Permits	8,000	7,000	7,000	6,000
3335	Grading Permits	3,541	4,000	3,000	3,000
3340	Temporary Use Permits	3,950	3,000	3,000	3,000
3345	Conditional Use Permits	33,850	30,000	30,000	30,000
3350	Encroachment Permits	8,750	6,000	6,000	6,000
3360	Alarm Permits	10,630	15,000	12,000	12,000
	Subtotal	1,024,172	1,130,000	1,009,000	840,000
<b><u>Fines and Penalties</u></b>					
3440	Citations - Code Enforcement	6,300	15,000	5,000	5,000
3441	Citations - Water Quality	1,800	3,000	3,000	3,000
	Subtotal	8,100	18,000	8,000	8,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object	Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b><u>Use of Money and Property</u></b>					
3500	Investment Earnings	1,718,146	1,300,000	1,400,000	1,100,000
3510	Rent - Community Center	13,692	10,000	29,000	10,000
3511	Rent-Veterans Memorial Comm.Center				42,000
3515	Rent - Festival of Arts	217,793	213,000	230,000	230,000
3530	Rent - Moulton Playhouse	12,883	13,000	13,000	13,000
3540	Rent - Anneliese Pre-School	70,193	71,000	71,000	75,000
3550	Rent - Miscellaneous	40,000	30,000	40,000	40,000
	Subtotal	2,072,707	1,637,000	1,783,000	1,510,000
<b><u>From Other Agencies</u></b>					
3601	Motor Vehicle In-Lieu Tax	111,385	140,000	80,000	90,000
3615	Homeowners Property Tax Relief	183,233	190,000	190,000	190,000
3635	Peace Officers Standards & Training	11,911	30,000	12,000	34,000
3638	Motor Vehicle Off Highway				
3690	Mutual Aid Contract	174,407		162,000	
3705	Abandoned Vehicle Program	4,985	10,000	10,000	10,000
3730	Air Quality Management District		1,000		
3875	Metropolitan Water District Grant				50,000
<b><u>State Grants:</u></b>					
3640	Recycling-State	5,000	6,000	6,000	6,000
3641	Used Oil Recycling Block	3,229	7,000		7,000
3642	Hazardous Waste Recycling	20,000	20,000		
3874	Auto Theft Task Force				73,000
<b><u>Federal Grants:</u></b>					
3864	Department Homeland Security	12,733			
3865	Department Homeland Security-Fire			170,000	
3867	Emergency Perform	2,254		2,000	
3868	SCBA-Fire			36,000	
	Subtotal	529,139	404,000	668,000	460,000
<b><u>Charges for Current Services</u></b>					
3901	Variance	257,561	315,000	200,000	193,000
3907	Plan Check Fees - Building	426,985	451,000	400,000	340,000
3908	Water Quality Inspection Fees	34,405	40,000	30,000	28,000
3909	Plan Check Fees - Zoning	198,118	210,000	155,000	149,000
3910	Design Review	495,223	437,000	390,000	372,000
3915	Subdivision Fees	7,145	12,000	8,000	9,000
3923	General Plan Amendment	2,500			
3926	Environmental Report	7,835	8,000	7,000	7,000
3930	Real Property Report	86,893	100,000	80,000	68,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object	Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
3935	Design Review Appeals	13,690	15,000	13,000	11,000
3939	Document Retention Fee	21,822	25,000	25,000	18,000
3940	Other Filing & Permit Fees	52,947	55,000	55,000	40,000
3942	Use & Occupancy Inspection Fees	45,878	30,000	30,000	30,000
3943	Grading Fee - Diamond/Crestview	5,024	6,000	6,000	4,000
3944	Floor Area Fee - Diamond/Crestview	5,664	5,000	3,000	3,000
3950	Other Inspection Fees		1,000	1,000	1,000
3955	Special Policing Fees	8,437	8,000	8,000	8,000
3956	False Alarm Fees		8,000		8,000
3957	Finger Printing	992	1,000	1,000	1,000
3958	Police Reports	11,337	11,000	11,000	11,000
3960	Vehicle Towing & Release Fees	18,586	28,000	20,000	20,000
3961	DUI Cost Recovery Fee	10,680	5,000	5,000	5,000
3965	Animal Services - Laguna Woods	74,994	79,000	79,000	75,000
3970	Animal Shelter Fees	19,267	25,000	20,000	20,000
3978	Weed & Lot Cleaning	8,814	63,000	12,000	30,000
3980	Landscape Development Fee	41,000	60,000	40,000	30,000
3990	C & D Administration Fees	11,272		12,000	3,000
4003	Business Improvement District	1,748,284	1,775,000	1,600,000	1,500,000
4005	Refuse Service Charges	1,756,950	1,767,000	1,767,000	1,869,000
4008	Misc Refuse/Recycling Revenue	2,705			
4010	Paramedic Non-Resident Fees	61,134	55,000	50,000	50,000
4011	Paramedic Medical Supplies Fees	27,891	28,000	60,000	30,000
4012	Swimming Pool Classes	194,274	136,000	180,000	170,000
4013	Swimming Pool Use Fees	45,982	41,000	41,000	46,000
4014	Marine Safety Beach Classes	119,831	80,000	80,000	120,000
4020	Recreation - Social & Cultural	645,971	648,000	648,000	700,000
4021	Recreation - Basketball Leagues	273			
4024	Recreation - Adult Softball	23,369	27,000	27,000	22,000
4030	Recreation - Misc. Sports Programs	99,895	125,000	125,000	194,000
4038	Recreation - Special Programs	9,800	8,000	8,000	6,000
4041	Recreation - Brochure Advertising	32,965	41,000	30,000	
4042	Recreation - Park Weddings	85,376	90,000	90,000	90,000
4043	Recreation - Film Permits	13,634	15,000	14,000	15,000
4044	Recreation - Miscellaneous Fees	2,729	17,000	5,000	1,000
4048	City Hall Parking	176,831			
4130	Lifeguard Services - Private Beaches	24,600	24,000	27,000	27,000
4140	Sale of Maps, Books & Copying	8,158	12,000	8,000	6,000
4150	Assessment District Service Fees	22,111	10,000	10,000	20,000
4160	Returned Check Fee	780	1,000	1,000	1,000
	Subtotal	6,970,607	6,898,000	6,382,000	6,351,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b><u>Other Revenue</u></b>				
4202 Sale of Real & Personal Property	2,104	2,000	2,000	2,000
4220 Police Auction	468	1,000	1,000	1,000
4230 Miscellaneous Income	(1,131)	10,000	10,000	5,000
4280 Over & Short	(247)			
Subtotal	1,194	13,000	13,000	8,000
<b><u>Reimbursements &amp; Contributions</u></b>				
Reimbursements:				
4045 Recreation - Administrative Fees	46,347		46,000	46,000
4301 SB 90	45,822		26,000	
4302 RNSP Overtime	35,044			
4303 Lifeguard Training - SA College	21,402	15,000	15,000	15,000
4312 Other Agencies	31,287			
4314 Festival of Arts Parking Plan	30,015	33,000	33,000	33,000
4320 Workers' Compensation Insurance	159,436	115,000	100,000	115,000
4330 Property Damage	1,036	3,000	3,000	3,000
4357 School District	45,819	33,000	33,000	36,000
4360 Miscellaneous	550	5,000	25,000	5,000
Contributions:				
4370 Non-Government Sources		2,000		1,000
4375 Animal Shelter	272,794	5,000	5,000	5,000
4376 D.A.R.E.	10,000			
4384 Laguna Beach School District		5,000	5,000	
Subtotal	699,553	216,000	291,000	259,000
<b>GENERAL FUND TOTAL</b>	<b>46,206,937</b>	<b>45,809,000</b>	<b>45,004,000</b>	<b>43,955,000</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 2009-10*

**All  
Funds**

Object	Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b>116</b>	<b>CAPITAL IMPROVEMENT FUND</b>				
3113	Transient Occupancy Tax	3,611,642	3,600,000	3,200,000	3,000,000
3138	Real Property Transfer Tax	413,480	350,000	350,000	100,000
3144	Building Construction Tax	239,084	250,000	210,000	80,000
3410	Vehicle Code Fines	179,277	300,000	180,000	190,000
3415	Municipal Code Fines - Other	93,961	30,000	50,000	30,000
3420	Municipal Code Fines - Parking	1,446,339	1,300,000	1,350,000	1,400,000
3422	Municipal Code Fines - DMV	174,031	100,000	120,000	150,000
3442	Administrative Citations - Police	34,740	45,000	40,000	40,000
3959	Auto Immobilization Fee	2,525	5,000	5,000	5,000
4202	Sale of Real & Personal Property	300,000	350,000		
4230	Miscellaneous	35			
	<b><u>Reimbursements &amp; Contributions</u></b>				
	Contributions:				
4375	Animal Shelter Donations		500,000	500,000	
4381	Laguna Beach Seniors Inc.	1,000,000			
4382	Three Arch Bay Association	50,000			
4384	Laguna Beach School District		40,000	40,000	
	<b><u>State Grants:</u></b>				
3649	Clean Beach Initiative-Heisler	1,000,000			
3680	State Park Grant	816,000			2,500,000
3691	OCTA TDM (Measure M)	10,633			
	<b>CAPITAL IMPROVEMENT FUND TOTAL</b>	<b>9,371,747</b>	<b>6,870,000</b>	<b>6,045,000</b>	<b>7,495,000</b>
<b>118</b>	<b>PARKING AUTHORITY FUND</b>				
	Parking Meter Zones	1,995,647	1,975,000	2,010,000	1,985,000
	Parking Lot Meters & Fees	1,295,651	1,672,000	1,607,000	1,515,000
4084	Parking Permits	115,039	1,100,000	1,100,000	100,000
4230	Miscellaneous Income	28,975	9,000	20,000	10,000
4280	Over & Short	(142)			
	<b>PARKING AUTHORITY FUND TOTAL</b>	<b>3,435,170</b>	<b>4,756,000</b>	<b>4,737,000</b>	<b>3,610,000</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b>120 PARKING IN-LIEU FUND</b>				
3180 Parking In-Lieu Fee	19,000			
3500 Investment Earnings	1,211			
<b>PARKING IN-LIEU FUND TOTAL</b>	<b>20,211</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>122 PARK IN-LIEU FUND</b>				
3160 Park In-Lieu Fee	4,053			
3500 Investment Earnings	7,698			
<b>PARK IN-LIEU FUND TOTAL</b>	<b>11,751</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>123 ART IN-LIEU FUND</b>				
3500 Investment Earnings	6,597			
<b>ART IN-LIEU FUND TOTAL</b>	<b>6,597</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>124 DRAINAGE FUND</b>				
3170 Drainage In-Lieu Fee	29,491			
3500 Investment Earnings	6,395			
<b>DRAINAGE FUND TOTAL</b>	<b>35,886</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>127 HOUSING IN-LIEU FUND</b>				
3185 Housing In-Lieu fee	99,925			
3500 Investment Earnings	3,396			
<b>HOUSING IN-LIEU FUND TOTAL</b>	<b>103,321</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>132 GAS TAX FUND</b>				
3102 Sales Tax - Measure M	340,433	380,000	306,000	275,000
3500 Investment Earnings	42,247	35,000	35,000	
3620 OCTA Gas Tax Exchange	624,000			
3624 Gasoline Tax - Section 2105	149,719	150,000	150,000	150,000
3625 Gasoline Tax - Section 2106	96,283	100,000	115,000	115,000
3626 Gasoline Tax - Section 2107	200,709	200,000	200,000	200,000
3627 Gasoline Tax - Section 2107.5	6,000	5,000	6,000	6,000
3631 Traffic Congestion Relief Fund		240,000	240,000	295,000
3684 Proposition 1B	404,215	115,000		
4360 Reimbursements			128,000	
<b>GAS TAX FUND TOTAL</b>	<b>1,863,607</b>	<b>1,225,000</b>	<b>1,180,000</b>	<b>1,041,000</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object	Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b>134 STREET LIGHTING DISTRICT FUND</b>					
<u>Property Taxes:</u>					
3010	Current Secured	650,329	700,000	712,000	735,000
3015	Public Utility	5,717	5,000	5,000	5,000
3020	Current Unsecured	28,456	29,000	29,000	30,000
3025	Supplemental Apportionment	28,473	20,000	15,000	27,000
3030	Prior Years	13,605	6,000	20,000	6,000
3040	Other Property Taxes	285,881	264,000	264,000	300,000
3050	Interest & Penalties	3,228	2,000	2,000	3,000
3615	Homeowners Property Tax Relief	6,372	6,000	6,000	6,000
<b>STREET LIGHTING DISTRICT FUND TOTAL</b>		<b>1,022,061</b>	<b>1,032,000</b>	<b>1,053,000</b>	<b>1,112,000</b>
<b>137 WASTEWATER FUND</b>					
3500	Investment Earnings	1,695			
3982	Wastewater Service Charges	5,494,967	5,600,000	5,600,000	5,800,000
3986	Wastewater Connection Charges	135,105	115,000	100,000	125,000
4230	Miscellaneous Income	7,999		32,000	
4551	Loan Proceeds	534,000	2,000,000	2,000,000	
<u>State &amp; Federal Grants:</u>					
3695	State Tribal Asist	(64,650)			
3696	State Tribal Asist (STAG) II	866,000			
3825	EPA Appropriations Act Grant	64,650			
3826	Federal Stimulus Grant				700,000
<u>Reimbursements:</u>					
4312	Other Agencies	123,830		180,000	
4313	North Coast Interceptor	69,568	53,000	69,000	19,000
4360	Miscellaneous				
<b>WASTEWATER FUND TOTAL</b>		<b>7,233,165</b>	<b>7,768,000</b>	<b>7,981,000</b>	<b>6,644,000</b>
<b>SPECIAL REVENUE &amp; GRANTS FUNDS</b>					
<b>133 POLICE GRANTS</b>					
<u>State Grants:</u>					
3500	Investment Earnings	1,401			
3650	COPS	100,002		100,000	100,000
3765	OTS - STEP	(4,847)			
Subtotal State Grants		96,556	0	100,000	100,000

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<u>Federal Grants:</u>				
3669 Alcohol Beverage Control	4,462			
3761 DOJ Police Vest	(5,249)			
3872 Homeland Security-Police				48,000
3873 Homeland Security-Fire				76,000
Subtotal Federal Grants	(788)	0	0	124,000
POLICE GRANTS TOTAL	95,768	0	100,000	224,000
<b>135 ASSET FORFEITURES</b>				
3430 Asset Forfeitures - RNSP	27,468			
3435 Asset Forfeitures - LBPD	4,962			
3500 Investment Earnings	4,189			
ASSET FORFEITURES TOTAL	36,619	0	0	0
<b>139 COMMUNITY DEVELOPMENT BLOCK GRANT</b>				
3810 Community Development Block Grant	15,000	15,000	15,000	5,600
COMM. DEV. BLOCK GRANT TOTAL	15,000	15,000	15,000	5,600
<b>SPECIAL REVENUE &amp; GRANTS TOTAL</b>	<b>147,388</b>	<b>15,000</b>	<b>115,000</b>	<b>229,600</b>
<b>140 DISASTER RELIEF FUND</b>				
3190 Sales Tax - Measure A	2,947,477	2,300,000	2,540,000	
3500 Investment Earnings	160,221	200,000	183,500	
DISASTER RELIEF FUND TOTAL	<b>3,107,698</b>	<b>2,500,000</b>	<b>2,723,500</b>	<b>0</b>
<b>144 DEBT SERVICE FUND</b>				
<u>Property Taxes:</u>				
3010 Current Secured	1,407,752	1,515,000	1,515,000	1,438,000
3015 Public Utility	30,792	29,000	29,000	37,000
3020 Current Unsecured	15,207	17,000	17,000	18,000
3025 Supplemental Apportionment	107,888	65,000	65,000	40,000
3030 Prior Years	23,453	26,000	26,000	26,000
3040 Other Property Taxes	268			
3050 Interest & Penalties	6,783	5,000	5,000	5,000
3500 Investment Earnings	62,788	50,000	50,000	50,000
3615 Homeowners Property Tax Relief	6,320	8,000	8,000	6,000
DEBT SERVICE FUND TOTAL	<b>1,661,252</b>	<b>1,715,000</b>	<b>1,715,000</b>	<b>1,620,000</b>

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object	Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b>310 TRANSIT FUND</b>					
3105	Transportation Tax - Operating	946,775	871,500	872,000	944,000
3108	Transportation Tax - Capital	697,200	1,050,000	1,050,000	
3500	Investment Earnings	13,197			
3550	Rents-Miscellaneous	4,000			
4090	Main Line Summer Fares	16,563			
4091	Main Line Regular Fares	19,809		25,000	25,000
4092	Main Line AQMD Passes	15,854	29,000	15,000	15,000
4093	Transit Plus Taxi Vouchers	6,459	5,000	5,000	7,000
4094	Act V Lot Park & Ride	144,822	168,000	145,000	145,000
4095	Main Line Regular Passes	3,777	3,000	3,000	3,000
4096	Bus Charter Fees	30,863	41,000	41,000	41,000
4097	Festival Regular Fares	110,000	110,000 *	110,000 *	110,000 *
	<u>Grants:</u>				
3710	OCTA Transportation Planning	4,735			
3720	OCTA Operating Assistance	165,000	335,000	335,000	202,000
4098	Festival AQMD Art College Service		8,000	8,000	8,000
<b>TRANSIT FUND TOTAL</b>		<b>2,179,053</b>	<b>2,620,500</b>	<b>2,609,000</b>	<b>1,500,000</b>
<b>ALL OPERATING FUNDS TOTAL</b>		<b>\$76,405,843</b>	<b>\$74,310,500</b>	<b>\$74,464,500</b>	<b>\$67,206,600</b>

\* Fares paid by Parking Authority Fund.

**Revenue Detail (Con't.)**  
*Fiscal Year 2009-10*

**All  
Funds**

Object Account Title	Actual 2007-08	Adopted Budget 2008-09	Revised Estimate 2008-09	Adopted Budget 2009-10
<b><u>INTERNAL SERVICE FUNDS</u></b>				
<b>126 INSURANCE &amp; BENEFITS FUND</b>				
4400 Employer - General Liability	\$609,701	\$600,000	\$600,000	\$600,000
4403 Employer - Workers' Compensation	1,804,500	1,963,800	1,963,800	1,414,000
4406 Employer - Group Insurance	2,196,626	2,192,700	2,192,700	2,352,000
4412 Employer - Dental Insurance	226,882	206,800	206,800	163,000
4420 Employer - Life Insurance	15,469	46,800	46,800	38,000
4425 Employer - Long Term Disability	110,862	130,000	130,000	124,000
4430 Employer - Unemployment Insurance	28,360	21,000	21,000	61,000
4440 Employee - Medical Insurance	457,292	412,100	412,100	535,000
4445 Employee - Retiree/Cobra	179,726	242,300	200,000	244,000
4452 Employee - Dental Insurance	67,980	43,300	67,000	46,000
4460 Employee Benefit - Comp Time	3,000	3,000	3,000	22,000
4461 Employee Benefit - Vacation	412,099	413,100	413,000	396,000
4462 Employee Benefit - Sick Leave	373,098	375,000	375,000	315,000
<u>Reimbursements and Earnings:</u>				
3500 Investment Earnings			30,000	
4360 Miscellaneous	363,261		10,000	
<b>INSURANCE &amp; BENEFITS FUND TOTAL</b>	<b>\$6,848,856</b>	<b>\$6,649,900</b>	<b>\$6,671,200</b>	<b>\$6,310,000</b>
<b>128 VEHICLE REPLACEMENT FUND</b>				
3500 Investment Earnings	11,780	34,000	30,000	14,000
3560 Vehicle Use Rent	1,006,798	1,090,600	1,090,600	1,041,000
4202 Sale of Real & Personal Property	22,220		20,000	
<u>Reimbursements:</u>				
4360 Miscellaneous	421		700	
<b>VEHICLE REPLACEMENT FUND TOTAL</b>	<b>1,041,218</b>	<b>1,124,600</b>	<b>1,141,300</b>	<b>1,055,000</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% of total taxable sales generated within the City (or 1% of the 8.75% 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

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<b>Community Development Department.....</b>	<b>page 122</b>
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<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.

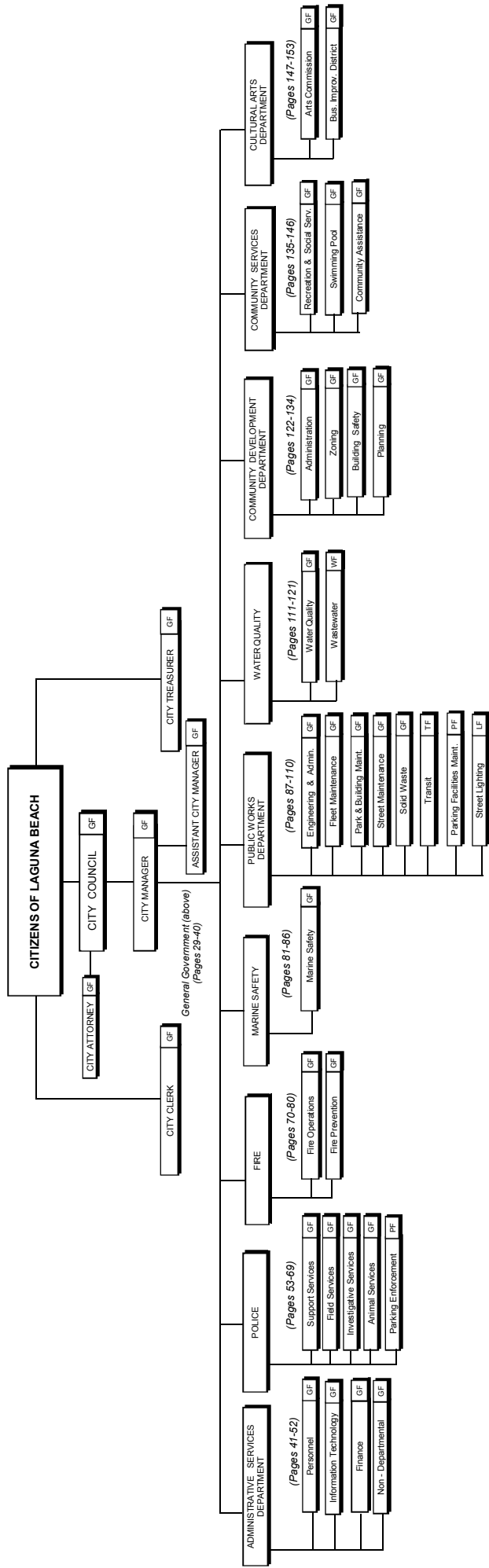
For the most part, all of the expenditure items within each division are funded from a single fund source; that fund is shown at the top right-hand corner of the division budget. In the few cases where a particular expenditure item is funded from a source other than the fund shown at the top of the division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

*All Divisions*

**City of Laguna Beach  
FY 2009-10 Budget Structure**



**LEGEND**

Budget Division

Division

Fund

Pages xxx - zzz

Primary Funding Source

Page Reference Within This Budget Document

GF = General Fund  
 PF = Parking Authority Fund  
 LF = Lighting Fund  
 TF = Transit Fund  
 W = Wastewater Fund  
 CIP = Capital Improv. Fund

(Portions of some activities are funded by a secondary funding source as is noted in individual Division Budgets.)

# 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.

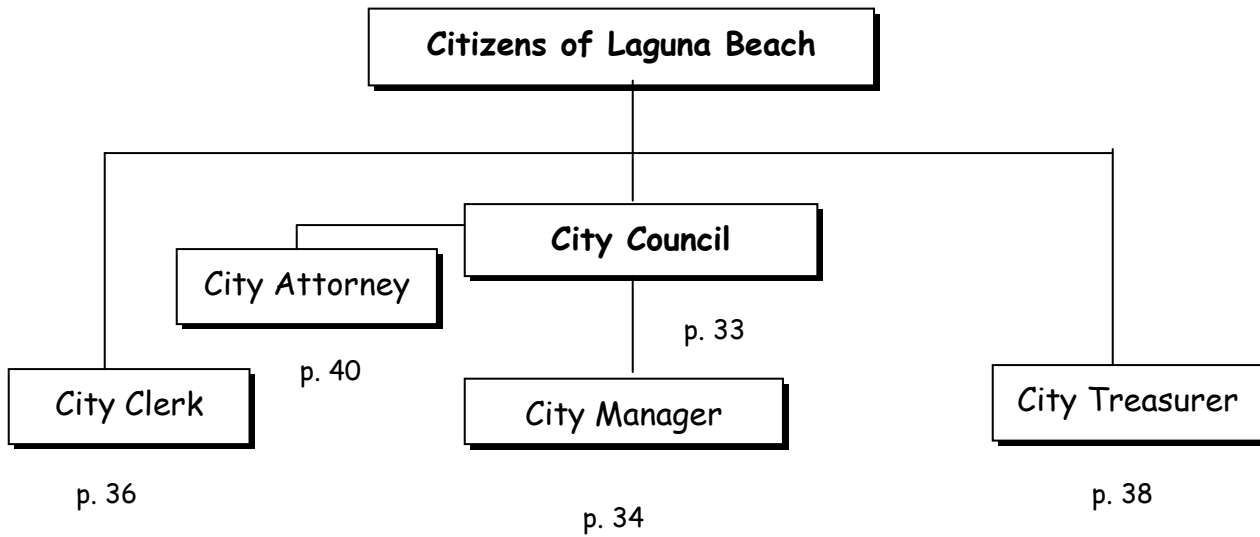
**City Clerk** - The City Clerk is elected and serves a four-year term. The department is comprised of two employees, the City Clerk and the Deputy City Clerk. The City Clerk is the City's Legislative Administrator whose duties include: preparation of agenda packets and minutes for all City Council meetings, 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; Chief Investment Officer; preparation of monthly investment reports; monitoring cash flow, conducting periodic audits of money collected through transient occupancy tax and business improvement district collections; bond administrator for 21 bond issues, 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:

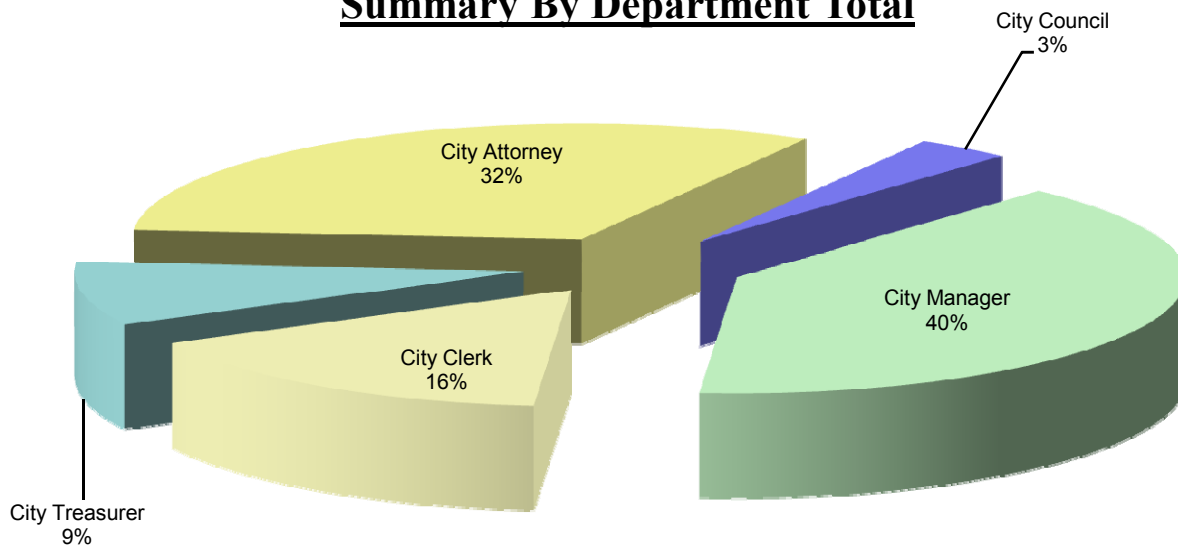


# General Government Budget Summary

*All  
Divisions*

<u>Department</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
City Council	\$36,200	\$26,500				\$62,700
City Manager	662,900	59,900				\$722,800
City Clerk	256,100	32,800		\$5,000		\$293,900
City Treasurer	145,900	17,300				\$163,200
City Attorney		585,000				\$585,000
<b>Department Total</b>	<b>\$1,101,100</b>	<b>\$721,500</b>	<b>\$0</b>	<b>\$5,000</b>	<b>\$0</b>	<b>\$1,827,600</b>

## Summary By Department Total



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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1003	Salaries, Part Time	\$30,599	\$32,400	\$33,600	\$33,600
1101	P.E.R.S. Retirement	988	1,100	1,100	1,100
1103	P.A.R.S. Retirement	918	1,000	1,000	1,000
1318	Medicare Insurance	499	500	500	500
	<b>Subtotal</b>	<b>33,004</b>	<b>35,000</b>	<b>36,200</b>	<b>36,200</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel And Dues	19,003	18,500	18,500	16,500
2031	Telephone	4,670	3,600	4,700	4,700
2101	Materials And Supplies	252	1,900	1,900	1,900
2281	Printing	3,061	4,800	4,800	1,000
2401	Contractual Services	806	4,100	3,000	2,400
2432	Postage	2,245	2,600	2,600	
	<b>Subtotal</b>	<b>30,037</b>	<b>35,500</b>	<b>35,500</b>	<b>26,500</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment	2,240			
	<b>Subtotal</b>	<b>2,240</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$65,281</b>	<b>\$70,500</b>	<b>\$71,700</b>	<b>\$62,700</b>

**City Manager**

General Fund/1201

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$476,280	\$493,200	\$514,700	\$514,700
1006	Salaries, Overtime	76			
1038	Sick Leave Payoff	12,400	14,200	8,700	8,700
1040	Vacation Payoff	2,400	3,200	2,100	2,100
1059	Residency Incentive	13,345	13,500	13,700	13,700
1101	Retirement	77,304	79,200	83,400	83,400
1201	Workers' Compensation	4,080	4,200	4,100	4,100
1300	Employee Group Insurance	30,000	30,000	32,100	32,100
1318	Medicare Insurance	4,297	3,900	4,100	4,100
	<b>Subtotal</b>	<b>620,182</b>	<b>641,400</b>	<b>662,900</b>	<b>662,900</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	41,103	43,300	43,300	42,300
2024	Electricity	775	700	800	800
2027	Water	39	50	100	100
2031	Telephone	886	1,100	1,000	1,000
2101	Materials and Supplies	4,995	8,400	500	500
2170	General Insurance	5,700	5,800	6,500	6,500
2222	Repairs and Maint. Other		1,300	1,300	1,300
2281	Printing	561	700	700	700
2401	Contractual Services	32,650	36,700	36,700	6,700
	<b>Subtotal</b>	<b>86,709</b>	<b>98,050</b>	<b>90,900</b>	<b>59,900</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment	1,771			
	<b>Subtotal</b>	<b>1,771</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$708,662</b>	<b>\$739,450</b>	<b>\$753,800</b>	<b>\$722,800</b>



## ***City Manager Position Summary***

<b><u>Position Title</u></b>	<b><i>No. of Positions</i></b>			<b><i>Salaries</i></b>		
	<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>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>
City Manager	1	1	1	\$235,700	\$244,300	\$244,300
Assistant City Manager	1	1	1	178,200	187,100	187,100
Executive Assistant	1	1	1	79,300	83,300	83,300
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$493,200</b>	<b>\$514,700</b>	<b>\$514,700</b>

**City Clerk**

General Fund/1301

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$171,737	\$179,900	\$188,900	\$188,900
1003	Salaries, Part Time	138	8,800	8,800	
1006	Salaries, Overtime	1,108	6,800	7,100	6,000
1038	Sick Leave Payoff	6,000	5,300	3,300	3,300
1040	Vacation Payoff	4,200	4,900	1,100	1,100
1101	Retirement	27,513	28,900	30,600	30,600
1103	P.A.R.S. Retirement	5	300	300	
1201	Workers' Compensation	1,500	1,600	1,500	1,500
1300	Employee Group Insurance	20,000	20,000	21,400	21,400
1318	Medicare Insurance	2,472	2,800	3,000	2,800
	<b>Subtotal</b>	<b>234,673</b>	<b>259,300</b>	<b>266,000</b>	<b>255,600</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,432	6,200	5,800	5,800
2024	Electricity	775	700	800	800
2027	Water	39	50	100	100
2031	Telephone	886	1,100	1,000	1,000
2101	Materials and Supplies	6,913	11,400	10,800	10,800
2170	General Insurance	2,100	2,200	2,400	2,400
2222	Repairs and Maint. Other	3,315	22,000	20,500	
2281	Printing	7,690	6,000	6,000	6,000
2302	Legal Advertising	8,042	9,400	9,400	5,900
2401	Contractual Services	(125)	25,000	5,000	
2432	Postage	163			
	<b>Subtotal</b>	<b>34,230</b>	<b>84,050</b>	<b>61,800</b>	<b>32,800</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment	765	7,100		
	<b>Subtotal</b>	<b>765</b>	<b>7,100</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8300	Scanning Project Programming		5,000	5,000	5,000
	<b>Subtotal</b>	<b>0</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$269,668</b>	<b>\$355,450</b>	<b>\$332,800</b>	<b>\$293,400</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
City Clerk	1	1	1	\$114,500	\$120,200	\$120,200
Deputy City Clerk	1	1	1	62,300	65,400	65,400
Assignment Pay				3,100	3,300	3,300
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$179,900</b>	<b>\$188,900</b>	<b>\$188,900</b>

**City Treasurer**

General Fund/1401

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$77,216	\$81,400	\$197,500	\$85,500
1038	Sick Leave Payoff	2,700	2,600	2,600	2,600
1040	Vacation Payoff	400	500	31,400	31,400
1101	Retirement	12,773	13,100	32,000	13,900
1201	Workers' Compensation	720	600	600	600
1300	Employee Group Insurance	10,000	10,000	10,700	10,700
1318	Medicare Insurance	1,163	1,200	2,900	1,200
	<b>Subtotal</b>	<b>104,972</b>	<b>109,400</b>	<b>277,700</b>	<b>145,900</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,201	4,300	5,500	4,300
2024	Electricity	775	700	800	800
2027	Water	39	50	100	100
2031	Telephone	504	900	500	500
2101	Materials and Supplies	634	1,400	700	700
2170	General Insurance	900	900	1,000	1,000
2222	Repairs and Maint. Other		500	100	100
2401	Contractual Services	8,224	10,950	10,800	9,800
	<b>Subtotal</b>	<b>15,277</b>	<b>19,700</b>	<b>19,500</b>	<b>17,300</b>
<b>Capital Outlay</b>					
5408	Office Furniture and Equipment	4,302	4,800		
	<b>Subtotal</b>	<b>4,302</b>	<b>4,800</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$124,551</b>	<b>\$133,900</b>	<b>\$297,200</b>	<b>\$163,200</b>

***City Treasurer 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
City Treasurer	0.625	1	0.625	\$81,400	\$197,500	\$85,500
<b>TOTAL</b>	0.625	1	0.625	\$81,400	\$197,500	\$85,500

**City Attorney**

*General Fund/1501*

<b>Account No.</b>	<b>Account Title</b>	<b>Actual Expenditures 2007-08</b>	<b>Adopted Budget 2008-09</b>	<b>Department Request 2009-10</b>	<b>Adopted Budget 2009-10</b>
<b><u>Maintenance and Operations</u></b>					
2401	Contractual Services	\$542,610	\$590,000	\$590,000	\$585,000
	<b>Grand Total</b>	<b>\$542,610</b>	<b>\$590,000</b>	<b>\$590,000</b>	<b>\$585,000</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 Services Manager, 1.8 Senior Personnel Specialists and a Senior Office Specialist. Responsibilities of the division include maintenance of personnel records for the City's 260 full-time and 275 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.

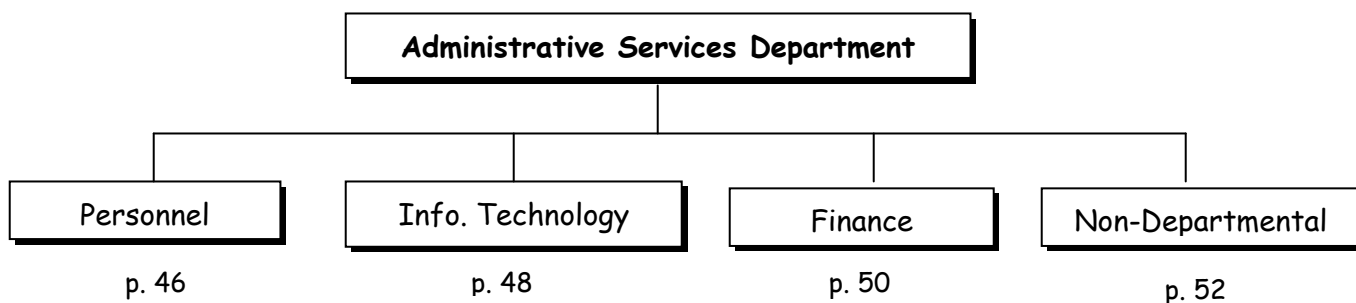
**Finance** - This division performs all finance, accounting, business licensing and cashiering functions for the City. It also prepares and monitors the City's annual budget. Primary responsibilities include the following: daily processing of accounts payable, accounts receivable, capital assets and 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 \$77 million in revenues and approximately \$77 million in expenditures, and coordinates inventory of the City's general capital 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 information to City's staff and to the public through the City's web site.

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:

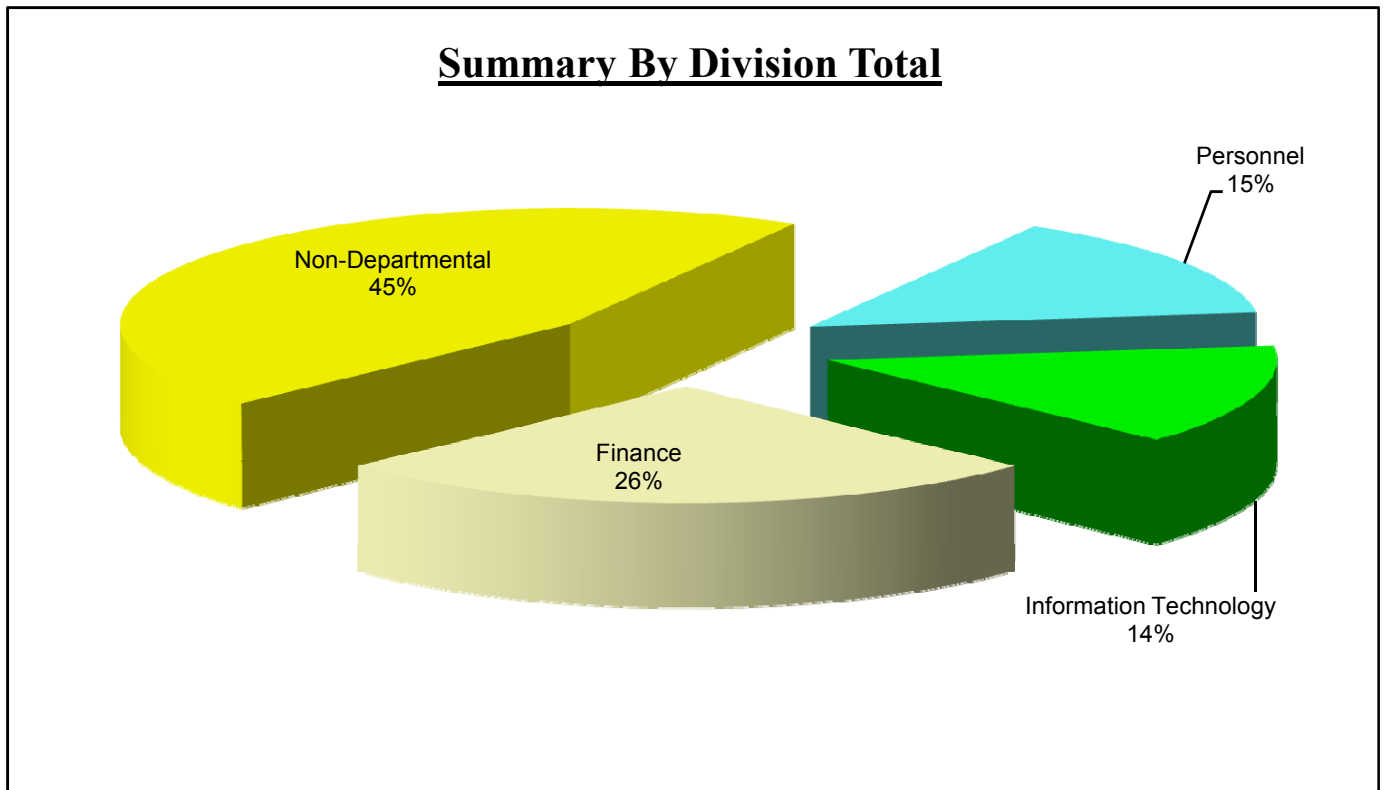




**Administrative Services Department  
Budget Summary**

**All  
Divisions**

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Personnel	\$420,000	\$92,100		\$47,300		<b>\$559,400</b>
Information Technology	285,400	235,500	10,000			<b>\$530,900</b>
Finance	828,400	157,400	3,800			<b>\$989,600</b>
Non-Departmental	548,400	1,170,100		5,000		<b>\$1,723,500</b>
<b>Department Total</b>	<b>\$2,082,200</b>	<b>\$1,655,100</b>	<b>\$13,800</b>	<b>\$52,300</b>	<b>\$0</b>	<b>\$3,803,400</b>



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

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$1,170,891	\$1,484,900	\$1,589,700	\$1,536,700
1003	Salaries, Part Time	24,494	52,200	43,000	43,000
1006	Salaries, Overtime	17,848	23,800	24,800	17,300
1009	Salaries, Redistributed	(25,700)	(26,900)	(29,700)	(29,700)
1038	Sick Leave Payoff	12,500	10,500	17,600	17,600
1040	Vacation Payoff	13,300	13,300	21,200	21,200
1101	Retirement	203,458	286,000	327,200	310,200
1103	P.A.R.S. Retirement	(71)	2,000	1,600	1,600
1201	Workers' Compensation	11,880	10,700	9,900	9,800
1300	Employee Group Insurance	124,000	124,000	132,700	132,700
1318	Medicare Insurance	13,682	20,500	21,900	21,800
	<b>Subtotal</b>	<b>1,566,282</b>	<b>2,001,000</b>	<b>2,159,900</b>	<b>2,082,200</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	13,838	17,900	17,700	17,400
2024	Electricity	3,874	3,900	3,900	3,900
2027	Water	148	200	300	300
2031	Telephone	5,163	6,300	5,700	5,700
2101	Materials and Supplies	40,980	51,400	52,900	52,900
2150	Rents and Leases	38,077	55,000	62,000	80,000
2170	General Insurance	12,700	12,400	15,000	15,000
2222	Repairs and Maint. Other	30,227	35,100	34,600	34,600
2281	Printing	7,877	16,900	15,900	15,900
2302	Legal Advertising	12,111	30,000	25,000	10,000
2401	Contractual Services	258,207	283,200	299,900	250,500
2432	Postage	32,254	48,600	48,600	48,600
2501	Bond Principal	1,310,000	1,360,000	1,425,000	1,425,000
2521	Bond Interest	307,756	250,200	185,700	185,700
2804	Costs Redistributed	(469,900)	(480,000)	(512,400)	(512,400)
	<b>Subtotal</b>	<b>1,603,312</b>	<b>1,691,100</b>	<b>1,679,800</b>	<b>1,633,100</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	1,838	10,400	3,800	3,800
5622	Other Equipment	121,480	88,000	79,600	32,000
	<b>Subtotal</b>	<b>123,318</b>	<b>98,400</b>	<b>83,400</b>	<b>35,800</b>
<b><u>Special Programs</u></b>					
	Special Programs	157,127	52,300	52,300	52,300
	Open Space Acquisition	53,800			
	<b>Subtotal</b>	<b>210,927</b>	<b>52,300</b>	<b>52,300</b>	<b>52,300</b>
	<b>Grand Total</b>	<b>\$3,503,839</b>	<b>\$3,842,800</b>	<b>\$3,975,400</b>	<b>\$3,803,400</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Director of Finance & IT	1	1	1	\$154,500	\$170,300	\$170,300
Finance Officer	1	1	1	128,600	147,100	147,100
Personnel Services Manager	1	1	1	128,600	135,000	135,000
Accountant	1	1	1	77,100	80,900	80,900
Accounting Technician	0.6	0.6	0.6	41,000	43,000	43,000
Computer Network Administrator	1	1	1	106,000	111,300	111,300
Information System Specialist	1	1	1	93,200	97,900	97,900
Sr. Personnel Specialist	1.8	1.8	1.8	122,900	129,100	129,100
Account Specialist	1	1	1	51,100	53,700	53,700
Office Specialist	1			43,000		
Sr. Office Specialist	2	3	3	93,800	152,200	152,200
Non-Departmental				442,200	466,000	413,000
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	12.4	12.4	12.4	\$1,484,900	\$1,589,700	\$1,536,700

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$286,066	\$294,500	\$312,800	\$312,800
1006	Salaries, Overtime		3,000	3,000	1,000
1038	Sick Leave Payoff	1,300	2,500	4,800	4,800
1040	Vacation Payoff	7,000	6,300	3,100	3,100
1101	Retirement	46,231	47,300	50,700	50,700
1201	Workers' Compensation	2,400	2,400	2,400	2,300
1300	Employee Group Insurance	38,000	38,000	40,700	40,700
1318	Medicare Insurance	4,024	4,300	4,600	4,600
	<b>Subtotal</b>	<b>385,020</b>	<b>398,300</b>	<b>422,100</b>	<b>420,000</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,086	5,000	5,300	5,000
2024	Electricity	775	700	800	800
2027	Water	39	50	100	100
2031	Telephone	886	1,200	1,000	1,000
2101	Materials and Supplies	9,904	12,200	16,100	16,100
2170	General Insurance	3,400	3,300	3,700	3,700
2222	Repairs and Maint. Other	66	400	400	400
2281	Printing	1,600	1,900	1,900	1,900
2302	Legal Advertising	12,111	30,000	25,000	10,000
2401	Contractual Services	70,206	89,100	89,100	53,100
	<b>Subtotal</b>	<b>103,072</b>	<b>143,850</b>	<b>143,400</b>	<b>92,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		3,800		
	<b>Subtotal</b>	<b>0</b>	<b>3,800</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8000	DMV Requirements	1,885	3,200	3,200	3,200
8031	Educational Reimbursement	14,098	20,000	20,000	20,000
8039	Employee Training	40,499	24,100	24,100	24,100
8810	Customer Services Enhancements	649			
	<b>Subtotal</b>	<b>57,132</b>	<b>47,300</b>	<b>47,300</b>	<b>47,300</b>
	<b>Grand Total</b>	<b>\$545,225</b>	<b>\$593,250</b>	<b>\$612,800</b>	<b>\$559,400</b>

***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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Personnel Services Manager	1	1	1	128,600	\$135,000	\$135,000
Sr. Personnel Specialist	1.8	1.8	1.8	122,900	129,100	129,100
Sr. Office Specialist		1	1		48,700	48,700
Office Specialist	1			43,000		
<b>TOTAL</b>	<b>3.8</b>	<b>3.8</b>	<b>3.8</b>	<b>\$294,500</b>	<b>\$312,800</b>	<b>\$312,800</b>

## Information Technology Services

*Administrative Services  
General Fund/1603*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$197,487	\$199,200	\$209,200	\$209,200
1006	Salaries, Overtime	16,740	16,700	17,500	12,000
1038	New Sick Leave Payoff	4,900	4,300	4,700	4,700
1040	Vacation Payoff	1,100	1,300	900	900
1101	Retirement	31,789	32,000	33,900	33,900
1201	Workers' Compensation	1,800	1,700	1,700	1,700
1300	Employee Group Insurance	20,000	20,000	21,400	21,400
1318	Medicare Insurance	1,458	1,600	1,700	1,600
	<b>Subtotal</b>	275,274	276,800	291,000	285,400
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	1,926	2,000	2,000	2,000
2024	Electricity	775	1,000	800	800
2027	Water	39	50	100	100
2031	Telephone	732	700	700	700
2101	Materials and Supplies	12,420	14,000	12,000	12,000
2150	Rents and Leases	33,730	54,200	61,200	61,200
2170	General Insurance	2,500	2,400	2,700	2,700
2222	Repairs and Maint. Other	30,010	32,000	32,000	32,000
2401	Contractual Services	15,944	95,800	111,900	102,000
	<b>Subtotal</b>	98,076	202,150	223,400	213,500
<b>Capital Outlay</b>					
5622	(A) Live Webstreaming Council Mtgs			26,600	22,000
5622	(A) Juniper Fire Wall Devices			10,000	10,000
5622	(A) Network Audit			30,000	
5622	(A) SSL Security Appliance Server			13,000	
	<b>Subtotal</b>	123,310	94,600	79,600	32,000
	<b>Grand Total</b>	<b>\$496,660</b>	<b>\$573,550</b>	<b>\$594,000</b>	<b>\$530,900</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Computer Network Administrator	1	1	1	106,000	111,300	111,300
Information System Specialist	1	1	1	93,200	97,900	97,900
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$199,200</b>	<b>\$209,200</b>	<b>\$209,200</b>

**Finance Division**

*Administrative Services  
General Fund/1701*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$495,775	\$549,000	\$601,700	\$601,700
1003	Salaries, Part Time	24,494	52,200	43,000	43,000
1006	Salaries, Overtime	1,108	4,100	4,300	4,300
1009	Salaries, Redistributed	(25,700)	(26,900)	(29,700)	(29,700)
1038	Sick Leave Payoff	6,300	3,700	8,100	8,100
1040	Vacation Payoff	5,200	5,700	17,200	17,200
1101	Retirement	79,916	87,600	97,000	97,000
1103	P.A.R.S. Retirement	(71)	2,000	1,600	1,600
1201	Workers' Compensation	7,680	6,600	5,800	5,800
1300	Employee Group Insurance	66,000	66,000	70,600	70,600
1318	Medicare Insurance	6,943	8,200	8,800	8,800
	<b>Subtotal</b>	<b>667,645</b>	<b>758,200</b>	<b>828,400</b>	<b>828,400</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	7,826	10,900	10,400	10,400
2024	Electricity	2,325	2,200	2,300	2,300
2027	Water	71	100	100	100
2031	Telephone	3,544	4,400	4,000	4,000
2101	Materials and Supplies	6,185	7,000	6,600	6,600
2150	Rents and Leases	4,346	800	800	18,800
2170	General Insurance	6,800	6,700	8,600	8,600
2222	Repairs and Maint. Other	151	2,700	2,200	2,200
2281	Printing	6,277	15,000	14,000	14,000
2401	Contractual Services	170,808	93,300	93,900	90,400
	<b>Subtotal</b>	<b>208,332</b>	<b>143,100</b>	<b>142,900</b>	<b>157,400</b>
<b>Capital Outlay</b>					
5408	(R) Two Personal Computers			3,800	3,800
				<i>Prior years' capital outlay shown in total only</i>	
	<b>Subtotal</b>	<b>8</b>	<b>0</b>	<b>3,800</b>	<b>3,800</b>
<b>Special Programs</b>					
8307	New Accounting System	1,500			
	<b>Subtotal</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$877,485</b>	<b>\$901,300</b>	<b>\$975,100</b>	<b>\$989,600</b>



## *Finance Division Position Summary*

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Dept.	Adopted	Adopted	Department	Adopted
	Budget	Request	Budget	Budget	Request	Budget
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Director of Finance & IT	1	1	1	\$154,500	\$170,300	\$170,300
Finance Officer	1	1	1	128,600	147,100	147,100
Accountant	1	1	1	77,100	80,900	80,900
Accounting Technician	0.6	0.6	0.6	41,000	43,000	43,000
Account Specialist	1	1	1	51,100	53,700	53,700
Senior Office Specialist	2	2	2	93,800	103,500	103,500
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	6.6	6.6	6.6	\$549,000	\$601,700	\$601,700

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$191,563	\$442,200	\$466,000	\$413,000
1101	Retirement	45,523	119,100	145,600	128,600
1318	Medicare Insurance	1,258	6,400	6,800	6,800
	<b>Subtotal</b>	<b>238,344</b>	<b>567,700</b>	<b>618,400</b>	<b>548,400</b>
<b>Maintenance and Operations</b>					
2101	Materials and Supplies	12,471	18,200	18,200	18,200
2401	Contractual Services*	1,250	5,000	5,000	5,000
2432	Postage	32,254	48,600	48,600	48,600
2501	Bond Principal*	1,310,000	1,360,000	1,425,000	1,425,000
2521	Bond Interest*	307,756	250,200	185,700	185,700
2804	Costs Redistributed	(469,900)	(480,000)	(512,400)	(512,400)
	<b>Subtotal</b>	<b>1,193,831</b>	<b>1,202,000</b>	<b>1,170,100</b>	<b>1,170,100</b>
<b>Special Programs</b>					
8051	Housing Equity Purchase	12,642			
8204	LAFCO Funding	3,852	5,000	5,000	5,000
8835	South Coast Medical-Monitors	112,000			
	<b>Subtotal</b>	<b>128,495</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Capital Improvements</b>					
9374	Open Space Acquisition**	53,800			
	<b>Subtotal</b>	<b>53,800</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$1,614,469</b>	<b>\$1,774,700</b>	<b>\$1,793,500</b>	<b>\$1,723,500</b>

\* Funded from Laguna 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 24 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 50,000 in 2008. 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.

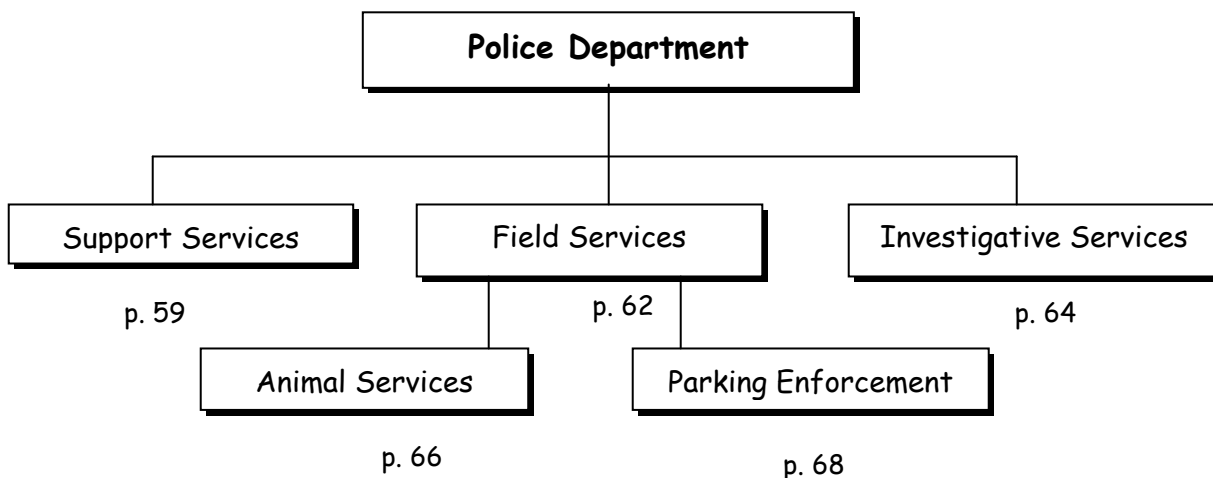
**Field Services** - This division consists primarily of uniformed field personnel responsible for enforcement of municipal, state and federal laws. The Patrol Section, with its twenty-five field officers, is the main response team for calls for service. Officers are responsible for a specific area and 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 supplement field operations as increased service demands dictate.

**Animal Services Section** - Under the supervision 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:

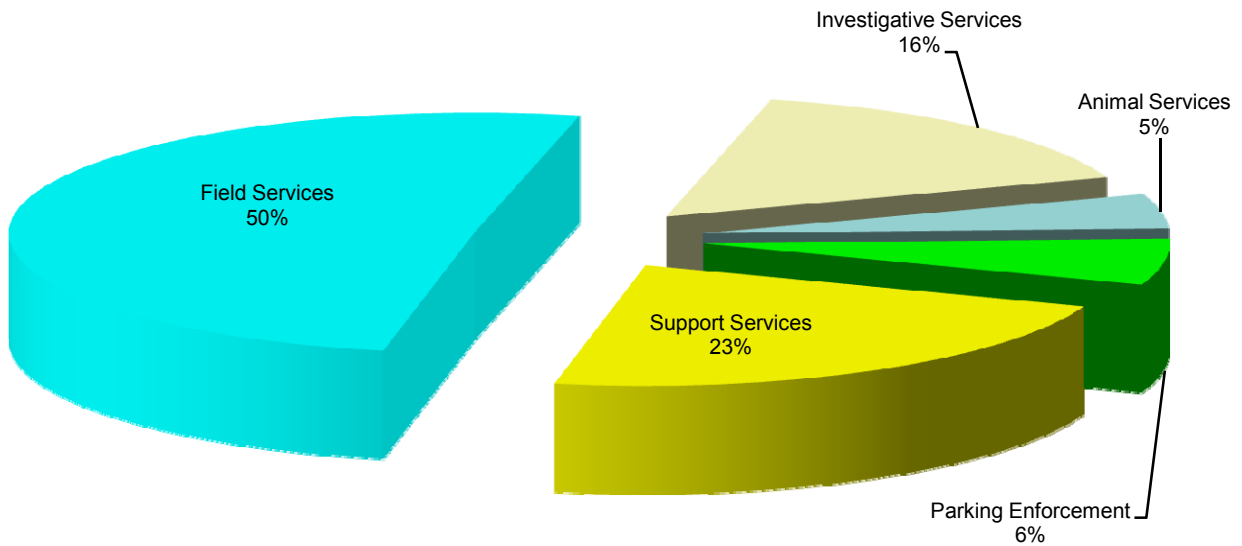


# Police Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Support Services	\$2,519,200	\$571,800	\$42,000	\$2,500		\$3,135,500
Field Services	6,515,200	418,100	83,800			\$7,017,100
Investigative Services	2,028,800	171,100		34,000		\$2,233,900
Animal Services	528,200	110,800		5,000		\$644,000
Parking Enforcement	680,800	183,200				\$864,000
<b>Department Total</b>	<b>\$12,272,200</b>	<b>\$1,455,000</b>	<b>\$125,800</b>	<b>\$41,500</b>	<b>\$0</b>	<b>\$13,894,500</b>

## Summary By Division Total



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

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	6,024,923	\$6,837,500	\$7,344,600	\$7,254,600
1003	Salaries, Part Time	247,500	217,800	219,500	219,500
1006	Salaries, Overtime	767,221	438,400	460,400	440,500
1009	Salaries, Redistributed			100	100
1038	Sick Leave Payoff	132,700	126,900	128,400	128,400
1040	Vacation Payoff	131,000	147,000	136,000	136,000
1042	Comp Time Payoffs	3,000	6,200	17,000	17,000
1053	Holiday Allowance	143,710	143,300	153,500	153,500
1101	Retirement	1,423,380	2,245,400	2,389,400	2,354,400
1103	P.A.R.S. Retirement	9,805	8,200	8,300	8,300
1201	Workers' Compensation	818,400	791,200	694,100	547,400
1300	Employee Group Insurance	861,200	850,000	920,200	911,100
1318	Medicare Insurance	79,647	92,700	102,400	101,400
	<b>Subtotal</b>	<b>10,642,487</b>	<b>11,904,600</b>	<b>12,573,900</b>	<b>12,272,200</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	61,215	54,300	54,300	51,300
2011	Training, Travel and Dues	22,319	29,700	29,700	20,200
2021	Natural Gas	7,915	6,300	7,900	7,900
2024	Electricity	37,416	35,300	37,400	37,400
2027	Water	24,119	11,400	14,000	14,000
2031	Telephone	70,990	79,100	74,900	74,900
2051	Gas and Lubrications	119,697	148,100	97,400	97,400
2101	Materials and Supplies	118,714	115,600	115,600	112,600
2150	Rents and Leases	193,199	200,600	223,300	223,300
2170	General Insurance	127,700	117,300	128,900	128,900
2201	Repairs and Maint. Auto.	75,105	95,800	95,800	93,800
2222	Repairs and Maint. Other	101,204	85,500	91,400	85,500
2281	Printing	25,853	24,100	22,100	18,600
2401	Contractual Services	393,124	473,100	512,700	489,200
	<b>Subtotal</b>	<b>1,378,569</b>	<b>1,476,200</b>	<b>1,505,400</b>	<b>1,455,000</b>

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

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	48,301	39,200	46,500	34,000
5622	Other Equipment	129,046	153,900	159,100	91,800
5650	Public Dispatch System	202,741			
	<b>Subtotal</b>	380,088	193,100	205,600	125,800
<b>Special Programs</b>					
	Special Programs	85,952	39,400	73,600	41,500
	<b>Subtotal</b>	85,952	39,400	73,600	41,500
	<b>Grand Total</b>	<b>\$12,487,096</b>	<b>\$13,613,300</b>	<b>\$14,358,500</b>	<b>\$13,894,500</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Police Chief	1	1	1	\$169,700	\$187,100	\$187,100
Police Captain	3	2	2	420,300	294,200	294,200
Police Lieutenant		3	3		397,200	397,200
Police Sergeant	9	7	7	966,600	793,700	793,700
Police Corporal	15	14	14	1,415,300	1,395,600	1,395,600
Police Officer	17	21	20	1,356,300	1,723,500	1,633,500
Dispatcher	7	6	6	417,900	393,800	393,800
Senior Dispatcher	3	4	4	231,200	323,600	323,600
Records Specialist	6	6	6	287,700	299,000	299,000
Administrative Assistant	1	1	1	62,300	65,400	65,400
Support Services Supervisor	1	1	1	108,000	113,400	113,400
Police Civilian Supervisor		1	1		99,700	99,700
Police Fleet Coordinator	1	1	1	61,200	70,900	70,900
Admin. Office Specialist	1	1	1	54,700	57,500	57,500
Comm. Serv. Officer II		1	1		65,400	65,400
Comm. Serv. Officer I	3	3	3	177,000	185,700	185,700
Sr. Office Specialist	1	1	1	51,100	53,700	53,700
Kennel Manager	1	1	1	59,000	61,900	61,900
Animal Serv. Officer	3	3	3	175,700	185,700	185,700
Kennel Aide	2	2	2	102,200	107,300	107,300
Parking Control Officer	5	5	5	261,100	282,700	282,700
Computer Operator	1	1	1	59,000	50,900	50,900
Investigator	1			84,100		
Police Recruit	3			202,300		
Assignment Pay				14,400	15,000	15,000
Bilingual Pay				4,500	4,500	4,500
Education Incentive				75,200	93,800	93,800
Housing Assistance Program				6,500	7,400	7,400
Medical Coverage Waiver				5,800	6,400	6,400
Uniform Pay				8,400	9,600	9,600
<b>TOTAL</b>	<b>85</b>	<b>86</b>	<b>85</b>	<b>\$6,837,500</b>	<b>\$7,344,600</b>	<b>\$7,254,600</b>



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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,314,984	\$1,501,800	\$1,724,400	\$1,724,400
1003	Salaries, Part Time	31,364	34,800	36,500	36,500
1006	Salaries, Overtime	141,358	53,900	56,600	54,600
1009	Salaries, Redistributed	(106,500)	(122,100)	(125,600)	(125,600)
1038	Sick Leave Payoff	39,400	48,000	49,800	49,800
1040	Vacation Payoff	32,100	41,000	40,800	40,800
1042	Comp Time Payoffs	300	700	3,900	3,900
1053	Holiday Allowance	20,046	26,300	27,600	27,600
1101	Retirement	246,488	323,600	367,900	367,900
1103	P.A.R.S. Retirement	1,147	1,300	1,400	1,400
1201	Workers' Compensation	132,840	118,700	100,600	80,200
1300	Employee Group Insurance	220,000	210,000	235,400	235,400
1318	Medicare Insurance	18,337	20,300	22,300	22,300
	<b>Subtotal</b>	<b>2,091,865</b>	<b>2,258,300</b>	<b>2,541,600</b>	<b>2,519,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,910	6,000	6,000	6,000
2011	Training, Travel and Dues	13,387	16,200	16,200	10,700
2024	Electricity	31,769	30,400	31,800	31,800
2027	Water	1,500	1,400	1,400	1,400
2031	Telephone	60,678	70,100	63,400	63,400
2051	Gas and Lubrications	11,398	10,000	6,100	6,100
2101	Materials and Supplies	42,030	44,000	44,000	43,000
2150	Rents and Leases	10,351	19,000	18,500	18,500
2170	General Insurance	16,700	17,300	18,100	18,100
2201	Repairs and Maint. Automotive	642	5,500	5,500	5,500
2222	Repairs and Maint. Other	76,809	64,000	66,000	65,000
2281	Printing	6,088	11,000	9,000	6,000
2401	Contractual Services	183,104	271,700	301,300	296,300
	<b>Subtotal</b>	<b>461,365</b>	<b>566,600</b>	<b>587,300</b>	<b>571,800</b>

**Support Services Division (con't)**

*Police Department  
General Fund/2101*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Capital Outlay</b>					
5408	(R) MDC File Server & Software			10,100	10,100
5408	(R) Two Ergonomic Chairs			3,000	3,000
5408	(R) Nine Personal Computers			18,600	18,600
5408	(R) Five Chairs			5,000	1,300
5408	(A) Four Notebook Computers			8,800	
5408	(R) Desk			1,000	1,000
5622	(R) Forty Duty Flashlights			8,000	8,000
5622	(R) Twenty Five Tasers			21,300	
	<b>Subtotal</b>	<b>299,281</b>	<b>39,200</b>	<b>75,800</b>	<b>42,000</b>
<b>Special Programs</b>					
8061	O.C. Human Relations Comm.	2,345	2,400	2,500	2,500
	<b>Subtotal</b>	<b>2,345 *</b>	<b>2,400</b>	<b>2,500</b>	<b>2,500</b>
	<b>Grand Total</b>	<b>\$2,854,856</b>	<b>\$2,866,500</b>	<b>\$3,207,200</b>	<b>\$3,135,500</b>

\* 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Police Chief	1	1	1	\$169,700	\$187,100	\$187,100
Police Captain	1	1	1	140,100	147,100	147,100
Support Services Supervisor	1	1	1	108,000	113,400	113,400
Police Civilian Supervisor		1	1		99,700	99,700
Dispatcher	7	6	6	417,900	393,800	393,800
Sr. Dispatcher	3	4	4	231,200	323,600	323,600
Records Specialist	5	5	5	236,600	245,300	245,300
Administrative Assistant	1	1	1	62,300	65,400	65,400
Admin. Office Specialist	1	1	1	54,700	57,500	57,500
Police Fleet Coordinator	1	1	1	61,200	70,900	70,900
Bilingual Pay				1,800	900	900
Assignment Pay				11,800	12,300	12,300
Housing Assistance Program				6,500	7,400	7,400
<b>TOTAL</b>	21	22	22	\$1,501,800	\$1,724,400	\$1,724,400

**Field Services Division**

*Police Department  
General Fund/2102*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$3,203,962	\$3,473,300	\$3,609,100	\$3,519,100
1003	Salaries, Part Time	191,338	146,300	146,300	146,300
1006	Salaries, Overtime	502,776	298,300	313,200	302,300
1009	Salaries, Redistributed	24,300	25,600	26,900	26,900
1038	Sick Leave Payoff	71,200	58,300	53,900	53,900
1040	Vacation Payoff	74,400	79,600	66,800	66,800
1042	Comp Time Payoffs	2,500	4,900	11,100	11,100
1053	Holiday Allowance	104,730	89,800	94,300	94,300
1101	Retirement	864,116	1,400,400	1,463,500	1,428,500
1103	P.A.R.S. Retirement	7,700	5,500	5,500	5,500
1201	Workers' Compensation	644,160	632,300	540,900	419,800
1300	Employee Group Insurance	380,000	380,000	395,900	386,800
1318	Medicare Insurance	44,531	50,000	54,900	53,900
	<b>Subtotal</b>	<b>6,115,712</b>	<b>6,644,300</b>	<b>6,782,300</b>	<b>6,515,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	46,453	39,500	39,500	37,000
2011	Training, Travel and Dues	2,968	4,200	4,200	4,200
2051	Gas and Lubrications	91,165	109,100	72,000	72,000
2101	Materials and Supplies	25,854	24,600	24,600	24,600
2150	Rents and Leases	127,410	124,800	140,100	140,100
2170	General Insurance	57,000	55,700	60,800	60,800
2201	Repairs and Maint. Auto.	60,205	71,000	71,000	69,000
2222	Repairs and Maint. Other	7,370	6,000	6,000	5,000
2281	Printing	4,301	2,500	2,500	2,000
2401	Contractual Services	12,523	3,400	3,400	3,400
	<b>Subtotal</b>	<b>435,249</b>	<b>440,800</b>	<b>424,100</b>	<b>418,100</b>
<b>Capital Outlay</b>					
5622	(R) Twelve Handheld Radios			58,800	60,000 *
5622	(R) Two Ballistic Shields			3,000	3,000
5622	(R) Four Laser Radar Units		<i>Prior years' capital outlay shown in total only</i>	22,000	20,800
5622	(A) Ten Rifles, Carabines			20,000	
5622	(A) Three wheeled patrol scooter			11,000	
5622	(A) Video Technology for Radar Trailer			15,000	
	<b>Subtotal</b>	<b>35,363</b>	<b>131,900</b>	<b>129,800</b>	<b>83,800</b>
<b>Special Programs</b>					
8100	Canine Program			4,600	
8411	DOJ Grant	4,867			
8808	Online Employment & Apps	11,000			
8816	OTS-DUI Grant	5,461			
	<b>Subtotal</b>	<b>21,329</b>	<b>0</b>	<b>4,600</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$6,607,653</b>	<b>\$7,217,000</b>	<b>\$7,340,800</b>	<b>\$7,017,100</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Police Captain	1	1	1	\$140,100	\$147,100	\$147,100
Police Lieutenant		3	3		397,200	397,200
Police Sergeant	8	5	5	858,600	566,900	566,900
Police Corporal	9	7	7	850,100	697,800	697,800
Police Officer	17	21	20	1,356,300	1,723,500	1,633,500
Police Recruit	3			202,300		
Education Incentive				60,300	70,700	70,700
Bilingual Pay				2,700	2,700	2,700
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	<b>38</b>	<b>37</b>	<b>36</b>	<b>\$3,473,300</b>	<b>\$3,609,100</b>	<b>\$3,519,100</b>

## Investigative Services Division

*Police Department  
General Fund/2104*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$825,391	\$1,151,700	\$1,265,300	\$1,265,300
1003	Salaries, Part Time	4,084			
1006	Salaries, Overtime	114,833 *	75,600	79,400	74,400
1038	Sick Leave Payoff	16,800	15,600	19,900	19,900
1040	Vacation Payoff	15,200	16,800	20,400	20,400
1042	Comp Time Payoffs		200	1,400	1,400
1053	Holiday Allowance	9,179	18,200	19,100	19,100
1101	Retirement	199,871	405,300	435,000	435,000
1103	P.A.R.S. Retirement	153			
1201	Workers' Compensation	13,800	13,000	31,600	26,600
1300	Employee Group Insurance	131,200	130,000	149,800	149,800
1318	Medicare Insurance	9,779	14,700	16,900	16,900
<b>Subtotal</b>		<b>1,340,288</b>	<b>1,841,100</b>	<b>2,038,800</b>	<b>2,028,800</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,800	4,500	4,500	4,500
2011	Training, Travel and Dues	4,794	8,000	8,000	5,000
2031	Telephone			1,200	1,200
2051	Gas and Lubrications	5,649	12,900	8,500	8,500
2101	Materials and Supplies	20,490	19,000	19,000	17,000
2150	Rents and Leases	19,142	24,900	33,600	33,600
2170	General Insurance	26,600	24,000	27,300	27,300
2201	Repairs and Maint. Auto.	4,553	8,500	8,500	8,500
2222	Repairs and Maint. Other	3,167	3,500	3,500	3,500
2281	Printing	2,823	2,000	2,000	2,000
2401	Contractual Services	77,963	75,000	75,000	60,000
<b>Subtotal</b>		<b>169,981</b>	<b>182,300</b>	<b>191,100</b>	<b>171,100</b>
<b>Capital Outlay</b>					
5622	Other Equipment	12,687			
<b>Subtotal</b>		<b>12,687</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8118	P.O.S.T. Reimb. Training	26,639	32,000	34,000	34,000
8244	D.A.R.E. Program	6,139			
8999	Property and Evidence Audit			5,500	
8999	Physical Fitness Program			22,000	
<b>Subtotal</b>		<b>32,777</b>	<b>32,000</b>	<b>61,500</b>	<b>34,000</b>
<b>Grand Total</b>		<b>\$1,555,734</b>	<b>\$2,055,400</b>	<b>\$2,291,400</b>	<b>\$2,233,900</b>

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

## Investigative 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Police Captain	1			140,100		
Police Sergeant	1	2	2	108,000	226,800	226,800
Police Corporal	6	7	7	565,200	697,800	697,800
Investigator	1			84,100		
Comm. Serv. Officer II		1	1		65,400	65,400
Comm. Serv. Officer I	3	3	3	177,000	185,700	185,700
Sr. Office Specialist	1	1	1	51,100	53,700	53,700
Education Incentive				14,900	23,100	23,100
Uniform Pay				8,400	9,600	9,600
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	13	14	14	\$1,151,700	\$1,265,300	\$1,265,300

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$326,036	\$336,900	\$354,900	\$354,900
1003	Salaries, Part Time	14,975	21,500	21,500	21,500
1006	Salaries, Overtime	6,306	7,600	8,000	6,000
1038	Sick Leave Payoff	2,300	1,900	1,600	1,600
1040	Vacation Payoff	2,600	3,300	3,000	3,000
1053	Holiday Allowance	6,406	9,000	9,500	9,500
1101	Retirement	54,491	55,800	59,100	59,100
1103	P.A.R.S. Retirement	561	800	800	800
1201	Workers' Compensation	5,160	4,400	3,900	3,700
1300	Employee Group Insurance	60,000	60,000	64,200	64,200
1318	Medicare Insurance	3,331	3,700	3,900	3,900
	<b>Subtotal</b>	<b>482,166</b>	<b>504,900</b>	<b>530,400</b>	<b>528,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	1,072	1,800	1,800	1,800
2011	Training, Travel and Dues	370	300	300	300
2021	Natural Gas	7,915	6,300	7,900	7,900
2024	Electricity	5,647	4,900	5,600	5,600
2027	Water	22,619	10,000	12,600	12,600
2031	Telephone	3,402	3,500	3,400	3,400
2051	Gas and Lubrications	7,246	9,800	6,500	6,500
2101	Materials and Supplies	21,990	22,000	22,000	22,000
2150	Rents and Leases	16,600	11,100	11,100	11,100
2170	General Insurance	21,200	14,700	16,700	16,700
2201	Repairs and Maint. Auto.	2,754	4,800	4,800	4,800
2222	Repairs and Maint. Other	10,522	5,000	5,000	5,000
2281	Printing	2,380	1,600	1,600	1,600
2401	Contractual Services	9,332	15,000	15,000	11,500
	<b>Subtotal</b>	<b>133,050</b>	<b>110,800</b>	<b>114,300</b>	<b>110,800</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	1,113	22,000		
	<b>Subtotal</b>	<b>1,113</b>	<b>22,000</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8185	Estate Donation Expenditures	15,331			
8186	Animal Shelter Facility Study	7,614			
8243	Animal Shelter Donations	6,556	5,000	5,000	5,000
	<b>Subtotal</b>	<b>29,501</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
	<b>Grand Total</b>	<b>\$645,829</b>	<b>\$642,700</b>	<b>\$649,700</b>	<b>\$644,000</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Kennel Manager	1	1	1	\$59,000	\$61,900	\$61,900
Animal Serv. Officer	3	3	3	175,700	185,700	185,700
Kennel Aide	2	2	2	102,200	107,300	107,300
<b>TOTAL</b>	6	6	6	\$336,900	\$354,900	\$354,900

**Parking Enforcement Division***Police Department  
Parking Fund/2301*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$354,551	\$373,800	\$390,900	\$390,900
1003	Salaries, Part Time	5,738	15,200	15,200	15,200
1006	Salaries, Overtime	1,950	3,000	3,200	3,200
1009	Salaries, Redistributed	82,200	96,500	98,800	98,800
1038	Sick Leave Payoff	3,000	3,100	3,200	3,200
1040	Vacation Payoff	6,700	6,300	5,000	5,000
1042	Comp Time Payoffs	200	400	600	600
1053	Holiday Allowance	3,349		3,000	3,000
1101	Retirement	58,414	60,300	63,900	63,900
1103	P.A.R.S. Retirement	244	600	600	600
1201	Workers' Compensation	22,440	22,800	17,100	17,100
1300	Employee Group Insurance	70,000	70,000	74,900	74,900
1318	Medicare Insurance	3,670	4,000	4,400	4,400
	<b>Subtotal</b>	<b>612,455</b>	<b>656,000</b>	<b>680,800</b>	<b>680,800</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	1,981	2,500	2,500	2,000
2011	Training, Travel and Dues	800	1,000	1,000	
2031	Telephone	6,909	5,500	6,900	6,900
2051	Gas and Lubrications	4,239	6,300	4,300	4,300
2101	Materials and Supplies	8,350	6,000	6,000	6,000
2150	Rents and Leases	19,696	20,800	20,000	20,000
2170	General Insurance	6,200	5,600	6,000	6,000
2201	Repairs and Maint. Auto.	6,950	6,000	6,000	6,000
2222	Repairs and Maint. Other	3,336	7,000	10,900	7,000
2281	Printing	10,260	7,000	7,000	7,000
2401	Contractual Services	110,202	108,000	118,000	118,000
	<b>Subtotal</b>	<b>178,924</b>	<b>175,700</b>	<b>188,600</b>	<b>183,200</b>
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	31,644			
	<b>Subtotal</b>	<b>31,644</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$823,023</b>	<b>\$831,700</b>	<b>\$869,400</b>	<b>\$864,000</b>

## Parking Enforcement 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Parking Control Officer	5	5	5	\$261,100	\$282,700	\$282,700
Computer Operator	1	1	1	59,000	50,900	50,900
Records Specialist	1	1	1	51,100	53,700	53,700
Bilingual Pay					900	900
Assignment Pay				2,600	2,700	2,700
<b>TOTAL</b>	7	7	7	\$373,800	\$390,900	\$390,900

# Fire Department

The Fire Department is organized into two budgetary divisions, Fire Operations/Training and Fire Prevention. The Department responds to approximately 2,600 requests for emergency service. The majority (62%) of these incidents are emergency medical related. Responses to fires in buildings, vehicles or the wildland account for another 3% of the Department's emergency responses; 6% 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 public service requests, good intent calls, false alarms, and other miscellaneous requests which account for the remaining 29% 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/Training Division** - 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 and 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. All personnel are trained to the Emergency Medical Technician (EMT) level and capable of delivering Basic Life Support (BLS) care including emergency cardiac defibrillation. Additionally, 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 medical emergencies within the City and assist in mutual aid and automatic aid requests. 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 skills maintenance-training programs, conduct fire prevention inspections annually in local businesses as well as residences adjacent to open space areas, and provide public education to businesses, schools, and organizations.

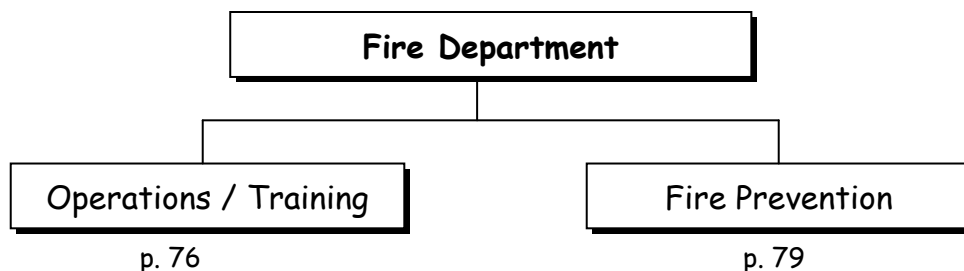
**Fire Prevention Division** - The Fire Prevention Division manages the daily fire prevention activities and inspections of the engine companies; the plan review and new construction process; supervises the fire investigators; and oversees the vegetation management programs.

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 325 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 and hand crews.

**Major Initiatives:**

- Enhance Firefighter safety through the use of new technologies that are now available.
- Continue to explore opportunities to maximize the Fire Department's Community Risk Reduction Program.
- 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 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:



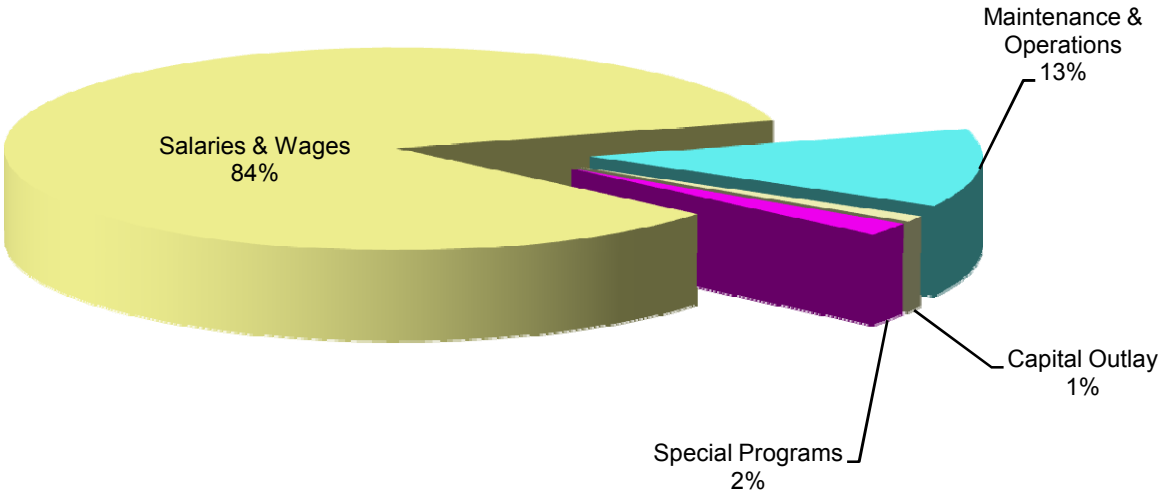
**Fire Department**

**All Divisions**

**Division**

	<b>MAJOR CATEGORY OF EXPENDITURE</b>					<b>Division</b>
	<b>Salaries &amp; Wages</b>	<b>Maint. &amp; Operations</b>	<b>Capital Outlay</b>	<b>Special Programs</b>	<b>Capital Projects</b>	
<b>Fire Operations</b>	\$7,753,800	\$978,800	\$95,000			<b>\$8,827,600</b>
<b>Fire Prevention</b>	263,400	199,200		\$198,100		<b>\$660,700</b>
<b>Department Total</b>	<b>\$8,017,200</b>	<b>\$1,178,000</b>	<b>\$95,000</b>	<b>\$198,100</b>	<b>\$0</b>	<b>\$9,488,300</b>

**Summary By Category Total**



## Fire Department Budget Detail

## All Divisions

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$3,738,684	\$4,075,300	\$4,246,000	\$4,246,000
1003	Salaries, Part Time	60,576	91,500	85,700	85,700
1006	Salaries, Overtime	783,504	1,020,000	1,364,200	1,022,000
1007	Salaries, Overtime-Mutual Aid	231,692			
1038	Sick Leave Payoff	55,700	50,000	40,700	40,700
1040	Vacation Payoff	91,200	92,400	83,100	83,100
1042	Comp Time Payoffs			100	100
1059	Residency Incentive	28,154	40,500	29,000	29,000
1101	Retirement	1,463,314	1,610,900	1,645,900	1,645,900
1103	P.A.R.S. Retirement	1,548	3,400	3,200	3,200
1201	Workers' Compensation	511,680	508,200	457,300	357,300
1300	Employee Group Insurance	410,000	410,000	438,700	438,700
1318	Medicare Insurance	49,366	62,900	70,800	65,500
	<b>Subtotal</b>	<b>7,425,419</b>	<b>7,965,100</b>	<b>8,464,700</b>	<b>8,017,200</b>
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	70,645	79,400	79,400	79,400
2011	Training, Travel and Dues	46,897	68,900	74,900	62,600
2021	Natural Gas	3,857	4,100	4,100	4,100
2024	Electricity	21,354	21,500	21,400	21,400
2027	Water	5,517	6,700	5,800	5,800
2031	Telephone	28,608	36,100	31,600	31,600
2051	Gas and Lubrications	51,440	76,400	52,200	52,200
2101	Materials and Supplies	77,722	74,000	72,200	72,200
2110	Paramedic Medical Supplies	33,550	46,200	52,500	46,200
2150	Rents and Leases	208,100	222,900	222,900	222,900
2170	General Insurance	59,700	61,200	65,300	65,300
2201	Repairs and Maint. Auto.	112,651	114,300	114,300	114,300
2222	Repairs and Maint. Other	64,778	75,200	75,200	68,000
2281	Printing	2,835	6,300	6,300	6,300
2401	Contractual Services	238,044	393,500	414,700	325,700
	<b>Subtotal</b>	<b>1,025,698</b>	<b>1,286,700</b>	<b>1,292,800</b>	<b>1,178,000</b>

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

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

Account	Actual	Adopted	Department	Adopted
No.    Account Title	Expenditures	Budget	Request	Budget
	2007-08	2008-09	2009-10	2009-10
<b><u>Capital Outlay</u></b>				
5305	Improvements Other Than Bldgs.	12,000	22,000	250,800
5408	Office Furniture & Equipment	10,490		43,500
5510	Automotive Equipment			26,000
5622	Other Equipment	17,592	50,000	90,300
	<b>Subtotal</b>	<b>40,082</b>	<b>72,000</b>	<b>95,000</b>
<b><u>Special Programs</u></b>				
	Special Programs	179,468	324,100	308,500
	<b>Subtotal</b>	<b>179,468</b>	<b>324,100</b>	<b>308,500</b>
	<b>Grand Total</b>	<b>\$8,670,667</b>	<b>\$9,647,900</b>	<b>\$10,476,600</b>
		<b>\$9,488,300</b>		



***Fire Department***

***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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Fire Chief	1	1	1	\$169,700	\$187,100	\$187,100
Fire Division Chief	2	2	2	280,200	294,200	294,200
Fire Battalion Chief	1	1	1	140,100	147,100	147,100
Fire Captain	12	12	12	1,160,700	1,223,600	1,223,600
Fire Engineer	12	12	12	992,800	1,032,600	1,032,600
Firefighter	12	12	12	805,700	819,000	819,000
Administrative Assistant	1	1	1	62,300	65,400	65,400
Acting Pay				49,800	52,300	52,300
Education Pay				72,500	70,100	70,100
Holiday Pay				113,900	129,700	129,700
Paramedic Pay				227,600	224,900	224,900
<b>TOTAL</b>	<b>41</b>	<b>41</b>	<b>41</b>	<b>\$4,075,300</b>	<b>\$4,246,000</b>	<b>\$4,246,000</b>

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$3,611,064	\$3,935,200	\$4,098,900	\$4,098,900
1003	Salaries, Part Time	36,264	67,000	66,600	66,600
1006	Salaries, Overtime	770,720	1,020,000	1,364,200	1,022,000
1007	Salaries, Overtime-Mutual Aid	231,692			
1038	Sick Leave Payoff	53,000	46,900	37,100	37,100
1040	Vacation Payoff	76,000	77,200	68,400	68,400
1042	Comp Time Payoffs			100	100
1059	Residency Incentive	21,006	40,500	21,600	21,600
1101	Retirement	1,412,592	1,556,300	1,589,600	1,589,600
1103	P.A.R.S. Retirement	1,360	2,500	2,500	2,500
1201	Workers' Compensation	510,360	506,900	456,000	356,000
1300	Employee Group Insurance	400,000	400,000	428,000	428,000
1318	Medicare Insurance	46,947	60,500	68,300	63,000
	<b>Subtotal</b>	<b>7,171,006</b>	<b>7,713,000</b>	<b>8,201,300</b>	<b>7,753,800</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	65,464	75,700	75,700	75,700
2011	Training, Travel and Dues	40,172	57,000	63,000	53,000
2021	Natural Gas	3,857	4,100	4,100	4,100
2024	Electricity	21,354	21,500	21,400	21,400
2027	Water	5,517	6,700	5,800	5,800
2031	Telephone	28,608	36,100	31,600	31,600
2051	Gas and Lubrications	44,096	69,700	47,800	47,800
2101	Materials and Supplies	68,750	66,900	64,700	64,700
2110	Paramedic Medical Supplies	33,550	46,200	52,500	46,200
2150	Rents and Leases	199,300	214,100	214,100	214,100
2170	General Insurance	57,900	59,400	63,300	63,300
2201	Repairs and Maint. Auto.	18,191	108,700	108,700	108,700
2222	Repairs and Maint. Other	64,778	75,200	75,200	68,000
2281	Printing	1,419	4,500	4,500	4,500
2401	Contractual Services	140,981	165,500	195,900	169,900
	<b>Subtotal</b>	<b>793,936</b>	<b>1,011,300</b>	<b>1,028,300</b>	<b>978,800</b>

**Fire Operations Division (con't)**

*Fire Department  
General Fund/2401*

Account		Actual	Adopted	Department	Adopted
		Expenditures	Budget	Request	Budget
No.	Account Title	2007-08	2008-09	2009-10	2009-10
<b>Capital Outlay</b>					
5622	(A) Vehicle Conversion			20,000	
5622	(A) Two 800 MHz Radios			10,000	10,000 *
5622	(R) 800 MHz Radios			16,000	85,000 *
5408	(A) Five Handheld Computers			25,000	
5622	(A) Air Kwik Firefighting System			16,000	
5622	(A) Three Breathing Apparatus			15,000	
5622	(A) Mobile Data Computer			10,000	
5305	(A) Seismic Survey			63,000	
5305	(A) Training Room-Sta. 2			25,000	
5408	(A) Symposium Training Device			3,000	
5622	(A) Safety Exercise Rack			3,300	
5305	(R) Stove/Oven-Sta. 1			9,000	
5305	(R) Front Ramp-Sta. 3			20,000	
5305	(A) PPE Lockers-Sta. 2			18,000	
5408	(R) Five Personal Computers			9,500	
5305	(A) Remodel Outside Area-Sta. 2			5,800	
5305	(R) Relocate Workbench/Storage			10,000	
5305	(R) Remodel Bathroom-Sta. 1			20,000	
5305	(R) Remodel Bathroom-Sta. 3			80,000	
5408	(R) Desk/Office Equipment			6,000	
	<b>Subtotal</b>	<b>40,082</b>	<b>72,000</b>	<b>384,600</b>	<b>95,000</b>
<b>Special Programs</b>					
8803	Raising Apparatus Doors Study			2,328	
	<b>Subtotal</b>	<b>2,328</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$8,007,352</b>	<b>\$8,796,300</b>	<b>\$9,614,200</b>	<b>\$8,827,600</b>

*Prior years' capital outlay shown in total only*

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

## *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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Fire Chief	1	1	1	\$169,700	\$187,100	\$187,100
Fire Division Chief	2	2	2	280,200	294,200	294,200
Fire Captain	12	12	12	1,160,700	1,223,600	1,223,600
Fire Engineer	12	12	12	992,800	1,032,600	1,032,600
Firefighter	12	12	12	805,700	819,000	819,000
Administrative Assistant	1	1	1	62,300	65,400	65,400
Acting Pay				49,800	52,300	52,300
Education Pay				72,500	70,100	70,100
Holiday Pay				113,900	129,700	129,700
Paramedic Pay				227,600	224,900	224,900
<b>TOTAL</b>	40	40	40	\$3,935,200	\$4,098,900	\$4,098,900

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$127,621	\$140,100	\$147,100	\$147,100
1003	Salaries, Part Time	24,312	24,500	19,100	19,100
1006	Salaries, Overtime	12,784			
1038	Sick Leave Payoff	2,700	3,100	3,600	3,600
1040	Vacation Payoff	15,200	15,200	14,700	14,700
1059	Residency Incentive	7,148		7,400	7,400
1101	Retirement	50,722	54,600	56,300	56,300
1103	P.A.R.S. Retirement	188	900	700	700
1201	Workers' Compensation	1,320	1,300	1,300	1,300
1300	Employee Group Insurance	10,000	10,000	10,700	10,700
1318	Medicare Insurance	2,419	2,400	2,500	2,500
	<b>Subtotal</b>	<b>254,413</b>	<b>252,100</b>	<b>263,400</b>	<b>263,400</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	5,181	3,700	3,700	3,700
2011	Training, Travel and Dues	6,725	11,900	11,900	9,600
2051	Gas and Lubrications	7,344	6,700	4,400	4,400
2101	Materials and Supplies	8,972	7,100	7,500	7,500
2150	Rents and Leases	8,800	8,800	8,800	8,800
2170	General Insurance	1,800	1,800	2,000	2,000
2201	Repairs and Maint. Auto.	4,461	5,600	5,600	5,600
2281	Printing	1,417	1,800	1,800	1,800
2401	Contractual Services	97,063	228,000	218,800	155,800
	<b>Subtotal</b>	<b>141,762</b>	<b>275,400</b>	<b>264,500</b>	<b>199,200</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	120,589	166,000	143,900	143,900
8301	Hazardous Materials Mitigation	8,904	17,700	24,200	24,200
8503	Document Scanning		72,400	72,400	
8804	Weed Abatement-Private Lots	2,645	63,000	63,000	30,000
8805	Update Pre-Plans	45,002	5,000	5,000	
	<b>Subtotal</b>	<b>177,140</b>	<b>324,100</b>	<b>308,500</b>	<b>198,100</b>
	<b>Grand Total</b>	<b>\$573,315</b>	<b>\$851,600</b>	<b>\$862,400</b>	<b>\$660,700</b>

## *Fire Prevention Position Summary*

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<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted Budget	Dept. Request	Adopted Budget	Adopted Budget	Department Request	Adopted Budget
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Fire Battalion Chief	1	1	1	\$140,100	\$147,100	\$147,100
<b>TOTAL</b>	1	1	1	\$140,100	\$147,100	\$147,100

# 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



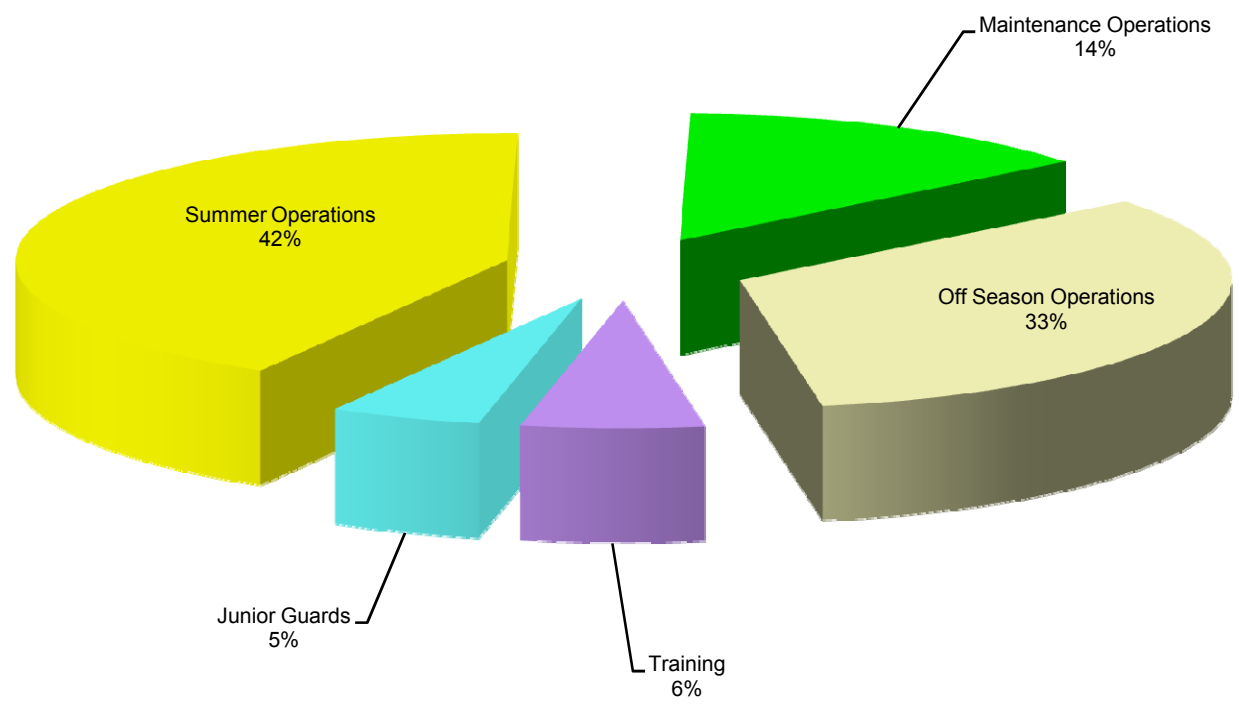
# Marine Safety Department Budget Summary

*All  
Divisions*

**Division**

	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Marine Safety	\$2,025,300	\$329,800	\$1,900			<b>\$2,357,000</b>
<b>Department Total</b>	<b>\$2,025,300</b>	<b>\$329,800</b>	<b>\$1,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$2,357,000</b>

## Summary By Operation Total



## Marine Safety Department Budget Detail

*All  
Divisions*

*General Fund/2601*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$632,591	\$672,800	\$717,800	\$717,800
1003	Salaries, Part Time	696,897	781,800	820,900	815,900
1006	Salaries, Overtime	131,120	99,800	112,900	112,900
1038	Sick Leave Payoff	2,300	4,500	5,600	5,600
1040	Vacation Payoff	3,800	5,200	3,900	3,900
1042	Comp Time Payoffs			1,100	1,100
1053	Holiday Allowance	863			
1101	Retirement	157,469	166,700	207,700	207,700
1103	P.A.R.S. Retirement	31,955	29,300	30,800	30,800
1201	Workers' Compensation	59,280	26,200	22,500	20,100
1300	Employee Group Insurance	80,000	80,000	85,600	85,600
1318	Medicare Insurance	21,278	22,700	23,900	23,900
	<b>Subtotal</b>	<b>1,817,553</b>	<b>1,889,000</b>	<b>2,032,700</b>	<b>2,025,300</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	32,111	30,000	35,900	35,900
2011	Training, Travel and Dues	7,725	13,600	13,600	13,600
2021	Natural Gas	770	700	800	800
2024	Electricity	775	1,000	800	800
2027	Water	192	300	200	200
2031	Telephone	18,862	19,700	18,900	18,900
2051	Gas and Lubrications	10,086	11,500	11,500	11,500
2101	Materials and Supplies	68,979	75,900	75,900	70,000
2150	Rents and Leases	73,400	70,600	70,600	70,600
2170	General Insurance	15,900	16,700	19,200	19,200
2201	Repairs and Maint. Auto.	12,211	8,800	8,800	8,800
2222	Repairs and Maint. Other	32,048	32,500	32,500	32,500
2281	Printing	1,520	1,200	1,200	1,200
2401	Contractual Services	28,715	46,800	48,800	45,800
	<b>Subtotal</b>	<b>303,295</b>	<b>329,300</b>	<b>338,700</b>	<b>329,800</b>
<b>Capital Outlay</b>					
5622	(R) Five Lifeguard Towers			145,000	
5622	(A) Five Mobile Data Computers			90,000	
5622	(A) Two Hand Held 800 MHZ Radios			9,000	
5622	(A) 800 MHZ Radio			4,800	
5408	(R) Personal Computer			1,900	1,900
5622	(A) Two Waverunners			32,000	
5622	(A) Dive Team Communication			22,800	

*Prior years' capital outlay shown in total  
only*

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

***All  
Divisions***

<b>Account No.</b>	<b>Account Title</b>	<b>Actual Expenditures 2007-08</b>	<b>Adopted Budget 2008-09</b>	<b>Department Request 2009-10</b>	<b>Adopted Budget 2009-10</b>
5622	(A) Video Camera - Training			1,800	
5408	(A) Laptop			2,200	
	<b>Subtotal</b>	<b>53,534</b>	<b>126,900</b>	<b>309,500</b>	<b>1,900</b>
	<b>Grand Total</b>	<b>\$2,174,382</b>	<b>\$2,345,200</b>	<b>\$2,680,900</b>	<b>\$2,357,000</b>

***Marine Safety 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Chief of Marine Safety	1	1	1	\$128,600	\$135,000	\$135,000
Marine Safety Captain	1	1	1	96,600	101,500	101,500
Marine Safety Lieutenant	2	2	2	169,400	177,900	177,900
Marine Safety Officer	3	3	3	202,000	223,400	223,400
Marine Protection Officer	1	1	1	75,200	79,000	79,000
Uniform Allowance				1,000	1,000	1,000
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$672,800</b>	<b>\$717,800</b>	<b>\$717,800</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, Lang Park, and Senior Center 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 80 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.

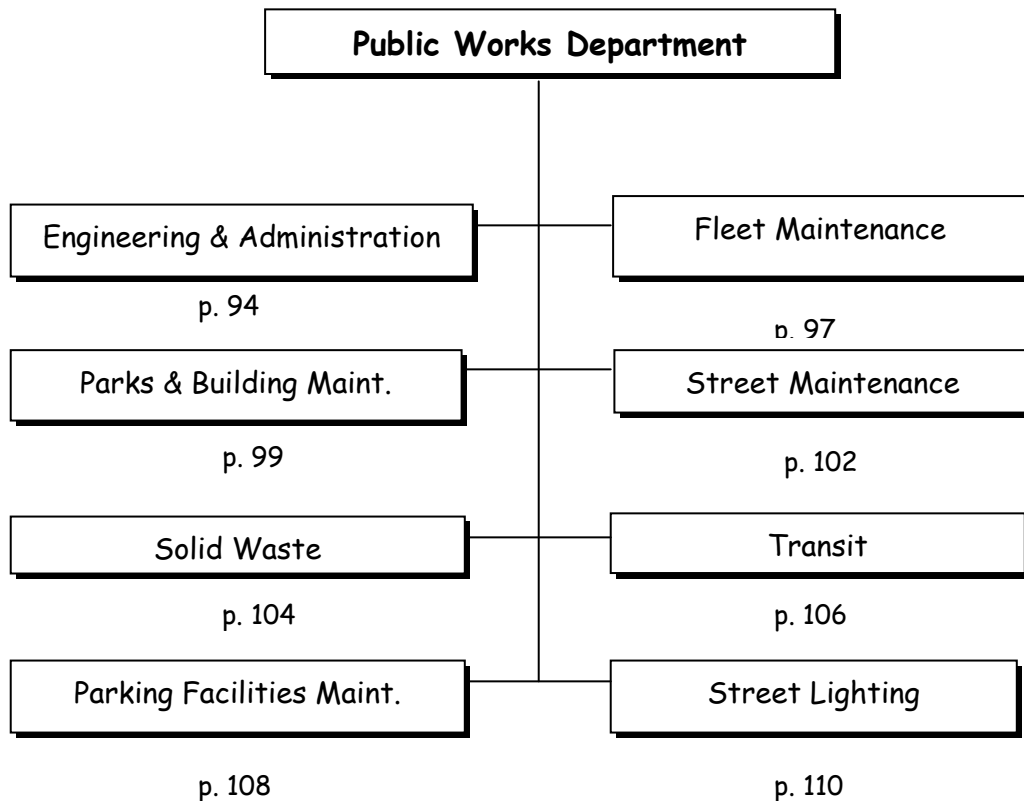
**Parking Facilities Maintenance** - This division has three employees who maintain more than 2,100 street parking meters, 13 pay station machines and eight parking lots. Functions include installation, maintenance and replacement of meters, parking permit machines, and change machines. In addition, 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:

- Complete the renovation of Heisler Park.
- Resurface all alleys north of Boat Canyon.
- Slurry seal streets in South Laguna and Top of the World neighborhoods.
- Extend sidewalk on the coast side of Coast Highway from Treasure Island Park to Camel Point Drive.
- Construct new beach stairway and storm drain on Circle Way.
- Replace retaining wall on inland side of Third Street between Mermaid Street and Park Avenue.

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

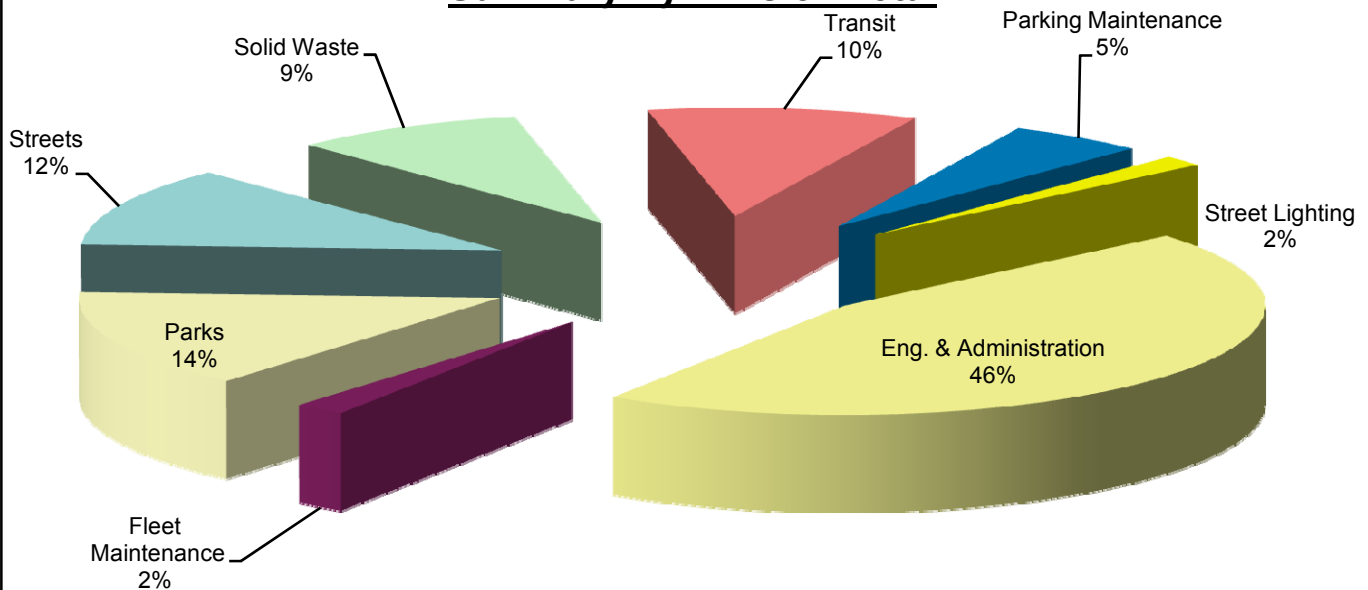


# Public Works Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
<b>Eng. &amp; Administration</b>	\$1,145,700	\$99,500	\$2,000		\$8,320,000	<b>\$9,567,200</b>
<b>Fleet Maintenance</b>	315,600	100,700	2,400			<b>\$418,700</b>
<b>Park &amp; Bldg Maint.</b>	1,814,000	1,120,300	7,900	145,000		<b>\$3,087,200</b>
<b>Street Maintenance</b>	1,399,800	1,081,100	23,800			<b>\$2,504,700</b>
<b>Solid Waste</b>	117,600	1,724,400		45,000		<b>\$1,887,000</b>
<b>Transit</b>	1,309,700	736,900		145,900		<b>\$2,192,500</b>
<b>Parking Facilities Maint.</b>	431,300	498,600		178,000		<b>\$1,107,900</b>
<b>Street Lighting</b>	18,500	258,000		60,000		<b>\$336,500</b>
<b>Department Total</b>	<b>\$6,552,200</b>	<b>\$5,619,500</b>	<b>\$36,100</b>	<b>\$573,900</b>	<b>\$8,320,000</b>	<b>\$21,101,700</b>

**Summary By Division Total**





**Public Works Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$3,356,390	\$3,741,200	\$3,967,100	\$3,881,700
1003	Salaries, Part Time	686,826	677,000	772,500	763,500
1006	Salaries, Overtime	271,465	221,500	250,500	221,000
1009	Salaries, Redistributed	31,900	34,800	36,400	36,400
1038	Sick Leave Payoff	72,862	67,400	62,800	62,800
1040	Vacation Payoff	50,013	62,500	52,600	52,600
1042	Comp Time Payoffs		400	2,900	2,900
1053	Holiday Allowance	1,086			
1101	Retirement	515,306	602,100	644,200	630,400
1103	P.A.R.S. Retirement	12,359	25,400	29,100	28,700
1201	Workers' Compensation	343,680	320,300	271,600	223,400
1300	Employee Group Insurance	548,000	570,000	609,900	588,400
1318	Medicare Insurance	44,958	57,400	61,900	60,400
	<b>Subtotal</b>	<b>5,934,846</b>	<b>6,380,000</b>	<b>6,761,500</b>	<b>6,552,200</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	32,199	35,600	35,100	34,600
2011	Training, Travel and Dues	16,908	26,500	26,500	25,500
2021	Natural Gas	8,470	5,200	6,900	6,900
2024	Electricity	274,342	289,300	276,200	301,200
2027	Water	145,380	133,300	145,500	145,500
2031	Telephone	17,957	23,600	24,300	24,300
2051	Gas and Lubrications	248,384	438,600	275,600	275,600
2101	Materials and Supplies	844,559	804,900	1,093,700	712,500
2150	Rents and Leases	549,366	551,000	566,500	578,500
2170	General Insurance	277,100	273,600	153,500	153,500
2201	Repairs and Maint. Automotiv	210,179	184,000	209,000	209,000
2222	Repairs and Maint. Other	137,849	194,900	239,200	188,200
2281	Printing	26,950	49,300	51,300	51,300
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	2,529,526	2,475,600	2,665,000	2,635,000
2432	Postage	3,200	6,000	6,000	6,000
2508	Vehicle Cost Redistribution	(67,731)	(40,000)	(50,000)	(50,000)
2804	Costs Redistributed	295,700	296,400	320,900	320,900
	Depreciation	315,770			
	<b>Subtotal</b>	<b>5,866,106</b>	<b>5,748,800</b>	<b>6,046,200</b>	<b>5,619,500</b>

***Public Works Department  
Budget Detail***

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Capital Outlay</u></b>					
5305	Improv. Other Than Bldgs				
5408	Office Furniture & Equipment	17,640	11,500	10,100	10,100
5510	Automotive Equipment	1,529	1,050,000		
5622	Other Equipment	210,613	661,200	26,000	26,000
5625	Trolley Rehabilitation	22,518	57,500		
	<b>Subtotal</b>	<b>252,299</b>	<b>1,061,500</b>	<b>36,100</b>	<b>36,100</b>
<b><u>Special Programs</u></b>					
	Special Programs	469,761	424,300	376,900	573,900
	<b>Subtotal</b>	<b>469,761</b>	<b>424,300</b>	<b>376,900</b>	<b>573,900</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	24,456,135	11,230,000	8,820,000	8,320,000
	<b>Subtotal</b>	<b>24,456,135</b>	<b>11,230,000</b>	<b>8,820,000</b>	<b>8,320,000</b>
	<b>Grand Total</b>	<b>\$36,979,147</b>	<b>\$24,844,600</b>	<b>\$22,040,700</b>	<b>\$21,101,700</b>

**Public Works Department  
Position Summary**

**All  
Divisions**

<b>Position Title</b>	<b>No. of Positions</b>			<b>Salaries</b>		
	<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>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>
Director of Public Works/City Eng.	1	1	1	\$169,700	\$187,100	\$187,100
Assistant City Engineer	1	1	1	140,100	147,100	147,100
Deputy Director Public Works	1	1	1	128,600	135,000	135,000
Parks & Buildings Manager	1	1	1	128,600	135,000	135,000
Project Director	1	1	1	128,600	135,000	135,000
Associate Engineer	1	1	1	106,400	100,900	100,900
Administrative Analyst	1	1	1	68,300	71,700	71,700
Project Manager	2	2	2	182,000	195,800	195,800
Administrative Assistant	1	2	2	56,200	130,800	130,800
Administrative Office Specialist	1			54,700		
Office Specialist		1			42,700	
Sr. Office Specialist	1			51,100		
PW Technician	1	1	1	41,900	46,400	46,400
Equipment Mechanic	3	3	3	186,400	203,500	203,500
Maintenance Worker	1	1		43,800	42,700	
Maint Lead Worker	6	6	6	420,400	441,400	441,400
Maintenance Worker II	5	4	4	292,000	244,700	244,700
Maintenance Worker I	11	12	12	500,800	583,600	583,600
Parks Gardener	7	7	7	388,600	413,700	413,700
Equipment Operator	2	2	2	103,100	116,500	116,500
Motor Sweeper Operator	2	2	2	109,900	124,400	124,400
Senior Fleet Maint Supervisor	1	1	1	93,200	97,900	97,900
Maintenance Supervisor	1	1	1	84,700	88,900	88,900
Traffic Maintenance Tech.	1	1	1	62,300	65,400	65,400
Custodian	1	1	1	37,800	42,900	42,900
Lead Bus Driver	1	1	1	62,300	65,400	65,400
Bus Driver	2	2	2	99,700	108,600	108,600
<b>TOTAL</b>	<b>57</b>	<b>57</b>	<b>55</b>	<b>\$3,741,200</b>	<b>\$3,967,100</b>	<b>\$3,881,700</b>

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$766,436	\$837,700	\$896,700	\$896,700
1006	Salaries, Overtime	2,038	12,700	13,300	10,000
1009	Salaries, Redistributed	(43,300)	(46,300)	(54,100)	(54,100)
1038	Sick Leave Payoff	22,600	22,400	19,500	19,500
1040	Vacation Payoff	16,200	28,900	24,700	24,700
1101	Retirement	118,933	134,500	145,300	145,300
1201	Workers' Compensation	6,720	6,600	6,300	6,300
1300	Employee Group Insurance	80,000	80,000	85,600	85,600
1318	Medicare Insurance	9,351	11,000	11,700	11,700
	<b>Subtotal</b>	<b>978,978</b>	<b>1,087,500</b>	<b>1,149,000</b>	<b>1,145,700</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	9,152	14,400	14,400	13,400
2021	Natural Gas	896	1,300	1,300	1,300
2024	Electricity	6,199	5,900	6,200	6,200
2027	Water	1,171	1,800	1,300	1,300
2031	Telephone	13,564	14,300	15,300	15,300
2051	Gas and Lubrications	1,868	1,800	1,800	1,800
2101	Materials and Supplies	17,518	10,000	11,200	10,000
2150	Rents and Leases	6,600	10,600	10,600	10,600
2170	General Insurance	9,000	8,900	9,900	9,900
2222	Repairs and Maint. Other	81	1,000	1,000	1,000
2281	Printing	3,647	4,700	4,700	4,700
2302	Legal Advertising		1,000	1,000	1,000
2401	Contractual Services	14,706	36,000	33,000	23,000
	<b>Subtotal</b>	<b>84,402</b>	<b>111,700</b>	<b>111,700</b>	<b>99,500</b>
<b>Capital Outlay</b>					
5408	(R) Laptop Computer			<i>Prior years' capital outlay shown in total only</i> 2,000	2,000
	<b>Subtotal</b>	<b>6,449</b>	<b>3,800</b>	<b>2,000</b>	<b>2,000</b>

**Engineering & Administration Division (con't)**

*Public Works  
General Fund/3101*

Account		Actual	Adopted	Department	Adopted
		Expenditures	Budget	Request	Budget
No.	Account Title	2007-08	2008-09	2009-10	2009-10
<b>Special Programs</b>					
8095	AQMD Grant Funds	(385)			
8710	Lag Cyn Parking/Traffic Study	11,190			
	<b>Subtotal</b>	<b>10,805</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	17,532,263	11,230,000	8,820,000	8,320,000 *
	<b>Subtotal</b>	<b>17,532,263</b>	<b>11,230,000</b>	<b>8,820,000</b>	<b>8,320,000</b>
	<b>Grand Total</b>	<b>\$18,612,897</b>	<b>\$12,433,000</b>	<b>\$10,082,700</b>	<b>\$9,567,200</b>

\* Represents thirteen 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Director of Public Works/City Eng.	1	1	1	169,700	\$187,100	\$187,100
Assistant City Engineer	1	1	1	140,100	147,100	147,100
Project Director	1	1	1	128,600	135,000	135,000
Associate Engineer	1	1	1	106,400	100,900	100,900
Project Manager	2	2	2	182,000	195,800	195,800
Administrative Assistant	1	2	2	56,200	130,800	130,800
Administrative Office Specialist	1			54,700		
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>\$837,700</b>	<b>\$896,700</b>	<b>\$896,700</b>

**Fleet Maintenance Division***Public Works  
General Fund/3102*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$172,252	\$186,400	\$203,500	\$203,500
1006	Salaries, Overtime	43,386	31,500	42,000	30,000
1038	Sick Leave Payoff	5,200	5,700	5,700	5,700
1040	Vacation Payoff	8,200	9,500	6,100	6,100
1053	Holiday Allowance	383			
1101	Retirement	28,324	30,000	33,000	33,000
1201	Workers' Compensation	1,680	1,600	1,700	1,700
1300	Employee Group Insurance	30,000	30,000	32,100	32,100
1318	Medicare Insurance	3,086	3,200	3,600	3,500
<b>Subtotal</b>		<b>292,511</b>	<b>297,900</b>	<b>327,700</b>	<b>315,600</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,030	3,000	3,500	3,000
2011	Training, Travel and Dues	6,075	5,300	5,300	5,300
2021	Natural Gas	2,727	1,900	2,700	2,700
2024	Electricity	12,427	19,600	12,400	12,400
2031	Telephone	596	500	500	500
2051	Gas and Lubrications	3,205	5,000	5,000	5,000
2101	Materials and Supplies	25,408	15,000	15,000	15,000
2170	General Insurance	2,300	2,200	2,700	2,700
2201	Repairs and Maint. Automotive	94,110	75,000	75,000	75,000
2222	Repairs and Maint. Other	5,653	10,000	10,000	9,000
2281	Printing	335	300	300	300
2401	Contractual Services	14,969	12,000	19,800	19,800
2508	Vehicle Cost Redistribution	(67,731)	(40,000)	(50,000)	(50,000)
<b>Subtotal</b>		<b>103,103</b>	<b>109,800</b>	<b>102,200</b>	<b>100,700</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			<i>Prior years' capital outlay shown in total only</i> 2,400	2,400
<b>Subtotal</b>		<b>13,627</b>	<b>0</b>	<b>2,400</b>	<b>2,400</b>
<b>Grand Total</b>		<b>\$409,241</b>	<b>\$407,700</b>	<b>\$432,300</b>	<b>\$418,700</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Equipment Mechanic	3	3	3	\$186,400	\$203,500	\$203,500
<b>TOTAL</b>	3	3	3	\$186,400	\$203,500	\$203,500



## Park & Building Maintenance Division

*Public Works  
General Fund/3104*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,087,454	\$1,194,500	\$1,265,000	\$1,265,000
1003	Salaries, Part Time	29,040	53,700	66,000	57,000
1006	Salaries, Overtime	66,272	30,700	32,200	29,000
1009	Salaries, Redistributed	(24,800)	(27,600)	(29,000)	(29,000)
1038	Sick Leave Payoff	13,400	10,200	10,000	10,000
1040	Vacation Payoff	12,000	13,800	12,500	12,500
1042	Comp Time Payoffs		400	1,700	1,700
1053	Holiday Allowance	564			
1101	Retirement	178,166	192,500	205,600	205,600
1103	P.A.R.S. Retirement	1,123	2,000	2,500	2,100
1201	Workers' Compensation	39,360	30,100	24,700	21,300
1300	Employee Group Insurance	200,000	210,000	224,700	224,700
1318	Medicare Insurance	13,643	13,200	14,200	14,100
	<b>Subtotal</b>	1,616,223	1,723,500	1,830,100	1,814,000
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	12,812	14,200	14,200	14,200
2011	Training, Travel and Dues	701	1,900	1,900	1,900
2021	Natural Gas	2,443	1,500	2,400	2,400
2024	Electricity	30,251	42,400	32,000	32,000
2027	Water	127,608	116,100	127,600	127,600
2031	Telephone	763	2,300	2,400	2,400
2051	Gas and Lubrications	57,747	92,900	47,400	47,400
2101	Materials and Supplies	231,304	213,900	204,300	204,300
2150	Rents and Leases	183,684	188,400	193,300	205,300
2170	General Insurance	54,600	13,800	15,400	15,400
2201	Repairs and Maint. Automotive				
2222	Repairs and Maint. Other	117,366	151,500	196,000	146,000
2281	Printing	359	300	300	300
2401	Contractual Services	477,349	379,400	341,100	321,100
	<b>Subtotal</b>	1,296,987	1,218,600	1,178,300	1,120,300
<b>Capital Outlay</b>					
5408	(R) Personal Computer		<i>Prior years' capital outlay shown in total only</i>	1,900	1,900
5622	(A) Heavy Duty Sod Cutter			6,000	6,000
	<b>Subtotal</b>	176,871	1,900	7,900	7,900

**Park & Building Maintenance Division (con't)**

*Public Works  
General Fund/3104*

Account		Actual	Adopted	Department	Adopted
No.	Account Title	Expenditures	Budget	Request	Budget
		2007-08	2008-09	2009-10	2009-10
<b>Special Programs</b>					
8122	Irrigation Timers*				100,000
8815	Abatement of Invasive Weeds	32,535	45,000	45,000	45,000
8959	Show Lang Park MP Room Floor		25,000		
8960	Fuel Pumps Upgrade		30,000		
	<b>Subtotal</b>	<b>32,535</b>	<b>100,000</b>	<b>45,000</b>	<b>145,000</b>
	<b>Grand Total</b>	<b>\$3,122,615</b>	<b>\$3,044,000</b>	<b>\$3,061,300</b>	<b>\$3,087,200</b>

\* Partly funded by a grant from Metropolitan Water District.

## Park & Building 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Parks & Buildings Manager	1	1	1	\$128,600	\$135,000	\$135,000
Maint. Lead Worker	2	2	2	140,100	147,100	147,100
Parks Gardener	7	7	7	388,600	413,700	413,700
Maintenance Worker II	3	2	2	174,100	120,900	120,900
Maintenance Worker I	7	8	8	325,300	405,400	405,400
Custodian	1	1	1	37,800	42,900	42,900
<b>TOTAL</b>	21	21	21	\$1,194,500	\$1,265,000	\$1,265,000

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$753,225	\$960,500	\$1,008,400	\$923,000
1003	Salaries, Part Time	121,758	37,200	37,000	37,000
1006	Salaries, Overtime	47,474	46,800	53,200	43,200
1009	Salaries, Redistributed	(72,400)	(82,400)	(83,300)	(83,300)
1038	Sick Leave Payoff	3,900	2,300	2,800	2,800
1040	Vacation Payoff	5,000	4,600	3,500	3,500
1042	Comp Time Payoffs			1,200	1,200
1101	Retirement	122,990	154,500	163,800	150,000
1103	P.A.R.S. Retirement	5,050	1,400	1,400	1,400
1201	Workers' Compensation	232,680	234,600	203,600	158,800
1300	Employee Group Insurance	148,000	160,000	171,200	149,700
1318	Medicare Insurance	11,325	13,100	13,800	12,500
	<b>Subtotal</b>	<b>1,379,003</b>	<b>1,532,600</b>	<b>1,576,600</b>	<b>1,399,800</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	4,751	8,000	7,000	7,000
2011	Training, Travel and Dues	910	1,700	1,700	1,700
2021	Natural Gas	761			
2024	Electricity	2,269	5,600	2,300	2,300
2027	Water	8,672	8,300	8,700	8,700
2031	Telephone	367	1,800	1,900	1,900
2051	Gas and Lubrications	62,782	101,900	52,500	52,500
2101	Materials and Supplies	416,549	375,400	375,400	375,400
2150	Rents and Leases	225,072	212,500	223,100	223,100
2170	General Insurance	192,300	219,600	106,100	106,100
2201	Repairs and Maint. Automotive	39			
2222	Repairs and Maint. Other	8,444	10,000	10,000	10,000
2281	Printing	418	500	500	500
2401	Contractual Services	367,878	291,900	291,900	291,900
	<b>Subtotal</b>	<b>1,291,211</b>	<b>1,237,200</b>	<b>1,081,100</b>	<b>1,081,100</b>
<b>Capital Outlay</b>					
5622	(R) Concrete/Paving Saw			16,000	16,000
5408	(R) Two Personal Computers			3,800	3,800
5622	(A) Storm Drain Camera			4,000	4,000
	<b>Subtotal</b>	<b>31,305</b>	<b>0</b>	<b>23,800</b>	<b>23,800</b>
<b>Special Programs</b>					
8620	Street Sweeper Rehabilitation	1,453			
	<b>Subtotal</b>	<b>1,453</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$2,702,972</b>	<b>\$2,769,800</b>	<b>\$2,681,500</b>	<b>\$2,504,700</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Deputy Director Public Work	1	1	1	\$128,600	\$135,000	\$135,000
Maintenance Lead Worker	4	4	4	280,300	294,300	294,300
Maintenance Worker II	2	2	2	117,900	123,800	123,800
Maintenance Worker I	2	2	2	83,900	82,600	82,600
Maintenance Worker	1	1		43,800	42,700	
Equipment Operator	2	2	2	103,100	116,500	116,500
Motor Sweeper Operator	2	2	2	109,900	124,400	124,400
PW Technician	1	1	1	41,900	46,400	46,400
Office Specialist		1			42,700	
Sr. Office Specialist	1			51,100		
<b>TOTAL</b>	16	16	14	\$960,500	\$1,008,400	\$923,000

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$63,039	\$68,300	\$71,700	\$71,700
1009	Salaries, Redistributed	5,600	3,500	6,200	6,200
1038	Sick Leave Payoff	14,700	14,700	14,600	14,600
1040	Vacation Payoff	1,300	1,500	1,200	1,200
1101	Retirement	10,295	11,000	11,600	11,600
1201	Workers' Compensation	600	600	600	600
1300	Employee Group Insurance	10,000	10,000	10,700	10,700
1318	Medicare Insurance	842	1,000	1,000	1,000
	<b>Subtotal</b>	<b>106,376</b>	<b>110,600</b>	<b>117,600</b>	<b>117,600</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues		600	600	600
2031	Telephone	665	800	800	800
2101	Materials and Supplies	171	1,300	1,300	1,300
2170	General Insurance	1,600	1,900	2,000	2,000
2201	Repairs and Maint. Auto.	289			
2281	Printing	1,452	5,000	5,000	5,000
2401	Contractual Services	1,588,247	1,615,900	1,697,300	1,697,300
2432	Postage		2,500	2,500	2,500
2804	Cost Redistributed	11,700	14,500	14,900	14,900
	<b>Subtotal</b>	<b>1,604,122</b>	<b>1,642,500</b>	<b>1,724,400</b>	<b>1,724,400</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>					
8105	Recycling Grant Programs	5,000	6,000	6,000	6,000
8117	Used Oil Recycling	3,900	7,000	7,000	7,000
8961	HHW Curbside Collections		50,000	30,000	30,000
8969	C & D Recycling Deposit			2,000	2,000
	<b>Subtotal</b>	<b>8,900</b>	<b>63,000</b>	<b>45,000</b>	<b>45,000</b>
	<b>Grand Total</b>	<b>\$1,719,398</b>	<b>\$1,818,000</b>	<b>\$1,887,000</b>	<b>\$1,887,000</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Administrative Analyst	1	1	1	\$68,300	\$71,700	\$71,700
<b>TOTAL</b>	1	1	1	\$68,300	\$71,700	\$71,700

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$318,309	\$295,700	\$323,600	\$323,600
1003	Salaries, Part Time	510,324	555,300	638,700	638,700
1006	Salaries, Overtime	103,149	89,300	98,800	98,800
1009	Salaries, Redistributed	53,200	59,500	60,300	60,300
1038	Sick Leave Payoff	262	5,100	7,800	7,800
1040	Vacation Payoff	3,613	1,800	3,000	3,000
1053	Holiday Allowance	139			
1101	Retirement	24,488	47,700	52,700	52,700
1103	P.A.R.S. Retirement	5,104	20,800	24,000	24,000
1201	Workers' Compensation	59,880	44,100	31,900	31,900
1300	Employee Group Insurance	50,000	50,000	53,500	53,500
1318	Medicare Insurance	4,674	13,700	15,400	15,400
	<b>Subtotal</b>	<b>1,133,142</b>	<b>1,183,000</b>	<b>1,309,700</b>	<b>1,309,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	8,552	9,000	9,000	9,000
2011	Training, Travel and Dues	70	1,600	1,600	1,600
2021	Natural Gas	1,642	500	500	500
2024	Electricity	7,574	5,700	7,600	7,600
2031	Telephone	1,039	1,000	1,000	1,000
2051	Gas and Lubrications	118,968	229,700	165,400	165,400
2101	Materials and Supplies	37,655	42,800	43,000	43,000
2150	Rents and Leases	119,810	125,300	125,300	125,300
2170	General Insurance	13,400	23,400	13,100	13,100
2201	Repairs and Maint. Automotive	114,219	105,000	130,000	130,000
2222	Repairs and Maint. Other	2,222	5,400	5,200	5,200
2281	Printing	13,577	25,500	27,500	27,500
2401	Contractual Services	12,007	42,500	48,000	48,000
2804	Costs Redistributed	140,300	140,900	159,700	159,700
	Depreciation	315,770			
	<b>Subtotal</b>	<b>906,804</b>	<b>758,300</b>	<b>736,900</b>	<b>736,900</b>
<b>Capital Outlay</b>					
5510	Automotive Equipment	1,529	1,093,500		
5625	Trolley Rehabilitation	22,518	57,500		
	<b>Subtotal</b>	<b>24,047</b>	<b>1,151,000</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8095	AQMD Grant Funds	1,700		1,200	1,200
8108	Transit Evening Services	13,353	21,500	21,500	21,500
8123	Free Ride to Work Program			15,000	15,000
8124	Free Summer Fares			12,000	12,000
8304	Paratransit Costs	99,769	89,500	92,200	92,200
8704	OCTA Planning Grant	4,735			4,000
	<b>Subtotal</b>	<b>119,557</b>	<b>111,000</b>	<b>141,900</b>	<b>145,900</b>
	<b>Grand Total</b>	<b>\$2,183,550</b>	<b>\$3,203,300</b>	<b>\$2,188,500</b>	<b>\$2,192,500</b>



## ***Transit Division Position Summary***

<u><b>Position Title</b></u>	<i><b>No. of Positions</b></i>			<i><b>Salaries</b></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>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>
Sr. Fleet Maint. Supervisor	1	1	1	\$93,200	\$97,900	\$97,900
Lead Bus Driver	1	1	1	62,300	65,400	65,400
Bus Driver	2	2	2	99,700	108,600	108,600
Maintenance Worker I	1	1	1	40,500	51,700	51,700
<b>TOTAL</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>\$295,700</b>	<b>\$323,600</b>	<b>\$323,600</b>

**Parking Facilities Maintenance Division**

*Public Works*  
*Parking Authority Fund/3501*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$195,676	\$198,100	\$198,200	\$198,200
1003	Salaries, Part Time	25,704	30,800	30,800	30,800
1006	Salaries, Overtime	9,145	10,500	11,000	10,000
1009	Salaries, Redistributed	98,300	110,900	117,800	117,800
1038	Sick Leave Payoff	12,800	7,000	2,400	2,400
1040	Vacation Payoff	3,700	2,400	1,600	1,600
1101	Retirement	32,109	31,900	32,200	32,200
1103	P.A.R.S. Retirement	1,082	1,200	1,200	1,200
1201	Workers' Compensation	2,760	2,700	2,800	2,800
1300	Employee Group Insurance	30,000	30,000	32,100	32,100
1318	Medicare Insurance	2,037	2,200	2,200	2,200
	<b>Subtotal</b>	<b>413,313</b>	<b>427,700</b>	<b>432,300</b>	<b>431,300</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,053	1,400	1,400	1,400
2011	Training, Travel and Dues		1,000	1,000	1,000
2024	Electricity	2,679	2,800	2,700	2,700
2027	Water	7,930	7,100	7,900	7,900
2031	Telephone	965	2,900	2,400	2,400
2051	Gas and Lubrications	3,815	7,300	3,500	3,500
2101	Materials and Supplies	115,952	143,500	440,500	60,500
2150	Rents and Leases	14,200	14,200	14,200	14,200
2170	General Insurance	3,900	3,800	4,300	4,300
2201	Repairs and Maint. Automotive	1,523	4,000	4,000	4,000
2222	Repairs and Maint. Other	4,083	15,000	15,000	15,000
2281	Printing	7,163	13,000	13,000	13,000
2401	Contractual Services	40,918	82,900	218,900	218,900
2432	Postage	3,200	3,500	3,500	3,500
2804	Costs Redistributed	143,700	141,000	146,300	146,300
	<b>Subtotal</b>	<b>353,082</b>	<b>443,400</b>	<b>878,600</b>	<b>498,600</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		2,000		
	<b>Subtotal</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8305	Festival Tram Fares	110,000	110,000	110,000	110,000
8811	Parking Lot Credit Card Machines	83,510			
8813	Lease Parking Medical Center	68,000			68,000
	<b>Subtotal</b>	<b>261,510</b>	<b>110,000</b>	<b>110,000</b>	<b>178,000</b>
	<b>Grand Total</b>	<b>\$1,027,905</b>	<b>\$983,100</b>	<b>\$1,420,900</b>	<b>\$1,107,900</b>

***Parking Facilities Maintenance Position Summary***

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Dept.	Adopted	Adopted	Department	Adopted
	Budget	Request	Budget	Budget	Request	Budget
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Maintenance Supervisor	1	1	1	\$84,700	\$88,900	\$88,900
Traffic Maint Technician	1	1	1	\$62,300	65,400	65,400
Maintenance Worker I	1	1	1	51,100	43,900	43,900
<b>TOTAL</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>\$198,100</b>	<b>\$198,200</b>	<b>\$198,200</b>

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1009	Salaries, Redistributed	\$15,300	\$17,200	\$18,500	\$18,500
	<b>Subtotal</b>	<b>15,300</b>	<b>17,200</b>	<b>18,500</b>	<b>18,500</b>
<b><u>Maintenance and Operations</u></b>					
2024	Electricity	212,943	207,300	213,000	238,000
2101	Materials and Supplies		3,000	3,000	3,000
2222	Repairs and Maint. Other		2,000	2,000	2,000
2401	Contractual Services	13,452	15,000	15,000	15,000
	<b>Subtotal</b>	<b>226,395</b>	<b>227,300</b>	<b>233,000</b>	<b>258,000</b>
<b><u>Special Programs</u></b>					
8120	Streetlights at Victoria Beach				25,000
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>40,300</b>	<b>35,000</b>	<b>60,000</b>
<b><u>Capital Improvements</u></b>					
	Capital Improvements	142,895			
	<b>Subtotal</b>	<b>142,895</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$419,590</b>	<b>\$284,800</b>	<b>\$286,500</b>	<b>\$336,500</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, 25 lift stations, the four-mile North Coast Interceptor that transmits sewage to the coastal 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.

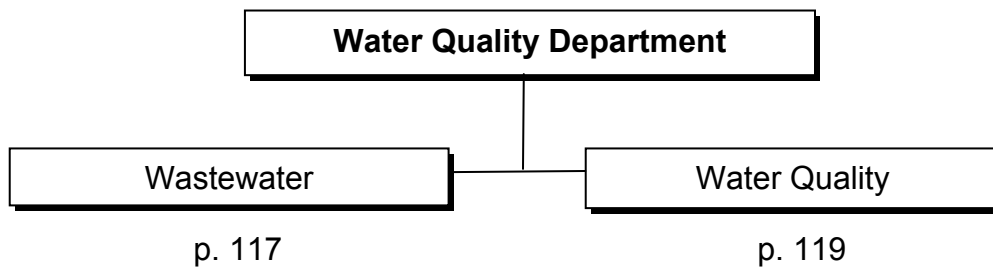
The Division has 13 staff allocated to it for FY 2009-10. This includes 11 full-time positions, including 10 crewmembers, a project manager, and the Director of Water Quality and an administrative assistant position. The later two positions are allocated to both Divisions in the Department.

**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 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 urban water diversion projects and wastewater system improvements.
- Implement the adopted Sewer System Strategic Plan-Phase II.

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:

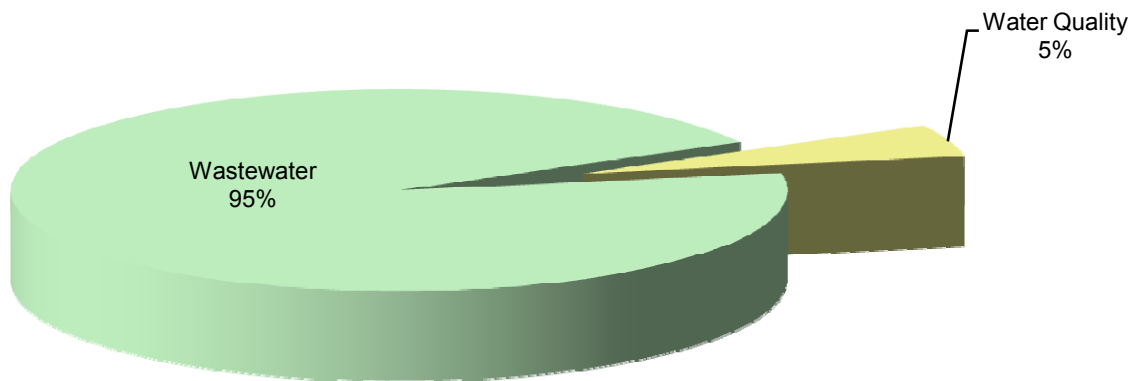


# Water Quality Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Water Quality	\$254,800	\$19,200		\$110,800		<b>\$384,800</b>
Wastewater	1,498,700	3,098,000		27,500	\$2,480,000	<b>\$7,104,200</b>
<b>Department Total</b>	<b>\$1,753,500</b>	<b>\$3,117,200</b>	<b>\$0</b>	<b>\$138,300</b>	<b>\$2,480,000</b>	<b>\$7,489,000</b>

## Summary By Division Total



## Water Quality Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$1,077,769	\$1,154,700	\$1,221,300	\$1,221,300
1003	Salaries, Part Time	50,352	52,500	55,100	55,100
1006	Salaries, Overtime	54,954	35,600	37,300	36,500
1009	Salaries, Redistributed	12,300	13,100	14,200	14,200
1038	Sick Leave Payoff	16,500	9,200	11,500	11,500
1040	Vacation Payoff	17,800	21,000	19,600	19,600
1042	Comp Time Payoffs			200	200
1055	Relocation Costs				
1059	Residency Incentive	28,268	15,000	10,000	10,000
1101	Retirement	177,111	177,300	191,800	191,800
1103	P.A.R.S. Retirement	1,897	2,000	2,100	2,100
1201	Workers' Compensation	18,720	15,900	14,300	14,300
1300	Employee Group Insurance	150,000	150,000	160,500	160,500
1318	Medicare Insurance	14,769	14,800	16,400	16,400
	<b>Subtotal</b>	<b>1,620,440</b>	<b>1,661,100</b>	<b>1,754,300</b>	<b>1,753,500</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,741	7,100	7,500	7,500
2011	Training, Travel and Dues	7,937	11,900	11,900	11,900
2021	Natural Gas	3,130	2,500	3,100	3,100
2024	Electricity	129,308	147,600	129,400	129,400
2027	Water	30,162	27,500	30,100	30,100
2031	Telephone	13,323	12,800	13,400	13,400
2051	Gas and Lubrications	33,612	25,600	25,400	25,400
2101	Materials and Supplies	79,851	60,900	59,600	59,600
2150	Rents and Leases	109,900	133,500	133,700	133,700
2160	Lease Payments-Debt Service	598,093	300,000		
2170	General Insurance	66,500	78,600	167,000	167,000
2201	Repairs and Maint. Auto.	14,286	22,500	22,500	22,500
2222	Repairs and Maint. Other	98,145	125,300	125,300	125,300
2281	Printing	446	3,200	3,200	3,200
2401	Contractual Services	61,016	63,900	62,900	62,900
2402	Contractual SOCWA Operation	1,407,060	1,620,000	1,701,000	1,620,000
2432	Postage	2,580	9,700	9,700	9,700
2521	Interest	403,928	620,000	765,000	480,000
2522	Loan Administration Fees	20,081	21,000	21,000	21,000
2804	Costs Redistributed	174,200	183,600	191,500	191,500
	<b>Subtotal</b>	<b>3,260,299</b>	<b>3,477,200</b>	<b>3,483,200</b>	<b>3,117,200</b>



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

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	5,453		3,800	
	Subtotal	0	0	3,800	0
<b><u>Special Programs</u></b>					
	Special Programs	366,988	141,500	145,300	138,300
	Subtotal	366,988	141,500	145,300	138,300
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects	4,743,528	2,840,000	2,480,000	2,480,000
	Subtotal	4,743,528	2,840,000	2,480,000	2,480,000
	<b>Grand Total</b>	<b>\$9,991,255</b>	<b>\$8,119,800</b>	<b>\$7,866,600</b>	<b>\$7,489,000</b>

**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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Water Quality Director	1	1	1	\$169,700	\$187,100	\$187,100
Project Manager	1	1	1	93,200	97,900	97,900
Sr. Sewer Services Supervisor	1	1	1	93,200	97,900	97,900
Sr. Water Quality Analyst	1	1	1	92,500	97,900	97,900
Maintenance Supervisor	1	1	1	81,800	88,900	88,900
Environmental Specialist	1	1	1	68,300	71,700	71,700
Maintenance Lead Worker	1	1	1	70,100	73,600	73,600
Administrative Assistant	1	1	1	62,300	65,400	65,400
Maintenance Worker II	4	4	4	222,300	240,800	240,800
Maintenance Worker I	3	3	3	148,400	160,100	160,100
Housing Assistance Program				50,000	36,800	36,800
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	15	15	15	\$1,154,700	\$1,221,300	\$1,221,300

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$146,206	\$160,800	\$169,600	\$169,600
1006	Salaries, Overtime	3,311	6,500	6,800	6,000
1009	Salaries, Redistributed	14,000	15,600	16,400	16,400
1038	Sick Leave Payoff	5,000	3,800	3,900	3,900
1040	Vacation Payoff	5,000	6,300	5,800	5,800
1042	Comp Time Payoffs			200	200
1101	Retirement	24,765	25,800	27,500	27,500
1201	Workers' Compensation	1,560	1,400	1,400	1,400
1300	Employee Group Insurance	20,000	20,000	21,400	21,400
1318	Medicare Insurance	2,159	2,400	2,600	2,600
	<b>Subtotal</b>	<b>222,001</b>	<b>242,600</b>	<b>255,600</b>	<b>254,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	1,141	1,000	1,000	1,000
2031	Telephone	1,676	2,000	1,800	1,800
2051	Gas and Lubrications	348	400	600	600
2101	Materials and Supplies	327	1,900	600	600
2150	Rents and Leases	9,300	4,100	4,300	4,300
2170	General Insurance	3,000	1,900	2,300	2,300
2201	Repairs and Maint. Auto.	5	400	400	400
2222	Repairs and Maint. Other		300	300	300
2281	Printing		800	800	800
2401	Contractual Services	1,117	3,900	2,900	2,900
2432	Postage	2,338	4,200	4,200	4,200
	<b>Subtotal</b>	<b>19,251</b>	<b>20,900</b>	<b>19,200</b>	<b>19,200</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	2,727			
	<b>Subtotal</b>	<b>2,727</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8002	Aliso Creek Study	5,075	7,000	6,800	6,800
8303	Public Education	20,181	16,000	16,000	9,000
8314	Heisler Park Study	48,132	12,000	15,000	10,000
8533	NPDES Storm Water Permit	72,014	90,000	90,000	85,000
8543	Laguna Creek Restoration	3,300	4,000	5,000	
	<b>Subtotal</b>	<b>148,701</b>	<b>129,000</b>	<b>132,800</b>	<b>110,800</b>
	<b>Grand Total</b>	<b>\$392,681</b>	<b>\$392,500</b>	<b>\$407,600</b>	<b>\$384,800</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Sr. Water Quality Analyst	1	1	1	\$92,500	\$97,900	\$97,900
Environmental Specialist	1	1	1	68,300	71,700	71,700
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$160,800</b>	<b>\$169,600</b>	<b>\$169,600</b>

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$931,563	\$993,900	\$1,051,700	\$1,051,700
1003	Salaries, Part Time	50,352	52,500	55,100	55,100
1006	Salaries, Overtime	51,644	29,100	30,500	30,500
1009	Salaries, Redistributed	(1,700)	(2,500)	(2,200)	(2,200)
1038	Sick Leave Payoff	11,500	5,400	7,600	7,600
1040	Vacation Payoff	12,800	14,700	13,800	13,800
1055	Relocation Costs				
1059	Residency Incentive	28,268	15,000	10,000	10,000
1101	Retirement	152,345	151,500	164,300	164,300
1103	P.A.R.S. Retirement	1,897	2,000	2,100	2,100
1201	Workers' Compensation	17,160	14,500	12,900	12,900
1300	Employee Group Insurance	130,000	130,000	139,100	139,100
1318	Medicare Insurance	12,610	12,400	13,800	13,800
	<b>Subtotal</b>	<b>1,398,439</b>	<b>1,418,500</b>	<b>1,498,700</b>	<b>1,498,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,741	7,100	7,500	7,500
2011	Training, Travel and Dues	6,795	10,900	10,900	10,900
2021	Natural Gas	3,130	2,500	3,100	3,100
2024	Electricity	129,308	147,600	129,400	129,400
2027	Water	30,162	27,500	30,100	30,100
2031	Telephone	11,647	10,800	11,600	11,600
2051	Gas and Lubrications	33,264	25,200	24,800	24,800
2101	Materials and Supplies	79,525	59,000	59,000	59,000
2150	Rents and Leases	100,600	129,400	129,400	129,400
2160	Lease Payments-Debt Service	598,093	300,000		
2170	General Insurance	63,500	76,700	164,700	164,700
2201	Repairs and Maint. Auto.	14,281	22,100	22,100	22,100
2222	Repairs and Maint. Other	98,145	125,000	125,000	125,000
2281	Printing	446	2,400	2,400	2,400
2401	Contractual Services	59,900	60,000	60,000	60,000
2402	Contractual SOCWA Operation	1,407,060	1,620,000	1,701,000	1,620,000
2432	Postage	242	5,500	5,500	5,500
2521	Bond Interest	403,928	620,000	765,000	480,000
2522	Loan Administration Fees	20,081	21,000	21,000	21,000
2804	Costs Redistributed	174,200	183,600	191,500	191,500
	<b>Subtotal</b>	<b>3,241,048</b>	<b>3,456,300</b>	<b>3,464,000</b>	<b>3,098,000</b>

**Wastewater Division (Con't)**

*Water Quality Department  
Wastewater Fund/3301 & 3302*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Capital Outlay</b>					
5408	(R) Two Personal Computers			3,800	
	<b>Subtotal</b>	<u>2,727</u>	<u>0</u>	<u>3,800</u>	<u>0</u>
<b>Special Programs</b>					
8121	Raising Height of Manholes				15,000
8206	Wastewater Grease Control Prog.	3,345	12,500	12,500	12,500
8836	NCI at Diamond	214,942			
	<b>Subtotal</b>	<u>218,287</u>	<u>12,500</u>	<u>12,500</u>	<u>27,500</u>
<b>Capital Improvements</b>					
	Capital Improvement Projects	4,060,879	2,840,000	2,480,000	2,480,000 *
	<b>Subtotal</b>	<u>4,060,879</u>	<u>2,840,000</u>	<u>2,480,000</u>	<u>2,480,000</u>
	<b>Grand Total</b>	<u><b>\$8,921,380</b></u>	<u><b>\$7,727,300</b></u>	<u><b>\$7,459,000</b></u>	<u><b>\$7,104,200</b></u>

\*Represents five 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Water Quality Director	1	1	1	\$169,700	\$187,100	\$187,100
Project Manager	1	1	1	93,200	97,900	97,900
Sr. Sewer Services Supervisor	1	1	1	93,200	97,900	97,900
Maintenance Supervisor	1	1	1	81,800	88,900	88,900
Maintenance Lead Worker	1	1	1	70,100	73,600	73,600
Administrative Assistant	1	1	1	62,300	65,400	65,400
Maintenance Worker II	4	4	4	222,300	240,800	240,800
Maintenance Worker I	3	3	3	148,400	160,100	160,100
Housing Assistance Program				50,000	36,800	36,800
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	13	13	13	\$993,900	\$1,051,700	\$1,051,700

# 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 Assistant. 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 Code Enforcement Supervisor.

**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 California 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 2008 calendar year, the Building Safety Division issued 1,397 permits for a total permit valuation of \$64 million.

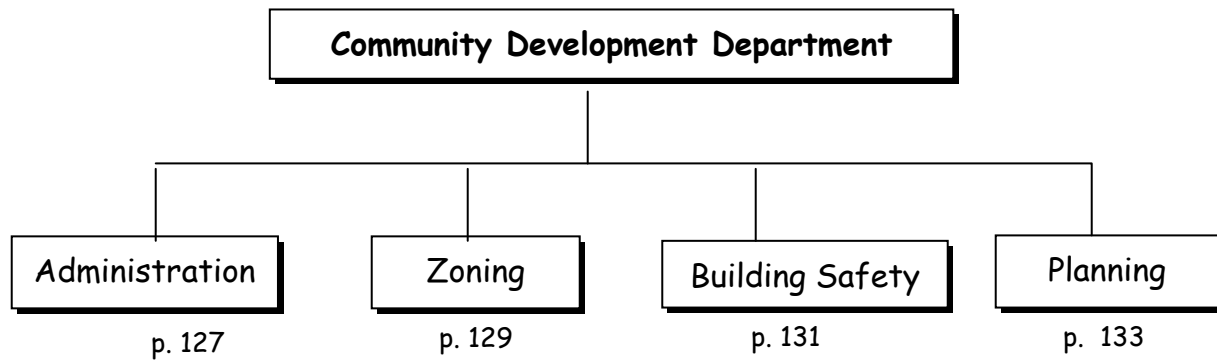
**Planning Division** - This Division is managed by the Planning Manager and is responsible for all current and advanced planning projects, such as Conditional Use Permits, Subdivisions, Specific Plans and the City General Plan. The Planning Division is also responsible for the City's Historic Preservation 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 Housing and Human Services Committee.



**Major Initiatives:**

- Village Entrance Project EIR.
- General Plan Updates (Housing and Land use elements).
- GIS Update.
- 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:

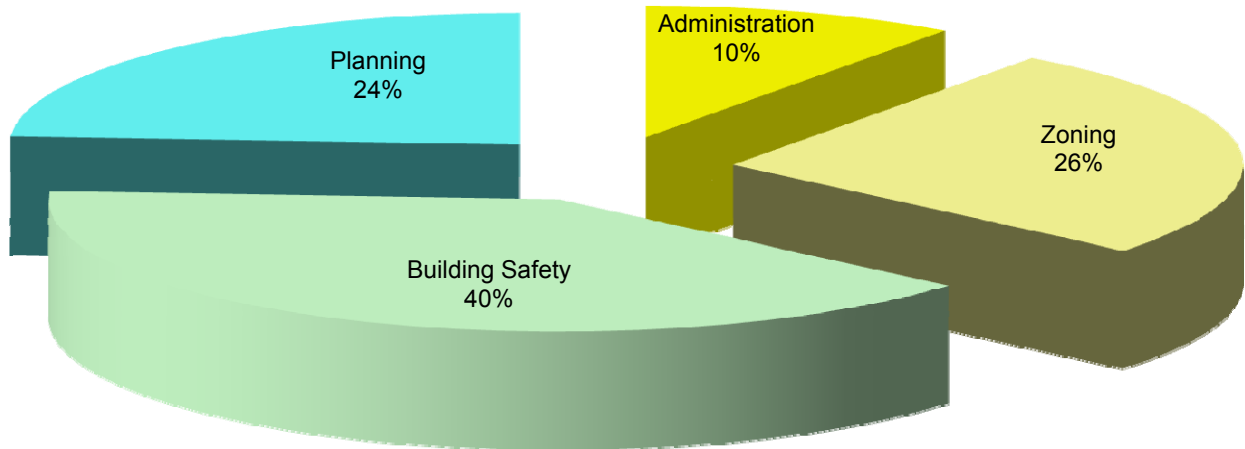


# Community Development Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Administration	\$318,400	\$46,600		\$1,000		<b>\$366,000</b>
Zoning	859,800	42,100		60,000		<b>\$961,900</b>
Building Safety	1,325,800	91,300	1,900	40,000		<b>\$1,459,000</b>
Planning	843,700	36,400				<b>\$880,100</b>
<b>Department Total</b>	<b>\$3,347,700</b>	<b>\$216,400</b>	<b>\$1,900</b>	<b>\$101,000</b>	<b>\$0</b>	<b>\$3,667,000</b>

## Summary By Division Total



## Community Development Department Budget Detail

*All  
Divisions*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$2,099,581	\$2,338,800	\$2,498,200	\$2,409,300
1003	Salaries, Part Time	99,473	72,700	74,900	74,900
1006	Salaries, Overtime	61,298	86,200	82,100	43,300
1038	Sick Leave Payoff	47,900	29,700	29,200	29,200
1040	Vacation Payoff	88,700	38,600	34,300	34,300
1042	Comp Time Payoffs		1,000	1,400	1,400
1101	Retirement	341,791	374,900	404,200	389,800
1103	P.A.R.S. Retirement	3,728	2,700	2,800	2,800
1201	Workers' Compensation	27,720	28,300	31,200	28,600
1300	Employee Group Insurance	270,000	290,000	310,300	299,600
1318	Medicare Insurance	30,409	34,000	36,200	34,500
	Subtotal	3,070,601	3,296,900	3,504,800	3,347,700
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	21,079	31,900	32,900	30,400
2024	Electricity	14,172	13,800	14,500	14,500
2027	Water	654	600	700	700
2031	Telephone	11,791	13,600	14,300	14,300
2051	Gas and Lubrications	6,902	11,800	7,700	7,700
2101	Materials and Supplies	26,621	38,600	28,300	27,300
2150	Rents and Leases	35,625	23,900	31,900	31,900
2170	General Insurance	32,000	31,200	30,800	30,800
2201	Repairs and Maint. Auto.	1,230	2,000	2,000	2,000
2222	Repairs and Maint. Other	3,751	5,400	5,400	5,400
2281	Printing	6,193	17,200	22,200	20,200
2401	Contractual Services	63,345	31,200	42,800	31,200
	Subtotal	223,364	221,200	233,500	216,400
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	5,739	21,800	1,900	1,900
	Subtotal	5,739	21,800	1,900	1,900
<b><u>Special Programs</u></b>					
	Special Programs	102,053	235,500	101,000	101,000
	Subtotal	102,053	235,500	101,000	101,000
<b><u>Capital Improvements</u></b>					
	Village Entrance Project	156,050			
	Subtotal	156,050	0	0	0
	<b>Grand Total</b>	<b>\$3,557,806</b>	<b>\$3,775,400</b>	<b>\$3,841,200</b>	<b>\$3,667,000</b>

**Community Development 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Dir. of Comm. Development	1	1	1	\$154,500	\$170,300	\$170,300
Building Official	1	1	1	128,600	135,000	135,000
Zoning Administrator	1	1	1	128,600	135,000	135,000
Planning Manager	1	1	1	128,600	135,000	135,000
Sr. Plan Checker	1	1	1	111,300	116,800	116,800
Sr. Building Inspector/Plan Checker	1	1	1	93,200	97,900	97,900
Code Enfor. Officer	1	1	1	68,300	71,700	71,700
Code Enfor. Supervisor	1	1	1	73,200	81,700	81,700
Principal Planner	3	3	3	300,900	315,900	315,900
Senior Planner	1	1	1	88,800	97,900	97,900
Associate Planner	2	2	1	147,100	162,100	73,200
Assistant Planner	1	1	1	77,100	80,900	80,900
Planning Technician	1	1	1	56,100	55,500	55,500
Building Inspector	2	2	2	154,100	161,800	161,800
Sr. Building Inspector	1	1	1	84,700	88,900	88,900
Administrative Assistant	2	2	2	124,600	130,800	130,800
Sr. Permit Aide	2	3	3	118,000	184,700	184,700
Records Management Coordinator	1	1	1	54,700	57,500	57,500
Permit Aide	1			49,600		
Sr. Office Specialist	2	2	2	97,400	106,700	106,700
Office Specialist	2	2	2	90,300	102,300	102,300
Assignment Pay				6,200	6,600	6,600
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	<b>29</b>	<b>29</b>	<b>28</b>	<b>\$2,338,800</b>	<b>\$2,498,200</b>	<b>\$2,409,300</b>

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$212,476	219,900	239,000	239,000
1006	Salaries, Overtime	7,839	6,600	6,600	5,600
1038	Sick Leave Payoff	15,400	5,100	3,600	3,600
1040	Vacation Payoff	58,900	3,500	2,700	2,700
1101	Retirement	34,922	35,300	38,700	38,700
1201	Workers' Compensation	6,840	5,300	4,300	3,800
1300	Employee Group Insurance	20,000	20,000	21,400	21,400
1318	Medicare Insurance	3,299	3,300	3,600	3,600
	<b>Subtotal</b>	<b>359,676</b>	<b>299,000</b>	<b>319,900</b>	<b>318,400</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,820	6,700	6,700	6,700
2024	Electricity	14,154	13,500	14,200	14,200
2027	Water	654	600	700	700
2031	Telephone	11,791	11,100	11,800	11,800
2101	Materials and Supplies	2,068	3,500	3,500	3,500
2150	Rents and Leases	3,400			
2170	General Insurance	8,100	7,800	2,800	2,800
2222	Repairs and Maint. Other	450	600	600	600
2281	Printing	161	300	300	300
2401	Contractual Services	5,128	6,000	6,000	6,000
	<b>Subtotal</b>	<b>50,726</b>	<b>50,100</b>	<b>46,600</b>	<b>46,600</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		9,400		
	<b>Subtotal</b>	<b>0</b>	<b>9,400</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8015	Heritage Committee	1,079	1,000	1,000	1,000
8809	Trailers for Code Enforcement	11,947			
8962	GIS Software		16,500		
8963	GIS/Trapeze Integration		30,000		
8964	Aerial Photography/Topography		65,000		
8965	SLV Zone Parking Study		10,000		
8966	Design Review Process		13,000		
	<b>Subtotal</b>	<b>13,026</b>	<b>135,500</b>	<b>1,000</b>	<b>1,000</b>
	<b>Grand Total</b>	<b>\$423,429</b>	<b>\$494,000</b>	<b>\$367,500</b>	<b>\$366,000</b>

## Administration Division Position Summary

<u>Position Title</u>	<i>No. of Positions</i>			<i>Salaries</i>		
	Adopted	Dept.	Adopted	Adopted	Department	Adopted
	Budget	Request	Budget	Budget	Request	Budget
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Dir. of Comm. Development	1	1	1	\$154,500	\$170,300	\$170,300
Administrative Assistant	1	1	1	62,300	65,400	65,400
Assignment Pay				3,100	3,300	3,300
<b>TOTAL</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>\$219,900</b>	<b>\$239,000</b>	<b>\$239,000</b>

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$572,463	\$630,500	\$666,100	\$577,200
1003	Salaries, Part Time	56,046	58,900	61,100	61,100
1006	Salaries, Overtime	18,966	22,600	15,200	12,100
1038	Sick Leave Payoff	13,300	11,600	12,400	12,400
1040	Vacation Payoff	10,000	12,000	10,300	10,300
1042	Comp Time Payoffs		300	900	900
1101	Retirement	93,111	101,200	107,900	93,500
1103	P.A.R.S. Retirement	2,102	2,200	2,300	2,300
1201	Workers' Compensation	5,160	5,000	5,600	5,600
1300	Employee Group Insurance	70,000	80,000	85,600	74,900
1318	Medicare Insurance	9,335	10,300	10,800	9,500
	<b>Subtotal</b>	<b>850,484</b>	<b>934,600</b>	<b>978,200</b>	<b>859,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	2,184	11,300	11,300	9,800
2101	Materials and Supplies	6,284	7,500	8,200	7,200
2150	Rents and Leases	6,215	4,100	4,100	4,100
2170	General Insurance	7,100	6,900	8,800	8,800
2222	Repairs and Maint. Other	450	600	600	600
2281	Printing	2,075	4,800	9,800	9,800
2401	Contractual Services	428	1,800	8,100	1,800
	<b>Subtotal</b>	<b>24,736</b>	<b>37,000</b>	<b>50,900</b>	<b>42,100</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	3,908	1,900		
	<b>Subtotal</b>	<b>3,908</b>	<b>1,900</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
8501	Landscape Review Consulting	8,645	60,000	60,000	60,000
8701	Televise DRB Meetings	2,770			
8702	Design Review Brochure	32,350			
	<b>Subtotal</b>	<b>43,765</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
	<b>Grand Total</b>	<b>\$922,893</b>	<b>\$1,033,500</b>	<b>\$1,089,100</b>	<b>\$961,900</b>

## Zoning 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Zoning Administrator	1	1	1	\$128,600	\$135,000	\$135,000
Principal Planner	1	1	1	100,300	105,300	105,300
Assistant Planner	1	1	1	77,100	80,900	80,900
Associate Planner	1	1		80,700	88,900	
Code Enfor. Officer	1	1	1	68,300	71,700	71,700
Administrative Assistant	1	1	1	62,300	65,400	65,400
Sr. Permit Aide	1	1	1	59,000	61,900	61,900
Sr. Office Specialist	1	1	1	51,100	53,700	53,700
Assignment Pay				3,100	3,300	3,300
<b>TOTAL</b>	<b>8</b>	<b>8</b>	<b>7</b>	<b>\$630,500</b>	<b>\$666,100</b>	<b>\$577,200</b>



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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$807,095	\$908,300	\$971,000	\$971,000
1003	Salaries, Part Time	31,427			
1006	Salaries, Overtime	28,799	39,000	34,700	14,000
1038	Sick Leave Payoff	11,100	9,700	10,000	10,000
1040	Vacation Payoff	16,000	19,100	18,700	18,700
1042	Comp Time Payoffs		700	500	500
1101	Retirement	131,507	145,300	156,800	156,800
1103	P.A.R.S. Retirement	1,176			
1201	Workers' Compensation	11,160	13,700	16,500	14,400
1300	Employee Group Insurance	120,000	120,000	128,400	128,400
1318	Medicare Insurance	10,396	11,500	12,200	12,000
	<b>Subtotal</b>	<b>1,168,659</b>	<b>1,267,300</b>	<b>1,348,800</b>	<b>1,325,800</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	9,919	6,900	6,900	6,900
2024	Electricity	18	300	300	300
2031	Telephone		2,500	2,500	2,500
2051	Gas and Lubrications	6,902	11,800	7,700	7,700
2101	Materials and Supplies	11,647	17,300	6,900	6,900
2150	Rents and Leases	23,800	16,400	23,300	23,300
2170	General Insurance	10,500	10,500	11,700	11,700
2201	Repairs and Maint. Auto.	1,230	2,000	2,000	2,000
2222	Repairs and Maint. Other	2,851	2,000	2,000	2,000
2281	Printing	1,778	4,600	4,600	4,600
2401	Contractual Services	4,591	23,400	23,400	23,400
	<b>Subtotal</b>	<b>73,236</b>	<b>97,700</b>	<b>91,300</b>	<b>91,300</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			1,900	1,900
				<i>Prior years' capital outlay shown in total only)</i>	
	<b>Subtotal</b>	<b>0</b>	<b>2,400</b>	<b>1,900</b>	<b>1,900</b>
<b>Special Programs</b>					
8502	Building Permit Software	5,712			
8503	Document Scanning	39,550	40,000	40,000	40,000
	<b>Subtotal</b>	<b>45,262</b>	<b>40,000</b>	<b>40,000</b>	<b>40,000</b>
	<b>Grand Total</b>	<b>\$1,287,157</b>	<b>\$1,407,400</b>	<b>\$1,482,000</b>	<b>\$1,459,000</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</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>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>	<b>2008-09</b>	<b>2009-10</b>	<b>2009-10</b>
Building Official	1	1	1	\$128,600	\$135,000	\$135,000
Sr. Plan Checker	1	1	1	111,300	116,800	116,800
Sr. Building Inspector/Plan Checker	1	1	1	93,200	97,900	97,900
Sr. Building Inspector	1	1	1	84,700	88,900	88,900
Code Enfor. Supervisor	1	1	1	73,200	81,700	81,700
Building Inspector	2	2	2	154,100	161,800	161,800
Sr. Permit Aide	1	2	2	59,000	122,800	122,800
Permit Aide	1			49,600		
Records Management Coordinator	1	1	1	54,700	57,500	57,500
Sr. Office Specialist	1	1	1	46,300	53,000	53,000
Office Specialist	1	1	1	50,700	52,400	52,400
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	<b>12</b>	<b>12</b>	<b>12</b>	<b>\$908,300</b>	<b>\$971,000</b>	<b>\$971,000</b>

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

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$507,547	\$580,100	\$622,100	\$622,100
1003	Salaries, Part Time	12,000	13,800	13,800	13,800
1006	Salaries, Overtime	5,694	18,000	25,600	11,600
1038	Sick Leave Payoff	8,100	3,300	3,200	3,200
1040	Vacation Payoff	3,800	4,000	2,600	2,600
1101	Retirement	82,252	93,100	100,800	100,800
1103	P.A.R.S. Retirement	450	500	500	500
1201	Workers' Compensation	4,560	4,300	4,800	4,800
1300	Employee Group Insurance	60,000	70,000	74,900	74,900
1318	Medicare Insurance	7,379	8,900	9,600	9,400
	<b>Subtotal</b>	<b>691,782</b>	<b>796,000</b>	<b>857,900</b>	<b>843,700</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	4,156	7,000	8,000	7,000
2101	Materials and Supplies	6,622	10,300	9,700	9,700
2150	Rents and Leases	2,210	3,400	4,500	4,500
2170	General Insurance	6,300	6,000	7,500	7,500
2222	Repairs and Maint. Other		2,200	2,200	2,200
2281	Printing	2,180	7,500	7,500	5,500
2401	Contractual Services	53,198		5,300	
	<b>Subtotal</b>	<b>74,667</b>	<b>36,400</b>	<b>44,700</b>	<b>36,400</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	1,830	8,100		
	<b>Subtotal</b>	<b>1,830</b>	<b>8,100</b>	<b>0</b>	<b>0</b>
<b>Capital Improvements</b>					
9321	Village Entrance Project*	156,050			
	<b>Subtotal</b>	<b>156,050</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$924,329</b>	<b>\$840,500</b>	<b>\$902,600</b>	<b>\$880,100</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Planning Manager	1	1	1	\$128,600	\$135,000	\$135,000
Principal Planner	2	2	2	200,600	210,600	210,600
Senior Planner	1	1	1	88,800	97,900	97,900
Associate Planner	1	1	1	66,400	73,200	73,200
Planning Technician	1	1	1	56,100	55,500	55,500
Office Specialist	1	1	1	39,600	49,900	49,900
<b>TOTAL</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>\$580,100</b>	<b>\$622,100</b>	<b>\$622,100</b>

# Community Services Department

The Community Services Department is organized into three Divisions: Recreation and Social Services, Swimming Pool and Community Assistance. There are 6.65 authorized full-time positions, approximately 80 seasonal and part-time positions, and more than 100 contracted instructors. A description of services provided by each division is as follows:

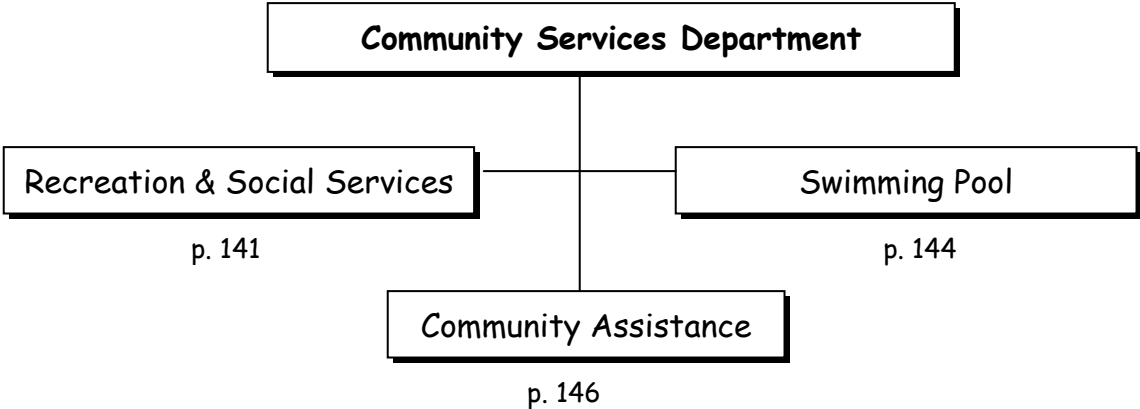
**Recreation and Social Services** - The Recreation and Social Services Division consists of 5.65 full-time and approximately 40 seasonal employees. It provides a variety of recreation and cultural activities, and supplements the social services and senior citizen needs in the community. The Division 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 Community and Senior Center, Lang Park Community 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 68% 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 40 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 \$446,200 per year, \$35,700 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 \$201,100. Currently, operating costs exceed revenues by approximately \$209,400 per year.

**Community Assistance** - The Community Assistance Grant Program provides funds to help support local community organizations. The allocation for fiscal year 2009-10 is \$229,300. 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:**

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:

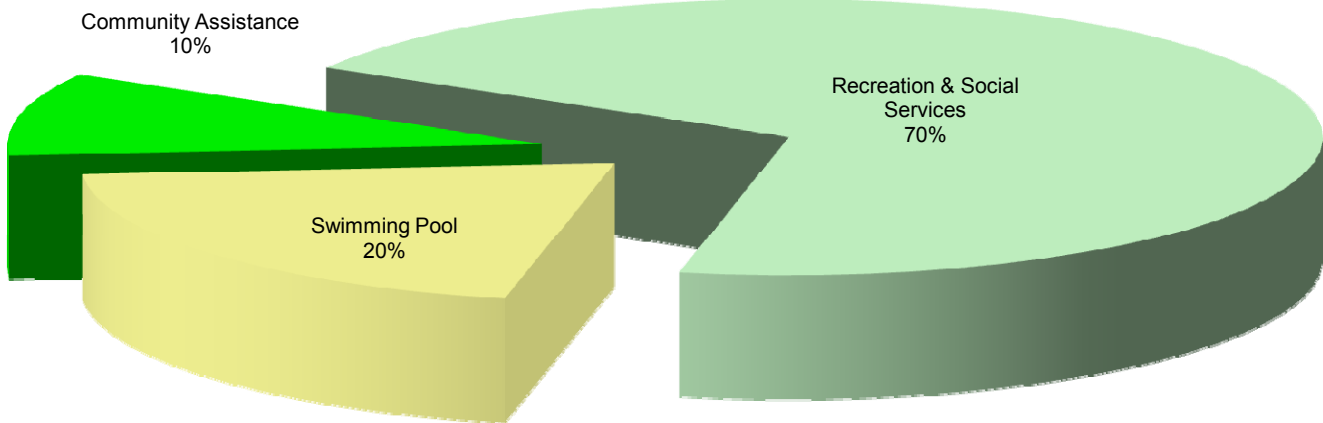


# Community Services Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Recreation & Social Serv.	\$786,200	\$816,600	\$7,900	\$48,900		\$1,659,600
Swimming Pool	197,700	248,300	37,900			\$483,900
Community Assistance		229,300				\$229,300
<b>Department Total</b>	<b>\$983,900</b>	<b>\$1,294,200</b>	<b>\$45,800</b>	<b>\$48,900</b>	<b>\$0</b>	<b>\$2,372,800</b>

## Summary By Division Total



**Community Services Department  
Budget Detail**

**All  
Divisions**

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$399,908	\$513,600	\$526,800	\$526,800
1003	Salaries, Part Time	226,228	255,500	286,800	264,800
1006	Salaries, Overtime	8,466	5,700	7,200	7,200
1009	Salaries, Redistributed	(18,500)	(21,000)	(21,000)	(21,000)
1038	Sick Leave Payoff	11,100	12,400	11,200	11,200
1040	Vacation Payoff	12,500	14,900	13,600	13,600
1042	Comp Time Payoffs			100	100
1101	Retirement	64,767	82,000	84,900	84,900
1103	P.A.R.S. Retirement	281	9,600	10,700	9,900
1201	Workers' Compensation	6,120	5,900	6,000	6,000
1300	Employee Group Insurance	65,000	66,500	71,200	71,200
1318	Medicare Insurance	3,632	8,900	9,500	9,200
	<b>Subtotal</b>	<b>779,502</b>	<b>954,000</b>	<b>1,007,000</b>	<b>983,900</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	3,424	3,600	3,700	3,700
2011	Training, Travel and Dues	8,815	13,700	13,700	13,700
2021	Natural Gas	51,715	48,900	47,800	47,800
2024	Electricity	34,539	50,000	70,800	70,800
2027	Water	10,288	13,000	17,600	17,600
2031	Telephone	5,858	6,100	6,300	6,300
2101	Materials and Supplies	72,247	74,900	70,400	70,400
2150	Rents and Leases	31,344	18,900	29,100	29,100
2170	General Insurance	8,400	8,200	9,300	9,300
2222	Repairs and Maint. Other	40,956	34,400	36,400	36,400
2281	Printing	37,297	47,100	37,100	37,100
2401	Contractual Services	707,832	695,300	706,400	706,400
2432	Postage	15,725	16,300	16,300	16,300
	Community Assistance	216,140	213,500	537,480	229,300
	<b>Subtotal</b>	<b>1,244,579</b>	<b>1,243,900</b>	<b>1,602,380</b>	<b>1,294,200</b>
<b>Capital Outlay</b>					
5305	Improvements Other Than Buildings	8,000	45,000	22,500	22,500
5408	Office Furniture & Equipment	2,051	5,700	9,800	9,800
5622	Other Equipment	40,240	19,000	13,500	13,500
	<b>Subtotal</b>	<b>50,292</b>	<b>69,700</b>	<b>45,800</b>	<b>45,800</b>



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

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Special Programs</u></b>					
	Special Programs	56,175	48,300	38,900	48,900
	<b>Subtotal</b>	56,175	48,300	38,900	48,900
	<b>Grand Total</b>	<b>\$2,130,548</b>	<b>\$2,315,900</b>	<b>\$2,694,080</b>	<b>\$2,372,800</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Dir of Community Services/ Assistant to the City Manager	1	1	1	\$140,100	\$147,100	\$147,100
Sr. Recreation Supervisor	1.9	1.9	1.9	160,900	168,900	168,900
Administrative Assistant	1	1	1	62,300	65,400	65,400
Pool Manager	1	1	1	59,000	44,700	44,700
Senior Services Coordinator	1	1	1	54,400	60,000	60,000
Sr. Office Assistant	0.75	0.75	0.75	34,000	37,500	37,500
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	6.65	6.65	6.65	\$513,600	\$526,800	\$526,800

## Recreation & Social Services Division

*Community Services  
General Fund/5101*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	385,317	\$454,600	\$482,100	\$482,100
1003	Salaries, Part Time	90,245	143,300	168,800	146,800
1006	Salaries, Overtime	2,705	4,200	4,200	4,200
1009	Salaries, Redistributed	(18,500)	(21,000)	(21,000)	(21,000)
1038	Sick Leave Payoff	10,900	9,800	9,100	9,100
1040	Vacation Payoff	8,100	9,500	10,000	10,000
1101	Retirement	62,435	72,500	77,600	77,600
1103	P.A.R.S. Retirement	183	5,400	6,300	5,500
1201	Workers' Compensation	4,560	4,500	4,600	4,600
1300	Employee Group Insurance	55,000	56,500	60,500	60,500
1318	Medicare Insurance	3,388	6,400	7,100	6,800
	<b>Subtotal</b>	604,333	745,700	809,300	786,200
<b><u>Maintenance and Operations</u></b>					
2001	Uniforms and Laundry	1,395	1,400	1,400	1,400
2011	Training, Travel and Dues	6,303	10,100	10,100	10,100
2021	Natural Gas	3,104	4,300	5,800	5,800
2024	Electricity	7,748	23,000	44,000	44,000
2027	Water	3,327	6,600	10,600	10,600
2031	Telephone	4,332	4,600	4,600	4,600
2101	Materials and Supplies	34,415	44,400	34,400	34,400
2150	Rents and Leases	31,344	18,900	29,100	29,100
2170	General Insurance	6,400	6,300	7,200	7,200
2222	Repairs and Maint. Other	9,802	20,700	22,700	22,700
2281	Printing	37,249	46,600	36,600	36,600
2401	Contractual Services	584,264	593,800	593,800	593,800
2432	Postage	15,725	16,300	16,300	16,300
	<b>Subtotal</b>	745,409	797,000	816,600	816,600
<b><u>Capital Outlay</u></b>					
5408	(R) Personal Computer		<i>Prior years' capital outlay shown in</i>	1,900	1,900
5408	(R) Class Server		<i>total only</i>	6,000	6,000
	<b>Subtotal</b>	12,433	5,700	7,900	7,900

**Recreation & Social Services Division (con't)**

*Community Services  
General Fund/5101*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Special Programs</b>					
8017	Cold Weather Shelter*	15,000	15,000	5,600	15,600
8092	Summer Festivals Parking	19,292	33,300	33,300	33,300
8116	Third Street Operating Costs	21,883			
	<b>Subtotal</b>	<b>56,175</b>	<b>48,300</b>	<b>38,900</b>	<b>48,900</b>
	<b>Grand Total</b>	<b>\$1,418,350</b>	<b>\$1,596,700</b>	<b>\$1,672,700</b>	<b>\$1,659,600</b>

\* Partially 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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Dir. of Community Services/ Assistant to the City Manager	1	1	1	\$140,100	\$147,100	\$147,100
Sr. Recreation Supervisor	1.9	1.9	1.9	160,900	168,900	168,900
Administrative Assistant	1	1	1	62,300	65,400	65,400
Senior Services Coordinator	1	1	1	54,400	60,000	60,000
Sr. Office Assistant	0.75	0.75	0.75	34,000	37,500	37,500
Medical Coverage Waiver				2,900	3,200	3,200
<b>TOTAL</b>	<b>5.65</b>	<b>5.65</b>	<b>5.65</b>	<b>\$454,600</b>	<b>\$482,100</b>	<b>\$482,100</b>

**Swimming Pool Division**Community Services  
General Fund/5102

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$14,591	\$59,000	\$44,700	\$44,700
1003	Salaries, Part Time	135,983	112,200	118,000	118,000
1006	Salaries, Overtime	5,761	1,500	3,000	3,000
1038	New Sick Leave Payoff	200	2,600	2,100	2,100
1040	Vacation Payoff	4,400	5,400	3,600	3,600
1042	Comp Time Payoffs			100	100
1101	Retirement	2,332	9,500	7,300	7,300
1103	P.A.R.S. Retirement	98	4,200	4,400	4,400
1201	Workers' Compensation	1,560	1,400	1,400	1,400
1300	Employee Group Insurance	10,000	10,000	10,700	10,700
1318	Medicare Insurance	244	2,500	2,400	2,400
	<b>Subtotal</b>	<b>175,170</b>	<b>208,300</b>	<b>197,700</b>	<b>197,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	2,029	2,200	2,300	2,300
2011	Training, Travel and Dues	2,512	3,600	3,600	3,600
2021	Natural Gas	48,611	44,600	42,000	42,000
2024	Electricity	26,790	27,000	26,800	26,800
2027	Water	6,961	6,400	7,000	7,000
2031	Telephone	1,526	1,500	1,700	1,700
2101	Materials and Supplies	37,832	30,500	36,000	36,000
2170	General Insurance	2,000	1,900	2,100	2,100
2222	Repairs and Maint. Other	31,154	13,700	13,700	13,700
2281	Printing	48	500	500	500
2401	Contractual Services	123,568	101,500	112,600	112,600
	<b>Subtotal</b>	<b>283,031</b>	<b>233,400</b>	<b>248,300</b>	<b>248,300</b>
<b>Capital Outlay</b>					
5408	(R) Personal Computer			1,900	1,900
5622	(R) Defibrillator		<i>Prior years' capital outlay</i>	1,500	1,500
5305	(R) Doors to Locker Rooms		<i>shown in total only</i>	4,500	4,500
5305	(R) Shower Heads			18,000	18,000
5622	(R) Pool Covers			12,000	12,000
	<b>Subtotal</b>	<b>37,858</b>	<b>64,000</b>	<b>37,900</b>	<b>37,900</b>
	<b>Grand Total</b>	<b>\$496,059</b>	<b>\$505,700</b>	<b>\$483,900</b>	<b>\$483,900</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Pool Manager	1	1	1	\$59,000	\$44,700	\$44,700
<b>TOTAL</b>	1	1	1	\$59,000	\$44,700	\$44,700

## Community Assistance

*Community Services  
General Fund/5201*

Account No.	Organization	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
2999	AIDS Service Foundation Orange County			\$5,000	
2981	Animal Crackers Pet Rescue			1,500	\$1,000
2922	Boys & Girls Club of Laguna Beach	\$10,000	10,000	20,000	10,000
2907	Brain Power	500		1,000	
2918	CaDance Laguna Dance Festival	6,500	6,000	12,000	7,000
2977	Clean Water Now! Coalition	2,000			
2932	Coastal Family Therapy Services	6,000	5,000	10,000	3,000
2900	Contingency		\$2,300		
2940	Crosscultural Council	22,000	20,000	24,000	20,000
2982	Endangered Planet Foundation			7,500	1,500
2983	Friends of Laguna Beach Dog Park			8,000	1,000
2908	Friends of Laguna Beach Library, Inc.	13,500	14,500	15,000	14,500
2911	Friends of the Hortense Miller Garden	6,000		30,000	2,000
2938	Friendship Shelter, Inc.	2,300	3,000	20,000	3,000
2975	Gallimaufry Performance Arts		5,000	25,000	4,000
2984	Helping Hand World Wide			23,500	3,000
2943	HIV Advisory Committee	9,000	6,000	25,000	7,000
2999	Human Options			5,000	
2915	Laguna Beach Chamber of Commerce	11,500	12,500	48,500	16,000
2917	Laguna Beach Community Clinic	14,000	15,000	25,000	18,500
2947	Laguna Beach Historical Society	1,000	1,000	5,500	1,000
2964	Laguna Beach Live!	8,000	8,000	24,550	9,300
2905	Laguna Relief & Resource Center	19,500	21,000	43,200	21,000
2924	Laguna Beach Seniors, Inc.	12,500	13,500	17,780	15,000
2985	Laguna Beach Sister Cities Assn.			3,000	1,000
2979	Laguna Beach Women's Club	2,000	4,000	12,350	4,000
2986	Laguna Canyon Foundation			5,000	2,500
2925	Laguna Community Concert Band	7,000	6,000	7,000	6,000
2972	Laguna Ocean Foundation	5,000	4,000	15,900	4,000
2949	Laguna Outreach Comm. Arts (LOCA)	3,000	4,000	9,400	4,000
2929	Laguna Playhouse			4,200	
2980	Laguna Plein Air Painters Association		2,000		2,000
2999	Laura's House			3,500	
2912	No Square Theater	8,200	8,200	15,000	11,000
2920	Pacific Marine Mammal Center	10,000	10,000	10,000	10,000
2999	Preventing Unwanted Pets (PUP)			10,000	
2952	Rescuing Unwanted Furry Friends (RUFF)	500	500		
2974	Rotary Club of Laguna Beach			1,500	500
2931	Sally's Fund, Inc.	12,000	12,000	15,000	10,000
2967	South Coast Medical Center Foundation	7,000	5,000		
2966	South County Senior Services, Inc.	7,500	8,500	15,000	9,500
2910	STOP GAP	2,000		3,600	
2916	TLC Branch Laguna Club for Kids	5,000	6,500	10,000	7,000
<b>Grand Total</b>		<b>\$213,500</b>	<b>\$213,500</b>	<b>\$537,480</b>	<b>\$229,300</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:

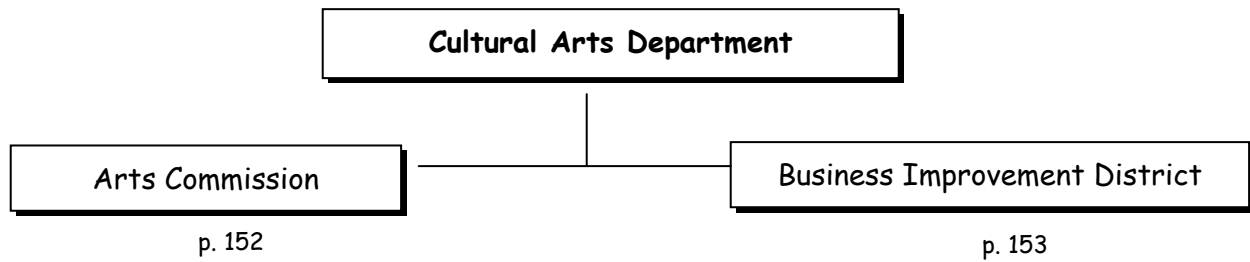
**Arts Commission** - The Arts Commission consists of eight appointed community members. The Commission makes recommendations to the City Council about cultural affairs. The Commission organizes special programs, which include Artist Designed Benches, Banner Competition, Music in the Park, Palette Competition, 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:

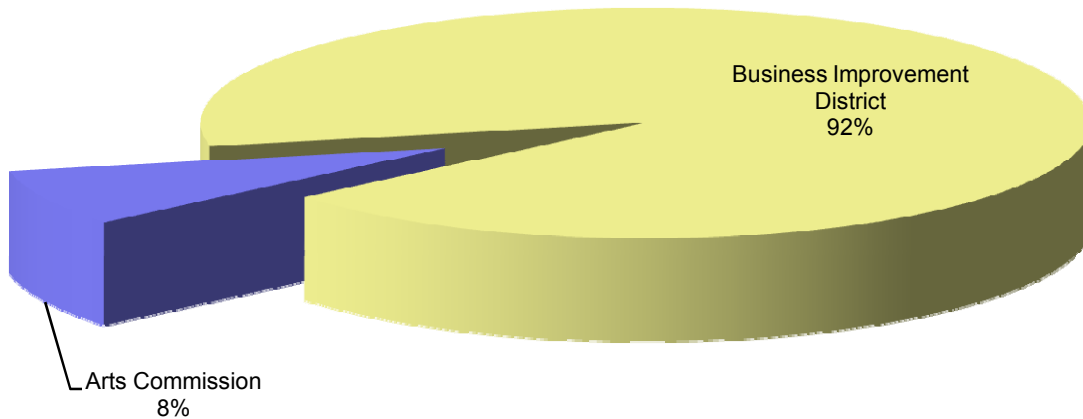


## Cultural Arts Department Budget Summary

*All  
Divisions*

<u>Division</u>	<i>MAJOR CATEGORY OF EXPENDITURE</i>					Division
	Salaries & Wages	Maint. & Operations	Capital Outlay	Special Programs	Capital Projects	
Arts Commission	\$125,200	\$3,200				\$128,400
Business Improv. District				1,500,000		\$1,500,000
Department Total	\$125,200	\$3,200	\$0	\$1,500,000	\$0	\$1,628,400

### Summary By Division Total



***Cultural Arts Department  
Budget Detail***

***All  
Divisions***

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>					
1001	Salaries, Full Time	\$83,903	\$84,700	\$88,900	\$88,900
1003	Salaries, Part Time	6,510	7,700	7,700	7,700
1038	Sick Leave Payoff	700	800	800	800
1040	Vacation Payoff	400	600	300	300
1101	Retirement	13,703	13,600	14,400	14,400
1103	P.A.R.S. Retirement	244	300	300	300
1201	Workers' Compensation	720	700	700	700
1300	Employee Group Insurance	10,000	10,000	10,700	10,700
1318	Medicare Insurance	1,311	1,300	1,400	1,400
	<b>Subtotal</b>	<b>117,492</b>	<b>119,700</b>	<b>125,200</b>	<b>125,200</b>
<b><u>Maintenance and Operations</u></b>					
2011	Training, Travel and Dues	743	900	900	900
2031	Telephone	0	500	500	500
2101	Materials and Supplies	352	500	500	500
2170	General Insurance	1,000	1,000	1,100	1,100
2281	Printing	69	800	200	200
	<b>Subtotal</b>	<b>2,165</b>	<b>3,700</b>	<b>3,200</b>	<b>3,200</b>
<b><u>Special Programs</u></b>					
	Special Programs	1,665,494	1,815,000	1,500,000	1,500,000
	<b>Subtotal</b>	<b>1,665,494</b>	<b>1,815,000</b>	<b>1,500,000</b>	<b>1,500,000</b>
	<b>Grand Total</b>	<b>\$1,785,150</b>	<b>\$1,938,400</b>	<b>\$1,628,400</b>	<b>\$1,628,400</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
	2008-09	2009-10	2009-10	2008-09	2009-10	2009-10
Cultural Arts Manager	1	1	1	\$84,700	\$88,900	\$88,900
<b>TOTAL</b>	1	1	1	\$84,700	\$88,900	\$88,900

**Arts Commission Division***Cultural Arts  
General Fund/5151*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$83,903	\$84,700	\$88,900	\$88,900
1003	Salaries, Part Time	6,510	7,700	7,700	7,700
1038	New Sick Leave Payoff	700	800	800	800
1040	Vacation Payoff	400	600	300	300
1101	Retirement	13,703	13,600	14,400	14,400
1103	P.A.R.S. Retirement	244	300	300	300
1201	Workers' Compensation	720	700	700	700
1300	Employee Group Insurance	10,000	10,000	10,700	10,700
1318	Medicare Insurance	1,311	1,300	1,400	1,400
	<b>Subtotal</b>	<b>117,492</b>	<b>119,700</b>	<b>125,200</b>	<b>125,200</b>
<b>Maintenance and Operations</b>					
2011	Training, Travel and Dues	743	900	900	900
2031	Telephone		500	500	500
2101	Materials and Supplies	352	500	500	500
2170	General Insurance	1,000	1,000	1,100	1,100
2281	Printing	69	800	200	200
	<b>Subtotal</b>	<b>2,165</b>	<b>3,700</b>	<b>3,200</b>	<b>3,200</b>
<b>Special Programs</b>					
8944	Sculpture Program*	2,500			
8958	380 Third Street Art*		40,000		
	<b>Subtotal</b>	<b>2,500</b>	<b>40,000</b>	<b>0</b>	<b>0</b>
	<b>Grand Total</b>	<b>\$122,156</b>	<b>\$163,400</b>	<b>\$128,400</b>	<b>\$128,400</b>

\* Funded by the Art in Lieu Fund.

**Business Improvement District**

*Cultural Arts  
General Fund/5202*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
8012	Laguna Beach Visitor's Bureau	\$872,620	\$887,500	\$750,000	\$750,000
8041	Laguna Art Museum	174,524	177,500	150,000	150,000
8200	Laguna Moulton Playhouse	174,524	177,500	150,000	150,000
8201	Laguna College of Art and Design	174,524	177,500	150,000	150,000
8004	Arts Commission Special Programs	98,801	177,500	150,000	150,000
8203	Cultural Arts Funding	168,000	177,500	150,000	150,000
<b>Subtotal</b>		<b>\$1,662,994</b>	<b>\$1,775,000</b>	<b>\$1,500,000</b>	<b>\$1,500,000</b>

<b>Allocations of Funds*</b>		
Description	As of July 1, 2008	As of July 1, 2009
<i>Arts Commission Special Programs:</i>		
Artist Designed Bench Competition	11,000	
Banner/Palette Competitions	17,000	40,000
City Hall Exhibitions	11,000	5,000
Cultural Arts Information Publications	26,000	26,000
Cultural Arts Facilities	50,000	11,000
Mural Installations		11,000
Performances	20,000	25,000
Public Art Documentary		25,000
Public Art Tour Day	6,000	6,000
Restoration of Public Art	11,500	10,000
Sculpture Rotation Program	6,000	1,000
Sculpture - Laguna Frontage Road	28,000	
Subtotal	186,500	160,000
<i>Cultural Arts Funding:</i>		
CaDance	4,500	11,000
Community Art Project	2,000	1,500
Endangered Planet	6,000	4,000
First Thursday's Art Walk	21,000	21,000
Gallimaufry Performing Arts	26,000	21,000
Laguna Beach Alliance for the Arts	26,000	21,000
Laguna Beach Live!	21,000	21,000
Laguna Beach Sister City Association		2,500
Laguna Community Concert Band	11,000	11,000
Laguna Outreach Community Arts	17,000	17,500
Laguna Plein Air Painters Association	2,500	3,000
My Hero Project	2,500	3,000
No Square Theater	15,000	19,000
Sawdust Art Festival	13,500	13,500
So. California Artist Association		2,500
Subtotal	168,000	172,500
<b>Grand Total</b>	<b>\$354,500</b>	<b>\$172,000</b>

\* Allocations for program year 2009-10 are based on revenues received in the preceding fiscal year. The 2009-10 adopted budget reflects the anticipated reserves for FY 2009-10.



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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 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1040	Vacation Payoff	\$542,357	\$402,300	\$396,200	\$396,200
1041	Sick Leave Payoff	413,769	328,400	314,600	314,600
1042	Comp Time Payoffs	49,178	7,600	22,800	22,800
1101	Retirement	(399)			
1201	Workers' Comp. Insurance	1,565,195	1,713,800	1,513,800	1,213,800
1303	Health Insurance	2,292,781	3,016,000	3,368,200	3,368,200
1306	Dental Insurance	201,591	206,800	208,700	208,700
1309	Life Insurance	33,724	37,800	37,800	37,800
1310	Retiree Health Savings		309,100	309,100	309,100
1313	Long Term Disability Ins.	98,791	94,000	124,000	124,000
1316	Unemployment Insurance	29,080	21,000	60,800	60,800
1318	Medicare Insurance	5,619	10,700	10,600	10,600
	<b>Subtotal</b>	<b>5,231,685</b>	<b>6,147,500</b>	<b>6,366,600</b>	<b>6,066,600</b>
<b>Maintenance and Operations</b>					
2170	General Insurance	1,172,447	600,000	600,000	600,000
	<b>Subtotal</b>	<b>1,172,447</b>	<b>600,000</b>	<b>600,000</b>	<b>600,000</b>
	<b>Grand Total</b>	<b>\$6,404,131</b>	<b>\$6,747,500</b>	<b>\$6,966,600</b>	<b>\$6,666,600</b>

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

Description	Division	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Police Department:</u></b>			
Marked Patrol Vehicle	2102	\$32,000	\$32,000
Marked Patrol Vehicle	2102	32,000	32,000
Marked Patrol Vehicle	2102	32,000	32,000
	<b>Subtotal</b>	<b>96,000</b>	<b>96,000</b>
<b><u>Fire Department:</u></b>			
Chevy Tahoe	2401		20,000
Chevy Tahoe	2401		20,000
	<b>Subtotal</b>	<b>0</b>	<b>40,000</b>
<b><u>Marine Safety:</u></b>			
Toyota 4-Runner	2601	70,000	60,000
Toyota 4-Runner	2601	70,000	60,000
	<b>Subtotal</b>	<b>140,000</b>	<b>120,000</b>
<b><u>Public Works Department:</u></b>			
Sidewalk Sweeping Machine	3104	30,000	30,000
Ford F-450 Pickup Truck	3104	30,000	30,000
Ford F-350 Pickup Truck	3104	32,000	32,000
Heavy Duty Truck w/Water Tank	3104	85,000	85,000
Ford F-450 Pickup Truck	3106	50,000	
	<b>Subtotal</b>	<b>227,000</b>	<b>177,000</b>
	<b>GRAND TOTAL</b>	<b>\$463,000</b>	<b>\$433,000</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 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>				
1001 Salaries, Full Time	\$19,309,874	\$21,658,000	\$23,101,500	\$22,672,200
1003 Salaries, Part Time	2,129,594	2,249,900	2,408,500	2,363,700
1006 Salaries, Overtime	2,097,062	1,937,800	2,346,500	1,906,700
1007 Salaries, Overtime-Mutual Aid	231,692			
1038 Sick Leave Payoff	373,362	333,500	322,400	322,400
1040 Vacation Payoff	415,713	404,100	399,200	399,200
1042 Comp Time Payoffs	3,000	7,600	22,800	22,800
1053 Holiday Allowance	145,660	143,300	153,500	153,500
1059 Residency Incentive	69,767	69,000	52,700	52,700
1101 Retirement	4,478,878	5,681,200	6,056,800	5,958,500
1103 P.A.R.S. Retirement	63,186	84,200	90,200	88,700
1201 Workers' Compensation	1,804,500	1,713,800	1,513,800	1,213,800
1300 Employee Group Insurance	2,578,200	2,610,500	2,804,000	2,762,700
1318 Medicare Insurance	267,485	323,600	354,900	343,100
<b>Subtotal</b>	<b>33,967,972</b>	<b>37,216,500</b>	<b>39,626,800</b>	<b>38,260,000</b>
<b>Maintenance and Operations</b>				
2001 Uniforms and Laundry	206,334	210,000	215,900	212,400
2011 Training, Travel and Dues	215,001	287,300	294,900	265,100
2021 Natural Gas	75,857	67,700	70,600	70,600
2024 Electricity	518,104	564,500	556,800	581,800
2027 Water	216,575	193,150	214,500	214,500
2031 Telephone	179,498	204,500	197,100	197,100
2051 Gas and Lubrications	470,121	712,000	469,800	469,800
2101 Materials and Supplies	1,342,820	1,319,800	1,583,000	1,191,900
2110 Paramedic Medical Supplies	33,550	46,200	52,500	46,200
2150 Rents and Leases	1,239,010	1,276,400	1,340,000	1,370,000
2160 Lease Payments-Debt Service	598,093	300,000		
2170 General Insurance	609,700	609,100	600,000	600,000
2201 Repairs and Maint. Auto.	425,662	427,400	452,400	450,400
2222 Repairs and Maint. Other	512,273	612,100	661,900	577,300
2281 Printing	120,351	177,600	171,000	161,700

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

# All Funds Summary (Con't)

## Fund Detail

Account		Actual	Adopted	Department	Adopted
		Expenditures	Budget	Request	Budget
No.	Account Title	2007-08	2008-09	2009-10	2009-10
2302	Legal Advertising	20,153	40,400	35,400	16,900
2401	Contractual Services	4,863,976	5,129,350	5,398,700	5,150,600
2402	Contractual SOCWA Operations	1,407,060	1,620,000	1,701,000	1,620,000
2432	Postage	56,168	83,200	83,200	80,600
2501	Bond Principal	1,310,000	1,360,000	1,425,000	1,425,000
2508	Vehicle Cost Redistribution	(67,731)	(40,000)	(50,000)	(50,000)
2521	Interest	711,684	870,200	950,700	665,700
2522	Loan Administration Fees	20,081	21,000	21,000	21,000
2956	Gas Tax Exchange	624,000			
	Community Assistance	216,140	213,500	537,480	229,300
	Depreciation	315,770			
	<b>Subtotal</b>	<b>16,240,251</b>	<b>16,305,400</b>	<b>16,982,880</b>	<b>15,567,900</b>
<b>Capital Outlay</b>					
5305	Improv.Other Than Buildings	20,000	67,000	273,300	22,500
5408	Office Furniture & Equipment	110,653	102,400	123,500	61,500
5510	Automotive Equipment	1,529	1,050,000	26,000	
5622	Other Equipment	562,442	435,900	673,900	258,300
5625	Trolley Rehabilitation	22,518			
5650	Public Safety Dispatch System	202,741			
	<b>Subtotal</b>	<b>919,883</b>	<b>1,655,300</b>	<b>1,096,700</b>	<b>342,300</b>
<b>Special Programs</b>					
	Special Programs	3,096,966	3,085,400	2,601,500	2,659,000
	<b>Subtotal</b>	<b>3,096,966</b>	<b>3,085,400</b>	<b>2,601,500</b>	<b>2,659,000</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	29,409,512	14,070,000	10,850,000	10,800,000
	<b>Subtotal</b>	<b>29,409,512</b>	<b>14,070,000</b>	<b>10,850,000</b>	<b>10,800,000</b>
	<b>Grand Total</b>	<b>\$83,634,583</b>	<b>\$72,332,600</b>	<b>\$71,157,880</b>	<b>\$67,629,200</b>

# General Fund Summary

## Fund Detail

Account No. Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Salaries and Wages</u></b>				
1001 Salaries, Full Time	\$17,509,776	\$19,796,500	\$21,137,100	\$20,707,800
1003 Salaries, Part Time	1,537,475	1,596,100	1,668,700	1,623,900
1006 Salaries, Overtime	1,928,145	1,805,900	2,203,000	1,764,200
1007 Salaries, Overtime-Mutual Aid	231,692			
1009 Salaries, Redistributed	(247,300)	(281,600)	(293,200)	(293,200)
1038 Sick Leave Payoff	345,800	312,900	301,400	301,400
1040 Vacation Payoff	388,900	378,900	375,800	375,800
1042 Comp Time Payoffs	2,800	7,200	22,200	22,200
1053 Holiday Allowance	142,170	143,300	150,500	150,500
1059 Residency Incentive	41,499	54,000	42,700	42,700
1101 Retirement	4,211,522	5,389,800	5,743,700	5,645,400
1103 P.A.R.S. Retirement	54,827	59,600	62,300	60,800
1201 Workers' Compensation	1,702,260	1,629,700	1,449,100	1,149,100
1300 Employee Group Insurance	2,298,200	2,330,500	2,504,400	2,463,100
1318 Medicare Insurance	244,406	291,300	319,100	307,300
<b>Subtotal</b>	<b>30,392,173</b>	<b>33,514,100</b>	<b>35,686,800</b>	<b>34,321,000</b>
<b><u>Maintenance and Operations</u></b>				
2001 Uniforms and Laundry	186,007	190,000	195,500	192,500
2011 Training, Travel and Dues	207,335	272,800	280,400	251,600
2021 Natural Gas	71,085	64,700	67,000	67,000
2024 Electricity	165,600	201,100	204,100	204,100
2027 Water	178,483	158,550	176,500	176,500
2031 Telephone	158,938	184,300	175,200	175,200
2051 Gas and Lubrications	309,835	443,500	271,800	271,800
2101 Materials and Supplies	1,101,337	1,065,500	1,031,500	1,020,400
2110 Paramedic Medical Supplies	33,550	46,200	52,500	46,200
2150 Rents and Leases	984,705	986,700	1,051,100	1,081,100
2170 General Insurance	522,700	499,600	411,900	411,900
2201 Repairs and Maint. Auto.	288,690	290,300	290,300	288,300
2222 Repairs and Maint. Other	404,486	457,700	503,800	423,100
2281 Printing	88,906	129,700	121,100	111,800
2302 Legal Advertising	20,153	40,400	35,400	16,900
2401 Contractual Services	4,626,246	4,815,950	4,933,800	4,685,700



## General Fund Summary (Con't)

## Fund Detail

Account		Actual	Adopted	Department	Adopted
		Expenditures	Budget	Request	Budget
No.	Account Title	2007-08	2008-09	2009-10	2009-10
2432	Postage	52,726	74,200	74,200	71,600
2501	Bond Principal				
2508	Vehicle Cost Redistribution	(67,731)	(40,000)	(50,000)	(50,000)
2804	Costs Redistributed	(458,200)	(465,500)	(497,500)	(497,500)
2956	Exchange Expenditure	624,000			
	Community Assistance	213,500	213,500	537,480	229,300
	<b>Subtotal</b>	<b>9,712,351</b>	<b>9,629,200</b>	<b>9,866,080</b>	<b>9,177,500</b>
<b>Capital Outlay</b>					
5305	Improv. Other Than Buildings	20,000	67,000	273,300	22,500
5408	Office Furniture & Equipment	76,283	98,500	119,700	61,500
5510	Automotive Equipment			26,000	
5622	Other Equipment	562,442	435,900	673,900	103,300
5650	Public Safety Dispatch System	202,741			
	<b>Subtotal</b>	<b>861,466</b>	<b>601,400</b>	<b>1,092,900</b>	<b>187,300</b>
<b>Special Programs</b>					
	Special Programs	2,434,782	2,756,600	2,296,500	2,242,000
	<b>Subtotal</b>	<b>2,434,782</b>	<b>2,756,600</b>	<b>2,296,500</b>	<b>2,242,000</b>
	<b>Grand Total</b>	<b>\$43,400,773</b>	<b>\$46,501,300</b>	<b>\$48,942,280</b>	<b>\$45,927,800</b>

# Parking Authority Fund Summary

## *Fund Detail*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$550,227	\$571,900	\$589,100	\$589,100
1003	Salaries, Part Time	31,442	46,000	46,000	46,000
1006	Salaries, Overtime	11,095	13,500	14,200	13,200
1009	Salaries, Redistributed	180,500	207,400	216,600	216,600
1011	Salary Equity Adjustment				
1038	Sick Leave Payoff	15,800	10,100	5,600	5,600
1040	Vacation Payoff	10,400	8,700	6,600	6,600
1042	Comp Time Payoffs	200	400	600	600
1053	Holiday Allowance	3,350		3,000	3,000
1101	Retirement	90,523	92,200	96,100	96,100
1103	P.A.R.S. Retirement	1,325	1,800	1,800	1,800
1201	Workers' Compensation	25,200	25,500	19,900	19,900
1300	Employee Group Insurance	100,000	100,000	107,000	107,000
1318	Medicare Insurance	5,707	6,200	6,600	6,600
	<b>Subtotal</b>	<b>1,025,769</b>	<b>1,083,700</b>	<b>1,113,100</b>	<b>1,112,100</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	5,035	3,900	3,900	3,400
2011	Training, Travel and Dues	800	2,000	2,000	1,000
2024	Electricity	2,679	2,800	2,700	2,700
2027	Water	7,930	7,100	7,900	7,900
2031	Telephone	7,875	8,400	9,300	9,300
2051	Gas and Lubrications	8,055	13,600	7,800	7,800
2101	Materials and Supplies	124,302	149,500	446,500	66,500
2150	Rents and Leases	33,896	35,000	34,200	34,200
2170	General Insurance	10,100	9,400	10,300	10,300
2201	Repairs and Maint. Auto.	8,473	10,000	10,000	10,000
2222	Repairs and Maint. Other	7,420	22,000	25,900	22,000
2281	Printing	17,423	20,000	20,000	20,000
2401	Contractual Services	151,120	190,900	336,900	336,900
2432	Postage	3,200	3,500	3,500	3,500
2804	Costs Redistributed	143,700	141,000	146,300	146,300
	<b>Subtotal</b>	<b>532,006</b>	<b>619,100</b>	<b>1,067,200</b>	<b>681,800</b>

# Parking Authority Fund Summary

*Fund*

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b><u>Capital Outlay</u></b>					
5408	Office Furniture & Equipment	31,644	2,000		
	<b>Subtotal</b>	31,644	2,000	0	0
<b><u>Special Programs</u></b>					
	Special Programs	261,510	110,000	110,000	178,000
	<b>Subtotal</b>	261,510	110,000	110,000	178,000
<b><u>Capital Improvements</u></b>					
	Capital Improvement Projects		270,000		
	<b>Subtotal</b>	0	270,000	0	0
	<b>Grand Total</b>	<b>\$1,850,930</b>	<b>\$2,084,800</b>	<b>\$2,290,300</b>	<b>\$1,971,900</b>

# Wastewater Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$931,563	\$993,900	\$1,051,700	\$1,051,700
1003	Salaries, Part Time	50,352	52,500	55,100	55,100
1006	Salaries, Overtime	51,644	29,100	30,500	30,500
1009	Salaries, Redistributed	(1,700)	(2,500)	(2,200)	(2,200)
1038	Sick Leave Payoff	11,500	5,400	7,600	7,600
1040	Vacation Payoff	12,800	14,700	13,800	13,800
1059	Residency Incentive	28,268	15,000	10,000	10,000
1101	Retirement	152,345	151,500	164,300	164,300
1103	P.A.R.S. Retirement	1,897	2,000	2,100	2,100
1201	Workers' Compensation	17,160	14,500	12,900	12,900
1300	Employee Group Insurance	130,000	130,000	139,100	139,100
1318	Medicare Insurance	12,610	12,400	13,800	13,800
	<b>Subtotal</b>	<b>1,398,439</b>	<b>1,418,500</b>	<b>1,498,700</b>	<b>1,498,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	6,741	7,100	7,500	7,500
2011	Training, Travel and Dues	6,795	10,900	10,900	10,900
2021	Natural Gas	3,130	2,500	3,100	3,100
2024	Electricity	129,308	147,600	129,400	129,400
2027	Water	30,162	27,500	30,100	30,100
2031	Telephone	11,647	10,800	11,600	11,600
2051	Gas and Lubrications	33,264	25,200	24,800	24,800
2101	Materials and Supplies	79,525	59,000	59,000	59,000
2150	Rents and Leases	100,600	129,400	129,400	129,400
2160	Lease Payments-Debt Service	598,093	300,000		
2170	General Insurance	63,500	76,700	164,700	164,700
2201	Repairs and Maint. Auto.	14,281	22,100	22,100	22,100
2222	Repairs and Maint. Other	98,145	125,000	125,000	125,000
2281	Printing	446	2,400	2,400	2,400
2401	Contractual Services	59,900	60,000	60,000	60,000
2402	Contractual SOCWA Operations	1,407,060	1,620,000	1,701,000	1,620,000
2432	Postage	242	5,500	5,500	5,500
2521	Interest	403,928	620,000	765,000	480,000
2522	Loan Administration Fees	20,081	21,000	21,000	21,000
2804	Costs Redistributed	174,200	183,600	191,500	191,500
	<b>Subtotal</b>	<b>3,241,048</b>	<b>3,456,300</b>	<b>3,464,000</b>	<b>3,098,000</b>

# Wastewater Fund Summary (Con't)

## Fund Detail

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment	2,727		3,800	
	<b>Subtotal</b>	<b>2,727</b>	<b>0</b>	<b>3,800</b>	<b>0</b>
<b>Special Programs</b>					
	Special Programs	218,287	12,500	12,500	27,500
	<b>Subtotal</b>	<b>218,287</b>	<b>12,500</b>	<b>12,500</b>	<b>27,500</b>
<b>Capital Improvements</b>					
	Capital Improvement Projects	4,060,879	2,840,000	2,480,000	2,480,000
	<b>Subtotal</b>	<b>4,060,879</b>	<b>2,840,000</b>	<b>2,480,000</b>	<b>2,480,000</b>
	<b>Grand Total</b>	<b>\$8,921,379</b>	<b>\$7,727,300</b>	<b>\$7,459,000</b>	<b>\$7,104,200</b>

# Transit Fund Summary

## Fund Detail

Account No.	Account Title	Actual Expenditures 2007-08	Adopted Budget 2008-09	Department Request 2009-10	Adopted Budget 2009-10
<b>Salaries and Wages</b>					
1001	Salaries, Full Time	\$318,309	\$295,700	\$323,600	\$323,600
1003	Salaries, Part Time	510,324	555,300	638,700	638,700
1006	Salaries, Overtime	103,149	89,300	98,800	98,800
1009	Salaries, Redistributed	53,200	59,500	60,300	60,300
1038	Sick Leave Payoff	262	5,100	7,800	7,800
1040	Vacation Payoff	3,613	1,800	3,000	3,000
1053	Holiday Allowance	139			
1101	Retirement	24,488	47,700	52,700	52,700
1103	P.A.R.S. Retirement	5,104	20,800	24,000	24,000
1201	Workers' Compensation	59,880	44,100	31,900	31,900
1300	Employee Group Insurance	50,000	50,000	53,500	53,500
1318	Medicare Insurance	4,674	13,700	15,400	15,400
	<b>Subtotal</b>	<b>1,133,142</b>	<b>1,183,000</b>	<b>1,309,700</b>	<b>1,309,700</b>
<b>Maintenance and Operations</b>					
2001	Uniforms and Laundry	8,552	9,000	9,000	9,000
2011	Training, Travel and Dues	70	1,600	1,600	1,600
2021	Natural Gas	1,642	500	500	500
2024	Electricity	7,574	5,700	7,600	7,600
2031	Telephone	1,039	1,000	1,000	1,000
2051	Gas and Lubrications	118,968	229,700	165,400	165,400
2101	Materials and Supplies	37,655	42,800	43,000	43,000
2150	Rents and Leases	119,810	125,300	125,300	125,300
2170	General Insurance	13,400	23,400	13,100	13,100
2201	Repairs and Maint. Auto.	114,219	105,000	130,000	130,000
2222	Repairs and Maint. Other	2,222	5,400	5,200	5,200
2281	Printing	13,577	25,500	27,500	27,500
2401	Contractual Services	12,007	42,500	48,000	48,000
2804	Costs Redistributed	140,300	140,900	159,700	159,700
	Depreciation	315,770			
	<b>Subtotal</b>	<b>906,804</b>	<b>758,300</b>	<b>736,900</b>	<b>736,900</b>
<b>Capital Outlay</b>					
5408	Office Furniture & Equipment		1,900		
5510	Automotive Equipment	1,529	1,050,000		
5625	Trolley Rehabilitation	22,518			
	<b>Subtotal</b>	<b>24,047</b>	<b>1,051,900</b>	<b>0</b>	<b>0</b>
<b>Special Programs</b>					
	Special Programs	119,557	111,000	141,900	145,900
	<b>Subtotal</b>	<b>119,557</b>	<b>111,000</b>	<b>141,900</b>	<b>145,900</b>
	<b>Grand Total</b>	<b>\$2,183,550</b>	<b>\$3,104,200</b>	<b>\$2,188,500</b>	<b>\$2,192,500</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 2009-10.
2. *"Capital Project Information"* (pages 172-184). These pages describe the projects budgeted for Fiscal Year 2009-10.
3. *"Ten Year Capital Improvement Plan"* (pages 185-196). A ten-year schedule is provided through Fiscal Year 2018-19 for all capital projects proposed at this time. A one-page funding summary for the entire Ten-Year Plan is shown on page 185. A revenue and budget projection schedule is shown on 186.
4. *"Capital Improvements Not Included in the Ten-Year Plan"* (pages 197-198). 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 2009/10

CAPITAL IMPROVEMENT PROJECT SUMMARY

See the Following Pages for Description of Each Project

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**Capital Improvement Fund**

Acct No.			
1	9001	North Laguna Alley Rehabilitation	\$1,500,000
2	9942	Heisler Park Renovation Phase 3	\$4,000,000 <sup>1</sup>
3	9002	Coast Highway Sidewalk Const. South of Cardinal Way	\$300,000
4	9701	Third Street Hill Retaining Wall Replacement	\$500,000
5	9003	Diamond Crestview Guardrail Installation	\$200,000
6	9004	Bonn Drive Terrace Drain Replacement	\$120,000
7	9006	Park Ave. View, Fire Rd. Trail, Frontage Rd. Park Improvements	\$70,000
8	9007	Ocean Avenue Additional Parking	\$30,000
9	9008	City Hall Slope Stabilization	\$300,000
10	9009	Hillcrest Drive Sidewalk Construction	\$150,000
11	9010	Citywide Sidewalk Repairs	\$200,000
<b>Total Cost of 2009/10 Capital Improvement Fund Projects</b>			<b>\$7,370,000</b>

**Gas Tax Fund**

Acct No.			
12	9011	Fiscal Year 2009/10 Street Slurry Seal and Rehabilitation	\$700,000 <sup>2</sup>
13	9012	Repayment of Gas Tax Loan - Payment 1 of 5	\$250,000 <sup>3</sup>
<b>Total Cost of 2009/10 Gas Tax Fund Projects</b>			<b>\$950,000</b>

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2009/10** **\$8,320,000**

*1 \$2,500,000 funded by a grant from Prop 84 relating to Areas of Special Biological Significance (ASBS)*

*2 \$300,000 funded by Proposition 42. \$400,000 funded by a transfer from the Capital Improvement Fund*

*3 Repayment of \$250,000 of a total \$1,000,000 internal loan from the Lifeguard Headquarters project.*

# CIP Project Information

Capital Improvement Fund

North Laguna Alley Rehabilitation

\$1,500,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 1

### Project Description and Purpose:

This project will rehabilitate the alleys from Ledroit Street to High Drive, and provides new alley paving for the alley between Chiquita Street and Cajon Street.



# CIP Project Information

Capital Improvement Fund

Heisler Park Renovation Phase 3

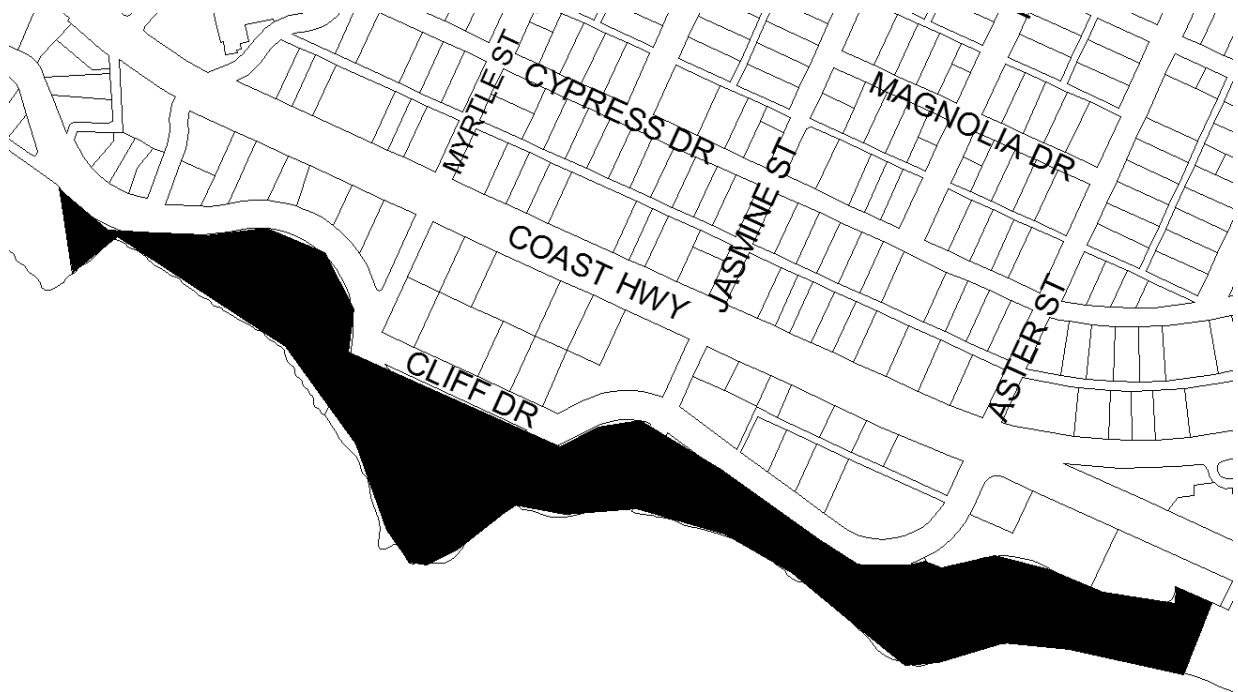
\$4,000,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 2

### Project Description and Purpose:

This project will construct the pathways, drainage and irrigation systems, and landscaping in the Monument Point area and from the Gazebo to North Main Beach. These improvements will complete this final phase of renovations. State grants have been secured in the amount of \$2.5 million of the projected project cost of \$4 million.



# CIP Project Information

Capital Improvement Fund

Coast Highway Sidewalk Const. South of Cardinal Way

\$300,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 3

**Project Description and Purpose:**

Construct a sidewalk along the northbound side of Coast Highway to approximately 400 feet southerly to join a new sidewalk to be constructed by the Diocese of Orange along the frontage of St. Catherin of Siena School property.



# CIP Project Information

Capital Improvement Fund

Third Street Hill Retaining Wall Replacement

\$500,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 4

### Project Description and Purpose:

The wood retaining wall along the easterly side of Third Street, from the top of the hill down to Mermaid Street, is in need of replacement in order to provide for continued pedestrian access. The wall includes 25 concrete caissons and is approximately 120 feet long and from 4-7 feet high.



# CIP Project Information

Capital Improvement Fund

**Diamond Crestview Guardrail Installation**

**\$200,000**

**CIP Ten-Year Plan Year: 1 09/10**

**CIP Number 5**

### Project Description and Purpose:

Construct approximately 1,800 lineal feet of guardrail in the Diamond Crestview area along unprotected roadway edges with steep slopes and long drop-offs.



# CIP Project Information

Capital Improvement Fund

**Bonn Drive Terrace Drain Replacement**

**\$120,000**

**CIP Ten-Year Plan Year: 1 09/10**

**CIP Number 6**

**Project Description and Purpose:**

The terrace drain on the slope behind 3126 Bonn Drive has failed and needs to be replaced. The City does not maintain the majority of terrace drains in the Top of the World subdivision; in this case the terrace drain is on a strip of land owned by the City. The repair will include the replacement of 50 to 60 feet of terrace drain, placing a spillway down a ravine for a distance of approximately 75 feet and the construction of a diffusion area. There is also some erosion in an adjacent area under a fence in the rear yard of 3126 Bonn Drive that is possibly related to the failed terrace drain.



# CIP Project Information

Capital Improvement Fund

Park Ave. View, Fire Rd. Trail, Frontage Rd. Park Improvements

\$70,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 7

### Project Description and Purpose:

Construct park improvements at three locations (1) a new view park on a City parcel located on the northerly side of the 2400 block of Park Avenue, (2) a passive park on a City parcel between Frontage Road and the Laguna Canyon Channel at Woodland Drive, and (3) improvements to the trail from Top of The World drive to the Fire Road.





# CIP Project Information

Capital Improvement Fund

Ocean Avenue Additional Parking

\$30,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 8

### Project Description and Purpose:

Provide two or three additional parking by reconfiguring private and public parking spaces on the southern side of the 400 block of Ocean Avenue near the Lumberyard building.



# CIP Project Information

Capital Improvement Fund

City Hall Slope Stabilization

\$300,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 9

### Project Description and Purpose:

The slope next to the parking area behind City Hall is unstable. Slope stabilization measures and debris barriers will be installed to minimize the hazardous condition.



# CIP Project Information

Capital Improvement Fund

Hillcrest Drive Sidewalk Construction

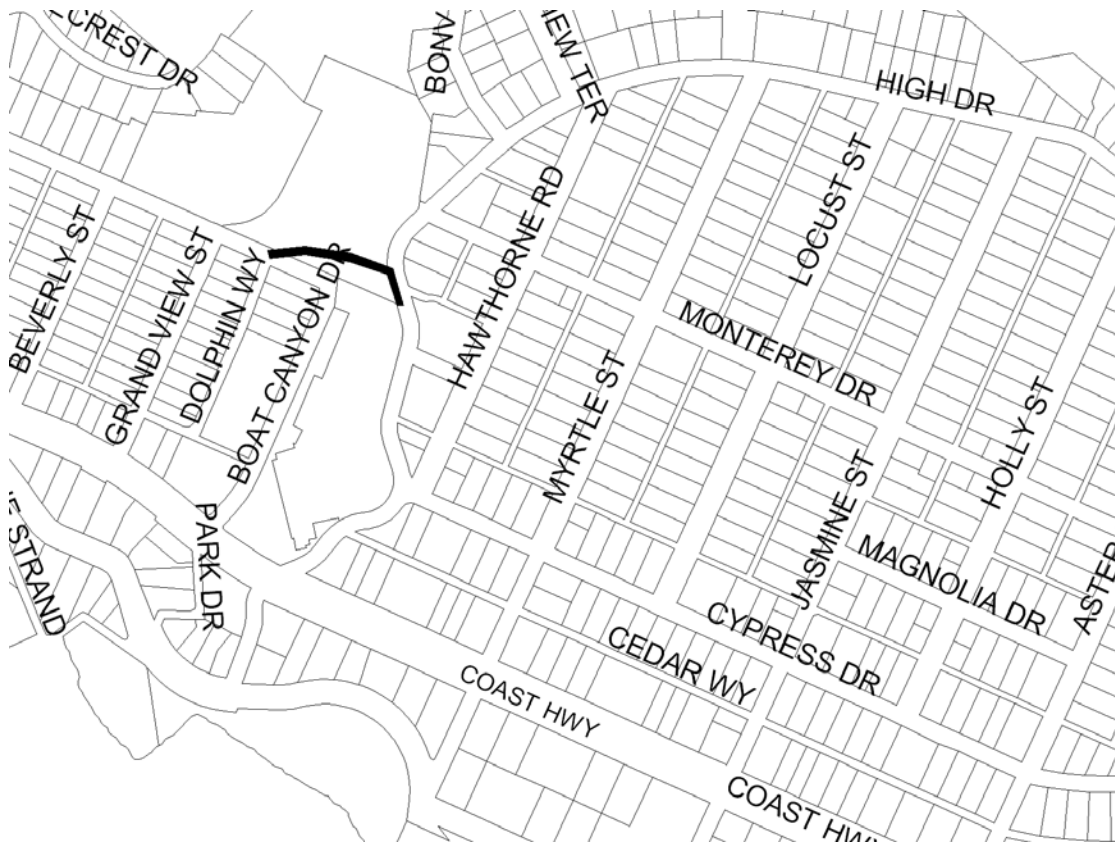
\$150,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 10

### Project Description and Purpose:

Located between High Drive and Dolphin Way, this project will complete the sidewalk from the shopping center to Dolphin Way by constructing 320 feet of sidewalk and short sections of curb and gutter with a curb ramp.



## **CIP Project Information**

**Capital Improvement Fund**

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**Citywide Sidewalk Repairs**

**\$200,000**

**CIP Ten-Year Plan Year: 1 09/10**

**CIP Number 11**

**Project Description and Purpose:**

To maintain the City sidewalks in an aesthetically pleasing and safe condition, minor areas need to be removed and replaced. Repairs will be conducted in various locations city-wide.

# CIP Project Information

Gas Tax Fund

Fiscal Year 2009/10 Street Slurry Seal and Rehabilitation

\$700,000

CIP Ten-Year Plan Year: 1 09/10

CIP Number 12

## Project Description and Purpose:

The streets rehabilitated in 1996 will be slurry sealed. The general areas include Broadway to Boat Canyon, Top of the World, and West Street to Aliso Creek.



## **CIP Project Information**

**Gas Tax Fund**

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**Repayment of Gas Tax Loan - Payment 1 of 5**

**\$250,000**

**CIP Ten-Year Plan Year: 1 09/10**

**CIP Number 13**

**Project Description and Purpose:**

Repayment of internal loans for the 2008/09 Fiscal Year Street Rehabilitation; this repayment is funded by Gas Tax revenues only. The entire loan of \$3,800,000 will be repaid over the next five years.

**FUNDING SUMMARY**  
**TEN YEAR CAPITAL IMPROVEMENT PLAN**  
**Fiscal Year 2009/10 through Fiscal Year 2018/19**

	<b>Year</b>	<b>Capital Improvement Fund</b>	<b>Gas Tax Fund</b>	<b>Parking Authority Fund</b>	<b>Total</b>
1.	2009/10	\$7,370,000 <sup>1</sup>	\$950,000 <sup>2</sup>		\$8,320,000
2.	2010/11	5,200,000 <sup>3,4</sup>	2,000,000 <sup>5</sup>		7,200,000
3.	2011/12	5,600,000	900,000		6,500,000
4.	2012/13	5,500,000	1,000,000		6,500,000
5.	2013/14	4,800,000	1,000,000		5,800,000
6.	2014/15	5,400,000	1,000,000		6,400,000
7.	2015/16	5,400,000	1,000,000		6,400,000
8.	2016/17	5,600,000	1,100,000		6,700,000
9.	2017/18	4,800,000	1,000,000		5,800,000
10.	2018/19	<u>5,700,000</u>	<u>1,000,000</u>	<u>          </u>	<u>6,700,000</u>
<b>TOTAL</b>		<u><u>\$55,370,000</u></u>	<u><u>\$10,950,000</u></u>	<u><u>\$0</u></u>	<u><u>\$66,320,000</u></u>

<sup>1</sup> \$2,500,000 funded by a grant from Prop 84 relating to Areas of Special Biological Significance

<sup>2</sup> \$300,000 funded by Proposition 42 \$400,000 funded by a transfer from the Capital Improvement Fund

<sup>3</sup> \$50,000 funded by Laguna Beach Unified School District

<sup>4</sup> \$420,000 funded by a Federal transportation grant

<sup>5</sup> \$381,000 funded by Proposition 1B available this year only. \$619,000 funded by a transfer from the Capital Improvement Fund

CITY OF LAGUNA BEACH CAPITAL IMPROVEMENT PROGRAM REVENUE AND BUDGET PROJECTIONS

	1	2	3	4	5	6	7	8	9	10
Program Year	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18	18/19
Fiscal Year										
<b>116 CAPITAL IMPROVEMENT FUND</b>										
<b>Starting Fund Balance</b>	\$ 2,936,547	\$ 1,661,547	\$ 1,607,547	\$ 1,302,547	\$ 1,097,547	\$ 1,592,547	\$ 1,487,547	\$ 1,382,547	\$ 1,077,547	\$ 1,572,547
3138 Real Property Transfer Tax	\$ 100,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000
3144 Building Construction Tax	\$ 80,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000
3410 Vehicle Code Fines	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000	\$ 190,000
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	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000	\$ 1,400,000
3422 Municipal Code Fines DMV	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
3442 Administrative Citations Police	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000
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	\$ 3,000,000	\$ 3,100,000	\$ 3,100,000	\$ 3,100,000	\$ 3,100,000	\$ 3,100,000	\$ 3,100,000	\$ 3,100,000	\$ 3,100,000	\$ 3,100,000
Federal Transportation Grant (TEA)	\$ 2,500,000	\$ 420,000								
Grant From SWRCB Prop 84 ASBS	\$ 10,431,547	\$ 7,426,547	\$ 6,902,547	\$ 6,597,547	\$ 6,392,547	\$ 6,887,547	\$ 6,782,547	\$ 6,677,547	\$ 6,372,547	\$ 6,867,547
Funds From Laguna Beach Unified School District	\$ (1,000,000)									
<b>Total Funds Available</b>	\$ (400,000)	\$ (619,000)	\$ -	\$ -	\$ -	\$ (5,400,000)	\$ (5,400,000)	\$ (5,600,000)	\$ (4,800,000)	\$ (5,700,000)
<b>Transfer To Sewer Fund</b>	\$ (7,370,000)	\$ (5,200,000)	\$ (5,600,000)	\$ (5,500,000)	\$ (4,800,000)	\$ (5,400,000)	\$ (5,400,000)	\$ (5,600,000)	\$ (4,800,000)	\$ (5,700,000)
<b>Transfer To Gas Tax Fund</b>										
<b>CIP Budget</b>	\$ 1,661,547	\$ 1,607,547	\$ 1,302,547	\$ 1,097,547	\$ 1,592,547	\$ 1,487,547	\$ 1,382,547	\$ 1,077,547	\$ 1,572,547	\$ 1,167,547
<b>Ending Fund Balance</b>										
<b>132 GAS TAX FUND</b>										
<b>Starting Fund Balance</b>	\$ (487,726)	\$ 3,274	\$ 34,274	\$ 165,274	\$ 196,274	\$ 262,274	\$ 328,274	\$ 394,274	\$ 360,274	\$ 426,274
<b>Total Revenues</b>	\$ 1,041,000	\$ 1,412,000	\$ 1,031,000	\$ 1,031,000	\$ 1,066,000	\$ 1,066,000	\$ 1,066,000	\$ 1,066,000	\$ 1,066,000	\$ 1,066,000
<b>Transfer From Capital Improvement Fund</b>	\$ 400,000	\$ 619,000								
<b>Total Funds Available</b>	\$ 953,274	\$ 2,034,274	\$ 1,065,274	\$ 1,196,274	\$ 1,262,274	\$ 1,328,274	\$ 1,394,274	\$ 1,460,274	\$ 1,426,274	\$ 1,492,274
<b>CIP Budget</b>	\$ (950,000)	\$ (2,000,000)	\$ (900,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)	\$ (1,100,000)	\$ (1,000,000)	\$ (1,000,000)
<b>Ending Fund Balance</b>	\$ 3,274	\$ 34,274	\$ 165,274	\$ 196,274	\$ 262,274	\$ 328,274	\$ 394,274	\$ 360,274	\$ 426,274	\$ 492,274
<b>134 STREET LIGHTING FUND</b>										
<b>Starting Fund Balance</b>	\$ 1,101,612	\$ 1,877,112	\$ 2,677,612	\$ 3,478,112	\$ 4,878,612	\$ 6,079,112	\$ 6,879,612	\$ 7,680,112	\$ 8,480,612	\$ 9,281,112
<b>Total Revenues</b>	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000	\$ 1,112,000
<b>Repayment of Internal Loan to Gas Tax Fund</b>				\$ 600,000	\$ 400,000					
<b>Total Funds Available</b>	\$ 2,213,612	\$ 2,989,112	\$ 3,789,612	\$ 5,190,112	\$ 6,390,612	\$ 7,191,112	\$ 7,991,612	\$ 8,792,112	\$ 9,592,612	\$ 10,393,112
<b>Operating Expenses</b>	\$ (311,500)	\$ (311,500)	\$ (311,500)	\$ (311,500)	\$ (311,500)	\$ (311,500)	\$ (311,500)	\$ (311,500)	\$ (311,500)	\$ (311,500)
<b>Capital Expenses</b>	\$ (25,000)									
<b>CIP Budget</b>	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Ending Fund Balance</b>	\$ 1,877,112	\$ 2,677,612	\$ 3,478,112	\$ 4,878,612	\$ 6,079,112	\$ 6,879,612	\$ 7,680,112	\$ 8,480,612	\$ 9,281,112	\$ 10,081,612



# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2009/10

Year One

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## Capital Improvement Fund

1 North Laguna Alley Rehabilitation	\$1,500,000	
2 Heisler Park Renovation Phase 3	\$4,000,000	<sup>1</sup>
3 Coast Highway Sidewalk Const. South of Cardinal Way	\$300,000	
4 Third Street Hill Retaining Wall Replacement	\$500,000	
5 Diamond Crestview Guardrail Installation	\$200,000	
6 Bonn Drive Terrace Drain Replacement	\$120,000	
7 Park Ave. View, Fire Rd. Trail, Frontage Rd. Park Improvements	\$70,000	
8 Ocean Avenue Additional Parking	\$30,000	
9 City Hall Slope Stabilization	\$300,000	
10 Hillcrest Drive Sidewalk Construction	\$150,000	
11 Citywide Sidewalk Repairs	\$200,000	
		<hr/>
<b>Total Cost of 2009/10 Capital Improvement Fund Projects</b>	<b>\$7,370,000</b>	

## Gas Tax Fund

12 Fiscal Year 2009/10 Street Slurry Seal and Rehabilitation	\$700,000	<sup>2</sup>
13 Repayment of Gas Tax Loan - Payment 1 of 5	\$250,000	<sup>3</sup>
		<hr/>
<b>Total Cost of 2009/10 Gas Tax Fund Projects</b>	<b>\$950,000</b>	

## TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2009/10

**\$8,320,000**

<sup>1</sup> \$2,500,000 funded by a grant from Prop 84 relating to Areas of Special Biological Significance (ASBS)

<sup>2</sup> \$300,000 funded by Proposition 42. \$400,000 funded by a transfer from the Capital Improvement Fund

<sup>3</sup> Repayment of \$250,000 of a total \$1,000,000 internal loan from the Lifeguard Headquarters project.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2010/11

Year Two

## Capital Improvement Fund

1	Citywide Metal Storm Drain Pipe Repair	\$800,000	
2	High School Tennis Courts Renovation/Lighting Improvements	\$300,000	<sup>1</sup>
3	Laguna Canyon Road Sidewalk From Act V to Art College	\$300,000	
4	Crestview Drive Vehicle Turn-Around Construction	\$400,000	
5	South Main Beach Restroom Replacement	\$500,000	
6	Coast Highway at Lagunita Walkway	\$200,000	
7	Lang Park Community Center Roof Replacement	\$100,000	
8	Fire Station Renovations Planning and Design	\$100,000	
9	St. Ann's Drive Retaining Wall Replacement	\$200,000	
10	Ocean Front Retaining Wall Replacement	\$300,000	
11	Broadway Landscaping and Fencing Improvements	\$600,000	<sup>2</sup>
12	Moulton Meadows, Alta Laguna, Lang, and TOW Parks Rehabilitation	\$700,000	
13	Catalina and El Camino Del Mar Median Construction	\$300,000	
14	Park Ave/Third St. Cross Gutter Rehabilitation	\$100,000	
15	5th Avenue Nuisance Water Diversion Upgrade	\$200,000	
16	Diamond Street Additional Parking	\$100,000	

**Total Cost of 2010/11 Capital Improvement Fund Projects** **\$5,200,000**

## Gas Tax Fund

17	FY 2010/11 Street Slurry Seal and Rehabilitation	\$1,000,000	<sup>3</sup>
18	Repayment of Gas Tax Loan - Payment 2 of 5	\$1,000,000	<sup>4</sup>

**Total Cost of 2010/11 Gas Tax Fund Projects** **\$2,000,000**

**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2010/11** **\$7,200,000**

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

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

<sup>3</sup> \$381,000 funded by Proposition 1B available this year only. \$619,000 funded by a transfer from the Capital Improvement Fund

<sup>4</sup> Repayment of the remaining \$750,000 internal loan from the Lifeguard Headquarters project, and \$250,000 of a total \$800,000 internal loan from the Laguna Canyon Channel project.

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2011/12

Year Three

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## Capital Improvement Fund

1	FY 2011/12 Street Slurry Seal and Rehabilitation	\$700,000
2	City Hall Renovation	\$3,000,000
3	Alta Vista Way Retaining Wall Replacement Upper Section	\$1,200,000
4	Alta Vista Retaining Wall Replacement Lower Section	\$500,000
5	Citywide Sidewalk Repairs	\$200,000

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**Total Cost of 2011/12 Capital Improvement Fund Projects** **\$5,600,000**

## Gas Tax Fund

6	Repayment of Gas Tax Loan - Payment 3 of 5	\$900,000 <sup>1</sup>
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**Total Cost of 2011/12 Gas Tax Fund Projects** **\$900,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2011/12** **\$6,500,000**

*1* Repayment of the remaining \$550,000 internal loan from the Laguna Canyon Channel project, and \$350,000 of a total \$1,000,000 internal loan from the Vehicle Replacement Fund

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2012/13

Year Four

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## Capital Improvement Fund

1	FY 2012/13 Street Slurry Seal and Rehabilitation	\$600,000
2	Fire Station Construction Funds Accrual Year 1	\$1,500,000
3	Glenneyre St., Calliope St. to Bluebird Cyn. Dr. Sidewalk Construction	\$200,000
4	Monterey Street Access Ramp Construction	\$200,000
5	Holly/Brooks Storm Drain Construction	\$1,500,000
6	Main Beach Play Equipment Replacement	\$200,000
7	Riddle Field Restroom Replacement	\$500,000
8	Myrtle Street and Cliff Drive Intersection Improvements	\$100,000
9	Coast Highway/Alta Vista Sidewalk Construction	\$700,000

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**Total Cost of 2012/13 Capital Improvement Fund Projects** **\$5,500,000**

## Gas Tax Fund

10	Repayment of Gas Tax Loan - Payment 4 of 5	\$1,000,000 <sup>1</sup>
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**Total Cost of 2012/13 Gas Tax Fund Projects** **\$1,000,000**

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2012/13** **\$6,500,000**

<sup>1</sup> Repayment of the remaining \$600,000 internal loan from the Vehicle Replacement Fund, and \$350,000 from a total \$1,000,000 internal loan from the Street Lighting Fund

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2013/14

Year Five

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## Capital Improvement Fund

1 Fire Station Construction Funds Accrual Year 2	\$2,000,000
2 Anita Street and Seaview Street Storm Drain Construction	\$1,100,000
3 Oak Street Beach Stairs Replacement	\$400,000
4 Moss Street Beach Stairs Replacement	\$400,000
5 Thalia Street Beach Stairs Replacement	\$400,000
6 Beautification of Beach Access Street Ends at Thalia, Moss, and Oak	\$300,000
7 Citywide Sidewalk Repairs	\$200,000

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**Total Cost of 2013/14 Capital Improvement Fund Projects** **\$4,800,000**

## Gas Tax Fund

8 FY 2013/14 Street Slurry Seal and Rehabilitation	\$400,000
9 Repayment of Gas Tax Loan - Payment 5 of 5	\$600,000 <sup>1</sup>

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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** **\$5,800,000**

*1 Repayment of remaining \$650,000 internal loan from the Street Lighting Fund*

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2014/15

Year Six

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## Capital Improvement Fund

1	Fire Station Construction Funds Accrual Year 3	\$2,000,000
2	Anita Street Beach Stairs Replacement	\$400,000
3	Miramar Street Stairs Construction	\$200,000
4	El Toro Road Traffic Signal Interconnect	\$300,000
5	Anita Street Sidewalk Construction	\$100,000
6	Cress Street Sidewalk Construction	\$200,000
7	Coast Highway/Solana Way Sidewalk Construction	\$600,000
8	Coast Highway/Arch Street Sidewalk Construction	\$100,000
9	Hinkle Place/Coast Highway Intersection Improvement	\$400,000
10	Laguna Avenue Creation of Additional Parking	\$100,000
11	Laguna Canyon Road Median Rehabilitation and Relandscaping	\$1,000,000

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**Total Cost of 2014/15 Capital Improvement Fund Projects** **\$5,400,000**

## Gas Tax Fund

12	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** **\$6,400,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2015/16

Year Seven

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## Capital Improvement Fund

1 Jasmine Street Storm Drain Construction	\$1,500,000
2 Balboa Avenue and Nyes Place Storm Drain Construction	\$1,500,000
3 Cypress Drive Curb & Gutter Replacement	\$100,000
4 Hillcrest Drive Curb Construction	\$100,000
5 Cliff Drive Crossgutter Construction	\$100,000
6 Fisherman's Cove Stairs Replacement	\$500,000
7 Victoria Drive Beach Stairs Replacement	\$500,000
8 Sleepy Hollow Beach Stairs Replacement	\$500,000
9 Beautification of Street Ends (Fisherman, Victoria, Sleepy Hollow)	\$300,000
10 Bluebird Park Fence Replacement on Cress Street	\$100,000
11 Citywide Sidewalk Repairs	\$200,000

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**Total Cost of 2015/16 Capital Improvement Fund Projects** **\$5,400,000**

## Gas Tax Fund

12 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** **\$6,400,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

<b>Fiscal Year 2016/17</b>	<b>Year Eight</b>
<b>Capital Improvement Fund</b>	
1 Coast Highway 3rd Avenue to 10th Avenue Storm Drain Construction	\$1,600,000
2 Holly Drive Storm Drain Construction	\$800,000
3 Aster Street Storm Drain Construction	\$800,000
4 Wave Street Storm Drain Construction	\$600,000
5 Dartmoor Street Storm Drain Construction	\$900,000
6 Terry/Rounsevel Drainage Improvements	\$800,000
7 Crescent Bay Rest Room Lattice and Trash Enclosure Construction	\$100,000
<b>Total Cost of 2016/17 Capital Improvement Fund Projects</b>	<b>\$5,600,000</b>
<b>Gas Tax Fund</b>	
8 Bluebird Canyon Drive Retaining Wall Construction	\$400,000
9 FY 2016/17 Street Slurry Seal and Rehabilitation	\$700,000
<b>Total Cost of 2016/17 Gas Tax Fund Projects</b>	<b>\$1,100,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2016/17</b>	<b>\$6,700,000</b>



# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2017/18

Year Nine

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## Capital Improvement Fund

1	Coast Highway Near Moss Street Sidewalk Construction	\$700,000
2	Del Mar Sidewalk Construction	\$500,000
3	Monterey Drive Sidewalk Construction	\$300,000
4	Aster Street Sidewalk Construction	\$100,000
5	Coast Highway South of Moss Point Sidewalk Construction	\$300,000
6	Citywide Pedestrian Countdown Timers on Ten Traffic Signals	\$100,000
7	Coast Highway Intersections Rehabilitation	\$200,000
8	El Toro Road/Canyon Hills Median Improvements	\$100,000
9	Terry/Ashton Pedestrian Access	\$200,000
10	Crestview Place to Ruby Place Emergency Access Stair Construction	\$200,000
11	Cliff Drive/Acacia Intersection Improvements	\$100,000
12	585 Glenneyre Intersection Improvements	\$100,000
13	Crescent Bay Beach Ramp Extension	\$200,000
14	Dumond Drive Beach Ramp Extension	\$300,000
15	Sleepy Hollow Retaining Wall Replacement	\$200,000
16	Thurston Park Rehabilitation	\$200,000
17	Mermaid Street Retaining Wall Replacement	\$200,000
18	Sleepy Hollow Lane Nuisance Water Diversion	\$300,000
19	Mermaid Street Reconstruction at 367,377,385,and 393	\$200,000
20	Ocean Avenue Drinking Fountains	\$100,000
21	Citywide Sidewalk Repairs	\$200,000

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**Total Cost of 2017/18 Capital Improvement Fund Projects** **\$4,800,000**

## Gas Tax Fund

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

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**TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2017/18** **\$5,800,000**

# TEN YEAR CAPITAL IMPROVEMENT PLAN

Fiscal Year 2009/10 through Fiscal Year 2018/19

Fiscal Year 2018/19	Year Ten
<b>Capital Improvement Fund</b>	
1 Coast Highway, 10th Avenue to South City Limits, Median Construction	\$1,000,000
2 Upper Cress Street Storm Drain Construction	\$900,000
3 Temple Hills Pedestrian Path Phase 2	\$2,500,000
4 Manzanita Drive Storm Drain Construction	\$1,300,000
<b>Total Cost of 2018/19 Capital Improvement Fund Projects</b>	<b>\$5,700,000</b>
<b>Gas Tax Fund</b>	
5 FY 2018/19 Street Slurry Seal and Rehabilitation	\$1,000,000
<b>Total Cost of 2018/19 Gas Tax Fund Projects</b>	<b>\$1,000,000</b>
<b>TOTAL OF ALL PROJECTS FOR FISCAL YEAR 2018/19</b>	<b>\$6,700,000</b>

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

Project Name	Projected Cost <sup>1</sup>	
	Number	of Project
10th Avenue Storm Drain Construction	121	\$300,000
7th Avenue to 8th Avenue Sidewalk Construction	396	\$900,000
8th Avenue to 9th Avenue Sidewalk Construction	397	\$500,000
9th Avenue to 10th Avenue Sidewalk Construction	401	\$300,000
Aliso Way to West Street Sidewalk Construction	400	\$9,600,000
Bluebird Creek Nature Trail Construction	185	\$300,000
Cajon Street Storm Drain Construction	308	\$400,000
Canyon View Drive/Buena Vista Way Drainage Construction	183	\$600,000
Catalina Avenue Storm Drain Construction	169	\$1,300,000
Cedar Way Right of Way Survey	235	\$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
Coast Highway, Alta Vista Way to Upland Road, Storm Drain Construction	315	\$400,000
Cortez/Baja to Crestview Storm Drain Construction	337	\$400,000
El Toro Road Sidewalk Construction	132	\$200,000
Hillcrest Drive Drainage Improvements	332	\$200,000
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	\$100,000
Laguna Canyon Creek Restoration	250	\$2,000,000
Laguna Canyon Road Sidewalk Construction	133	\$500,000
Laguna Canyon Road Undergrounding of Utilities	89	\$25,000,000

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
Madison Place Road Widening Construction	352	\$100,000
Main Beach South Ramp Construction	108	\$200,000
Myrtle Street (upper) Storm Drain Construction	309	\$1,000,000
Myrtle Street Storm Drain Construction	163	\$200,000
North of Eastline Road Sidewalk Construction	399	\$200,000
North of Vista Del Sol Sidewalk Construction	403	\$3,200,000
Nyes Place Truck Escape Ramp Construction	265	\$400,000
Ocean Vista Drive Storm Drain Construction	318	\$300,000
Park Avenue (upper) Storm Drain Construction Phase 2	81	\$3,500,000
Pinecrest Drive Storm Drain Construction	150	\$300,000
Seismic Survey of All City Facilities	353	\$100,000
Shaw's Cove Shower Facility Construction	188	\$100,000
South of 10th Avenue Sidewalk Construction	398	\$1,000,000
South of 5th Avenue Sidewalk Construction	395	\$300,000
South of Point Place Sidewalk Construction	402	\$1,500,000
Summit Drive Storm Drain Construction	334	\$700,000
Tahiti Drive Storm Drain Replacement	335	\$100,000
Treasure Island Park to Camel Point Dr. Sidewalk Construction	393	\$800,000
Victoria Beach Street Light Replacement	198	\$300,000
Village Entrance Improvements	190	\$40,000,000
West Street to Catalina Avenue Sidewalk Construction	394	\$400,000
<b>44Capital Improvement Fund Projects Not Included in the Ten-Year Plan Totaling</b>		<b>\$99,300,000</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 201-204). This schedule summarizes all capital improvement projects budgeted for Fiscal Year 2009-10.
2. *"10 Year Wastewater Fund Financial Plan"* (page 205). 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 2009/10 through Fiscal Year 2018/19**

Item	Capital Improvement Programs	Proposed Budget
<b><i>Fiscal Year 2009/10 (Year 1)</i></b>		
1	Main Beach Lift Station Construction Supplemental (3301-9939)	\$ 1,000,000
2	Rockledge Sewer System Reconstruction (3301-9882)	\$ 700,000 <sup>(1)</sup>
3	Emergency Sump Pumps SOCWA Lift Stations (3302-9017)	\$ 100,000
4	Lift Station Control & Alarm System Upgrades (3301-9018)	\$ 115,000
5	SOCWA Treatment Plant Improvements (3302-9022)	\$ 565,000
<b>Total Cost -</b>		<b>\$ 2,480,000</b>
<b><i>Fiscal Year 2010/11 (Year 2)</i></b>		
6	Main Beach Lift Station Construction Supplemental	\$ 1,000,000
7	SOCWA Treatment Plant Improvements	\$ 300,000
<b>Total Cost -</b>		<b>\$ 1,300,000</b>
<b><i>Fiscal Year 2011/12 (Year 3)</i></b>		
8	McKnight Lift Station Control Panel + Elect Replacements	\$ 80,000
9	SOCWA Treatment Plant Improvements	\$ 750,000
<b>Total Cost -</b>		<b>\$ 830,000</b>
<b><i>Fiscal Year 2012/13 (Year 4)</i></b>		
10	Design Replacement Pipes for Crestview Place, Ramona Ave, Circle Way, and Forest Avenue	\$ 225,000
11	Sewer Main Repairs and Manhole Rehab	\$ 50,000
12	SOCWA Treatment Plant Improvements	\$ 2,800,000
<b>Total Cost -</b>		<b>\$ 3,075,000</b>

(1) - The Reconstruction of the Rockledge area sewers is dependent upon grant funding from the Federal Stimulus program. There are not sufficient local funds to reconstruct these facilities.

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 2009/10 through Fiscal Year 2018/19**

Item	Capital Improvement Programs	Proposed Budget
<b><i>Fiscal Year 2013/14 (Year 5)</i></b>		
13	Circle Way Sewer Line Replacement at Beach	\$ 300,000
14	SOCWA Treatment Plant Improvements	\$ 1,800,000
<b>Total Cost -</b>		<b>\$ 2,100,000</b>
<b><i>Fiscal Year 2014/15 (Year 6)</i></b>		
15	Ramona Avenue Sewer Line Replacement	\$ 250,000
16	Install bypass pumping tees on various lift stations	\$ 80,000
17	SOCWA Treatment Plant Improvements	\$ 1,400,000
<b>Total Cost -</b>		<b>\$ 1,730,000</b>
<b><i>Fiscal Year 2015/16 (Year 7)</i></b>		
18	Sewer Alarm Telemetry Systems Replacement	\$ 80,000
19	Replace Forest Avenue Sewer Line	\$ 300,000
20	SOCWA Lift Station Component Replacements	\$ 50,000
21	SOCWA Treatment Plant Improvements	\$ 1,100,000
<b>Total Cost -</b>		<b>\$ 1,530,000</b>
<b><i>Fiscal Year 2016/17 (Year 8)</i></b>		
22	Crestview Place: Reconstruct approx. 400 feet	\$ 400,000
23	SOCWA Lift Station Control Component Replacement	\$ 75,000
24	SOCWA Treatment Plant Improvements	\$ 800,000
<b>Total Cost -</b>		<b>\$ 1,275,000</b>



**PROPOSED TEN-YEAR  
SEWER SYSTEM CAPITAL IMPROVEMENT PLAN  
Fiscal Year 2009/10 through Fiscal Year 2018/19**

Item	Capital Improvement Programs	Proposed Budget
<b><i>Fiscal Year 2017/18 (Year 9 )</i></b>		
25	Design Third Street/Loma Terrace Sewer Realignment	\$ 185,000
26	Rehab Lift Station Wet Wells	\$ 200,000
27	SOCWA Lift Station Electrical Upgrades	\$ 100,000
28	SOCWA Treatment Plant Improvements	\$ 750,000
<b>Total Cost -</b>		<b>\$ 1,235,000</b>
<b><i>Fiscal Year 2018/19 (Year 10 )</i></b>		
29	Construction Third Street/Loma Terrace Sewer Realignment	\$ 700,000
30	Sewer Alarm System Replacement	\$ 100,000
31	Design Repl Pipeline Btw Pacific and Park	\$ 225,000
32	Install NCI Bypass System for Bluebird Section	\$ 750,000
33	SOCWA Treatment Plant Improvements	\$ 750,000
<b>Total Cost -</b>		<b>\$ 2,525,000</b>
<b>Grand Total</b>		<b>\$ 18,080,000</b>

**PROPOSED TEN-YEAR  
SEWER SYSTEM CAPITAL IMPROVEMENT PLAN  
Fiscal Year 2009/10 through Fiscal Year 2018/19**

Item	Capital Improvement Programs	Proposed Budget
<u>Unfunded Projects List</u>		
A.	Design bypass system for NCI force main for Laguna SOCWA NCI line	\$ 350,000
B.	Design bypass system for NCI force main - Bluebird to Aliso Creek	\$ 250,000
C.	Reconstruct Anita Street Lift Station	\$ 1,500,000
D.	Reconstruct Brooks Street Lift Station	\$ 1,500,000
E.	Reconstruct Pearl Street Lift Station	\$ 1,500,000
F.	Remove Santa Cruz Lift Station	\$ 2,000,000
G.	Reconstruct Victoria I Lift Station	\$ 1,500,000
H.	Reconstruct Victoria II Lift Station	\$ 1,500,000
I.	Reconstruct Bluebird Lift Station	\$ 1,500,000
J.	Reconstruct Irvine Cove Lift Station	\$ 1,500,000
K.	Reconstruct Fisherman's Cove Lift Station	\$ 1,500,000
L.	Reconstruct McKnight Drive Lift Station	\$ 1,500,000
M.	Village Entrance Force Main Realignment at Laguna SOCWA	\$ 350,000
O.	Rehabilitate NCI manholes	\$ 450,000
P.	Wet well rehabilitation at various stations	\$ 400,000
Q.	Abandon Bernard Ct. Lift Station replace with gravity line	\$ 300,000
R.	Abandon Arch Beach Heights Lift Station replace with gravity line	\$ 350,000
S.	Laguna SOCWA NCI force main rehab.	\$ 1,300,000
T.	Bluebird SOCWA NCI force main rehab.	\$ 2,300,000
U.	Millers Lift Station Reconstruction	\$ 1,750,000
V.	Bernard Court Lift Station Reconstruction (if not abandoned)	\$ 1,500,000
W.	Bonn Lift Station Reconstruction	\$ 1,500,000
<b>TOTAL UNFUNDED CAPITAL PROJECTS</b>		<b>\$26,300,000</b>

10-YEAR SEWER FUND FINANCIAL PLAN for FY 2009 - 2010

	(Figures in \$1,000s)									
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
	FY 2009/10	FY 2010/11	FY 2011/12	FY 2012/13	FY 2013/14	FY 2014/15	FY 2015/16	FY 2016/17	FY 2017/18	FY 2018/19
<b>Available Beginning Fund Balance w/ Carryovers</b>	60	600	549	2,907	1,096	330	9	(30)	270	697
<b>Revenues:</b>										
Sewer Service Charges	5,800	6,010	6,230	6,450	6,680	6,920	7,170	7,430	7,700	7,970
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	40.16	41.57	43.02	44.53	46.08	47.70	49.37	51.09	52.88	54.73
Sewer Connection Charges	125	135	145	155	155	155	155	155	155	155
Low Interest Loan (2)	0	0	2,000	0	0	0	0	0	0	0
Federal Grant Funds - Stimulus (3)	700	0	0	0	0	0	0	0	0	0
Transfer from General Fund Capital Projects	1,000	0	0	0	0	0	0	0	0	0
Emerald Bay Reimbursement	19	15	15	15	15	15	17	18	19	46
Miscellaneous Reimbursement										
<b>Total Estimated Revenue</b>	<b>7,644</b>	<b>6,160</b>	<b>8,390</b>	<b>6,620</b>	<b>6,850</b>	<b>7,090</b>	<b>7,342</b>	<b>7,603</b>	<b>7,874</b>	<b>8,171</b>
<b>Expenses:</b>										
Total Operating Expenses	4,144	4,288	4,437	4,591	4,751	4,916	5,087	5,263	5,447	5,636
Inflation Adjustment	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%	3.5%
Debt Service:										
State Loan Principal & Interest (4)	480	480	480	480	480	480	480	480	480	480
State Loan Principal & Interest (2)	0	143	285	285	285	285	285	285	285	285
<b>Total Debt Service</b>	<b>480</b>	<b>623</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	1,815	1,000	80	275	300	330	380	400	385	1,025
North Coast Interceptor includes SOCWA stations	100	0	0	0	0	0	50	75	100	750
SOCWA Treatment Plant	565	300	750	2,800	1,800	1,400	1,100	800	750	750
<b>Total Capital Improvement Expenses</b>	<b>2,480</b>	<b>1,300</b>	<b>830</b>	<b>3,075</b>	<b>2,100</b>	<b>1,730</b>	<b>1,530</b>	<b>1,275</b>	<b>1,235</b>	<b>2,525</b>
<b>Total Budgeted Expenses</b>	<b>7,104</b>	<b>6,211</b>	<b>6,032</b>	<b>8,431</b>	<b>7,616</b>	<b>7,411</b>	<b>7,382</b>	<b>7,303</b>	<b>7,447</b>	<b>8,926</b>
<b>Revenues - Expenses</b>	<b>540</b>	<b>(51)</b>	<b>2,358</b>	<b>(1,811)</b>	<b>(766)</b>	<b>(321)</b>	<b>(40)</b>	<b>300</b>	<b>428</b>	<b>(755)</b>
<b>Available Ending Fund Balance</b>	<b>600</b>	<b>549</b>	<b>2,907</b>	<b>1,096</b>	<b>330</b>	<b>9</b>	<b>(30)</b>	<b>270</b>	<b>697</b>	<b>(57)</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) Federal Stimulus Funding from Clean Water State Revolving Fund Grant for Bluebird SOCWA Rehab or Rockledge Sewer Reconstruction.  
 (4) 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.



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